



Select Board Meeting

Monday, April 26, 2021 7:00 PM

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order – 7:00 P.M.

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

III. Communications/Announcements/Liaison Reports

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 – (10 minutes)

Board to review and consider voting 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.

B. Change from a Wine and Malts License to an All Alcoholic Beverage License – (10 minutes)

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.

C. National Grid – (10 minutes)

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.

VI. Regular Business

A. Armenian Genocide Proclamation – (5 minutes)

Board to review and consider voting to approve a Proclamation for Commemoration of the Armenian Genocide.

B. 375th Anniversary Update – (10 minutes)

Board to receive an update on the 375th Anniversary.

RECEIVED
TOWN CLERK'S OFFICE
2021 APR 22 PM 3:01
TOWN OF ANDOVER, MASS

C. Community Choice Aggregation: Start of Public Review Period for Municipal Aggregation Plan – (5 minutes)

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

D. Andover Data Portal – (15 minutes)

Assistant Town Manager to provide an overview of the Andover Data portal.

E. June 15th Election Warrant – (5 minutes)

Board to consider voting to sign the June 15th Election Warrant.

F. Annual Town Meeting Articles - (60 minutes)

Board to consider voting to take a position on the following articles:

| | |
|-----|--|
| P6 | Unfunded Pension Liability |
| P7 | Financial Housekeeping Articles (A through H) |
| P10 | Unpaid Bills |
| P18 | Deficit Reduction |
| P25 | West Elementary School Design and Construction |
| P31 | Automatic Sprinklers |
| P34 | Land Acquisition |

VII. Consent Agenda

A. Appointments by the Select Board

Board to vote that the following appointments by the Town Manager be approved.

| 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

Board to vote that the following appointments by the Town Manager be approved.

| 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

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.

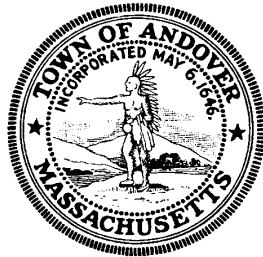


TOWN OF ANDOVER

Town Clerk's Office

36 Bartlet Street
Andover, MA 01810
978-623-8230
townclerk@andoverma.gov

TOWN OF ANDOVER



PUBLIC HEARING

Notice is hereby given in accordance with Chapter 138 of the Massachusetts General Laws, as amended, that Sonesta International Hotels Corporation, 255 Washington Street, Newton has applied for a change of Officers and Directors and change of Stock Interest to an Innholder All Alcoholic Beverages License, located at 4 Technology Drive, Andover.

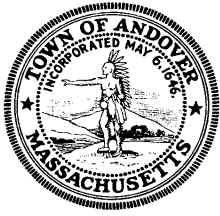
The public hearing will be held on Monday, April 26 at 7:00 p.m. in accordance with the General Laws relating thereto. Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this hearing of the Select Board will be conducted via remote participation. The virtual hearing will be broadcast on Comcast Channel 22 and Verizon Channel 45,

Members of the public who wish to participate in the hearing can do so by calling 311 from their 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 or comments ahead of the meeting, however, staff will be available to present the Board with questions and comments received during the hearing. Please include your name and address with your question or comment.

By Order of the
Select Board

Austin Simko
Town Clerk

Date of Issue: Thursday, April 15, 2021



Town of Andover Select Board

License and Permit Application Public Hearing Questionnaire

Please be willing and able to address these questions before the Select Board during your hearing.

Liquor License Application, Renewal, Change of Designated Manager

| | |
|---|--|
| Name | Katerina Belcheva |
| Address | 4 Technology Drive, Andover, MA 01810 (business) 3 Blossom Dr., Billerica, MA 01821 (home) |
| Title | Hotel Manager |
| Company | Sonesta International Hotels Corporation d/b/a Sonesta ES Suites Andover |
| Are all employees who will be serving alcohol TIPS certified? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| Are all employees who will be serving alcohol SERV Safe-Alcohol certified? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Does the establishment or any employees have any prior violations in terms of liquor license compliance? If yes, please describe the nature of any violations. | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| Please describe your business and the plans that have brought you before the Board this evening. | The business is an extended stay hotel offering limited service of beer, wine and spirits. This application is pending before the town as a result of an internal restructure of the ownership of the licensee |
| Please provide an overview of qualifications, certifications, and experience of the designated manager of the establishment. | The designated manager is SERV Safe-Alcohol certified and has been for a number of years. Additionally, the designated manager has approximately 16 years of experience in the hospitality industry, the seven of which at this establishment. |

Sonesta International Hotels Corporation – MOTION

MOTION #1

I move 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.

Moved by _____

Seconded by _____

Voted _____ to _____

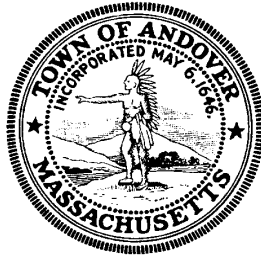


TOWN OF ANDOVER

Town Clerk's Office

36 Bartlet Street
Andover, MA 01810
978-623-8255
townclerk@andoverma.gov

TOWN OF ANDOVER



PUBLIC HEARING

Notice is hereby given under Chapter 138 of the General Laws, as amended, that CSB Restaurant Group LLC., DBA Yella, 16 Post Office Avenue, Andover, MA has applied 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.

The public hearing will be held on Monday, April 26 at 7:00 p.m. in accordance with the General Laws relating thereto. 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 hearing of the Select Board will be conducted via remote participation. The virtual hearing will be broadcast on Comcast Channel 22 and Verizon Channel 45,

Members of the public who wish to participate in the hearing can do so by calling 311 from their 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 or comments ahead of the meeting, however, staff will be available to present the Board with questions and comments received during the hearing. Please include your name and address with your question or comment.

By Order of the
Select Board

Austin Simko
Town Clerk

Date of Issue: Thursday, April 15, 2021



Town of Andover Select Board

License and Permit Application Public Hearing Questionnaire

Please be willing and able to address these questions before the Select Board during your hearing.

Liquor License Application, Renewal, Change of Designated Manager

| | |
|---|---|
| Name | Danielle Berdahn |
| Address | 110 Post Office Ave Andover |
| Title | Manager |
| Company | CSB Restaurant Group dba Villa |
| Are all employees who will be serving alcohol TIPS certified? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Are all employees who will be serving alcohol SERV Safe-Alcohol certified? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| Does the establishment or any employees have any prior violations in terms of liquor license compliance? If yes, please describe the nature of any violations. | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| Please describe your business and the plans that have brought you before the Board this evening. | We have been operating in town for 12 years. We are looking to change from a beer and wine license to full alcohol to better cater to our clientele. We will be replicating our craft spirits program at our Gloucester location with all scratch made cocktails and featuring boutique distillers. |
| Please provide an overview of qualifications, certifications, and experience of the designated manager of the establishment. | 18 years of Alcoholic Beverage Service. |

CSB Restaurant Group LLC., DBA Yella MOTIONS

MOTION #1

I move 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.

Moved by _____

Seconded by _____

Voted _____ to _____

MOTION #2

I move the Board find that 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.

Moved by _____

Seconded by _____

Voted _____ to _____



TOWN OF ANDOVER

Town Clerk's Office
36 Bartlet Street
Andover, MA 01810
978-623-8230
townclerk@andoverma.us

NOTICE

You are hereby notified that a Virtual Public Hearing will be held by the Andover Select Board on Monday, April 26, 2021 at 7 p.m.

This hearing is being held on the petition of National Grid requesting permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

#29908817 – Haverhill Street - Seeking permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing.

Plan(s) of the proposed work can be found in the Meeting Packet on the Select Board's page on the Town of Andover website, www.andoverma.gov.

Questions regarding the proposed work can be emailed to Michael Lindstrom, Deputy Town Manager, at Michael.Lindstrom@andoverma.us by Thursday, April 22, 2021.

By order of the
Select Board

Austin P. Simko
Town Clerk

Plan No: 2908817
April 15, 2021

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 ask a question on particular agenda items during the 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.

TOWN OF ANDOVER, MASSACHUSETTS



PRIVATE UTILITY PETITION CHECKLIST

TO BE FILLED OUT BY PETITIONER

COMPANY: nationalgrid **29908817**

PROJECT MANAGER NAME: David Boucher

PROJECT MANAGER CONTACT NUMBER: 978-725-1461

LIST OF ADDRESSES IMPACTED BY PROPOSED WORK:

abutter list to be put together by town each time, nationalgrid does not gather that information for the town

PETITIONER IS REQUIRED TO ATTACH PICTURES SHOWING AREA OF PROPOSAL

PICTURES HAVE BEEN ATTACHED YES

TO BE FILLED OUT BY TOWN OF ANDOVER STAFF

DPW

SUPPORT PROJECT (YES / NO) SIGNATURE: [Signature]

TITLE: Town Engineer

COMMENTS: DPW supports this pole replacement project as the existing pole is in conflict with a sewer main.

POLICE DEPARTMENT

SUPPORT PROJECT (YES / NO) SIGNATURE: _____

TITLE: _____

COMMENTS:

FIRE DEPARTMENT

SUPPORT PROJECT (YES / NO) SIGNATURE: _____

TITLE: _____

COMMENTS:

TOWN OF ANDOVER, MASSACHUSETTS



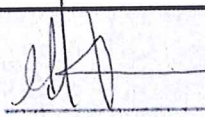
PRIVATE UTILITY PETITION CHECKLIST

TO BE FILLED OUT BY PETITIONER

| | |
|---|----------|
| COMPANY: nationalgrid | 29908817 |
| PROJECT MANAGER NAME: David Boucher | |
| PROJECT MANAGER CONTACT NUMBER: 978-725-1461 | |
| LIST OF ADDRESSES IMPACTED BY PROPOSED WORK: | |
| abutter list to be put together by town each time, nationalgrid does not gather that information for the town | |
| *PETITIONER IS REQUIRED TO ATTACH PICTURES SHOWING AREA OF PROPOSAL* | |
| PICTURES HAVE BEEN ATTACHED | YES |

TO BE FILLED OUT BY TOWN OF ANDOVER STAFF

| | |
|------------------------------|------------------|
| <u>DPW</u> | |
| SUPPORT PROJECT (YES / NO) | SIGNATURE: _____ |
| COMMENTS: | TITLE: _____ |

| | |
|------------------------------|---|
| <u>POLICE DEPARTMENT</u> | |
| SUPPORT PROJECT (YES / NO) | SIGNATURE:  |
| COMMENTS: | TITLE: <u>Safety Officer</u> |
| <u>Approved.</u> | |

| | |
|------------------------------|------------------|
| <u>FIRE DEPARTMENT</u> | |
| SUPPORT PROJECT (YES / NO) | SIGNATURE: _____ |
| COMMENTS: | TITLE: _____ |

TOWN OF ANDOVER, MASSACHUSETTS



PRIVATE UTILITY PETITION CHECKLIST

TO BE FILLED OUT BY PETITIONER

| | | |
|--|---|----------|
| COMPANY: | nationalgrid | 29908817 |
| PROJECT MANAGER NAME: | David Boucher | |
| PROJECT MANAGER CONTACT NUMBER: | 978-725-1461 | |
| LIST OF ADDRESSES IMPACTED BY PROPOSED WORK: | abutter list to be put together by town each time, nationalgrid does not gather that information for the town | |
| *PETITIONER IS REQUIRED TO ATTACH PICTURES SHOWING AREA OF PROPOSAL* | | |
| PICTURES HAVE BEEN ATTACHED | YES | |

TO BE FILLED OUT BY TOWN OF ANDOVER STAFF

| | |
|------------------------------|------------------|
| <u>DPW</u> | |
| SUPPORT PROJECT (YES / NO) | SIGNATURE: _____ |
| COMMENTS: | TITLE: _____ |

| | |
|------------------------------|------------------|
| <u>POLICE DEPARTMENT</u> | |
| SUPPORT PROJECT (YES / NO) | SIGNATURE: _____ |
| COMMENTS: | TITLE: _____ |

| | |
|------------------------------|--------------------------------|
| <u>FIRE DEPARTMENT</u> | |
| SUPPORT PROJECT (YES / NO) | SIGNATURE: <u>MB Mansfield</u> |
| COMMENTS: | TITLE: <u>Fire Chief</u> |

TOWN OF ANDOVER, MASSACHUSETTS



PRIVATE UTILITY PETITION CHECKLIST

TO BE FILLED OUT BY PETITIONER

COMPANY: nationalgrid

PROJECT MANAGER NAME: David Boucher

PROJECT MANAGER CONTACT NUMBER: 978-725-1461

LIST OF ADDRESSES IMPACTED BY PROPOSED WORK:

abutter list to be put together by town each time, nationalgrid does not gather that information for the town

PETITIONER IS REQUIRED TO ATTACH PICTURES SHOWING AREA OF PROPOSAL

PICTURES HAVE BEEN ATTACHED YES

TO BE FILLED OUT BY TOWN OF ANDOVER STAFF

DPW

SUPPORT PROJECT (YES / NO)

SIGNATURE: _____

TITLE: _____

COMMENTS:

POLICE DEPARTMENT

SUPPORT PROJECT (YES / NO)

SIGNATURE: _____

TITLE: _____

COMMENTS:

FIRE DEPARTMENT

SUPPORT PROJECT (YES / NO)

SIGNATURE: _____

TITLE: _____

COMMENTS:

Questions contact -- Dave Boucher 978-725-1461

RECEIVED
TOWN CLERK'S OFFICE

2021 MAR 16 AM 9:21

PETITION FOR POLE AND WIRE LOCATIONS

North Andover, Massachusetts

TOWN OF ANDOVER, MASS

To the Board of Selectmen
Of Andover, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Haverhill St. - National Grid to relocate (1) SO pole 3867 on Haverhill St. beginning at a point approximately 51 feet southwest of the centerline of the intersection of Enmore St. and continuing approximately 20 feet in a southeast direction to eliminate existing proximity issues with sewer and gas lines.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked -- Haverhill St. - Andover, Massachusetts.

