



Select Board Meeting

Monday, August 2, 2021 6:15 PM
Memorial Hall, Memorial Hall Library
2 North Main Street, Andover, MA 01810

RECEIVED
TOWN CLERK'S OFFICE
2021 JUL 29 PM 3:10

TOWN OF ANDOVER, MASS

I. Call to Order – 6:15 PM

II. Executive Session

Board to vote to go into Executive Session pursuant to Purpose 3 for confidential communication with Counsel to discuss strategy with respect to litigation filed by William Fahey and that the Chair declare that an open session may have a detrimental effect on the litigation position of the Town, and to return to open session.

Regular Session – 7:00 PM

III. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

IV. Communications/Announcements/Liaison Reports

V. Citizens Petitions and Presentations

VI. Regular Business

- A. 375th Anniversary Event One Day Liquor License on Town Property – (15 minutes)
Board to review and consider voting to approve a request from the 375th Committee for a one day liquor license on town property for an End of Summer Party to be held in Municipal Lot 1 on August 19, 2021 as part of the 375th anniversary celebrations.

VII. Consent Agenda

A. Appointments by the Select Board

Board to vote that the following appointments by the Select Board be approved.

Department	Name	Position	Rate/Term	Date of Hire
Town Clerk	Judith T. Reghitto	Warden	\$12.25/hr	8/2/2021
Town Clerk	James J. Redmond	Clerk	\$12.25/hr	8/2/2021
Town Clerk	Elizabeth Anderson	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	Mary Jane Bausemer	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	David Berman	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Champa Bilwakesh	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Patricia M. Donahue	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Susan Fried	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Jack Hall	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Alexander Iannicelli	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Vicki Keene	Deputy Inspector	\$10.25/hr	8/2/2021

Town Clerk	Martha B. Mahoney	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Ellen T. Marcus	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Kathleen M. Salvi	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Susan Schwarz	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Robert Decelle	Warden	\$12.25/hr	8/2/2021
Town Clerk	MaryRuth Luther	Clerk	\$10.25/hr	8/2/2021
Town Clerk	Lora Bates	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	Patricia Boutin-Skene	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	Cynthia Campbell	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Rajiv Chopra	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Betsey Couture	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Gail A. Demaso	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Rhonda Fisher	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Norma A. Gammon	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Ann Grecoe	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Lois Kelly	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Gerda Mosca	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Steven Rosenfeld	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Iris Roskell	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	James Sellers	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Patricia J. Simpson	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	James Stellakis	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Margaret Tenczar	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	George Thomson	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Kevin Twohig	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Nancy Vogel	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Myrna Zetlan	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Denise S. Doherty	Warden	\$12.25/hr	8/2/2021
Town Clerk	Peter H. Schwind	Clerk	\$10.25/hr	8/2/2021
Town Clerk	Calvin G. Perry	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	Kristen Ahearn	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	Rita T. Arsenault	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Barbara Ann Bourgeois	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Delores J. Cleland	Inspector	\$10.25/hr	8/2/2021
Town Clerk	John Doherty	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Kathleen Dolan	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Mary Mcgettrick	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Clinton Reiser	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	H. Francis Rittershaus	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Walter W. Salvi	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Suzanne Soo Hoo	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Sheila Wescott	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Sanders R. Witman	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Lenard Zohn	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Eleanor Everett	Warden	\$12.25/hr	8/2/2021
Town Clerk	Carol Hopkinson	Clerk	\$11.25/hr	8/2/2021

