I. **Call to Order**

Chairperson Laura Gregory called the meeting of the Select Board to order at 7:00 P.M. in the Select Board’s Meeting 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. **Opening Ceremonies**

A. **Moment of Silence/Pledge of Allegiance**

The meeting began with a Moment of Silence followed by the Pledge of Allegiance.

III. **Communications/Announcements/Liaison Reports**

Laura Gregory announced that the Select Board is beginning the reappointment process for the Town Manager and seeking public input. Input can be sent to the Board via email at TMINPUT@andoverma.us which go to the Select Board only. At the beginning of the November 4th Select Board Meeting, there will be an opportunity for public input; which the Board looks forward to receiving.

The Town Manager said the FY-21 budget process has begun and the CIP will be released on Friday, November 1st and available on the Town’s website. The Select Board will receive hardcopies of the CIP along with a high-level overview at their meeting on Monday, November 4, 2019. Town Accountant Haley Green and Retirement Board Member Tom Hartwell will present an update on the Pension/OPEB.

Columbia Gas Update: Andrew reported that the process by Columbia Gas to identify and decommission abandoned lines has put a significant strain on our paving program schedule, along with the weather. The expectation is that paving will be completed by the end of the fall season. Andrew also reported on the status of the CG abandoned lines: Group 1: Verification of 183 lines has been completed. Of the other 420 lines, 270 were completed, 186 abandoned, 56 were not. There have been issues with contacting some of the residents.

Downtown Trick or Treat will be held on Wednesday, October 31st from 3:30-5:00 P.M. and Holiday Happenings has been scheduled for Friday, December 13th from 4:00-8:00 P.M.

The Town Manager acknowledged Town Counsel Tom Urbelis who has been selected to the Massachusetts Super Lawyers list, an honor reserved for those lawyers who exhibit excellence in practice. Super Lawyers Magazine selects attorneys using a patented multi-phase selection process. Each candidate is evaluated on 12 indicators of peer recognition.
and professional achievement with only 5% of attorneys in Massachusetts receiving this
distinction. Congratulations to Tom.

Austin Simko and Mike Lindstrom have been working with students at U/Mass Lowell to
construct a citizen survey to go out to Andover residents. The questions are varied and
the method is a two-prong approach. Anyone can go online and take the survey and the
other method is a scientific sample using Town Census Data of 2,500 sample names. The
survey will be distributed to citizens this fall and analyzed in the winter.

Tom Urbelis announced that the Town has filed a lawsuit in Federal District Court against
more than 15 manufacturers and distributors of opioids. The claim is that the defendants
mischaracterized and failed to disclose the known serious risk of addiction and that by
increasing opioid prescriptions and use, the defendants collectively fueled the opioid
epidemic and significantly harmed Andover. The Town is seeking damages including its
increased costs as a result of the defendants’ misconduct. The complaint filed by the Town
will be available on the Town’s website.

Chris Huntress met with DPW Director Chris Cronin to review drafts of applications
from Columbia Gas and N-Grid to streamline the approval process and confirm that
checks and balances are in place. Chris said he has received very good feedback about
the new downtown parking apps.

Dan Koh said the ACE Scarecrow Festival was a great event and it was enjoyable to walk
downtown and see lots of people in the downtown area.

Congratualtions to Mark Comeiro, Director of Veteran Affairs, who organized the Purple
Heart Ceremony held on Saturday to honor the Town’s military service history and
designation as a Purple Heart Community. Andover will display a sign marking its
designation, fly a Purple Heart Flag, and recognize August 7th as the annual Purple Heart
Day making it part of the Purple Heart Trail. The ceremony was attended by four of
Andover’s Purple Heart recipients along with other veterans. Laura Gregory is looking
forward to including the Purple Heart Families in our Veteran’s Day Program.

Residents on Enmore Street have been impacted by the torn up roadways have an
additional complication with the sewer pipe that services Merrimack College. The
residents want to facilitate a meeting with the neighborhood to agree on the sidewalk
layout and are waiting to hear from Chris Cronin. They are looking for a contact name to
send the request to.

IV. Citizens Petitions and Presentations
None

V. Regular Business of the Board
A. Andover Fire Rescue Ambulance Fees
Chief Mansfield sent a letter to the Town Manager on October 1st requesting an increase
in ambulance fees that included a spreadsheet with current and recommended rates and
a comparison of rates charged in seven other communities.
The last rate increase was in 2012. Andover’s rates are still only 1/3 to 1/5 of what would be charged if someone used a private ambulance for transport, and 41% of the service cost are covered by insurance. They also have a process to assist hardship case with paying the bill. The Chief is requesting an increase of 10-12%. The Board will take the request under advisement and vote at the November 4th meeting. This is a first reading – no vote to be taken tonight.

B. Naming of the Senior Center
Pursuant to the Board’s recently adopted policy on the naming of public facilities, the Town Manager has submitted a request to the Board to name the renovated Senior Center after Don Robb and his wife Victoria Robb. Don was intimately involved in all aspects of the Town for many years having served on many, many boards in the community as well as elected boards to improve the quality of life and to bring positive change to the community. Don was deeply involved at the senior center and a member of the Council on Aging.