29908817

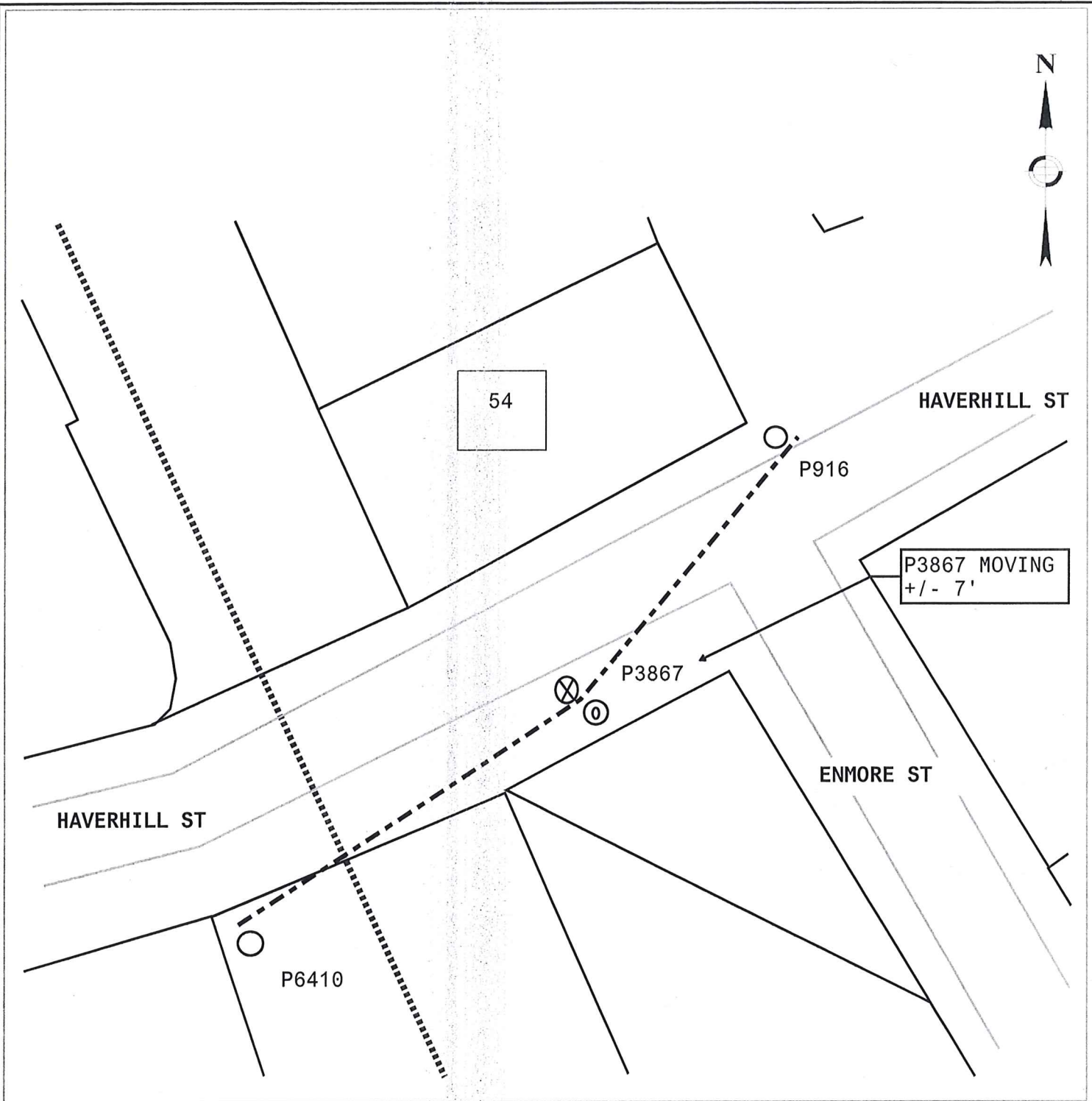
Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson/lla*

BY _____
Engineering Department

March 16, 2021



SOLE OWNED POLE PETITION

Plan Number 29908817

LEGEND

- EXISTING POLE
- ⊗ EXISTING POLE 3867 TO BE REMOVED
- ⊙ NEW POLE 3867 TO BE INSTALLED
- OVERHEAD UTILITY LINES

nationalgrid

To The: TOWN OF ANDOVER MA

For Proposed:
POLE RELOCATION

Location:
HAVERHILL ST

Sketch to accompany petition for:

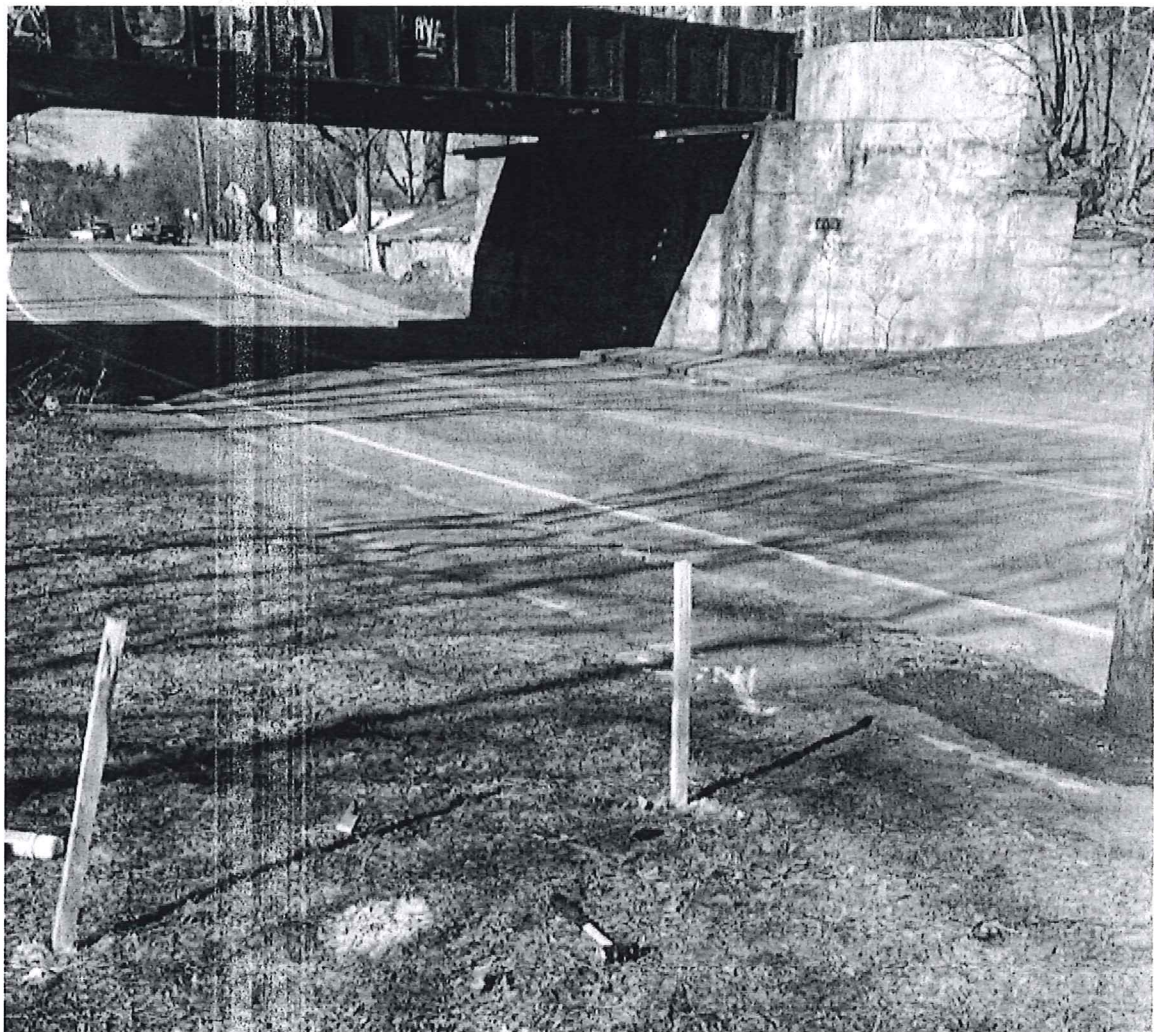
RELOCATION OF POLE 3867 APPROX. 7' TO MOVE OUT OF THE WAY OF UNDERGROUND UTILITIES IN AREA.

Date: 3/15/21

Drawn by: DJB

DRAWING NOT TO SCALE. DISTANCES ARE APPROXIMATE.





PROCLAMATION

WHEREAS: Armenians fled increasing oppression from the Ottoman government during the 20th century, coming to America in search of freedom, where they could live in dignity without fear and oppression, and

WHEREAS: Like many ethnic groups, Armenians, like many ethnic groups, settled in Andover seeking a safe place to live, raise their families, practice their religion, and educate their children, they became an asset to the growth and vitality of Andover, through their strong work ethic, family values, and civic pride, and

WHEREAS: The Armenian Community in Andover is comprised of the children, grandchildren, and great-grandchildren of the survivors of the Armenian genocide,

WHEREAS: 1.5 million Armenian men, women and children – victims of genocide - perished in the Ottoman Empire from 1915 to 1923,

NOW, THEREFORE: We, the Town of Andover Select Board hereby issues this Proclamation in remembrance of the Armenian Genocide of 1915, and urge all residents to take part in this observance.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the seal of the Town of Andover to be affixed this twenty-sixth day of April in the year two thousand twenty-one.

Annie Gilbert, Chair

Christian C. Huntress, Vice-Chair

Alexander J. Vispoli, Clerk

Laura M. Gregory, Member

Richard T. Howe, Member

**COMMONWEALTH OF MASSACHUSETTS
WARRANT
SPECIAL TOWN ELECTION**

ESSEX, SS.

To Either of the Constables of the Town of Andover

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the Inhabitants of said Town who are qualified to vote in Elections and Town Affairs to vote at:

**Precincts 1 and 3
THE CORMIER YOUTH CENTER
WHITTIER COURT, ANDOVER, MASSACHUSETTS**

**Precincts 4, 5, and 6
WOOD HILL MIDDLE SCHOOL GYMNASIUM
HIGH PLAIN ROAD, ANDOVER, MASSACHUSETTS**

**Precincts 2, 7, 7A, 8, and 9
THE RICHARD J. COLLINS FIELD HOUSE ANDOVER HIGH SCHOOL
SHAWSHEEN ROAD, ANDOVER, MASSACHUSETTS**

on **TUESDAY, THE FIFTEENTH DAY OF JUNE, 2021**

at seven o'clock A.M. to act vote on the following:

QUESTION 1.

Shall the Town of Andover be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund the unfunded pension liability, so-called, of the retirement system of the Town, and for the payment of all costs incidental or related thereto?

YES__ NO__

QUESTION 2.

Shall the Town of Andover be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund the design and construction of a new Pre-K through Grade Five Elementary School with an approximate square footage of 191,000 square feet located at 58 Beacon Street, Andover, Massachusetts inclusive of abatement and demolition of the existing school structures on said property, new parking lots, multi-purpose fields, and all other costs incidental and related thereto?

YES__ NO__

The above are to be voted on one ballot. The polls will be open from seven o'clock A.M. to eight o'clock P.M.

And you are directed to serve this Warrant by posting attested copies and publication thereof, fourteen days, at least, before the time and place of said election as directed by the Bylaws of the Town.

Hereof fail not and make return of this Warrant with your doings thereon at the time and place of said voting.

Given under our hands this 26th day of April, 2021.

Ann W. Gilbert, Chair

Laura M. Gregory, Selectwoman

Christian C. Huntress, Vice Chair

Richard Howe, Selectman

Alex J. Vispoli, Clerk

Select Board members of: Andover, Massachusetts

A true copy

ATTEST

Ronald Bertheim, Constable

Pursuant to the foregoing Warrant, I, the subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each schoolhouse, and in no less than five other public places where bills and notices are usually posted and by publication in the *EAGLE-TRIBUNE*. Said Warrants have been posted and published fourteen days.

_____, 2021.
Ronald Bertheim, Constable

Pursuant to the foregoing Warrant, I, the subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each schoolhouse, and in no less than five other public places where bills and notices are usually posted and by publication in the *EAGLE-TRIBUNE*. Said Warrants have been posted and published fourteen days.

_____, 2021.
Ronald Bertheim, Constable

WARRANT POSTING PLACES

| | |
|----------------|---|
| Precinct One | Youth Center Town Offices Doherty Middle School |
| Precinct Two | Public Library Post Office (Stevens Street) Shawsheen School |
| Precinct Three | Town House (Main Street) YMCA (Haverhill Street) |
| Precinct Four | West Elementary School Greater Lawrence Vocational Technical High School |
| Precinct Five | High Plain Elementary School Wood Hill Middle School |
| Precinct Six | Post Office, Ballardvale Sanborn Elementary School |
| Precinct Seven | South Elementary School |
| Precinct Eight | Bancroft Elementary School |
| Precinct Nine | Andover High School West Middle School |

W A R R A N T
THE COMMONWEALTH OF MASSACHUSETTS
ESSEX, SS.