Town Clerk	Mary Kate Allard	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	Constantine Bassilakis	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	Sumana Behara	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Nancy Buckley	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Danielle Crompton	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Christine E. Curran	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Alice E. Friedenson	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Robert Friedenson	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	John Gardner	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Amanda Gasse	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Matthew Gosselin	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Susan Hunter	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Linda Kosinski	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Kenneth Ozoonian	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	William Profenna	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Nancy Simili	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Julianne Stein	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Kathy Vieira	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Alicia Wang	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Michael Wartman	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Susan Wartman	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Charles H. Heseltine	Warden	\$12.25/hr	8/2/2021
Town Clerk	Shiva Sheel	Clerk	\$11.25/hr	8/2/2021
Town Clerk	Mary D. Barry	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	David Cleary	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	Scott W. Dianis	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Suanne C. Dillman	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Maureen A. Finneran	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Wendy Cassidy-Grobick	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Geraldine Jacobson	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Phyllis A. Jardine	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Shirley E. Kountze	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Lynn M.R. Landry	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Joanne Lepine	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	John McCarthy	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Genee Morrissey	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	David C. Tomlinson	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Christine Hayward	Warden	\$12.25/hr	8/2/2021
Town Clerk	Judith F. Birtles	Clerk	\$11.25/hr	8/2/2021
Town Clerk	Tim Carter	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	Cynthia Cohen	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	Dianne E. DeLucia	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Alexandra Driscoll	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Abigail Harris	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Gal Kramer	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Brewster LaMacchia	Deputy Inspector	\$10.25/hr	8/2/2021

Town Clerk	Ameera Mazraany	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Nancy Mulvey	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Tanner O'Sullivan	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Joy A. Sapienza	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Anthony Sofia	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Gisela Spreizer	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Cynthia Stoltz	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Judith T. Norton	Warden	\$12.25/hr	8/2/2021
Town Clerk	Charlotte Taylor	Clerk P.M.	\$11.25/hr	8/2/2021
Town Clerk	Helen Waldruff	Clerk A.M.	\$11.25/hr	8/2/2021
Town Clerk	Marian C. Bicking	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	Patricia Fleming	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Nancy Earnley	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	Marilyn Fulginiti	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	Denise Gentile	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Yvette Goulet	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Jennifer B. Hickman	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Paul Hickman	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Dorothy Hollenbeck	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Amy Jaromin	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Elizabeth A. Kochakian	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Sharon Magnuson	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Sandra H. Minkkinen	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Dorothy S. Morrissey	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Jeanne S. Paskowsky	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Micheline M. Pelletier	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Tobias Rao	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Gail Ralston	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Evelyn A. Retelle	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Sarah Slaughter	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	David W. Brown	Warden	\$12.25/hr	8/2/2021
Town Clerk	Judith Lugus	Clerk	\$11.25/hr	8/2/2021
Town Clerk	Donna Cooper	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	Donnabeth Dooley	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	George Fulginiti	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Amy Holland	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Suzanne Hornick	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Steven Knapp	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Deborah K. Moskal	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Sandra B. Morrison	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Matthew Murphy	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Pam Newman	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Marcia S. O'Donnell	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Howard Rabinowitz	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Susan Rice	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Catherine A. Robie	Pollworker	\$10.25/hr	8/2/2021

Town Clerk	Linda Salzman	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Gloria Wager	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Howard Zetlan	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Paul G. Ordman	Warden	\$12.25/hr	8/2/2021
Town Clerk	Remi Machet	Clerk	\$11.25/hr	8/2/2021
Town Clerk	Lisa L. Reid	Deputy Warden	\$10.25/hr	8/2/2021
Town Clerk	Amy Belscher	Deputy Clerk	\$10.25/hr	8/2/2021
Town Clerk	Melissa Danisch	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Sandra DiVincenzo	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Luan M. Giannone	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Jane Gifun	Inspector	\$10.25/hr	8/2/2021
Town Clerk	Joseph F. Gifun	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Phyllis E. Herskovits	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Adam Isbitsky	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	George Kakrides	Deputy Inspector	\$10.25/hr	8/2/2021
Town Clerk	Carolyn Page	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Mildred M. Raymond	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	John Saba	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Ruth N. Shapiro	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Evelyn Curley	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Bill Kettinger	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Eugenie Moffitt	Pollworker	\$10.25/hr	8/2/2021
Town Clerk	Betsy Streeter	Pollworker	\$10.25/hr	8/2/2021

