Select Board
Minutes of October 7, 2019
Regular Session

I. Call to Order
Chairperson Laura Gregory called the meeting of the Select Board to order at 7:02 P.M. in the 3rd Floor Conference Room located at Town Offices. Present from the Select Board: Alex Vispoli, Dan Koh, Annie Gilbert, Chris Huntress, and Laura Gregory.

Others in Attendance: Town Manager Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Town Counsel Tom Urbelis, Town Clerk Austin Simko. The meeting was duly posted and cablecast live.

II. Executive Session
Annie Gilbert moved for the Select Board go into executive session pursuant to Purpose (3) of the Massachusetts General Laws, Chapter 30, Section 21 (a), for the purposes of discussing confidential legal advice with Town Counsel and potential litigation strategy, and to consider voting on the Executive Session Minutes of April 11, 2019 and for the Chair to declare that a public session would have a detrimental effect on the Town’s potential litigation position and return to public session. The Chair so declared that a public session would have a detrimental effect on the Town’s litigation position. The motion was seconded by Chris Huntress. Roll call: A. Vispoli-Y, A. Gilbert-Y, C. Huntress-Y, P. D. Koh-Y, and L. Gregory-Y.

The Board reconvened in open session at 7:40 P.M.

III. Opening Ceremonies
A. Moment of Silence/Pledge of Allegiance
The meeting began with a Moment of Silence followed by Pledge of Allegiance.

IV. Communications/Announcements/Liaison Reports
The Town Manager provided updates on Columbia Gas abandoned gas lines, the aftermath of gas leaks on 9/29/19 in Lawrence, and a moratorium was imposed last Friday on any work conducted by Columbia Gas (CG) across the Commonwealth. Columbia Gas reported that there are potentially 182 abandoned lines installed with the new lines in Andover. As of today, 132 lines have been inspected, 103 disconnected from the main, 18 were not, 114 were completely resolved, another 17 clarified for further inspection (dig in street). Columbia Gas plans to expedite the work.

Gas Leak: When CG installed the new distribution system they tied into the sleeve in some places because they were not fully decommissioned from the old line. All six of Andover lines found were filled with concrete and CG workers conducted an actual walk of the distribution system to further verify. The old valves have been decommissioned.
The State DPW has placed a moratorium on CG conducting any work across the Commonwealth. CG will apply through the State DPU to conduct any work (High Plain Road work is one of the sites).

Chris Huntress announced that the ABC House (A Better Chance) is holding its annual fundraiser on Nov 9th at the Andover Town House. Donations or tickets can be picked up at AndoverABC.org.

Annie Gilbert said a public brainstorming session on the Indian Ridge Playground located on Cuba Street will be held on Tuesday, October 14th at 7:30 PM at the Senior Center Four Seasons Room. She also reported that the Mass School Building Authority (MSBA) visited AHS last week and asked questions about the school prior to the tour which went very well. MSBA is expected to announce the schools they will be funding at their December meeting.

Don Koh asked everyone to please keep Don Robb in their thoughts, as he has received some bad news about his health.

Alex Vispoli talked about the warehouses being proposed in the Burt Road area, there are still traffic concerns for that area which is only accessible through River Street, and asked about available options to regulate traffic flow. In addition, he asked about the status of sidewalks for Odyssey Way and Taylor Cove and included in the sidewalk plan in the CIP. The Town Manager said he will ask the traffic unit to check the area and will speak with their regional partners to see if there is any way to redirect the traffic and look at the sidewalk plan. Chris Huntress will write a summary of what the issues. Originally, there was a tri-town agreement proposed to address these concerns.

Laura Gregory spoke about the actions taken by the Governor on vaping issues and asked the Town Manager to prepare a presentation for the Board.

V. Citizen Petitions and Presentations  none

VI. Regular Business of the Board
A. Halloween Trick-or-Treating
On a motion by Chris Huntress and seconded by Dan Koh, the Board voted 5-0 to set the date for Trick-or-Treating to October 31, 2019 from 4:00 P.M. to 6:00 P.M. in compliance with the Triple E threat. Tom Carbone, Public Health Director, said if conditions change over the next few weeks they will issue a recommendation.

B. Citizen Petitions and Presentations Policy
The Board discussed revisions on the current Policy for Citizen Participation and the Public Comments.

Alex Vispoli prefers to leave it up to the Chair to moderate the time given for discussion to prevent unintentional bias the public to say what they want to say without a 3-minute limit. Dan Koh proposed speakers be given a target of 3 minutes to present their material without
a hard-stop. Annie Gilbert supports having some framework that the Chair could turn to that would enhance everyone’s opportunity to speak. Chris Huntress has always understood that the Chair had the ability to restrict speaking time and make the discretionary call to have a time limit.