To Either of the Constables of the Town of Andover

Greeting:

In the name of the Commonwealth you are hereby required to notify and warn the Inhabitants of said Town who are qualified to vote in Town Affairs to meet and assemble at Andover High School, Shawsheen Road, in said Andover, on

SATURDAY, THE FIFTH DAY OF JUNE, 2021

At seven o'clock P.M. to act upon the following articles:

| | |
|-------------------|-----------------------------|
| ARTICLE P1 | ANNUAL TOWN ELECTION |
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Annual Town Election: Moderator for one year, two Select Board members for three years, two School Committee members for three years, one Housing Authority member for five years, one Greater Lawrence Regional Vocational Technical School District Commission member for three years and two Punchard Free School Trustees for three years, or take any other action related thereto.

On request of the Town Clerk

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| ARTICLE P2 | ELECTION NOT REQUIRED BY BALLOT |
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To elect all other officers not required by law to be elected by ballot, or take any other action related thereto.

On request of the Town Clerk

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| ARTICLE P3 | SALARIES OF ELECTED OFFICIALS |
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To establish the salaries of the elected officers for the ensuing year, or take any other action related thereto.

On request of the Town Clerk

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| ARTICLE P4 | FISCAL YEAR 2022 BUDGET |
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To see if the Town will vote to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022, or take any other action related thereto.

On request of the Town Manager

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| ARTICLE P5 | FISCAL YEAR 2022 CAPITAL PROJECTS FUND |
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To see if the Town will vote to raise by taxation and appropriate the sum of money for the purpose of funding the Fiscal Year 2022 appropriation for the Capital Projects Fund, or take any other action related thereto.

On request of the Town Manager

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| ARTICLE P6 | UNFUNDED PENSION LIABILITY |
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To see if the Town will appropriate a sum of money for the purpose of funding the unfunded pension liability, so-called, of the retirement system of the Town, and for the payment of all costs incidental or related thereto; to determine whether this amount shall be raised by borrowing or otherwise provided that no amounts shall be borrowed or expended hereunder unless the Town shall have voted to exclude the amounts required to repay any indebtedness authorized by this vote from the limitations on property taxes set forth in G.L. c. 59, §21C.; to determine whether a reserve fund shall be established in connection with the undertaking of any such borrowing, or take any other action relative thereto.

On request of the Town Manager

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| ARTICLE P7 | FINANCIAL HOUSEKEEPING ARTICLES (A THROUGH H) |
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- A. Budget Transfers** To see if the Town will vote to transfer from amounts previously appropriated at the September 2020 Annual Town Meeting as authorized by Massachusetts General Laws Chapter 44, Section 33B, or take any other action related thereto.

On request of the Finance Director

- B. Supplemental Budget Appropriations** To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations voted at the September 2020 Annual Town Meeting, or take any other action related thereto.

On request of the Town Manager

- C. Stabilization Fund** To see if the Town will vote to appropriate and raise from taxation or available funds a sum of money to the Stabilization Fund in accordance with Massachusetts General Laws Chapter 40, Section 5B, as amended by Chapter 46, Sections 14 and 50 of the Acts of 2003 and Chapter 218 of the Acts of 2016, or take any other action related thereto.

On request of the Town Manager

- D. Free Cash** To see what amount the Town will vote to permit the Assessors to use in Free Cash to reduce the Fiscal Year 2022 tax rate and to affect appropriations voted at the 2020 Annual Town Meeting, or take any other action related thereto.

On request of the Finance Director

- E. Unexpended Appropriations** To see what disposition shall be made of unexpended appropriations and Free Cash in the treasury, or take any other action related thereto.

On request of the Finance Director

- F. Unexpended Appropriations Capital Projects Fund** To see what disposition shall be made of unexpended appropriations in the Capital Projects Fund, or take any other action related thereto.

On request of the Finance Director

- G. Fiscal Year 2022 Revolving Accounts** To see if the Town will vote to authorize the following expenditure limits for revolving funds for certain Town departments under Massachusetts General Laws, Chapter 44, Section 53E½ for the fiscal year beginning July 1, 2021, or take any other action related thereto:

| Revolving Fund | FY2022 Limit |
|--|---------------------|
| Community Development & Planning Department | \$20,000 |
| Memorial Hall Library-Lost/Damaged Materials | \$20,000 |
| Health Clinic | \$60,000 |
| Division of Recreation | \$750,000 |
| Division of Youth Services | \$400,000 |
| Field Maintenance | \$150,000 |
| Division of Elder Services | \$225,000 |
| Police Communications | \$50,000 |
| School Photocopy Fees | \$10,000 |
| Compost Program | \$60,000 |
| Solid Waste | \$40,000 |
| Stormwater Management | \$5,000 |
| Fire Rescue | \$100,000 |
| Health Services | \$100,000 |
| Professional Development Institute | \$50,000 |

On request of the Finance Director

- H. PEG Access and Cable Related Expenses** To see if the Town will vote to appropriate cable franchise fees and other cable-related revenues to support PEG access services, cable related expenses, and oversight of the cable franchise agreements for fiscal year 2022, which begins on July 1, 2021, or take any other action related thereto.

On request of the Finance Director

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| ARTICLE P8 | MINOR FINANCIAL ARTICLES (A THROUGH D) |
|-------------------|---|

- A. Overlay Surplus Transfer** To see if the Town will vote to transfer \$10,000 from Overlay Surplus to fund expenses related to the FY2022 valuation of personal property accounts of locally assessed gas distribution companies, or take any other action related thereto.

On request of the Finance Director

- B. Elderly/Disabled Transportation Program** To see if the Town will vote to appropriate and raise by taxation a sum not to exceed \$12,000 for the purpose of continuing to provide for an elderly and disabled transportation subsidy program, or take any other action related thereto.

On request of the Council on Aging

- C. Support for Andover Day** To see if the Town will vote to appropriate and raise by taxation or transfer from available funds a sum not to exceed \$5,000 for the purpose of paying a portion of the municipal costs associated with Andover Day in the downtown, or take any other action related thereto.

On request of the Town Manager

- D. Spring Grove Cemetery Maintenance** To see if the Town will vote to transfer the sum of \$6,000 from the Spring Grove Cemetery Perpetual Care reserve account and appropriate the sum of \$6,000 for the purpose of cemetery maintenance including costs incidental and related thereto, or take any other action related thereto.

On request of the Director of Public Works

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| ARTICLE P9 | GENERAL HOUSEKEEPING ARTICLES (A THROUGH G) |
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To see if the Town will vote the following consent articles, or take any other action related thereto:

- A. Grant Program Authorization** To see if the Town will vote to authorize the Select Board and/or the Town Manager to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Andover by the Commonwealth of

Massachusetts or the U. S. Government under any State or Federal grant program, or take any other action related thereto.

On request of the Town Manager

- B. Road Contracts** To see if the Town will vote to authorize the Town Manager to enter into a contract with the Massachusetts Highway Department Commissioners or the Federal Government for the construction and maintenance of public highways in the Town of Andover for the ensuing year, or take any other action related thereto.

On request of the Town Manager

- C. Town Report** To act upon the report of the Town officers, or take any other action related thereto.

On request of the Town Manager

- D. Property Tax Exemptions** To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 to allow an additional property tax exemption for Fiscal Year 2022 for those persons who qualify for property tax exemptions under Massachusetts General Laws Chapter 59, Section 5, or take any other action related thereto.

On request of the Board of Assessors

- E. Contracts in Excess of Three Years** To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b) to authorize the Town Manager or the Superintendent of Schools to solicit and award contracts for terms exceeding three years but no greater than five years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interests of the Town by a vote of the Select Board or the School Committee, as appropriate, or take any other action related thereto.

On request of the Town Manager

- F. Accepting Easements** To see if the Town will vote to authorize the Select Board and the School Committee to accept grants of easements for streets, water, drainage, sewer, public access and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

On request of the Town Manager

- G. Rescinding of Bond Authorizations** To see if the Town will vote to rescind unissued bond authorizations from prior Town Meetings, or take any other action related thereto.

On request of the Finance Director

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|------------------------|---------------------|
| ARTICLE P10 | UNPAID BILLS |
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To see if the Town will vote to transfer from available funds a sum of money to pay unpaid bills for which obligation was incurred in prior fiscal years, or take any other action related thereto.

On request of the Town Accountant

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| ARTICLE P11 | CHAPTER 90 AUTHORIZATIONS |
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To see if the Town will vote to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements, or take any other action related thereto.

On request of the Town Manager

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|------------------------|---------------------------|
| ARTICLE P12 | GRANTING EASEMENTS |
|------------------------|---------------------------|

To see if the Town will vote to authorize the Select Board and the School Committee to grant easements for water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

On request of the Town Manager

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| ARTICLE P13 | STABILIZATION FUND BOND PREMIUM |
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To see if the Town will vote to transfer the sum of \$100,000 from the Bond Premium Stabilization Fund to the General Fund to offset non-exempt debt interest payments, or take any other action related thereto.

On request of the Finance Director

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| ARTICLE P14 | WATER TREATMENT PLANT MAINTENANCE |
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To see if the Town will vote to appropriate the sum of \$300,000 in the Water Enterprise Fund for the purpose of paying various maintenance costs related to the water distribution system and the Water Treatment Plant, including any other costs incidental and related thereto, or take any other action related thereto.

On request of the Director of Public Works

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| ARTICLE P15 | CAPITAL PROJECTS FROM GENERAL FUND BORROWING |
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To see if the Town will vote to raise by taxation, borrowing, transfer from available funds or by any combination thereof and appropriate the sum of \$6,595,000 to pay costs of purchasing capital equipment, making infrastructure improvements, or for purchasing services and materials related to capital improvements, as more particularly described below, including the payment of any other costs incidental and related thereto, or take any other action related thereto.

| CIP # | Project | Amount | Statutory Citation |
|--------------|--|---------------|---------------------------|
| CDP-4 | Historic Mill District-Circulation and Street Construction | \$500,000 | C 44 Sec 7(1) |
| LIB-1 | Ground Level Renovation - Makerspace | \$225,000 | C 44 Sec 7(1) |
| FR-1 | Fire Apparatus Replacement | \$360,000 | C 44 Sec 7(1) |
| FR-4 | Public Safety Bi-Directional Amplifier System | \$200,000 | C 44 Sec 7(1) |
| DPW-7b | Public Works Vehicles – Large | \$400,000 | C 44 Sec 7(1) |
| TM-2 | Sidewalk Program | \$950,000 | C 44 Sec 7(1) |
| FAC-6 | Major Town Projects | \$605,000 | C 44 Sec 7(1) |
| FAC-7 | Town & School Energy Initiatives | \$530,000 | C 44 Sec 7(1) |
| SCH-5 | Major School Projects | \$2,825,000 | C 44 Sec 7(1) |

On request of the Town Manager, Director of Planning, Library Director, Police Chief, Fire Chief, Director of Public Works, and Director of Facilities

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| ARTICLE P16 | CAPITAL PROJECTS FROM FREE CASH |
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To see if the Town will vote to transfer from available funds and appropriate the sum of \$1,983,372 to pay costs of purchasing capital equipment, infrastructure, or for purchasing services and materials related to capital improvements, as more particularly described below, including any other costs incidental and related thereto, or take any other action related thereto.

| CIP # | Project | Amount |
|--------------|---------------------------------|---------------|
| IT-1 | Annual Staff Device Refresh | \$627,744 |
| IT-2 | Annual Student Device Refresh | \$418,128 |
| IT-3 | IT Platforms and Infrastructure | \$687,500 |
| DPW-2 | Minor Sidewalk Repairs | \$250,000 |

On request of the Chief Information Officer and Director of Public Works

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| ARTICLE P17 | CAPITAL PROJECTS FROM WATER AND SEWER ENTERPRISE FUNDS |
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To see if the Town will vote to raise by taxation, borrowing, transfer from available funds or by any combination thereof and appropriate the sum of \$9,375,000 to pay costs of purchasing capital equipment, making infrastructure improvements, and purchasing services and materials related to

making capital improvements, as more particularly described below, including the payment of any other costs incidental and related thereto, or take any other action related thereto.

| CIP # | Project | Amount | Statutory Citation |
|--------------|--|---------------|---------------------------|
| DPW-12 | Water & Sewer Vehicles (Water Enterprise Reserves) | \$125,000 | N/A |
| DPW-14 | Water Main Replacement Projects (Water Enterprise Borrowing) | \$6,000,000 | Ch 44 Sec 8 (5) |
| DPW-20 | Water Treatment Plant Generator (Water Enterprise Reserves) | \$2,500,000 | Ch 44 Sec 8 (4) |
| DPW-24 | Minor Sanitary Sewer Collections System Improvements (Sewer Enterprise Reserves) | \$100,000 | N/A |
| DPW-29 | Fish Brook Intake Replacement (Water Enterprise Borrowing) | \$500,000 | Ch 44 Sec 8 (4) |
| DPW-30 | Inflow/Infiltration (I/I) Removal Program (Sewer Enterprise Reserves) | \$150,000 | N/A |

On request of the Director of Public Works

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| ARTICLE P18 | DEFICIT REDUCTION |
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To see if the Town will vote to appropriate a sum of money from available funds to cover deficits in special revenue and capital project funds or take any action relative thereto.

On request of the Finance Director

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| ARTICLE P19 | ESTABLISH NEW REVOLVING FUND – STUDENT TECHNOLOGY RENTAL |
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To see if the Town will vote to amend General By-Law Article XII Section 48.5 by establishing, authorizing and adding a new Revolving Fund entitled “Student Technology Rental” with the Chief Information Officer authorized to spend from the fund monies received by the Information Technology Department from families of Andover Public School students to rent computing equipment to assist them in their course of studies, and to authorize expenditures from the fund to pay the cost of acquiring and maintaining the equipment for fiscal year 2020 in the amount of \$12,800, and to authorize the amount of \$200,000 to be expended in fiscal year 2021 and subsequent years.