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
West Elementary School Building Committee	Joel Blumstein	Member		8/2/2021
Community Services – Recreation	Shishan Wang	Seasonal	\$21.00/hr	7/20/2021
Community Services – Recreation	Michelle Chouinard	Temporary Kitchen Assistant	\$19.20/hr	8/3/2021
Community Services – Recreation	Wilhem Jacques	Seasonal	\$14.00/hr	7/20/2021
Community Services – Recreation	Molly Owen	Seasonal	\$12.75/hr	7/20/2021
Community Services – Youth Services	Kelly McGowan	Seasonal	\$15.00/hr	7/20/2021
Information Technology	Joseph Fitzpatrick	Temporary Department Assistant	\$14.00/hr	7/19/2021

VIII. Approval of Minutes

A. Board to approve minutes from the following meetings:

1. May 17, 2021

IX. Adjourn

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact Kathryn Forina in the Town Manager's Office at 978-623-8215 or by email at kathryn.forina@andoverma.us

**MEETINGS ARE TELEVISED ON
COMCAST CHANNEL 22 AND VERIZON CHANNEL 45**

Executive Session Motion

I move to go into Executive Session Pursuant to Purpose 3 for confidential communication with Counsel to discuss strategy with respect to litigation filed by William Fahey and to reconvene in Open Session, and that the Chair declare that an open session may have a detrimental effect on the litigation position of the Town.

TOWN OF ANDOVER Special Event Application Form

Applicant and Sponsoring Organization Information

Non-Profit Profit

Name of Organization / Sponsor: Town of Andover/375th Committee

Non-Profit No.

Address: 36 Bartlet Street City: Andover State: MA Zip: 01810

Tax ID #: _____ Applicant name: Ann Ormond

Phone: 978-623-8262 Email: ann.ormond@andoverma.us

Web Site: _____ New Event to Andover Returning Event

Event Manager: Ann Ormond Contact Info: _____

Other Contact person/s: _____ Contact Info: _____

Event Information

Block Party

Event Type: Run/Walk/Bike Home/Garden Show Parade Sidewalk Sale
 Concert Fair/Festival/Carnival Food Truck Other

Other (specify) Behind Old Town Hall beer and wine tent (map included)

Event Title: End of Summer Soiree

Start Date1 & Time: 8/19/21 6 PM

End Date & Time: 8/19/21 9 PM

Start Date2 & Time: _____

End Date & Time: _____

Start Date3 & Time: _____

End Date & Time: _____

Rain Start Date & Time: _____

Rain End Date & Time: _____

Open to the Public: Yes No

Estimated Attendance: #200

Set Up Date/Time & Description: Set up begins at 3 PM. Close off parking lot 1 (map included)

Breakdown Date /Time & Description: Immediately after event.

Is there a fee collected from Public to attend? Yes No

Requested Location(s):

- The Park
- Old Town Hall/ Townhouse -- Outside/ Sidewalk
- Downtown

Please see Andrea Zaimes with Municipal Services, Facilities and Field Information at 978-623-8727 information: <https://andoverma.gov/270/Facility-Field-Rentals> about the three locations below.

1. Town or School building, name:
2. Fields town or school name:
3. Old Town Hall/ Townhouse -- Inside
- Andover High School fields, gym or field house - Please see Athletic Director's Office at 978-247-5500
- Collins Center - Please see more information at: <http://www.collins-center.com/>
- Senior Center - Please see Renee Baker from Elder Services at 978-623-8320 or email: Renee.Baker@andoverma.us
- Recreation Park at 165-183 Abbot St. - Please see Jessica Downing from Recreational Services at 978-623-8342 or email: JDowning@andoverma.us

Street(s) or Route Information

- Street(s) or Street Route (Run/Walk/ Bike) :
Specify:
- Other, Street Closure, Sidewalk Closure :
Specify

Please provide Map and Layout of proposed location and Usage

Event Details

Please indicate whether the following items pertain to your event. Complete by applicant.

