

Select Board Meeting

Monday, April 26, 2021

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order

Chairperson Annie Gilbert called the Select Board Meeting of Monday, April 26, 2021 to order at 7:02 PM. Members in attendance: Laura Gregory, Chris Huntress, Alex Vispoli, D. Howe.

Others in Attendance: Town Manager Andrew Flanagan, Deputy Town Manager Mike Lindstrom, Assistant Town Manager Patrick Lawlor, Town Clerk Austin Simko, Town Counsel Tom Urbelis.

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

The meeting began with a Moment of Silence remembering Mary Carbone, a very strong advocate for many members of the Town, followed by the Pledge of Alliance.

III. Communications/Announcements/Liaison Reports

The Town Manager announced that this Wednesday is the last Triboard meeting and the School Committee will be presenting their budget. We are continuing the public outreach for the Integrated Financial Plan on Tuesday nights with public access questions on Thursdays.

Austin Simko reported that the deadline for Phase I Submission Materials for Town Yard Disposition closed last week with seven proposals received. They will be meeting in mid-May to consider the proposals and will announce which proposers will move forward to round two.

Chris Huntress thanked the Forestry Department for taking care of an issue on Pole Hill with trees down and blocking the path which they cleared. They were very responsive.

Laura Gregory provided an update on the DIVERSE Commission. The second meeting will be held tomorrow. She looks forward to working with the group to move forward to address these critically important issues in Town. Information can be found on the Town website under Community Services/Andover Diverse with information on the Committee, resources, local events, book reading lists, etc. Jemma Lambert will provide an update at an upcoming Select Board meeting.

Alex Vispoli was glad to see that Massachusetts kept all of our congressional seats based on the census results.

Dick Howe asked if a schedule has been developed for Selectmen to attend the presentations on the Integrated Finance Plan (IFP). Andrew Flanagan said to come when you can. There are a few spots when he will need some help and will send out those dates to the Board. Annie Gilbert attended a few of the IFP presentations along with some other members and encourages members of the public to attend. People have

the ability in real time to ask questions through the Chat option and there is a more formal opportunity to ask questions www.andoverma.gov/IFP

IV. Citizens Petitions and Presentations

To provide public comment during Citizens Petitions and Presentations visit:
www.andoverma.gov/JoinSelectBoardMeeting

V. Public Hearings

A. Change of Officers and Directors and Change of Stock Interest to an Innholder All Alcoholic Beverages License

Austin Simko explained the application of Sonesta International Hotels Corporation, 4 Technology Drive, Andover, MA, for a change of officers/directors and a change of stock interest relating to its Innholder All Alcoholic Beverages License. This has gone through the internal department review and all other requirements of the Town have been met.

Alex Vispoli moved to approve the application of Sonesta International Hotels Corporation, 4 Technology Drive, Andover, MA, for a change of officers/directors and a change of stock interest relating to its Innholder All Alcoholic Beverages License, subject to the condition that all other requirements of the Town are met prior to issuance of the license. Motion seconded by Chris Huntress. Roll call: Huntress-Y, A. Vispoli-Y, L. Gregory-Y, D. Howe-Y, A. Gilbert-Y. Motion passes 5-0.

B. Change from a Wine and Malts License to an All Alcoholic Beverage License

Board to review and consider voting to approve an application by CSB Restaurant Group LLC., DBA Yella, 16 Post Office Avenue, Andover, MA for a transfer from a Wine and Malt Restaurant Alcoholic Beverage License to an All Alcohol Restaurant Alcoholic Beverage License at 16 Post Office Ave, Andover, MA. Danielle Berdahn, 24 Green Street, Lynnfield, MA is the designated manager. Austin Simko explained that this is a transfer request of a license which we have in our quota. If approved, it would not change licenses available to us.