On request of the Finance Director

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| ARTICLE P20 | INTEREST ON LATE PAYMENTS |
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To see if the Town will vote to add to the general by-laws the following:

“Pursuant to General Laws Chapter 40, Section 21E due dates for water and sewer bills and charges shall be thirty days after the bills and charges are mailed. For all water and sewer bills and charges which remain unpaid after the due date, interest at the rate of 14 per cent per annum shall accrue” or take any other action related thereto

On request of the Finance Director

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| ARTICLE P21 | AUTHORIZE ELECTRICITY SUPPLY / ON BILL CREDIT PURCHASE AGREEMENTS AT SANBORN SCHOOL |
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To see if the Town will vote to authorize the School Committee to enter into one or more electricity supply, on-bill credit or similar agreements with the owner(s) of solar voltaic facilities to be installed at the Sanborn School for such terms of years, and on such other terms and conditions, as the School Committee deems in the best interests of the Town, or take any other action related thereto.

On request of the Director of Facilities

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| ARTICLE P22 | AUTHORIZE LEASE OF LAND/ROOFTOP SPACE AT SANBORN SCHOOL FOR SOLAR PHOTOVOLTAIC FACILITIES |
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To see if the Town will vote to transfer the care, custody and control of the land and buildings located at 90 Lovejoy Road shown on Assessors Map 153 as Lot 3 and known as the Sanborn School, to the School Committee for school-related purposes and for the purpose of (i) leasing building rooftop space and any unused, open-land areas for installation of solar voltaic facilities and (ii) granting easements on, over and under said parcels of land in connection with such solar photovoltaic facilities, with such leases and easements to be for such terms of years, and on such other terms and conditions, as the School Committee deems in the best interests of the Town, or take any other action related thereto.

On request of the Director of Facilities

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| ARTICLE P23 | AUTHORIZE AGREEMENTS FOR PAYMENT IN LIEU OF TAXES AT SANBORN SCHOOL |
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To see if the Town will vote to authorize the Select Board to enter into one or more agreements for payments in lieu of taxes pursuant to G.L. c. 59 s.38H(b) with the owner(s) of solar voltaic facilities to be installed at the Sanborn School for such terms of years, and on such terms and conditions, as the Select Board deems in the best interests of the Town, or take any other action related thereto.

On request of the Director of Facilities

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| ARTICLE P24 | SHAWSHEEN SCHOOL |
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To see if the Town will vote to petition the Legislature for a Special Act, notwithstanding Chapter 30B of the General Laws or any other general or special law to the contrary, authorizing the change

of the use of the land at the Shawsheen School conveyed in a deed from the American Woolen Company to the Town for said school, which deed is dated February 16, 1925 and recorded at the Northern Essex district registry of deeds at Book 509, Page 278, to be changed from school purposes to general municipal purposes, under the care, custody and control of the Select Board, provided that the Legislature may vary the form and substance of the requested legislation within the scope of the general public objectives of this petition, or take any other action related thereto.

On request of the Town Manager

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| ARTICLE P25 | WEST ELEMENTARY SCHOOL DESIGN AND CONSTRUCTION |
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To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the West Elementary School Building Committee for the design and construction of a new Pre-K through Grade Five Elementary School with an approximate square footage of 191,000 square feet located at 58 Beacon Street, Andover, Massachusetts inclusive of abatement and demolition of the existing school structures on said property, new parking lots, multi-purpose fields, and all other costs incidental and related thereto (the "Project:"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 40.47 percent (%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½) and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Andover and the MSBA. Or take any other action relative thereto.

On request of the School Committee

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| ARTICLE P26 | ANDOVER HIGH SCHOOL DESIGN |
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To see if the Town will vote to appropriate the sum of \$1,238,419.73 by repurposing funds remaining from Article 1 of the 2013 Special Town Meeting so that such funds may, instead, be used to pay costs for the Andover High School Design project, including all costs incidental and related thereto, or take any other action related thereon.

On request of the Town Manager

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| ARTICLE P27 | RETAIL PACKAGE STORE QUOTA |
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To see if the Town will vote to authorize the Town Manager to petition the legislature for a special act to authorize the Town to grant seven additional licenses for the sale of all alcoholic beverages not to be drunk on the premises pursuant to section 15 of chapter 138 of the General Laws and the licenses shall be subject to all of said chapter 138 except section 17, provided that the legislature may reasonably vary the form and substance of the required legislation within the scope of the general public objectives of the petition, or take any other action related thereto.

On request of the Select Board

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| ARTICLE P28 | MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION |
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To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law substantially as provided below. The Legislature may make clerical or editorial changes in form only to the bill, unless the Select Board approves amendments to the bill before enactment by the Legislature. The Select Board is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF ANDOVER TO ESTABLISH A MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION

SECTION 1. With respect to each qualifying parcel of real property classified as class one, residential in the town of Andover there shall be an exemption from the property tax in an amount to be set annually by the Select Board as provided in section 3. The exemption shall be applied to the domicile of the taxpayer only. For the purposes of this act, “parcel” shall be a unit of real property as defined by the board of assessors under the deed for the property and shall include a condominium unit. The exemption provided for herein shall be in addition to any other exemptions allowed by the General Laws.

SECTION 2. Real property shall qualify for the exemption under this act if all of the following criteria are met:

- (a) The qualifying real property is owned and occupied by a person who qualified and received the circuit breaker income tax credit the previous year under subsection (k) of section 6 of chapter 62 of the General Laws;
- (b) The qualifying real property is owned by a single applicant age 65 or older at the close of the previous year or owned jointly by persons either of whom is age 65 or above at the close of the previous year and if the joint applicant is 60 years of age or older;
- (c) The qualifying real property is owned and occupied by the single applicant or joint applicants as their domicile

(d) The single applicant or at least 1 of the joint applicants has been domiciled and owned a home in the town of Andover for at least the 10 consecutive years preceding the filing of an application for the exemption;

(e) The maximum prior year assessed value of the domicile is not greater than the prior year's maximum assessed value for qualification for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws as adjusted annually by the Department of Revenue; and

(f) The board of assessors has approved the application.

SECTION 3. The Select Board shall annually set the exemption amount provided for in this act, provided that the amount of the exemption shall be up to a 100% match, and not less than a 50% match, of the amount of the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws for which the applicant received in the previous year. The total amount exempted by this act shall be allocated proportionally within the tax levy on all residential taxpayers.

SECTION 4. A person who seeks to qualify for the exemption under this act shall, before the deadline established by the board of assessors, file an application, on a form to be adopted by the board of assessors, along with the supporting documentation of the filed income tax return of the applicant showing the circuit breaker tax credit. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. No exemption shall be granted under this act until the department of revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

SECTION 6. The exemption provided for in this act shall begin in fiscal year 2023 and shall expire after five years; or take any other action with respect thereto.

On request of the Council on Aging

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| ARTICLE P29 | GENERAL BYLAW AMENDMENT - OUTDOOR DINING OR RETAIL LICENSE BYLAW |
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To see if the Town will vote to amend the General Bylaws of the Town Article XI Section 9, as follows:

OUTDOOR DINING OR RETAIL LICENSE BYLAW

SECTION 1 - LICENSE

Section 1.1 Purpose, Scope, Authority

The purpose of this bylaw is to provide for the licensing on public property of outdoor dining areas and the placement of retail furniture, products and/or fixtures of appropriate design, configuration, and appearance that will be an amenity to the Town during the spring, summer and fall. The Select

Board may issue annual outdoor dining and retail licenses which shall be for or within the period from March 1 to November 30. Licenses shall be valid for one season and must be renewed annually. If a licensee previously issued an outdoor dining or outdoor retail license by the Select Board wishes to renew that license for activities substantially identical to those previously licensed, the Town Manager may issue the renewal license without action by the Select Board, provided the licensee submits all necessary materials required for renewal.

Section 1.2 Conditions of the License

The Select Board shall impose such conditions on each license as the Board determines to be appropriate and in the best interest of the Town. License fees shall be established by the Select Board. The Select Board may also make such regulations governing the outdoor dining or retail licenses as the Board considers to be necessary or appropriate to carry out the purposes of this bylaw.

Section 1.3 Design and Appearance

The outdoor dining placement of tables and chairs containing nine (9) or more seats shall be separated from their surroundings by a perimeter fence or barrier. No such fences or barriers may damage the public property. Perimeter treatments, umbrellas, furniture and trash receptacles shall be supplied by the licensee and shall be maintained in a safe and sanitary manner by the licensee. All trash receptacles shall be covered and trash removed nightly. All perimeter treatments, umbrellas, furniture and trash receptacles placed by the licensee must be removed at the end of each season.

Section 1.4 Pedestrian and Wheelchair Passage

In no event shall the placement of furniture, fixtures, products, umbrellas, perimeter fences or barriers create a pedestrian or wheelchair passage width of less than what is required by 521 CMR.

Section 1.5

Outdoor food preparation shall not be allowed unless approved by the Board of Health in accordance with their procedures and regulations.

Section 1.6 Other Licenses and Approvals

Approval of an outdoor dining or retail license shall not be construed as an approval of any other license or an approval for the alteration or extension of premises where alcoholic beverages are served. The serving or consumption of alcohol outside of premises duly licensed for the service of alcohol is expressly forbidden unless approved by the Select Board.

Section 1.7 Temporary Seating

Due to the seasonal and temporary nature of outdoor dining areas, the seating allowed by an outdoor dining license will not be considered an increase in the number of seats serving a business establishment, and will not be counted toward any off-street parking requirement.

SECTION 2 – SUBMISSION AND APPROVAL OF APPLICATION

Section 2.1 Filing Procedure

Application for an outdoor dining or retail license shall be made to the Select Board and a copy shall be submitted to the Inspector of Buildings, Board of Health, Andover Fire Rescue and the Andover Police Department for their reviews. When located within the General Business and Mixed Use Zoning Districts, the applicant shall consult with the Design Review Board prior to seeking a license. Each application will include the name, address and telephone number of the business owner, the proposed dates and times of operation, and a plan meeting the requirements of Section 2.2 below. The application shall be signed by the owner of the building or owner's representative or attorney.

Section 2.2 Plan Requirements

A neatly drawn scaled plan and seven (7) copies shall be submitted with the application depicting the precise dimensions and location of the temporary and seasonal placement of outdoor dining areas and placement of retail furniture and fixtures; the arrangement of furniture, perimeter fencing, umbrellas, and any other obstruction, and the width of sidewalk/parking space/other public area to be used, and a description of the area available for pedestrian and wheelchair passage. The plan will also include a written description of the colors and materials to be used. Photographs or samples of proposed furniture and materials shall be provided upon request of the Select Board or Design Review Board.

Section 2.3 Insurance

The licensee shall carry or require that there be carried Workers' Compensation Insurance for all employees and those of its contractors and/or subcontractors engaged in work at the business or dining facility, in accordance with the State Workers' Compensation Laws. The licensee shall, prior to the issuance of the license, furnish a certificate of insurance with associated endorsements to the Town evidencing coverage for all insurance required by the Town. In addition, the licensee shall carry Commercial General Liability Insurance and, if applicable, liquor liability insurance, to cover the licensee and its contractors and subcontractors against claims due to accidents which may occur or result from operations under the license. Such insurance shall cover the use of all equipment related to the provision of temporary and seasonal outdoor services. The Commercial General Liability Policy shall insure against all claims and demands for bodily injury and property damage with respect to the temporary and seasonal outdoor dining facilities and retail services, and shall be in such form and amount as determined by the Select Board. The Town shall be named as an "additional insured" in all policies for such insurance. All insurance policies shall be primary and noncontributory and shall contain a waiver of subrogation in favor of the Town. The licensee (and their heirs, successors and assigns in interest) shall also agree to hold harmless, defend and indemnify the Town of Andover and its employees and agents from any responsibility, liability and claims arising out of or related to the operations under the license. Where such insurance is renewed or replaced the licensee shall furnish the Town with a certificate of insurance and endorsements evidencing the same.

Section 2.4 Approval

The Select Board may approve an outdoor dining or retail license after determining that the design and location is suitable to its environs, and that all other requirements of the license have been met. The Select Board shall consider any comments made by the Inspector of Buildings, Board of Health, Andover Fire Rescue, Andover Police Department, Planning Division or the Design Review Board prior to rendering a decision.

Upon approval of an outdoor dining or retail license by the Select Board, the owner and operator of the business and the Select Board shall sign a License Agreement prepared for these purposes by Town Counsel and shall pay any applicable license fee prior to the commencement of any activities under the license.

SECTION 3 – SEVERABILITY

Section 3.1

If any provisions, paragraphs, sentence, or clause of this bylaw shall be held invalid for any reason, all other provisions shall continue in full force and effect; or take any action related thereto.

On request of the Planning Board

| | |
|------------------------|--|
| ARTICLE P30 | AMEND ANDOVER ZONING BYLAW ARTICLE VIII |
|------------------------|--|

To see if the Town of Andover will vote to amend Section 3.2.1 to the Andover Zoning Bylaw, Article VIII and amend the Andover Zoning Bylaw, Article VIII, Section 3.1.3 Table of Use Regulations Appendix A Table 1, and Section 10 Definitions by adding the following:

Amend Section 3.2.1 Specific Accessory Uses by adding a number 6 to read as follows:

6. Temporary and Seasonal Placement of Tables and Chairs and Retail Fixtures

A permitted commercial structure may place tables and chairs or retail fixtures and products on public or private property for the convenience of patrons as a use incidental and accessory to a permitted food or retail sales establishment where the principal activity is the service or sale of food for consumption on or off the premises, or the retail sale of merchandise. An application for temporary and seasonal placement of tables and chairs or for retail fixtures on private property shall be made to the Building Division on an annual basis and a copy shall be submitted to the Board of Health and Public Safety Officer for their respective reviews. The annual permit shall be issued by the Inspector of Buildings for or within the period from March 1st to November 30th. An application for public property placement shall be made in accordance with the General Bylaw Article XI Section 9 Outdoor Dining or Retail License Bylaw and Regulations.

