



# Meeting Minutes

Special Capital Improvements Projects Meeting with Town Staff

Monday, January 4, 2021, 3:00 pm

<https://andover.webex.com/andover/j.php?MTID=m4f065932c72fb6ba03052cac412a7c81>

**Webex Meeting number / Access Code: 179 402 9398**

**Meeting password: VhfXMB3eJ57**

**Join by phone: 1-408-418-9388**

**Access code: 179 402 9398**

**In attendance:**

Andrew Flanagan, Town Manager

Janet Nicosia, Energy Manager

Carlos Jaquez, DPW

Joyce Losick-Yang, Sustainability Coordinator

Paul Materazzo, Town Planner

Amy Latva-Kokko, AGAB Chair

Anil Navkal, AGAB

Harry Voorhees, AGAB

Jon Unger, AGAB

Maria Bartlett, AGAB

Mary Pritchard, WECAN

Jacqueline ?

Melanie Cutler, AGAB

Overview of Meeting Agenda:

1. AGAB appreciates this opportunity to have dialogue with Town Staff regarding the FY2022 Capital Improvements Program [link](#). The CIP begins with the town's mission and values, approved in 2003. This meeting aligns with both values to

“Promote open communication with the public and to “solicit citizen participation”. We open this meeting in the spirit of town value 4 “to encourage an environment of trust and honesty”.

2. [Comments are on a CIP 2022 spreadsheet](#) that will organize the conversation.

Some overall themes are:

- a. Stormwater
  - i. Water
  - ii. Trees
  - iii. Sidewalks and Roads
  - iv. Shawsheen River
  - v. Regenerative Landscape Management
- b. Energy
  - i. Management
  - ii. Equipment and vehicle replacement
  - iii. Town & School energy initiatives
- c. Toxicity reduction

AGAB general comment to provide additional background information on the capital improvements program.

-Andrew Flanagan, Town Manager:

- The staff have been requested to streamline budget documents
- The town will provide background to items upon request, otherwise it would be onerous on staff and difficult to navigate the document.

*Minutes beginning at 3:14 pm*

#### Sidewalks -

- Major annual road maintenance - comment to include green infrastructure, bike lanes, regenerative land management, street trees
- Links to 2 videos of AGAB meetings discussing green infrastructure (Willow Cheeley and Trevor Smith)
- Allow for permeability, light-colored materials, recycled materials
- Improve walkability
- Carlos Jaquez, DPW: use exclusively Chapter 90 funds from the state, enough to cover about 5% of the towns' roads/year. Barely enough to cover the infrastructure of the town.
- DPW includes sidewalk repairs in CIP. Enough funds, \$250/yr, for minor repairs.
- DPW plans to recreate the sidewalk master plan, considering sustainability and how to allocate funds

- Feedback from residents to improve walkability
- Town is mandated by federal gov to submit info for NPDES permit, covers roadways, tree plantings, road salting, vehicle maintenance
- Specific projects (ex. In front of Old Town Hall) can include green infrastructure
- DPW actively considers green infrastructure for specific projects
- Andrew Flanagan, Town Manager: Town has developed a different funding source for the larger scale sidewalk projects in order to dig out from the backlog. Amount equal to 10% of free cash/yr.
- Last year, appropriation was \$1.2M, and another \$1.2M this year. Goal is to catch up.
- Town divisions coordinate when thinking about projects, like roads, sidewalks, utilities. Try to coordinate projects with utility companies.
- Planning to replace water mains and repair roads using money from Columbia Gas settlement.
- All roads are evaluated in terms of paving and maintenance, stormwater drainage is considered.
- Other sustainability efforts are considered on a case by case basis.
- Can be challenging if private land is needed for mitigation processes outside of public right-of-way areas.