Alex Vispoli moved to approve the application of CSB Restaurant Group LLC., DBA Yella, for an All Alcoholic Restaurant Alcoholic Beverage License at 16 Post Office Avenue, Andover, subject to the condition that all other requirements of the Town are met prior to issuance. Motion seconded by Dick Howe. Roll call: D. Howe-Y, A. Vispoli-Y, L. Gregory-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 5-0.

Alex Vispoli moved to approve the application of CSB Restaurant Group LLC., DBA Yella, for an All Alcoholic Restaurant Alcoholic Beverage License at 16 Post Office Avenue, Andover, is not detrimental to the educational and spiritual activities of the Saint Augustine Church at 43 Essex Street, the Free Christian Church at 31 Elm Street or the Andover Baptist Church at 3 Essex Street, Andover. Motion seconded by Dick Howe. Roll call: L. Gregory-Y, C. Huntress-Y, A. Vispoli-Y, D. Howe-Y, A. Gilbert-Y. Motion passes 5-0.

C. National Grid

Board to discuss and consider voting to approve a petition of National Grid to lay and maintain underground laterals, cables and wires in Haverhill Street or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioner may desire for distributing. Austin Simko said they facilitated the internal review process with DPW and abutters were notified. Dave Boucher, Senior Designer for National Grid, was present to answer questions.

Laura Gregory moved to approve the request of National Grid to lay and maintain underground laterals, cables and wires in Haverhill Street or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioner may desire for distributing. Motion seconded by Alex Vispoli. Roll call: L. Gregory-Y, A. Vispoli-Y, D. Howe-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 5-0.

VI. **Regular Business**

A. Armenian Genocide Proclamation

Representatives from the Armenian Community approached Alex Vispoli about the opportunity to present their Proclamation to the Board to review and to consider voting to approve a Proclamation for Commemoration of the Armenian Genocide. It recognizes a certain event that had an impact on the Armenian Community in Andover. Alex read the proclamation.

Dick Howe thanked Alex for bringing this forward to the Board and for responding so well to the Armenian Community in Andover. Annie Gilbert said it is important to continue to talk about this event and to teach about it so no one forgets and she is proud to support this proclamation.

Alex Vispoli moved that the Board endorse and sign the Proclamation for the Commemoration of the Armenian Genocide. Motion seconded by Laura Gregory. Roll call: A. Vispoli-Y, L. Gregory-Y, C. Huntress-Y, D. Howe-Y, A. Gilbert-Y. Motion passes 5-0.

B. 375th Anniversary Update

Paul MacKay, Chair of the Andover 375th Anniversary Celebration shared information on the Celebration via a slide show presentation. The slideshow included the new tag line 'Andover Thrives at 375' and their logo. They also have a proclamation which he read to the Board. They are presently formalizing their plans with a kick-off on May 6, 2021 to continue throughout the year. In addition to the logo, they have an artist rendering of Andover, incorporating the Andover 375th logo that is expected to be used for various items of the celebration. They have defined a number of anchor events, 'You've been 375th' in May of this year, with 375 lawn signs and signage across the town. They are also soliciting people who ask to have a lawn sign what their most favorite people and things are that they like about Andover. A Community Day will be held in September in the Shawsheen area and they are proposing to hold an Andover Thrives First Night Celebration ringing in Andover's New Era. They are also planning a grand finale in May 2022, with 375 points of light illumination in The Park or elsewhere. This will be a cooperative venture between the public and private sectors. They have been receiving

great reception from a number of community organizations and churches of faith based institutions.

Laura Gregory said she and Alex were able to tour the new Senior Center a few weeks ago, which was amazing and looks much like the rendering and video they saw. Kudos to everyone involved (including Paul MacKay) in this amazing effort.

Chris Huntress asked Mr. MacKay to let the Board know what they can do to help with the 375th Celebration. The Board thanked Mr. MacKay for the update.

C. Community Choice Aggregation: Start of Public Review Period for Municipal Aggregation Plan

Board to receive an update on the public review period for the Municipal Aggregation Plan.