YES NO

Location: Use of Town Property

- Townhouse or Old Town Hall Sidewalk use
- The Park
- Downtown Area, *describe:*

Closures and Police/ Fire Rescue

- Street or Sidewalk Closure, Detour Signs? provide *names:*
- Parking Lot(s) Closure, *names:*
- Fencing, Barrier(s) and / or Barricade(s) or Traffic Cones? *which:*
- Request Banner(s), Sign(s), need Cert. of Insurance, *which:*
- Request/ require Police Detail, (not typically required for Block Party)
- Request First Aid Facilities and Ambulance (s), *which:*

Food Services or Alcoholic Beverages

- Food Concession and/or Food Preparation
- Please specify method: Propane Gas Electric Charcoal Catered Other Propane Use
- Propane for portable heaters or artisans may need propane
- Alcoholic Beverages Served (Beer & Wine, All Liquor or Donated) - *req. Town Clerk's and Health Div. Licenses*

Licenses or permission for

- Will you be holding a raffle or game of chance? (Town Clerk's Office) *Describe:*
- Music and/or Amplified Sound - *If yes please indicate Start Time* *End Time*
> *The Town of Andover requires noise at reasonable levels and only until 9 PM.*
- Will your event have Entertainment? - *describe:*
- Amusement Rides (Building Dept.)- *list and describe:*
- Inflatable Device(s) (Building Dept.) - *list and describe:*
- Will your event have Fireworks? (Board of Selectman and Fire Rescue)
- Will your event have animals? *If yes, specify:*

Facilities, Utilities and Structures

- Will your event require lights? *If so, specify hours:*
- Will your event require electricity or electrical connections? *where:*
- Will you event require temporary water connection? *where:*
- Will you set up table(s) and/or chair(s)? *Approximate number?*
- Does your event require electricity? (Building Dept. -Electrical Inspector) *Source:*
- Booth(s), Exhibit(s), Display(s) and/or Enclosure(s)
- Canopy (ies) and or Tent(s) (Building Dept.)- *describe & dimensions:*
- Scaffolding, Bleacher(s), Platform(s), Grandstand(s) or related structure(s)
- Stage(s), which and *indicate dimension:*
>Scaffolding, Bleachers, Platforms, Grandstands or Stages (may require Building Dept. Permit)

Trash, Restrooms or Trailers

- Trash or Rubbish Container(s) (Municipal Services)
- Applicant to provide Dumpster(s) and Dumpster Vendor (Health Div. & Fire Rescue Permits)
- Use of Town Restrooms - *explain which Town or School Buildings*
- Applicant to provide Portable Toilet(s) -
explain where and provide approximate no./ vendor:
- Applicant to provide and use Vehicle(s) and/or Trailer(s) - *approximate number:*
- Applicant to provide and use Sleeping Trailer(s) and/or other accommodations, *describe:*

Other Permits

Please note that all components of the event are subject to approval by the Town Manager's Office and may also require approval by and/or permit(s) from other Town agencies and departments. It is the responsibility of the applicant to secure all necessary Town of Andover permits, and submit payments required for permits.

Affidavit of Applicant

My signature below indicates that everything I have stated in this application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies, rules and regulations of the Town of Andover as they pertain to the requested usage. The permit, if granted is non-transferable and is revocable at any time at the absolute discretion of the Town of Andover Town Manager's Office (or designee). All programs and facilities of the Town of Andover are open to all citizens regardless of race, sex, age, color, religion, national origin or disability.