#### Library Maker Space

- Use environmentally-friendly design elements. Ex. low-VOC paints, etc.
- Consider materials that promote indoor air quality health

#### Information Technology

- Use energy efficient and environmentally-healthy devices

#### CDP-03

- Consider sustainability at all stages of Master Plan
- Paul Materazzo, Planning Department. Rather than pay for a consultant, use the expertise of AGAB and Dr. Losick-Yang in drafting the Master Plan.
- DCI = consultants that town used to improve the Essex St. area; opportunity to look at green infrastructure when looking at improving that intersection. Hoping to move forward with construction within the next year.

#### Bowling Green

- Town is working on improving walkability along Rte. 133
- Opportunity for additional recreation along the Shawsheen River
- Needs feedback from the community as to how to reimagine the space
- Push the project off until 2024

- Makes sense to consider this through the greater lens of improvements along the Shawsheen River. Joyce and Bob Douglas are working on it.

#### CDP-13 - Reichold Site Respiration

- Consider regenerative land management
- Use caution when planting wildflower meadow - requires maintenance
- Currently conservation land
- Janet Nicosia - determined not to be great spot for solar, it's a hill facing north, would result in further land disturbance

#### CDP-14

- Recommendation to fully fund this. Improve areas along the Shawsheen River.

#### CDP-06 - Bicycle and Pedestrian Master Plan

- Recommended to fund this to encourage
- Do we have the funds to apply for Complete Streets funding?
- Town is starting to work on this internally to try to gather information and use a consultant to help the town progress the bikeability of the town

#### POL-1 - Police Vehicle Replacement

- Recommend acquiring electric vehicles
- Decreased operational costs
- Department started transitioning to more hybrid vehicles this year

#### POL-3

- UAS uses some solar power

#### FR-1 - Fire Apparatus Replacement

- Use renewable energy

#### DPW-07 a and b - Public Works Vehicles

- Use electric vehicles where possible
- Other towns / cities are piloting more electric trucks, tractors, etc.
- DPW is acquiring an electric John Deere gator vehicle
- Joyce has been talking with National Grid, looking to help municipal governments to transition to EVs for medium vehicles. Will do a study for free to see how many of our vehicles might be able to be transitioned to electric vehicles in the future.

#### DPW-13 Filter Backwash Discharge Tank

- Reduce water purification load by other holistic measures

#### DPW-15 - tree removal

- Where possible, leave cut trees where they are
- Consider replanting
- Town is working on a tree inventory
- Develop a master plan for tree planting and management
- All public trees will be mapped

?

- Town requesting funding for cold water pipelines
- Map is required for NPDES permit

#### DPW - Water Treatment Plant Generator

- Is there a renewable energy option?
- Large capacity generator - is there enough renewable energy to meet the power requirement

#### DPW 24

- 19 issues
- CDM Smith did a report for the town on wastewater systems, sources contributing to overflow conditions

#### FAC - 1 - Town Projects, Building Division

- Facilities Dept. uses low VOC products (cleaning products, paints, etc.) in compliance with state laws
- Switch to new flooring, rather than stripping and waxing. Use vinyl instead that doesn't need finishing or waxing. Don't use asbestos or mercury-containing products.
- Town is "red list-free"
- Playground surfacing - moving to poured in place surfacing. Architect Board does not consider the engineered wood fiber to be handicap-accessible. Requires more maintenance than the town can provide. Poured-in-place provides universal access. Also, engineered wood fiber can increase yellow jacket nests.
- New playground in lower Shawsheen includes some nature play elements

#### FAC 2 - submetering each building

- Continue this project
- Town vehicle replacement - will look at EVs and hybrid options

#### FAC 5 - track

- Track will likely be impervious surface
- It is surrounded by pervious turf

#### Major Town Projects

- Make roofs solar-ready, ex. Sanborn School
- Will be a warrant article at this year's Town Meeting
- Has to be timed with roof replacement
- Public Safety roof is being done now
- MHL parking lot improvement, will consider green infrastructure
- Sanborn School patio in porous concrete

#### Major School Projects

- Add air conditioning to schools - consider heat pumps
- At Sanborn, good options for going all electric in the future
- New West Elementary School should be all electric
- Discussion about using turf vs. natural grass