Mike Lindstrom and Joyce Losick-Yang provided an update to announce that the public process for Municipal Choice Aggregation and has been branded as Andover Community Power, which will be on all materials going forward. The draft plan went public today for public review through May 17th. When the public comment period closes, they will return to the Select Board with the findings to ask for their approval. The marketing materials will be sent to the rate payers that qualify and are eligible to participate in the plan. It is important to familiarize yourself with the marketing materials. Also, the website is featured on the front-page of the Town Website and will be the official website going forward. There is a web form available for comment. Residents also have the ability to opt out. The Board thanked Mike and Joyce for their hard work on this effort.

D. Andover Data Portal

Patrick Lawlor provided an overview of the Andover Data portal. There are three focus areas: Service Analytics to take data and turn it into information on how we serve the public every day, providing transparency and information in a new way for the public to see, and for economic development. Discussions were held with all departments and they talked about all the information we collect, and the most frequently questions asked. The Merrimack Planning Commission data was also leveraged into our data along with performance and activity data, personnel and employee benefits data, tax history and comparison data information requests. There will be a lot more to come to keep the momentum behind this tool along with monthly releases of data that can be a collaborative data tool for the community. Next winter, the interactive snow tracker data will be on-line as well as a facilities real-time energy tool, the expanded community comparison tools, and Town Department information. The website is now live on the Town Website at www.andoverma.gov/data.

E. June 15th Election Warrant

Austin Simko said this Warrant is substantially similar to the Warrant of March 23rd and the polling places are the same as they were on March 23rd (the Senior Center is not on the list as a polling center at this time). Mail-in ballots to vote by mail or for absentee ballots, can be requested at the Town Clerk's Office.

Laura Gregory moved to accept and sign the June 15th Election Warrant as presented. Motion seconded by Chris Huntress. Roll call: L. Gregory-Y, A. Vispoli-Y, D. Howe-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 5-0.

F. Annual Town Meeting Articles

Questions/Comments

Bill Hamm asked for an update on IFP. The Town Manager reported that the first step was moving forward with filing information, modeling with our financial advisor, and a series of probability testing with the Segal, the Town’s Accruary, and they held close to 30 public meetings.

Why are no other towns doing this? There are communities across the country who are. We are the only town in Massachusetts with a funding ratio of less than 50%. Our mandatory funding date is 2040 and an historically low interest rate is advantageous.

Alex Vispoli said the need for an Investment Advisory Committee is critical and will be one of the lynchpins in getting this kind of money and doubling the assets we have now which will require an accomplished group of people who would make up that Committee. Andrew said they will be conducting a formal solicitation very soon with the goal to have their first meeting prior to Town Meeting.

Reform is on the table with the Retirement Board, can you illustrate what that will look like and mean? The Town Manager said the Retirement Board vote on reform is scheduled for this Thursday.

Can you illustrate the reduction in the actual tax if you use new growth? The Town Manager said it is an analysis that has been done and will be included in Tuesday’s Public Input Session on the Integrated Financial Plan.

P6	<p>Unfunded Pension Liability (the Finance Committee unanimously recommended approval of this article). Dick Howe moved to support the passage of WA P6, Unfunded Pension Liability, as presented. Motion seconded by Laura Gregory. Roll call: D. Howe-Y, L. Gregory-Y, A. Vispoli-Y, C. Huntress-Y A. Gilbert-Y. Motion passes 5-0.</p>
P7F	<p>Financial Housekeeping Articles (PFA through P&H) as explained by Donna Walsh. Alex Vispoli moved to recommend approval of WA P7F (Articles A through H). Motion seconded by Dick Howe. Roll call: D. Howe-Y, A. Vispoli-Y. L. Gregory-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 5-0.</p> <p>Alex Vispoli recommended approval of WA-7H. Motion seconded by C. Huntress. Roll call: A. Vispoli, C. Huntress-Y, D. Howe-Y, L. Gregory-Y, A. Gilbert-Y. Motion passes 5-0.</p>
P10	<p>Unpaid Bills updated amount of \$6,673.19 from Free Cash. Dick Howe moved to recommend approval of WA P10. Motion seconded by Alex Vispoli. Roll call: D. Howe-Y, A. Vispoli-Y, C. Huntress-Y, L. Gregory-Y, A. Gilbert-Y. Motion passes 5-0.</p>