Signature of Applicant: _____

W. McLeod

Date: _____

7/12/21

Special Events Contacts:

Town Manager-978-623-8210

* Municipal Services-978-623-8700

* Fire Rescue -978-475-1281

Police Dept.-978-475-0411 Ext.1034

* Health Div.-978-623-8640

* Town Clerk's Office-978-623-8230

Municipal Services Facilities Div.-978-623-8727

*

Building Div. (Building, Gas, Plumbing, Electrical)

978-623-8620

Recreational Services 978-623-8342

* Elder Services 978-623-8320

* Athletic Director's Office 978-247-5500

TOWN OF ANDOVER GENERAL LICENSE APPLICATION

TIME STAMP

APPLICANT'S D/B/A: Andover's 375th Committee

APPLICANT NAME: _____

APPLICANT'S ADDRESS: 36 Bartlet St, Andover, MA
01810

APPLICANT'S TEL. NUMBER: 978-623-8262

CONTACT PERSON: Ann Ormond

TELEPHONE: 978-623-8262 E-MAIL ann.ormond@andoverma.us

MAILING ADDRESS: 36 Bartlet St, Andover, MA 01810

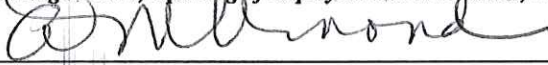
TYPE OF LICENSE: Amusement and/or Live Entertainment

LOCATION OF LICENSE ACTIVITY: Behind 20 Main St, Andover

APPLICATION/LICENSE FEE: _____ FID/SS # _____

DATE OF ACTIVITY 8/19/21 TIME from 6 pm to 9 pm

I certify under penalties of perjury, that the above information is true and that named applicant has complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature: 

OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY
Date of log entry _____ By: _____ License Board Hearing Date: _____

Prior Approval Required:	<u>DATE SENT:</u>	<u>DATE APPROVED</u>
Town Mgr:	_____	_____
Police Dept:	_____	_____
Fire Dept:	_____	_____
Building Dept:	_____	_____
Health Dept:	_____	_____
Treasurer:	_____	_____

Add'l conditions for license: _____

This license requires: (circle all that apply)

Select Board Approval Business Certificate Letter of Clearance



TOWN OF ANDOVER Massachusetts

TOWN CLERK'S OFFICE

36 Bartlet Street
Andover, MA 01810
978-623-8230

Date: July 21, 2021

Name of Business: 373 Celebration - Town of Andover

Name of Applicant: _____

Address of Applicant: 36 Bartlet St.

Andover MA 01810

Telephone: 978-623-8202

Type Requested:

Juke Box NO Live Entertainment

Automatic Amusement Devices NO No. _____

Location of Machines _____

Number of Automatic Amusement Devices	Week-Day Operation	Sunday 1:00 PM to Closing	Sunday Special Hours before 1:00 PM
/	/	/	/
Juke Box and/or Live Entertainment	Week-Day Operation	Sunday 1:00 PM to Closing	Sunday Special Hours before 1:00 PM
6-9pm	/	/	/

SIGNATURE OF APPLICANT

[Handwritten Signature]

→ _____
E



TOWN OF ANDOVER Massachusetts

TOWN CLERK'S OFFICE

36 Bartlet Street
Andover, MA 01810
978-623-8230

ENTERTAINMENT LICENSE APPLICATION

DATE: Aug 19, 2021

The undersigned hereby makes application for the following license:

Check each area of entertainment you wish to include in your license:

- Dancing by patrons
- Dancing by entertainers or performers
- Recorded or live music
- Recorded or live music
- Use of amplification system
- Theatrical exhibition, play or moving picture show
- Floor show of any description
- Light show of any description
- Any dynamic audio or visual show, whether live or recorded