Amend Section 10 Definitions by deleting Temporary and Seasonal Placement of Tables and Chairs and replacing it with Temporary and Seasonal Placement of Tables and Chairs and Retail Fixtures and further amend the definition to read as follows:

TEMPORARY AND SEASONAL PLACEMENT OF TABLES AND CHAIRS AND RETAIL FIXTURES

The temporary and seasonal placement of tables and chairs or retail fixtures and products outside a permitted commercial structure for the convenience of patrons as a use incidental and accessory to a permitted food or retail sales establishment where the principal activity is the service or sale of food for consumption on or off the premises, or the retail sale of merchandise. Outdoor tables and chairs or retail fixtures shall not interfere with pedestrian access or access for emergency purposes.

Amend Appendix A Table 1 F.8 by replacing “Temporary and seasonal placement of tables and chairs” with “Temporary and seasonal placement of tables and chairs and retail fixtures,” and further amend BA to Y:

| F. Accessory Uses (See Section 3.2) | SRA | SRB | SRC | APT | LS | OP | GB | MU | IG | IA | ID | ID2 |
|--|-----|-----|-----|-----|----|----|----|----|----|----|----|-----|
| 8. Temporary and seasonal placement of tables and chairs and retail fixtures | N | N | N | N | Y | N | Y | Y | Y | Y | Y | Y |

or take any action related thereto.

On the request of the Planning Board

| | |
|------------------------|-----------------------------|
| ARTICLE P31 | AUTOMATIC SPRINKLERS |
|------------------------|-----------------------------|

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 148, Section 26 H, relating to automatic sprinklers, or take any other action related thereto.

On request of the Fire Chief and the Inspector of Buildings

| | |
|------------------------|---|
| ARTICLE P32 | STREET ACCEPTANCE – MONARCH LANE |
|------------------------|---|

To see if the Town will vote to accept and name as a public way the following street: Monarch Lane as further described below, and to accept deeds to the streets and all related easements:

Monarch Lane, as shown on a plan approved by the Andover Planning Board entitled “DEFINITIVE SUBDIVISION (FORM C) SPECIAL PERMIT FOR CLUSTER DEVELOPMENT & EARTH MOVEMENT PLAN FOR MONARCH WOODS ANDOVER, MASS’ dated August 30, 2016 last revised August 8, 2017, sheet 4 of 15 (Recordable sheet 1 of 1) being recorded in the Essex North District Registry of Deeds as Plan Number 17784 and further shown as Lot 130 on Land Court Plans filed as Plan Number 10362N; or take any other action related thereto.

On request of Select Board

| | |
|------------------------|--|
| ARTICLE P33 | AMENDMENT OF OPEN SPACE LAND ACQUISITION BONDING APPROPRIATIONS |
|------------------------|--|

To see if the Town will vote to appropriate \$1,215,270.75 to pay costs of acquiring all or any portion of certain additional listed parcels of real property or interest in such real property for conservation and open space purposes under the provisions of Chapter 40, Section 8C of the Massachusetts General Laws, and for expenses incidental or related thereto, together with any buildings that may be thereon, consisting of the acres, more or less, of land above or below water or both together with all flowage and other rights and easements which may exist, which parcels are described as follows:

2014 List of Approved Open Space Parcels

| <u>Assessors Map</u> | <u>Lot</u> | <u>Address</u> | <u>Acreage</u> |
|----------------------|------------|-------------------------|----------------|
| 183 | 11 | 83 Lowell Junction Road | 3.08 |
| 123 | 30 | 25 Willard Circle | 1.48 |
| 123 | 31 | 23 Willard Circle | 0.90 |
| 125 | 2 | 57R River Road | 7.80 |
| 24 | 4 | 12 Woodland Road | 35.46 |
| 24 | 7 | 22 Woodland Road | 24.60 |
| 24 | 8 | 28 Woodland Road | 9.40 |
| 24 | 9 | Woodland Road | 8.93 |
| 24 | 10 | Woodland Road | 7.67 |
| 25 | 12 | 50 Woodland Road | 14.67 |
| 25 | 30 | 74 Salem Street | 18.00 |
| 25 | 44 | Route 125 | 1.88 |
| 25 | 45 | Route 125 | 10.60 |
| 25 | 45A | Route 125 | 3.56 |
| 95 | 1 | 141 Abbot Street | 53.04 |

2020 List of Open Space Parcels To Be Added

| <u>Assessors Map</u> | <u>Lot</u> | <u>Address</u> | <u>Acreage</u> |
|----------------------|------------|----------------------|----------------|
| 72 | 1 | 18 Red Spring Road | 1.40 |
| 72 | 2 | Red Spring Road | 0.33 |
| 138 | 23 | 204 Andover Street | 1.04 |
| 159 | 10A | Lowell Junction Road | 3.00 |
| 159 | 10 | Lowell Junction Road | 1.00 |
| 158 | 1 | Tewksbury Street | 5.00 |
| 74 | 95 | Lupine Road | 0.10 |
| 158 | 2 | Tewksbury Street | 2.22 |
| 158 | 8 | 84 Tewksbury Street | 3.50 |
| 158 | 8C | 86 Tewksbury Street | 1.04 |
| 182 | 4 | 92 Tewksbury Street | 4.38 |
| 182 | 5 | 4 Pine Cone Lane | 1.03 |
| 182 | 5B | 3 Pine Cone Lane | 1.10 |
| 10 | 4A | 15 Tucker Road | 10.00 |

| | | | |
|-----|-----|------------------------|-------|
| 54 | 14 | 20 Stevens Street | 3.44 |
| 54 | 13T | 10 Stevens Street | 6.62 |
| 54 | 48A | 81 Gradall Lane | 2.45 |
| 54 | 48 | Essex Street | 0.53 |
| 60 | 4B | 320 South Main Street | 12.80 |
| 60 | 4C | 3 West Knoll Road | 5.62 |
| 60 | 4D | 320 South Main Street | 2.01 |
| 73 | 17A | St. Augustine Cemetery | 18.87 |
| 55 | 27 | Essex Street | 0.21 |
| 25 | 43 | Route 125 | 1.00 |
| 228 | 4D | 439 River Road | 11.80 |

And

(i) to authorize the Select Board and Conservation Commission to acquire the property or interest in the property described herein by gift, purchase, or eminent domain, and to use such funds to acquire all or any portion of such real property or interest in such real property for conservation and open space purposes under the provisions of Chapter 40, Section 8C of the Massachusetts General Laws on terms and conditions they deem to be in the best interest of the Town,

(ii) to meet this appropriation, (a) the Treasurer, with the approval of the Select Board, is hereby authorized to borrow \$1,200,000 and premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and (b) \$15,270.75, representing unexpended proceeds of bonds issued in December 2004 to fund a land acquisition project that is now complete or abandoned and for which no further liability remains, is hereby authorized to be transferred; and

(iii) to rescind the authorized yet unissued balances of (a) \$800,000 appropriated under Article 12 of the 2001 annual town meeting, as amended by Article 56 of the 2014 annual town meeting for land acquisition, and (b) \$400,000 appropriated under Article 23 at the 2002 annual town meeting for land acquisition; or take any other action related thereto.

On request of the Open Space Task Force

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|------------------------|-------------------------|
| ARTICLE P34 | LAND ACQUISITION |
|------------------------|-------------------------|

To see if the Town will vote to appropriate a sum of money for the acquisition, and for costs related to such acquisition including but not limited to demolition costs and removal of building contents of the land at 138 Chandler Road, as shown as Assessors Map 147, Lot 4 for municipal purposes and for any other costs incidental and related thereto, and to authorize the Select Board to acquire such land with the buildings thereon, by gift, option, purchase or eminent domain, upon terms and conditions deemed by the Select Board to be in the best interest of the Town and to determine whether the amount appropriated by the Town under this Article shall be raised by taxation, transfer from available funds, borrowing, or otherwise provided, or to take any other action related thereto.

On request of the Town Manager

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|------------------------|--|
| ARTICLE P35 | MERRIMACK RIVER SOLID WASTE COLLECTION & REMOVAL PROJECT FROM FREE CASH |
|------------------------|--|

To see if the Town will vote to transfer from available funds and appropriate the sum of \$75,000 to pay the costs for purchasing services for the collection and removal of floatable solid waste debris from the Merrimack River, and any tributaries thereto including immediately adjacent upland areas from where improperly discarded solid waste may fall into and/or otherwise enter these waterways, as well as the sorting, handling and ultimate recycling or proper disposal of such removed solid waste, including any other costs incidental and related thereto, or take any other action related thereto.

On petition of Lindsay Concemi and others

| | |
|------------------------|---|
| ARTICLE P36 | FORM OF GOVERNMENT BALLOT QUESTION |
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To see if the Town will authorize the Select Board to add the following ballot question on the form of government in the Town of Andover for the next Town local election:

Ballot Question:

Please select what form of government that you are in favor of for the Town of Andover's future:

- Open Town Meeting

All voters eligible to vote on budgets, bylaws and all matters brought before town meetings and approve indebtedness. Town meeting acts as legislative body while Select Board and Town Manager act together as the executive branch.

- Representative Town Meeting

Limited number of voters are elected, usually by precinct/district, to represent all voters in a representative town meeting (RTM). Representatives vote on bylaws and all matters brought before Town Meeting and approve indebtedness. RTM is legislative body while Select Board and Town Manager act as executive branch.

- Council/Manager

Voters elect Council and the Council appoints a Town Manager. Council is the legislative body. Town Manager is chief executive, appoints key officials, prepares budget, approves contracts, negotiates with unions, and oversees administrations.

- Town Council/Mayor

Voters directly elect a mayor and council. Council is legislative body. Mayor is chief executive who appoints key officials and all or some boards, and prepares budgets, approves contracts, negotiates with unions and oversees administration.

On the petition of Jose Albuquerque and others.

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|------------------------|---------------------------|
| ARTICLE P37 | TOWN ELECTION DATE |
|------------------------|---------------------------|

To see if the Town will vote to approve and amend the day and month in Bylaw Article II, Section 1 for our Town local elections to be held from fourth Tuesday in March to second Tuesday in June.

Current Article II, Section 1:

The Annual Town Meeting for the election of town officers and for other purposes shall be held on the fourth Tuesday of March in each year at such place or places within the town as the Select Board may designate in its notice thereof.

Proposed Article II, Section 1:

The Annual Town Meeting for the election of town officers and for other purposes shall be held on the second Wednesday of June in each year at such place or places within the town as the Select Board may designate in its notice thereof.

On the petition of Jose Albuquerque and others.

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|------------------------|---|
| ARTICLE P38 | TERMS FOR BOARDS, COMMITTEES & COMMISSIONS |
|------------------------|---|

To see if the Town will vote to amend the Town Charter, Section 4 to include the following language on term limits for appointed officials:

The limit of tenure for all boards, committees, and commissions shall be three (3) consecutive, three year terms for a total of nine (9) years to a single board, committee or commission. The limit of tenure for the Planning Board shall be two (2) consecutive, five-year terms for a total of ten (10) years. A member who has served the aforementioned consecutive terms shall not be eligible for reappointment. Regardless of tenure, each board, committee, or commission member shall serve until their successor shall be appointed. No board, committee, or commission member shall serve as chairperson for more than two consecutive years.

| | |
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| ARTICLE P39 | NOISE AND VIBRATION STANDARDS BYLAW |
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To see if the Town will vote and approve the following noise and vibration standard bylaw:

1.0 Applicability.

This Bylaw shall pertain to, but not be limited to, activity associated with the construction of Major Non-Residential Projects and Special Residential Projects as defined by Sections 10.00

and Section 7.0 Special Residential Regulations, of the Andover Zoning Bylaw. Specifically, this bylaw regulates outdoor sound amplifying equipment, motor vehicles, trucks, construction and demolition equipment, industrial and commercial sources of sound, and other manmade sounds that cause noise.

1.01 Definitions.

Except as may be specified herein, acoustical terminology used throughout this Bylaw is that approved as American National Standard Acoustical Terminology [ANSI S1.11994] by the American National Standards Institute (ANSI). The following words, phrases and terms as used in this bylaw shall have the meanings as indicated below:

- (a) “Background sound level” shall mean the sound level associated with a given environment, being a composite of sounds from all sources excluding the alleged Intruding Noise, at the location and approximate time at which a comparison with the alleged offensive noise is to be made.
- (b) “Construction” shall mean those activities requiring a building permit. Construction shall also include any site preparation, seismic surveys, grading, assembly, erection, substantial repair, alteration or similar action, including demolition, for or of public or private right-of-way, structures, utilities or similar property.
- (c) The abbreviation dBA shall mean the A-weighted sound pressure level expressed in decibels and referenced to 20 micropascals.
- (d) “Emergency vehicle” shall mean any vehicle operated in an effort to protect, provide or restore public safety, including DPW Vehicles, ambulances, police vehicles and fire vehicles.
- (e) “Emergency work” shall mean any work performed in an effort to protect, provide or restore public safety, or work by private or public utilities when restoring utility service.
- (f) “Enforcing person” shall mean any police officer of the Town or any other Town employee designated by the Selectmen for this purpose. For complaints under this bylaw an enforcing person shall also include any authorized employee of the Office of Community Development & Planning.
- (g) “Intruding noise” shall mean the total sound level created, caused, maintained by, or originating from an alleged offensive source at a specified location while the alleged offensive source is in operation.
- (h) “Leq” equivalent sound level, is the level of a constant sound which, in a given situation and time period, would convey the same sound energy as does the actual time varying sound during the same period, as measured with a sound level meter measuring Leq.
- (i) “L10 Level” shall mean the A-Weighted sound level exceeded ten percent of the time.
- (j) “Person” shall mean an individual or individuals, firm, association, co-partnership, joint venture, corporation or any entity recognized by applicable law, public or private in nature.