P18	<p>Deficit Reduction (4 projects totaling \$38,606.91 from Free Cash)</p> <p>Dick Howe moved to recommend approval of WA-P18 in the amount of \$38,606.91 from Free Cash. Motion seconded by Chris Huntress.</p> <p>Roll call: C. Huntress-Y, D. Howe-Y, L. Gregory-Y, A. Vispoli-Y, A. Gilbert-Y.</p> <p>Motion passes 5-0.</p>
P25	<p>West Elementary School Design and Construction</p> <p>Andrew Flanagan reported that this article is the bond authorization for the construction of WESP. Andrew presented to MSBA last week who moved us forward into the final phase and will finalize their contribution to the project of \$151,661,968 with a 24.7% MSBA grant reimbursement of \$37,457,769 and as written in the warrant. The next project forum will be held on May 19th at 7:00 P.M.</p> <p>Dick Howe moved to recommend approval of WA-P25 in the amount of \$151,661,968 with an MSBA reimbursement of \$37,457,769 or as written in the warrant. Motion seconded by Alex Vispoli. Roll call: L. Gregory-Y, C. Huntress-Y, A. Vispoli-Y, D. Howe-Y, and A. Gilbert-Y. Motion passes 5-0.</p>
P31	<p>Automatic Sprinklers</p> <p>Alex Vispoli moved to recommend approval of WA-P31 automatic sprinklers as presented. Motion seconded by Dick Howe. Roll call: D. Howe-Y, Gregory-Y, A. Vispoli-Y, Huntress-Y, A. Gilbert-Y. Motion passes 5-0.</p>
P34	<p>Land Acquisition – Town Manager explained the article on land acquisition of 138 & 140 Chandler Road, the Park Family Property. Discussions were held in Executive Sessions. There are two parcels to be combined with the lot across Rte. 93 for a total of 44.41 acres. Extensive environmental testing was conducted by CDM Smith who did not find any negative activity on the parcel or the abutting landfill. This property abuts town and conservation property. Total appropriation of \$4,025,000: \$3,925,000 for land, \$100,000 for miscellaneous associated costs. The land acquisition total is within the range of an independent appraisal and funded through the Capital Improvement Program. \$4.025M Debt Service within 5.72%. Annual Tax Impact to Avg. Tax Bill \$15.75 beginning in FY 2023. Debt service impacts by restricting project and bond premium authorizations. They have to amend the warrant that is currently shown in the Town Manager’s presentation. This land acquisition was recently presented to the Finance Committee.</p> <p>No action taken.</p>

VII. Consent Agenda

A. Appointments by the Select Board

Alex Vispoli moved for the Board to approve the following appointments by the Town Manager and as printed in the agenda. Chris Huntress seconded the motion. Roll call: C. Huntress-Y, A. Vispoli-Y, L. Gregory-Y, D. Howe-Y, A. Gilbert-Y. Motion passes 5-0.

Department	Name	Position	Rate/Term	Date of Hire
Town Clerk	Matthew Gosselin	Pollworker	\$9.25/hour	4/15/2021
Town Clerk	Clinton Reiser	Pollworker	\$9.25/hour	4/13/2021
Town Clerk	Sumana Behara	Pollworker	\$9.25/hour	4/13/2021

B. Appointments by the Town Manager

Alex Vispoli moved that the following appointments by the Town Manager be approved as printed. Motion seconded by Dick Howe. Roll call: A. Vispli-Y, D. Howe-Y, L. Gregory-Y, A. Gilbert-Y. Motion passes 5-0.