The Board proposed amending the Citizens Petitions and Presentation Policy by revising Item #2 as follows: The presiding Chair may limit a speaker’s time providing that same limitation is applied to each speaker who chooses to speak on that same issue without regard.

Item #5 – Remove the last sentence that begins with Under most circumstances.

Annie Gilbert moved to approve the Selectmen’s Public Comment Guidelines Policy 1.6 as amended and discussed. Motion seconded by Chris Huntress and voted 4-1 approved. Laura Gregory opposed.

C. **Town Election and Annual Town Meeting Calendar**
Austin Simko shared the Town Election and Annual Town Meeting Calendar for 2019-2020. There will be four elections in 2020. Due to renovations at the Center at Punchard that precinct may be changed (to Cormier Youth Center) and Precinct 3 may be moved. Early voting will be available in the lead up to the November election, and include early voting for the September primary. It is unlikely there will be early voting for the March presidential primary.

Alex Vispoli moved to approve and adopt the Town Election and Annual Town Meeting Calendar as printed. Motion seconded by Chris Huntress voted 5-0 to approve.

D. **Zoning Board of Appeals Appointments**
Zoning Board of Appeals Subcommittee (Chris Huntress and Alex Vispoli) to recommend the appointments of three members to the Zoning Board of Appeals. Six great individuals were interviewed and the plan is to notify everyone tomorrow morning of their decision. Alex and Chris thanked everyone who participated in the process.

Chris Huntress moved to confirm for a 3-year term on the Andover Zoning Board of Appeals: Carol McDonough, Member/Clerk, Lisa Rechisky, Member, and David Guerette, Associate. The motion was seconded by Annie Gilbert and voted 5-0 to approve.

VII. **Appointments by the Town Manager**
Dan Koh moved that the following appointments by the Town Manager be approved. The motion was seconded by Annie Gilbert and voted 5-0 to approve.
<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
<th>Position</th>
<th>Rate/Term</th>
<th>Date of Hire</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andover Green Advisory Board</td>
<td>Maria Bartlett</td>
<td>Member</td>
<td>Three years</td>
<td>10/8/19</td>
</tr>
<tr>
<td>Andover Green Advisory Board</td>
<td>Jonathan Unger</td>
<td>Member</td>
<td>Three years</td>
<td>10/8/19</td>
</tr>
<tr>
<td>Preservation Commission</td>
<td>Joann Michalik</td>
<td>Member</td>
<td>Three years</td>
<td>10/8/19</td>
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<tr>
<td>Facilities</td>
<td>Wilfredo Abreu (Joseph Thompson)</td>
<td>Junior Custodian</td>
<td>$23.37/hour</td>
<td>10/21/19</td>
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<tr>
<td>Community Services - Elder Services</td>
<td>Kusum Basra</td>
<td>Office Assistant</td>
<td>$22.11/hour</td>
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<tr>
<td>Community Development and Planning</td>
<td>Dena O'Neil</td>
<td>Substitute Administrative Secretary</td>
<td>$19.30/hour</td>
<td>10/9/19</td>
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<td>Community Development and Planning</td>
<td>Gerri Bellavia</td>
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<td>10/9/19</td>
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<td>Community Services - Recreation</td>
<td>Rebecca Griffin</td>
<td>Kid Care</td>
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<td>9/30/19</td>
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<td>Kid Care</td>
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<td>9/30/19</td>
</tr>
</tbody>
</table>

VIII. **Approval of Minutes**
On a motion by Chris Huntress and seconded by Dan Koh, the Board voted 5-0 to approve the minutes of April 8, 2019 as presented.

IX. **Executive Session**
Annie Gilbert moved that the Board vote to go into Executive Session pursuant to Purpose 2 of Massachusetts General Laws, Chapter 30, Section 21(a), to conduct strategy sessions in preparation for negotiations with nonunion personnel, i.e., the Town Manager, and to return to open session. Motion seconded by Alex Vispoli.
X. **Open Session**
A. Deliberation on and appointment of a two-member sub-committee of the Board of Selectmen; to prepare and to conduct negotiations with non-union personnel, i.e., the Town Manager.

Laura Gregory reported the Board will not vote on this item in open session this evening as part of the process to re-appoint the Town Manager. The Board will take public input at two Select Board meetings with more opportunities to provide input after that. After all input has been received, the Select Board will vote to decide how to proceed on the reappointment of the Town Manager.

XI. **Adjourn**
At 9: 07 P.M. on a motion by Chris Huntress and seconded by Dan Koh, the Select Board voted 5-0 to adjourn from the meeting of October 7, 2019.

Respectfully submitted,

Dee DeLorenzo
Recorder