- (k) “Pure tone” means any sound which can be distinctly heard as a single pitch or a set of single pitches, as defined by the Environmental Protection Agency (EPA).
- (l) “Sound level” shall mean the instantaneous A weighted sound pressure level, in decibels, as measured with a sound level meter set to the “A” weighting scale, slow response.
- (m) “Sound level meter” shall mean an instrument meeting American National Standard S1.41983 for Type 1 or Type 2 sound level meters or an instrument and the associated recording and analyzing equipment which will provide equivalent data.

1.02 Designated land use areas.

The properties hereinafter described are hereby assigned to the following noise zones:

| | |
|-------------------|--|
| Land Use Area I: | All Residential Zoning Districts and the grounds of any school, day care, hospital or similar health care institution, house of worship or library while the same is in use, and any Cemetery. |
| Land Use Area II: | All other properties. |

1.03 Exterior Noise Standards.

It shall be a violation of this bylaw for a Major Non-Residential or Special Residential Construction project, as defined by paragraph 1.00, to create Intruding Noise, or to allow the creation of any noise, on property owned, leased, occupied or otherwise controlled by such entity, which causes a sound level which exceeds the limits set forth for the receiving land use category in Table 1, without prior written approval from the Special Permit Granting Authority, when measured at or within the property boundary of the receiving land use. Daytime measurements are to be determined at an L10 level provided that at no time shall the exterior sound level in Land Use Area I exceed 90dBA or cause a PURE TONE condition for the receiving land use category.

Table I. Maximum Allowable Exterior Sound Level

| Land Use Area | Daytime level | Nighttime level |
|------------------|--------------------|--------------------|
| | 7:00 AM to 6:00 PM | 6:00 pm to 7:00 AM |
| Land Use Area I | 70 dBA | 55dBA |
| Land Use Area II | N/A | N/A |

If the intruding noise is continuous and cannot reasonably be discounted or stopped for a time period whereby the background sound level can be determined, the measured sound level obtained while the source is in operation shall be compared directly to the maximum allowable exterior sound level outlined in Table I.

1. Construction & Demolition

Notwithstanding the provisions of Section 1.03, the following are the maximum noise levels that may be permitted by the Special Permit Grating Authority for Construction and Demolition purposes:

- a. Unless otherwise permitted by the Special Permit Granting authority, the cumulative noise level of all construction and demolition on one site at any one time shall not exceed 90dBA. No individual piece of equipment shall exceed a maximum noise level of 90 dBA. **Noise levels shall be measured at or within the property boundary of the receiving land use.**

1.04 Site Plan Review & Special Permit Requirements.

Prior to the issuance of a Special Permit under section 10.00 Major Non-Residential Projects, or Special Residential Projects under Section 7.0 of the Andover Zoning Bylaw, approval of any potentially nuisance generating facility with potential to impact any Land Use Area I receptor, the applicant shall be required to demonstrate to the Special Permit Granting Authority the unlikelihood of noncompliance with such Noise Limits and Standards, or that proper mitigation measures will be taken as a condition of permit issuance.

The Special Permit Granting Authority may, at its discretion, require pre-construction background sound level readings during the daytime, night time and weekend hours from the applicant at the time of the public hearing. Pre-construction background noise levels are to be recorded with a sound level meter by a professional trained in providing such documentation.

1.05 Special provisions.

Limitation of Construction Activity: Noise associated with Construction is only permitted between 7:00AM and 6:00 PM on weekdays and 8:00am to 6:00pm on Saturdays, unless otherwise approved by the Special Permit Granting Authority.

Noise associated with the following activities shall be exempted from the provisions of this bylaw:

- (a) Emergency Work or Emergency Vehicles.
- (b) Activities, other than construction, conducted in public parks and playgrounds, and on public or private school grounds so long as authorized by the appropriate jurisdiction including but not limited to school athletic and school entertainment events, and on church grounds, including but not limited to, bells or chimes.
- (c) Occasional outdoor gatherings, public dances, shows, and sporting entertainment events provided said events are conducted pursuant to a permit or license issued by the appropriate jurisdiction relative to the staging of said events;
- (d) The maintenance of real property (not Construction), such as temporary use of power tools and equipment such as lawn mowers, snow blowers, chain saws and similar equipment, provided said activities take place between the hours of 7:00 AM and 10:00 PM on any day. The use of snow blowers during an active snow storm shall be exempt.
- (e) Motor vehicle back-up alarms required for site safety.

1.06 Vibration Limits and Standards

No party owning, leasing, or otherwise controlling a facility within the Town of Andover shall be allowed to:

1. Produce vibration which exceeds the combine-axis one-third octave band vibration accelerations of ANSI §3.29, Guide to the evaluation of human exposure to vibration in buildings. (Table one, as read in (meters/second)).
2. Produce sound levels in the 31.5 Hz octave band, and in lower bands, that exceed 65dB.

3. Exceptions: The above performance standards shall not apply to noise and vibration emitted during and associated with the following:
 - a. Parades, public gatherings, sporting or special short duration events.
 - b. Emergency, police, fire and ambulance vehicles.
 - c. Police, fire, and civil and national defense activities.
 - d. Temporary construction activity associated with a permitted facility, operating within normal daytime hours.

1.07 Prima facie violation.

Any measured noise exceeding the sound level standards as specified in Sections 1.03 Exterior Noise Standards shall be deemed to be prima facie evidence of a violation of the provisions of this Bylaw.

1.08 Penalties for violations.

- (a) Violations under this Noise Bylaw, in the discretion of the enforcing person, may be enforced by noncriminal disposition as provided in Chapter 40, Section 21D of the Massachusetts General Laws (“Section 21D”).
- (b) The penalty for a violation under 1.03 Exterior Noise Standards shall be a written warning for a first offense; \$100 for a second offense; \$200 for a third offense; and \$300 per offense, without limit, for each succeeding offense. Each day or part thereof shall constitute a separate offense.
- (c) Additionally under Section 1.03, at the discretion of the enforcing officer, all construction activities may be suspended following
- (d) initial warning until the violation is cleared to the reasonable satisfaction of the enforcing officer, or Special Permit Granting Authority.
- (e) An enforcing officer investigating a violation of this Bylaw, or any rule or regulation adopted hereunder, shall give the offender a written notice for the noncriminal disposition thereof in accordance with the provision of Chapter 40, Section 21D of the Massachusetts General Laws. The provisions of Section 21D are incorporated by this reference.

1.09 Manner of enforcement.

- (a) The enforcing officer(s) may include the Andover Police, Town of Andover Building and/or Health Officials, as necessary.
- (b) Violations of this Chapter shall be prosecuted in the same manner as other violations of the Andover General By-Laws provided, however, that in the event of an initial violation of the provision of this bylaw, a written notice shall be given the alleged violator which specifies the time by which the condition shall be corrected. No complaint or further action shall be taken in the event the cause of the violation has been removed or fully corrected within the time period specified in the written notice.

(c) In the event the alleged violator cannot be located in order to serve the notice of intention to prosecute, the notice as required herein shall be deemed to be given upon mailing such notice by registered or certified mail to the alleged violator at his last known address or at the place where the violation occurred in which event the specified time period for abating the violation shall commence at the date of the day following the mailing of such notice. Subsequent violations of the same offense shall result in the immediate filing of a complaint.

1.10 Severability.

The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision hereof.

On the petition of Jose Albuquerque and others.

Hereof fail not, and make return of this Warrant with your doings thereon, at the time and place of said meeting.

Given our hands this 22nd day of March 2021.

| | | |
|--|---|--------------|
| _____ |) | |
| Ann W. Gilbert, Chair |) | |
| _____ |) | |
| Daniel A. Koh, Vice Chair |) | SELECT BOARD |
| _____ |) | |
| Laura M. Gregory, Member, Select Board |) | OF |
| _____ |) | |
| Christian Huntress, Member, Select Board |) | ANDOVER |
| _____ |) | |
| Alexander J. Vispoli, Member, Select Board |) | |

A true copy

A T T E S T

Ronald Bertheim, Constable

Andover, Massachusetts, _____, 2021

Pursuant to the foregoing Warrant, I, the subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each school house, and in no less than five other public places where bills and notices are usually posted and by publication in the *Eagle Tribune*. Said warrants have been posted and published fourteen days.

Ronald Bertheim, Constable

DRAFT



TOWN OF ANDOVER *Finance & Budget*

Hayley Green, CPA, Town Accountant/Assistant Finance Director
Accounting Department

36 Bartlet Street
Andover, MA 01810

(978) 623-8920

hayley.green@andoverma.us

www.andoverma.gov

Andrew P. Flanagan
Town Manager

Michael Lindstrom
Deputy Town Manager

To: Select Board
Finance Committee
Superintendent of Schools
School Committee
Revenue and Expenditure Task Force

From: Hayley Green, Town Accountant/Assistant Finance Director

CC: Andrew Flanagan, Michael Lindstrom, Patrick Lawlor, Donna Walsh, Stephen Nembirkow,
Janet Wright, Town Website

Date: April 14, 2021

Re: ***FY 2021 Financials***

The attached reports summarize the Town's financial position through January 31, 2021.
Included are the following:

- Executive Summary
- Budgeted versus Actual Revenues – General Fund and Enterprise Funds
- Revenue Comparison Graph – Local Receipts
- Personal Services and Other Expenditures by Department
- Reserve Account and Compensation Fund Analysis
- Chapter 44 § 53 E ½ Revolving Funds
- Capital Projects status – FY15 – FY21

Feel free to contact me, should you have any questions regarding the reports.

The attached reports of the Town Accountant summarize FY 2021 revenues and expenditures for the General Fund, Enterprise Funds, Compensation Fund, Reserve Fund, Revolving Funds and Capital Projects through January 31, 2021.

General Fund

The total general fund receipts of all sources collected through January 31, 2021 are in line with the annual projections through seven months of the year. However, FY2021 local receipts are approximately \$2.5 million less than FY 2020 collections through the same period of time. Last year by this time we had one large building permit for \$416,000 and more cash available from the Columbia Gas Settlement to earn investment income with better interest rates. There was also a delay in the State sending hotel, motel and meals receipts in FY2021 and the Town received two FEMA receipts in FY 2020 totaling about \$464,000 from a prior snowstorm in October. Off-set receipts collections are lower than collections through the same period of time last fiscal year mainly due to lower ambulance collections, summer recreation programs and rental of town spaces.

General fund personal services and other expenditures are both consistent with FY 2021 projections through January 2021. The school encumbers most of their projected salaries and adjusts during the school year as they determine where staff will be funded. The required appropriation for pension was paid in full in August, workers compensation insurance changed to a premium based plan in FY2021 and the OPEB appropriation was transferred in November. Technical Schools charges have come in higher than budgeted.

Water Enterprise Fund

The total water enterprise fund collections are better than the annual projections through January 2021, with user charges being almost \$2 million greater than prior year receipts through the same period, due to the drier weather conditions and more people at home during the pandemic, increasing usage over the summer.

Water personal services are consistent with FY 2021 projections through January 2021. Water other expenses are greater than FY2021 projections due to the increased volume of water services causing an increased demand for supplies such as electricity and chemicals.

Sewer Enterprise Fund

The total sewer enterprise fund collections are consistent with projections through January 2021 and user charges are approximately \$457,000 greater than prior year receipts through the same period. Sewer personal services and other expenses are lower than the FY 2021 projections through January 2021.

Reserve Fund

Town Meeting approved a reserve fund balance of \$200,000. This money has not been used through January 2021.

Compensation Fund

Town Meeting approved a compensation fund balance of \$174,718. This money has not been used through January 2021.

Revolving Accounts

Town Meeting voted to approve 15 revolving funds with a total spending limit of \$1,915,000. In regards to the Health Services Clinics Fund, there has been a delay in receipt of flu vaccine reimbursements and we are working to identify expenditures which may be able to be charged to other funds.

Capital Projects

These projects are part of the Town's capital improvement plan voted at Town Meeting from taxation. The finance department is working on creating a policy for use of old and nominal balances from prior years.