Department	Name	Position	Rate/Term	Date of Hire
Information Technology	Laura Hall <i>(Daniel DiCesare)</i>	Applications Solutions Manager	\$94,170.58	5/3/2021
Information Technology	Jake Celentano <i>(Eric Levy)</i>	Solutions Program Analyst	\$85,513.25	5/4/2021
Department of Public Works	Paul Dubois <i>(James Misenti)</i>	Water Treatment Plant Operator	\$70,709.60/yr	4/27/2021
Facilities	Mark Gardella	Working Foreman – Electrical	\$37.44/hour	4/27/2021
CD&P – Conservation	Marisa Browning-Kamins	Land Manager	\$27.99/hour	5/10/2021
Youth Services	Michaela Brown	Seasonal	\$13.50/hour	4/12/2021
Andover Police Department	Kathryn Kozikowski	Inspector of Animals	Term Expires 4/30/2022	5/1/2021
Ballardvale Historic District Commission	John Maier	Member	Term Expires 6/30/2023	4/26/2021
Elderly and Disabled Tax Fund Committee	Thomas Rando	Member	Term Expires 6/30/2024	4/26/2021
Elderly and Disabled Tax Fund Committee	Kim Rainen	Member	Term Expires 6/30/2024	4/26/2021
Elderly and Disabled Tax Fund Committee	David Kahn	Member	Term Expires 6/30/2024	4/26/2021
Elderly and Disabled Tax Fund Committee	Dennis Adams	Member	Term Expires 6/30/2024	4/26/2021
Elderly and Disabled Tax Fund Committee	Michael Morse	Liaison	Term Expires 6/30/2024	4/26/2021
Elderly and Disabled Tax Fund Committee	Stephen Surette	Liaison	Term Expires 6/30/2024	4/26/2021
Elderly and Disabled Tax Fund Committee	Jemma Lambert	Liaison	Term Expires 6/30/2024	4/26/2021

Dollars for Scholars	Kate Allard	Awards Selection Committee Member	Term Expires 4/26/2022	4/26/2021
Dollars for Scholars	Phil Giguere	Awards Selection Committee Member	Term Expires 4/26/2022	4/26/2021
Dollars for Scholars	Carolyn Hanson	Awards Selection Committee Member	Term Expires 4/26/2022	4/26/2021
Dollars for Scholars	Michael Morse	Awards Selection Committee Member	Term Expires 4/26/2022	4/26/2021
Dollars for Scholars	Erik Smith	Awards Selection Committee Member	Term Expires 4/26/2022	4/26/2021
Dollars for Scholars	Eric Stubenhaus	Awards Selection Committee Member	Term Expires 4/26/2022	4/26/2021
Master Plan Steering Committee	Raj Tekchandani	Member	Term Expires 6/30/2024	4/26/2021

VIII. Adjourn

At 9:14 P.M. Dick Howe moved to adjourn the meeting of April 26, 2021. Motion seconded by Alex Vispoli. Roll call: A. Vispoli-Y, L. Gregory-Y, D. Howe-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 5-0.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor’s March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Select Board will be conducted via remote participation to the greatest extent possible. For this meeting, members of the public who wish to watch the meeting may do so in the following manner: Andover TV COMCAST CHANNEL 22 AND VERIZON CHANNEL 45.

Members of the public who wish to provide public comment on an item that is *not* on the agenda may do so by visiting www.andoverma.gov/JoinSelectBoardMeeting. They will be admitted during Citizens Petitions and Presentations.

To ask a question on particular agenda items during the regular meeting can do so by calling 311 from their landline or cell phone within the geographical boundaries of Andover or by calling 978-623-8311 from anywhere or by emailing manager@andoverma.gov. Residents are encouraged to email their questions ahead of the meeting, however, staff will be available to present the Board with questions received during the meeting. Please include your name and address with your question.

Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town’s website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.