Laura Gregory asked that information on Don Robb be put on the website so the community can read about his many years of community service. Don always had the best interest of Andover at heart, and was a great listener. All members of the Board are in support of this request.

Alex Vispoli moved that the Board name the renovated senior center the “Robb Center”. The motion was seconded by Dan Koh and voted 5-0 to approve.

C. Purple Heart Community Proclamation
Board to discuss and consider voting to proclaim Andover, Massachusetts a Purple Heart Community and to recognize August 7th annually as Purple Heart Day. Laura Gregory read the proclamation on the Purple Heart Community.

Chris Huntress moved to proclaim Andover, Massachusetts a Purple Heart Community honoring the service and sacrifice of our Nation’s men and women in uniform that were wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans. The Town of Andover will recognize August 7th annually as Purple Heart Day. The motion was seconded by Dan Koh and unanimously voted to approve.

D. Disposition of Town Yard Land
The Town Manager sent a memo to the Board with his recommendation to sell 11 Lewis Street, as opposed to leasing, for disposition of the Town Yard Land. The Town Yard is a key component of the Historic Mill District and is essential to the revitalization of that area. All requirements for a warrant article will be finalized for Town Meeting.

Austin Simko presented information on the factors involved for leasing or selling the Town Yard and shared information obtained through the Historic Mill District Context Public Engagement process. The overlay district was approved in 2015, the Planning Board approved Design Guidelines in 2018, the Traffic and Circulation Study conducted in 2018/2019. The Strategic Place-making study is completed, as is the sewer /water and
environmental study. They have held 45 public engagement meetings. They believe that
the sale of the land would be more beneficial to the Town than a lease.

The method of disposition is the key term in the RFP and pulls together all the elements.
The RFP will include the qualifications of the developer, the development proposal,
financial feasibility analysis, and price proposal. The RFP will show the community the
core objectives that need to be shown by the developer and the criteria the successful
developer would meet in order to be considered. This is the first step in the method of
disposition. The presentation has been shown to the Planning Board and the Historic Mill
District Committee and the vote has been to sell the property.

Annie Gilbert moved that the Select Board vote to endorse the sale of 11 Lewis Street. The
motion was seconded by Dan Koh and unanimously approved.

E. Useful Life Vote
Finance Director Donna Walsh, explained the request to extend the borrowing of certain
equipment to (10) ten years from the usual five years which requires a vote of the Board.

Dan Koh, Clerk of the Select Board of the Town of Andover, Massachusetts, certified
that at a meeting of the Board held on October 24, 2019, of which meeting all members of
the Board were duly notified and at which a quorum was present, the following vote of
3-2 was passed, all of which appears upon the official record of the Board in my custody:

Dan Koh moved that the maximum useful life of the department equipment listed below
to be financed with the proceeds of a borrowing authorized by the vote of the Town
passed April 30, 2018 is hereby determined pursuant to G.L. c.44, &7 (1) to be as follows.

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Borrowing Amount</th>
<th>Maximum Useful Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mack Dump Truck</td>
<td>$170,000</td>
<td>10 Years</td>
</tr>
<tr>
<td>Mack RD690 Dump Truck</td>
<td>$210,000</td>
<td>10 Years</td>
</tr>
<tr>
<td>Mack RD690P Dump Truck</td>
<td>$175,000</td>
<td>10 Years</td>
</tr>
</tbody>
</table>

and also proposed a vote that the maximum useful life of the departmental equipment
listed below to be financed with the proceeds of borrowing authorized by the votes of
the Town passed April 30, 2019 is hereby determined pursuant to G.L. c.44,&7(1) to be as
follows:

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Borrowing Amount</th>
<th>Maximum Useful Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>DPW Vehicle – Loader</td>
<td>$180,000</td>
<td>10 Years</td>
</tr>
<tr>
<td>DPW Vehicle – Sweeper</td>
<td>$200,000</td>
<td>5 Years</td>
</tr>
</tbody>
</table>

The motion was seconded by Annie Gilbert and voted 3-2 to approve. Chris Huntress
and Alex Vispoli opposed.

and Dan Koh further certified that the votes were taken at an open meeting to the public,
that no vote was taken by secret ballot, that a notice stating the place, date, time and
agenda for the meeting (which agenda included the adoption of the above votes) was filed
with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located, or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays, and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the subject matter of this vote were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

The Chair of the Select Board so declared that the motion passed on a vote of 3-2.