Town of Andover
FY 2021 General Fund Year-To-Date Revenue Report
Budgeted vs. Actuals 1/31/2021 and 1/31/2020

| | FY 21 Budgeted | FY 21 YTD | % | FY 20 Budgeted | FY 20 YTD | % | Change in | Change in |
|---|-----------------------|------------------|------------------|-----------------------|------------------|------------------|--------------------|---------------------|
| Local Receipts | Receipts | Revenues | Collected | Receipts | Revenues | Collected | Budgets | YTD Receipts |
| Motor Vehicle Excise | 5,445,856 | 847,960 | 15.6% | 5,826,858 | 845,101 | 14.5% | (381,002) | 2,859 |
| Hotel/Motel/Meals | 1,064,009 | 605,569 | 56.9% | 2,358,666 | 1,567,667 | 66.5% | (1,294,657) | (962,098) |
| Penalties and Interest on Taxes and Excises | 480,000 | 276,758 | 57.7% | 461,500 | 388,178 | 84.1% | 18,500 | (111,421) |
| Fees | 61,000 | 28,900 | 47.4% | 59,850 | 49,604 | 82.9% | 1,150 | (20,704) |
| Payments in Lieu of Taxes | 430,000 | - | 0.0% | 412,000 | 2,016 | 0.5% | 18,000 | (2,016) |
| Other Departmental Revenues | 300,000 | 192,682 | 64.2% | 250,950 | 108,860 | 43.4% | 49,050 | 83,821 |
| Other Departmental Revenues - School Medicare | 180,000 | 111,685 | 62.0% | 366,924 | 85,018 | 23.2% | (186,924) | 26,667 |
| Non-Recurring Revenues | - | - | N/A | - | 463,884 | N/A | - | (463,884) |
| Licenses and Permits | 2,408,496 | 1,451,591 | 60.3% | 2,400,000 | 1,816,093 | 75.7% | 8,496 | (364,502) |
| Fines & Forfeits | 227,000 | 95,222 | 41.9% | 242,000 | 148,807 | 61.5% | (15,000) | (53,585) |
| Investment Income | 395,918 | 171,716 | 43.4% | 631,269 | 787,828 | 124.8% | (235,351) | (616,112) |
| Special Assessments | - | 533 | N/A | - | 557 | N/A | - | (24) |
| Total Estimated Receipts | 10,992,279 | 3,782,616 | 34.4% | 13,010,017 | 6,263,615 | 48.1% | (2,017,738) | (2,480,999) |

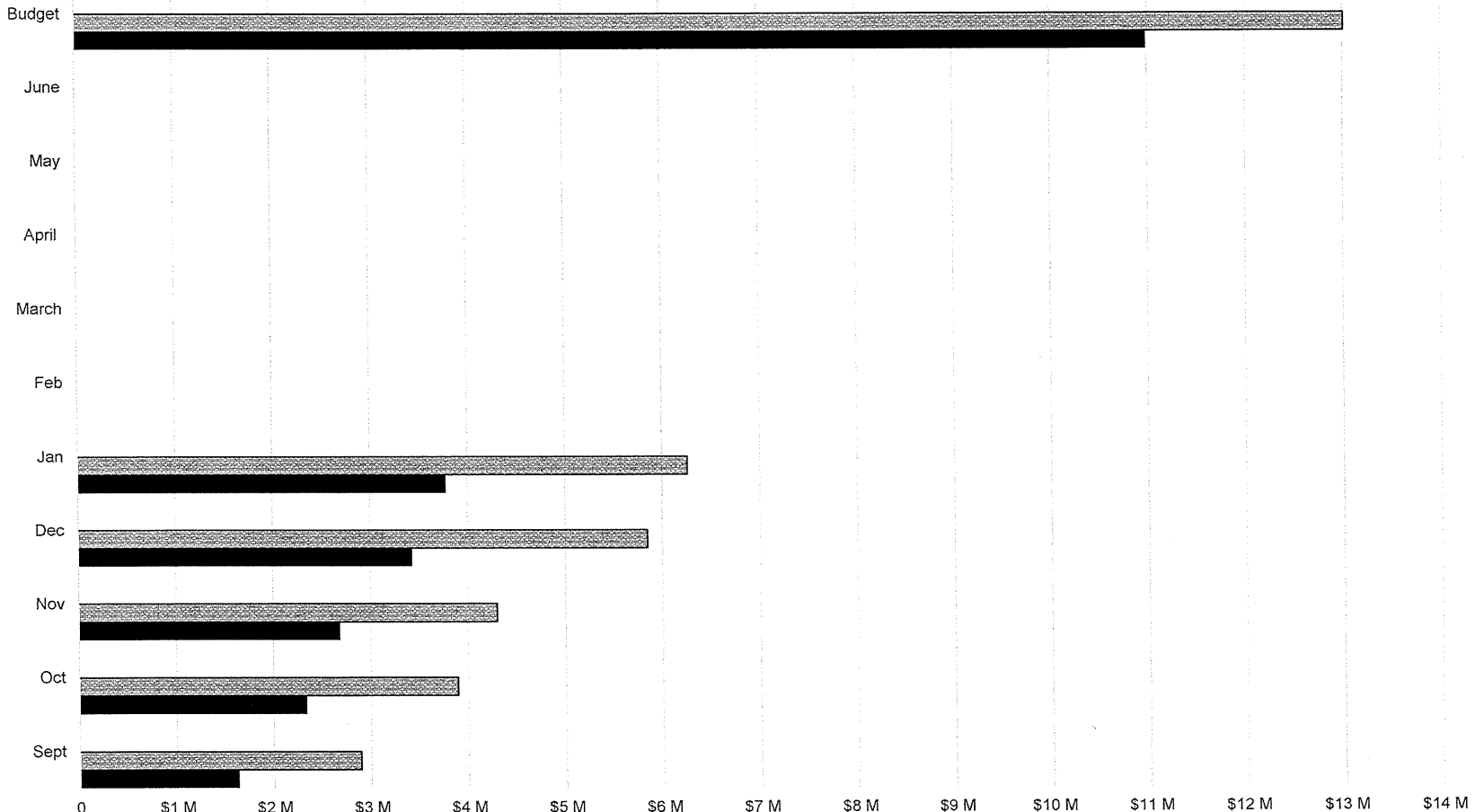
| | FY 21 Budgeted | FY 21 YTD | % | FY 20 Budgeted | FY 20 YTD | % | Change in | Change in |
|---|-----------------------|------------------|------------------|-----------------------|------------------|------------------|------------------|---------------------|
| Off-Set Receipts | Receipts | Revenues | Collected | Receipts | Revenues | Collected | Budgets | YTD Receipts |
| Recreation | 593,510 | 158,535 | 26.7% | 583,510 | 301,557 | 51.7% | 10,000 | (143,022) |
| Elder Services | 106,000 | 61,429 | 58.0% | 106,000 | 66,432 | 62.7% | - | (5,002) |
| Public Facilities - Rental Receipts | 80,000 | 13,433 | 16.8% | 80,000 | 56,128 | 70.2% | - | (42,695) |
| Cemetery - Interment Fees | 60,000 | 38,191 | 63.7% | 60,000 | 42,242 | 70.4% | - | (4,051) |
| Public Safety - Police Detail Fees | 90,000 | 28,973 | 32.2% | 90,000 | 42,389 | 47.1% | - | (13,416) |
| Public Safety / Fire - Ambulance Receipts | 1,350,000 | 784,676 | 58.1% | 1,350,000 | 835,873 | 61.9% | - | (51,197) |
| Total Off-Set Receipts | 2,279,510 | 1,085,237 | 47.6% | 2,269,510 | 1,344,621 | 59.2% | 10,000 | (259,384) |

| | FY 21 Budgeted | FY 21 YTD | % | FY 20 Budgeted | FY 20 YTD | % | Change in | Change in |
|----------------------------------|-----------------------|--------------------|------------------|-----------------------|--------------------|------------------|------------------|---------------------|
| Other Revenues | Receipts | Revenues | Collected | Receipts | Revenues | Collected | Budgets | YTD Receipts |
| Property Taxes (inc. Tax Titles) | 159,488,649 | 111,748,255 | 70.1% | 151,611,876 | 108,344,513 | 71.5% | 7,876,773 | 3,403,742 |
| State Aid | 13,939,807 | 8,098,498 | 58.1% | 13,929,158 | 8,108,624 | 58.2% | 10,649 | (10,126) |
| Total Other Revenues | 173,428,456 | 119,846,753 | 69.1% | 165,541,034 | 116,453,137 | 70.3% | 7,887,422 | 3,393,616 |
| Total Revenues | 186,700,245 | 124,714,606 | 66.8% | 180,820,561 | 124,061,373 | 68.6% | 5,879,684 | 653,233 |

Town of Andover
FY 2021 Enterprise Funds Year-To-Date Revenue Report
Budgeted vs. Actuals 1/31/2021 and 1/31/2020

| Water Fund | FY 21 Budgeted Receipts | FY 21 YTD Revenues | % Collected | FY 20 Budgeted Receipts | FY 20 YTD Revenues | % Collected | Change in Budgets | Change in YTD Receipts |
|----------------------------------|--------------------------------|---------------------------|--------------------|--------------------------------|---------------------------|--------------------|--------------------------|-------------------------------|
| User Charges | 9,567,598 | 7,777,613 | 81.3% | 8,511,201 | 5,809,728 | 68.3% | 1,056,397 | 1,967,885 |
| Water Connection | 41,000 | 28,305 | 69.0% | 41,000 | 40,957 | 99.9% | - | (12,652) |
| Water Testing Fees | 22,000 | 11,305 | 51.4% | 25,000 | 13,495 | 54.0% | (3,000) | (2,190) |
| Meter Installations | 10,000 | 9,000 | 90.0% | 9,000 | 7,245 | 80.5% | 1,000 | 1,755 |
| Fire Flow Test | 9,000 | 6,500 | 72.2% | 9,000 | 11,206 | 124.5% | - | (4,706) |
| Special/Final Reads | 25,000 | 35,731 | 142.9% | 25,000 | 18,002 | 72.0% | - | 17,730 |
| Backflow/Cross Connection Fees | 75,000 | 4,160 | 5.5% | 75,000 | 39,000 | 52.0% | - | (34,840) |
| Water Tap | - | 1,050 | N/A | - | 350 | N/A | - | 700 |
| Liens | 120,000 | 34,584 | 28.8% | 120,000 | 35,726 | 29.8% | - | (1,142) |
| Fire Suppression | 220,000 | 140,132 | 63.7% | 150,000 | 142,150 | 94.8% | 70,000 | (2,019) |
| Interest /Misc Revenue | 12,000 | 16,780 | 139.8% | - | 2,803 | N/A | 12,000 | 13,978 |
| Non-Revenue Interest | 16,000 | 7,807 | 48.8% | 19,000 | 41,846 | 220.2% | (3,000) | (34,038) |
| Total Water Receipts | 10,117,598 | 8,072,968 | 79.8% | 8,984,201 | 6,162,508 | 68.6% | 1,133,397 | 1,910,460 |
| Sewer Fund | FY 21 Budgeted Receipts | FY 21 YTD Revenues | % Collected | FY 20 Budgeted Receipts | FY 20 YTD Revenues | % Collected | Change in Budgets | Change in YTD Receipts |
| User Charges | 4,962,068 | 3,090,208 | 62.3% | 4,841,042 | 2,653,096 | 54.8% | 121,026 | 437,112 |
| Committed Interest/Income | 170,000 | 100,367 | 59.0% | 235,000 | 103,733 | 44.1% | (65,000) | (3,366) |
| Liens | 55,000 | 28,062 | 51.0% | 90,000 | 25,965 | 28.9% | (35,000) | 2,097 |
| Apport Assmnts | 445,000 | 295,582 | 66.4% | 491,400 | 294,438 | 59.9% | (46,400) | 1,144 |
| Interest /Misc Revenue | - | 1,371 | N/A | - | 2,351 | N/A | - | (979) |
| Non-Revenue Interest | 48,000 | 5,474 | 11.4% | 45,046 | 26,162 | 58.1% | 2,954 | (20,688) |
| Total Sewer Receipts | 5,680,068 | 3,521,064 | 62.0% | 5,702,488 | 3,105,745 | 54.5% | (22,420) | 415,319 |
| Total Enterprise Revenues | 15,797,666 | 11,594,032 | 73.4% | 14,686,689 | 9,268,253 | 63.11% | 1,110,977 | 2,325,779 |

Town of Andover Local Receipts FY 2021 and FY 2020



| | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | Budget |
|-----------------------|-------------|-------------|-------------|-------------|-------------|------|-------|-------|------|------|--------------|
| ■ FY 2020 % of Budget | 22.2% | 29.9% | 33.1% | 45.0% | 48.1% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | |
| ■ FY 2021 % of Budget | 14.9% | 21.3% | 24.4% | 31.2% | 34.4% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | |
| ■ FY 2020 Receipts | \$2,892,581 | \$3,894,457 | \$4,301,255 | \$5,848,439 | \$6,263,615 | | | | | | \$13,010,017 |
| ■ FY 2021 Receipts | \$1,634,729 | \$2,338,674 | \$2,684,758 | \$3,432,465 | \$3,782,616 | | | | | | \$10,992,279 |