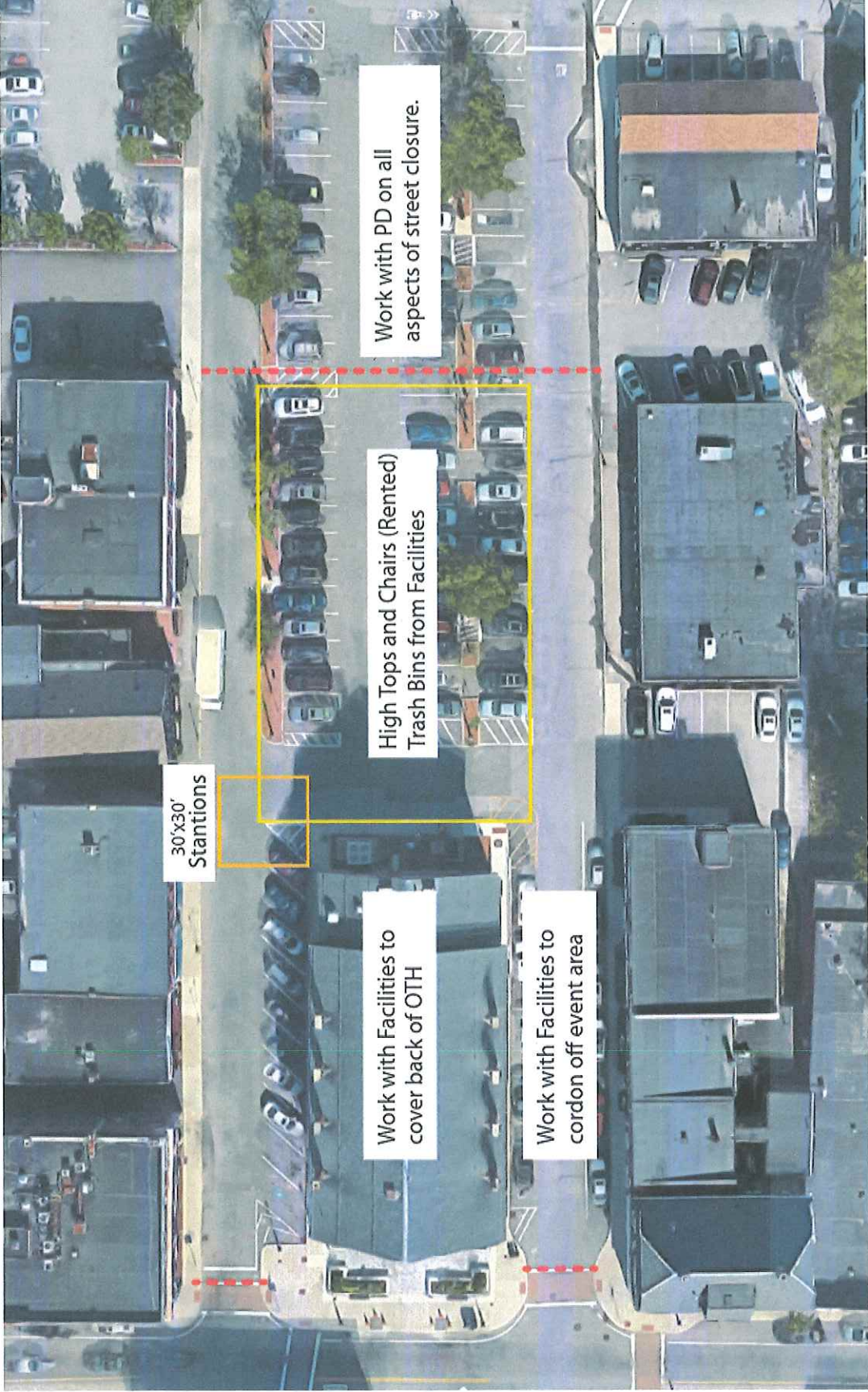
Name: Ann Ormond, on behalf of 375th Committee

Address: 36 Bartlet st. Andover, MA 01810

Entertainment License:

Ann Ormond
SIGNATURE OF PRINCIPAL

7/22/21
DATE



Work with PD on all aspects of street closure.

High Tops and Chairs (Rented) Trash Bins from Facilities

30'x30' Stations

Work with Facilities to cover back of OTH

Work with Facilities to cordon off event area



**TOWN OF ANDOVER
MASSACHUSETTS
ONE DAY LIQUOR LICENSE**

License fee is \$50. Payable to the Town of Andover.