VI. Consent Agenda
A. Appointments by the Select Board
On a motion by Annie Gilbert and seconded by Chris Huntress the Board voted 5-0 to approve the annual appointment and re-appointment of Election Officers pursuant to MGL Chapter 54, Section 12, as printed in the consent agenda and as recommended by the Town Clerk:

<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>Town Clerk’s Office</td>
<td>William Profenna</td>
<td>Pollworker</td>
<td>$9.25/hour</td>
<td>10/29/19</td>
</tr>
</tbody>
</table>

B. Appointments by the Town Manager
Chris Huntress moved for the Board to vote that the following appointments by the Town Manager be approved. The motion was seconded by Dan Koh 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>Board of Health</td>
<td>Deborah Enegess</td>
<td>Member</td>
<td>Term Expires 6/30/2022</td>
<td>10/28/2019</td>
</tr>
<tr>
<td></td>
<td>(Carolyn Dymond)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Greater Lawrence Sanitary District</td>
<td>Christopher Cronin</td>
<td>Member</td>
<td>Three years</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>2020 Census Complete Count Committee</td>
<td>Austin Simko</td>
<td>Member</td>
<td>Term expires 6/30/2020</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>2020 Census Complete Count Committee</td>
<td>Brian Major</td>
<td>Member</td>
<td>Term expires 6/30/2020</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>2020 Census Complete Count Committee</td>
<td>Tana Goldberg</td>
<td>Member</td>
<td>Term expires 6/30/2020</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>2020 Census Complete Count Committee</td>
<td>Barbara McNamara</td>
<td>Member</td>
<td>Term expires 6/30/2020</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>2020 Census Complete Count Committee</td>
<td>Nicole Kieser</td>
<td>Member</td>
<td>Term expires 6/30/2020</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>2020 Census Complete Count Committee</td>
<td>Ann Ormond</td>
<td>Member</td>
<td>Term expires 6/30/2020</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>2020 Census Complete Count Committee</td>
<td>Rebecca Backman</td>
<td>Member</td>
<td>Term expires 6/30/2020</td>
<td>10/28/2019</td>
</tr>
</tbody>
</table>
## 2020 Census Complete Count Committee
- **Dana Walsh**
  - Member
  - Term expires 6/30/2020
  - 10/28/2019

## 2020 Census Complete Count Committee
- **David Golden**
  - Member
  - Term expires 6/30/2020
  - 10/28/2019

## 2020 Census Complete Count Committee
- **Anthony DiCenso**
  - Member
  - Term expires 6/30/2020
  - 10/28/2019

## 2020 Census Complete Count Committee
- **Yican Cao**
  - Member
  - Term expires 6/30/2020
  - 10/28/2019

## 2020 Census Complete Count Committee
- **Champa Bilwakesh**
  - Member
  - Term expires 6/30/2020
  - 10/28/2019

### Fire Rescue
- **Christopher Carbone (Benjamin Perkins)**
  - Firefighter
  - $62,977.15/yr
  - 11/3/2019

### Fire Rescue
- **Mathew Companeschi (Christopher LaVerde)**
  - Firefighter
  - $58,977.15/yr
  - 11/3/2019

### Fire Rescue
- **Adam Cole (Joseph Cahill)**
  - Firefighter
  - $58,977.15/yr
  - 12/1/2019

### Facilities
- **Abimael Pizoni (Joseph Sgroso)**
  - Carpenter
  - $62,523.00/yr
  - 11/11/2019

### Facilities
- **Joshua Welch (Leo Lynch)**
  - Inventory Assistant / Driver
  - $56,005.38/yr
  - 11/04/2019

### Community Services – Recreation
- **Bianca Arsenault**
  - Kid Care
  - $17.25/hour
  - 10/28/2019

### Community Services – Recreation
- **Kathleen Newcomb**
  - Kid Care
  - $15.75/hour
  - 10/28/2019

### Community Services – Recreation
- **Talah Alamleh**
  - Kid Care
  - $12.75/hour
  - 10/28/2019

### Community Services – Recreation
- **Ava Trapp**
  - Kid Care
  - $12.00/hour
  - 10/28/2019

### Community Services – Recreation
- **Anna MacDonald**
  - Kid Care
  - $12.00/hour
  - 10/28/2019

### Approval of Minutes
- On a motion by Annie Gilbert and seconded by Chris Huntress the Select Board voted 5-0 to approve the Regular Minutes of September 10, 2019 with revisions.

### Executive Session
- Chris Huntress moved to go into Executive Session for confidential communication with Town Counsel pursuant to Purpose 6 of Massachusetts General Laws, Chapter 30, Section 21(a), to discuss the purchase, exchange, lease or value of real property and that the Chair declare that an open session may have a detrimental effect on the negotiating position of the Town and not to return to open session. Motion seconded by Alex Vispoli. The Chair so declared that an open session would have a detrimental effect on the negotiating position of the Town. Roll call: C. Huntress-Y, A. Vispoli-Y, D. Koh-Y, A. Gilbert-Y, L. Gregory-Y.
 IX. **Adjourn**  
The Select Board adjourned from the Regular Meeting at 8:50 P.M. to move into Executive Session not to return to Open Session.

Respectfully submitted,

**Dee**
Dee DeLorenzo  
Recording Secretary

Documents: Andover Fire Rescue Letter from Chief Mansfield  
Facility Naming Proposal Letter from Town Manager