Town of Andover
FY 2021 Year-To-Date Budget Report
Personal Services and Other Expenditures thru 1/31/2021

| Personal Services | Original Appropriation | Transfers/ Adjustments | Revised Budget | YTD Expended | Encumbrances | Available Balance | % Expended & Encumbered | % Expended |
|---|-----------------------------------|-----------------------------------|---------------------------|-------------------------|---------------------|------------------------------|--|-----------------------|
| General Government | 6,950,662 | 26,831 | 6,977,493 | 3,882,044 | 26,831 | 3,068,618 | 56.0% | 55.6% |
| Community Services | 1,808,992 | - | 1,808,992 | 1,056,528 | - | 752,464 | 58.4% | 58.4% |
| Public Facilities | 2,453,849 | - | 2,453,849 | 1,306,466 | - | 1,147,383 | 53.2% | 53.2% |
| Public Safety - Fire | 8,431,428 | 14,115 | 8,445,543 | 5,027,866 | 14,115 | 3,403,562 | 59.7% | 59.5% |
| Public Safety - Police | 7,966,037 | 14,839 | 7,980,876 | 4,496,958 | 14,839 | 3,469,079 | 56.5% | 56.3% |
| Public Works | 3,720,378 | 13,491 | 3,733,869 | 2,117,405 | 13,491 | 1,602,974 | 57.1% | 56.7% |
| Library | 2,255,543 | - | 2,255,543 | 1,210,154 | - | 1,045,389 | 53.7% | 53.7% |
| School | 72,080,761 | - | 72,080,761 | 32,807,686 | 36,204,558 | 3,068,517 | 95.7% | 45.5% |
| Compensation Fund | 174,718 | - | 174,718 | - | - | 174,718 | 0.0% | 0.0% |
| Total Personal Services - General Fund | 105,842,368 | 69,276 | 105,911,644 | 51,905,107 | 36,273,833 | 17,732,703 | 83.3% | 49.0% |
| Water Enterprise | 2,178,805 | - | 2,178,805 | 1,326,002 | - | 852,803 | 60.9% | 60.9% |
| Sewer Enterprise | 346,903 | - | 346,903 | 187,059 | - | 159,844 | 53.9% | 53.9% |
| Total Personal Services - Enterprise Funds | 2,525,708 | - | 2,525,708 | 1,513,061 | - | 1,012,647 | 59.9% | 59.9% |
| Other Expenses | Original Appropriation | Transfers/ Adjustments | Revised Budget | YTD Expended | Encumbrances | Available Balance | % Expended & Encumbered | % Expended |
| General Government | 2,176,126 | 200,773 | 2,376,899 | 1,246,680 | 312,775 | 817,444 | 65.6% | 52.4% |
| Community Services | 680,691 | 49,221 | 729,912 | 410,379 | 96,692 | 410,379 | 43.8% | 30.5% |
| Public Facilities | 1,375,450 | 24,366 | 1,399,816 | 477,515 | 490,152 | 432,149 | 69.1% | 34.1% |
| Public Safety - Fire | 547,150 | 41,944 | 589,094 | 350,569 | 102,709 | 135,816 | 76.9% | 59.5% |
| Public Safety - Police | 1,030,300 | 52,566 | 1,082,866 | 435,481 | 246,623 | 400,762 | 63.0% | 40.2% |
| Public Works | 5,635,948 | 592,513 | 6,228,461 | 3,120,288 | 665,826 | 2,442,347 | 60.8% | 50.1% |
| Library | 659,987 | 5,506 | 665,493 | 352,117 | 183,898 | 129,478 | 80.5% | 52.9% |
| School | 17,165,939 | 530,942 | 17,696,881 | 7,684,277 | 8,867,701 | 1,144,903 | 93.5% | 43.4% |
| Technical Schools | 740,000 | - | 740,000 | 388,088 | 402,767 | (50,855) | 106.9% | 52.4% |
| Debt Service | 16,873,972 | - | 16,873,972 | 11,784,061 | - | 5,089,911 | 69.8% | 69.8% |
| Insurance | 1,225,921 | - | 1,225,921 | 1,012,108 | 20,000 | 193,813 | 84.2% | 82.6% |
| Health Insurance | 22,338,257 | - | 22,338,257 | 9,352,381 | - | 12,985,876 | 41.9% | 41.9% |
| Unemployment | 160,000 | 33,704 | 193,704 | 1,950 | 35,654 | 156,100 | 19.4% | 1.0% |
| Retirement | 13,610,301 | - | 13,610,301 | 13,610,301 | - | - | 100.0% | 100.0% |
| Reserve Fund | 200,000 | - | 200,000 | - | - | 200,000 | 0.0% | 0.0% |
| OPEB Appropriation | 1,631,003 | - | 1,631,003 | 1,631,003 | - | - | 100.0% | 100.0% |
| Total Other Expenses - General Fund | 86,051,045 | 1,531,535 | 87,582,580 | 51,669,659 | 11,424,797 | 24,488,124 | 72.0% | 59.0% |
| Water Enterprise | 3,323,000 | 1,428,193 | 4,751,193 | 3,169,930 | 1,347,962 | 233,301 | 95.1% | 66.7% |
| Sewer Enterprise | 2,842,076 | 291,527 | 3,133,603 | 1,509,255 | 1,323,765 | 300,583 | 90.4% | 48.2% |
| Total Other Expenses - Enterprise Funds | 6,165,076 | 1,719,720 | 7,884,796 | 4,679,185 | 2,671,727 | 533,884 | 93.2% | 59.3% |
| Total - General Fund | 191,893,413 | 1,600,811 | 193,494,224 | 103,574,766 | 47,698,630 | 42,220,828 | 78.2% | 53.5% |
| Total - Enterprise Funds | 8,690,784 | 1,719,720 | 10,410,504 | 6,192,246 | 2,671,727 | 1,546,531 | 85.1% | 59.5% |

Town of Andover
FY 2021 Reserve Account and Compensation Fund
As of 1/31/21

RESERVE FUND

| | |
|--|----------------------|
| Appropriation by Vote of Town Meeting September 2020 | \$ 200,000.00 |
| Transfers by Vote of Town Meeting | 0.00 |
| Transfers by Authority of the Finance Committee | 0.00 |
| Available Balance | <u>\$ 200,000.00</u> |

COMPENSATION FUND

| | |
|--|----------------------|
| Appropriation by Vote of Town Meeting September 2020 | \$ 174,718.00 |
| Transfers by Vote of Town Meeting | 0.00 |
| Transfer by Authority of the Select Board | 0.00 |
| Available Balance | <u>\$ 174,718.00</u> |

Town of Andover
FY 2021 Revolving Accounts
(M.G.L. CH. 44, § 53 E1/2)
As of 1/31/21

| | CD & P Legal Notices Acct 5550 | Library Lost/Damaged Materials Acct 5631 | CD & P Health Services Clinics Acct 5557 | Recreation Special Services Acct 5552 | Youth Services Acct 5553 | Facilities Field Maintenance Acct 5622 | Elder Services Acct 5554 | Police Antenna Uses Acct 5653 | School Photocopy Fees Acct 4510 | Facilities Compost Program Acct 5666 | DPW Solid Waste Fees Acct 5667 | CD & P Stormwater Management Acct 5668 | Fire Emergency Billing Acct 5669 | Health Services Inspections Acct 5670 | School Professional Development Acct 4500 |
|--------------------------------|---|---|--|--|--------------------------------|---|--------------------------------|--|--|---|---|---|---|--|--|
| Balance thru 6/30/2019 | 14,640 | 17,958 | 41,618 | 421,752 | 250,919 | 118,492 | 192,812 | 33,049 | 20,916 | 30,806 | 47,282 | 0 | 35,428 | 64,272 | 0 |
| Receipts thru 6/30/2020 | 19,146 | 3,405 | 33,979 | 577,945 | 262,137 | 33,360 | 91,147 | 6,241 | 7,164 | 28,950 | 24,734 | 0 | 27,136 | 52,158 | 21,600 |
| Expenditures thru 6/30/2020 | 17,188 | 7,282 | 49,253 | 772,271 | 313,545 | 83,745 | 107,171 | 0 | 0 | 35,829 | 13,925 | 0 | 38,622 | 23,715 | 18,881 |
| Balance thru 6/30/2020 | 16,598 | 14,081 | 26,344 | 227,426 | 199,511 | 68,107 | 176,788 | 39,290 | 28,080 | 23,927 | 58,090 | 0 | 23,942 | 92,715 | 2,719 |
| Receipts thru 1/31/2021 | 15,985 | 538 | 26,646 | 89,847 | 163,299 | 17,020 | 25,640 | 4,561 | 621 | 7,284 | 8,831 | 0 | 5,456 | 46,960 | 800 |
| Expenditures thru 1/31/2021 | 16,606 | 604 | 62,552 | 233,052 | 84,011 | 13,141 | 66,750 | 0 | 0 | 24,033 | 0 | 0 | 7,594 | 3,822 | 240 |
| Balance thru 1/31/2021 | 15,977 | 14,016 | -9,562 | 84,221 | 278,799 | 71,986 | 135,678 | 43,851 | 28,702 | 7,177 | 66,921 | 0 | 21,805 | 135,854 | 3,279 |

| | | | | | | | | | | | | | | | |
|--|----------|----------|----------|-----------|-----------|-----------|-----------|----------|----------|----------|----------|---------|-----------|-----------|----------|
| Spending Authorization Art 7G - ATM 20 | \$20,000 | \$20,000 | \$60,000 | \$625,000 | \$400,000 | \$150,000 | \$225,000 | \$50,000 | \$10,000 | \$60,000 | \$40,000 | \$5,000 | \$100,000 | \$100,000 | \$50,000 |
| Y-T-D % Spent | 83.03% | 3.02% | 104.25% | 37.29% | 21.00% | 8.76% | 29.67% | 0.00% | 0.00% | 40.06% | 0.00% | 0.00% | 7.59% | 3.82% | 0.48% |

**Town of Andover
Capital Projects
1/31/2021**

| | <u>FY15</u> | <u>FY16</u> | <u>FY17</u> | <u>FY18</u> | <u>FY19</u> | <u>FY20</u> | <u>FY21</u> | <u>Total Available</u> | |
|-------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------------------------|-----------|
| Budget | 1,040,000 | 1,078,000 | 1,120,000 | 1,495,643 | 1,040,000 | 1,011,600 | 1,150,000 | | |
| Expended | 1,040,000 | 1,078,000 | 1,117,444 | 1,489,626 | 1,019,946 | 777,965 | 42,973 | | |
| Encumbered | - | - | 2,377 | 1,500 | 13,261 | 128,700 | 181,947 | | |
| Total School CIP | Available | - | - | 179 | 4,517 | 6,793 | 104,935 | 925,080 | 1,041,504 |
| Budget | 85,000 | 112,000 | 222,000 | 579,018 | 487,000 | 1,044,098 | 902,108 | | |
| Expended | 76,132 | 65,900 | 159,230 | 552,378 | 385,789 | 585,241 | 138,683 | | |
| Encumbered | 8,868 | - | - | 12,800 | 6,426 | 67,780 | - | | |
| Total General Government CIP | Available | - | 46,100 | 62,770 | 13,840 | 94,785 | 391,077 | 763,425 | 1,372,002 |
| Budget | 62,000 | - | - | 32,214 | - | - | - | | |
| Expended | 39,976 | - | - | 28,601 | - | - | - | | |
| Encumbered | - | - | - | - | - | - | - | | |
| Total Youth Services CIP | Available | 22,024 | - | - | 3,613 | - | - | - | 25,637 |
| Budget | 17,000 | 70,000 | 50,000 | - | - | - | - | | |
| Expended | 17,000 | 66,873 | 50,000 | - | - | - | - | | |
| Encumbered | - | - | - | - | - | - | - | | |
| Total Recreation CIP | Available | - | 3,127 | - | - | - | - | - | 3,127 |
| Budget | 50,000 | 25,000 | 25,000 | - | - | 10,000 | 50,000 | | |
| Expended | 50,000 | 25,000 | 25,000 | - | - | - | - | | |
| Encumbered | - | - | - | - | - | - | - | | |
| Total Library CIP | Available | - | - | - | - | 10,000 | 50,000 | 60,000 | |
| Budget | 550,000 | 590,000 | 623,000 | 800,000 | 946,000 | 1,303,000 | 468,000 | | |
| Expended | 550,000 | 589,985 | 620,090 | 773,679 | 885,809 | 796,236 | 30,698 | | |
| Encumbered | - | - | 2,906 | 6,122 | 60,176 | 377,425 | 88,729 | | |
| Total Facilities CIP | Available | - | 15 | 4 | 20,199 | 15 | 129,339 | 348,574 | 498,146 |
| Budget | 231,000 | 285,000 | 195,000 | 293,500 | 250,077 | 195,000 | 195,000 | | |
| Expended | 224,260 | 284,661 | 195,000 | 293,400 | 249,159 | 85,322 | - | | |
| Encumbered | - | - | - | - | - | 7,351 | - | | |
| Total Police CIP | Available | 6,740 | 339 | - | 100 | 918 | 102,327 | 195,000 | 305,424 |
| Budget | 129,000 | 50,000 | 20,000 | 63,500 | 214,000 | - | 96,000 | | |
| Expended | 92,676 | 37,332 | 16,623 | 61,352 | 201,715 | - | 96,000 | | |
| Encumbered | - | - | - | - | - | - | - | | |
| Total Fire CIP | Available | 36,324 | 12,668 | 3,378 | 2,148 | 12,285 | - | - | 66,803 |
| Budget | 206,000 | 240,000 | 285,000 | 415,000 | 328,000 | 400,000 | - | | |
| Expended | 206,000 | 234,163 | 225,018 | 344,427 | 323,147 | 238,982 | - | | |
| Encumbered | - | 5,838 | 50,300 | 24,440 | 4,312 | 74,889 | - | | |
| Total DPW CIP | Available | - | - | 9,682 | 46,132 | 541 | 86,129 | - | 142,485 |
| Budget | 1,330,000 | 1,372,000 | 1,420,000 | 2,183,232 | 2,225,077 | 2,952,098 | 1,711,108 | | |
| Expended | 1,256,044 | 1,303,913 | 1,290,960 | 2,053,838 | 2,045,619 | 1,705,780 | 265,380 | | |
| Encumbered | 8,868 | 5,838 | 53,206 | 43,363 | 70,914 | 527,445 | 88,729 | | |
| Total Town CIP | Available | 65,088 | 62,250 | 75,834 | 86,032 | 108,545 | 718,872 | 1,356,999 | 2,473,624 |
| Budget | 2,370,000 | 2,450,000 | 2,540,000 | 3,678,875 | 3,265,077 | 3,963,698 | 2,861,108 | | |
| Expended | 2,296,044 | 2,381,913 | 2,408,404 | 3,543,463 | 3,065,565 | 2,483,745 | 308,353 | | |
| Encumbered | 8,868 | 5,838 | 55,583 | 44,863 | 84,174 | 656,145 | 270,676 | | |
| Grand Total | Available | 65,088 | 62,250 | 76,012 | 90,549 | 115,338 | 823,808 | 2,282,079 | 3,515,128 |