Page 1 of 2

BUSINESS/ORGANIZATION INFORMATION

Business/Organization Name: OAK & IRON BREWING Co
Address: 18 RED SPRING RD ANDOVER Ma 01810
Social Security/FID No.: 46-5492915

INDIVIDUAL APPLICANT INFORMATION

Individual's Name: James R. Cass
Address: 18 RED SPRING RD ANDOVER Ma 01810
Telephone: 973.936.3510 (c)
Is the Applicant a United States Citizen? Yes No
Driver's License & State: S72609724 MA
E-Mail Address: JIM@OAKANDIRONBREWING.COM

EVENT INFORMATION

Date of Event: 8.19.20 **Time:** from 6:00 PM to 9:00 PM (?)
Location of Licensed Activity: OLD TOWN HALL
Purpose of Event: 375th Celebration Event
Will there be entertainment? Yes No
Is the event being catered? Yes No
Name of Caterer:
Number of People Attending: Adults _____ Children _____

TYPE OF LICENSE (circle one)

One-Day All-Alcoholic One-Day Beer & Wine Charitable Wine Pouring Charitable Wine Auction

PURCHASE AND SERVICE

Is the alcohol being donated? Yes No
Where is the liquor being purchased from? OAK & IRON BREWING Co.
Are they a licensed wholesaler? Yes No
Who will be serving the alcohol? OAK & IRON BREWING Co.
Does the server have liquor liability insurance? YES
(If the event is at the Town House, evidence of insurance must be submitted to the Town House Staff.)

Continue to page 2

DETERMINATION OF LICENSE REQUIREMENTS

Is the event held by, or held for the benefit of, a business or non-profit group?

	Yes	No	Yes	No	
Business:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Non-Profit:	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Will there be a cash bar: Yes No

Is there an entrance fee or donation required? Yes No

Is the event open to the general public? Yes No

If the answer to ANY of these questions is YES:

- A One-Day Special License is required. License applications must be put before the Board of Selectmen.
- All alcohol must be purchased by the licensee from a *wholesaler*.

****PLEASE SIGN****

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Andover

Signature: Janna R. Curran President Oak & Iron Brewing Co.
Please contact the Town Clerk's Office at 978-623-8230 with any licensing questions you may have.

OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY
Date of log entry _____	By: _____	License Board Hearing Date: _____	
Prior Approval Required:	DATE SENT:	DATE APPROVED	
Town Mgr: _____	_____	_____	
Police Dept: _____	_____	_____	
Fire Dept: _____	_____	_____	
Health Dept: _____	_____	_____	
Town House: _____	_____	_____	
Treasurer: _____	_____	_____	
Add'l conditions for license: _____			

TOWN CLERK USE ONLY	
License: required	not required
initials: _____	

OFFICE OF THE TOWN CLERK



TOWN OF ANDOVER
MASSACHUSETTS 01810

SPECIAL ALCOHOL LICENSE APPLICATION
FOR EVENTS ON TOWN PROPERTY

Name of Applicant: Oak & IRON Brewing Co.

Address, phone & e-mail contact information for Applicant: 18 Red Spring Rd Andover MA 01810
(m) 973.936.3510 JIM@OAKANDIRONBREWING.COM

Name & address of Organization for which license is sought: Oak & IRON Brewing Co.

Does this Organization hold nonprofit status under the IRS Code? Yes No

Name of Responsible Manager of Organization (if different from above):
James R. Cass

Address, phone & e-mail contact information: 18 Red Spring Rd (m) 973.936.3510
JIM@OAKANDIRONBREWING.COM

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? No If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Does the applicant have an on-premise license application pending? Yes No
Is this event an annual or regular event? If so, when was the last time this event was held and at what location?
No ONE TIME EVENT

24-Hour contact number for Responsible Manager of Alcohol Event date: (m) 973.936.3510

Title of Event: Andover 375 Celebration

Date/time of Event: 6:00 PM (?) 8.19.21

Description of Location Requested (Include a proposed plan of the event location, including the specific area(s) where alcoholic beverages will be sold and/or served:

BEHIND OLD TOWN HALL

Is this location under the care, custody and control of the School Committee: No

Is this location under the care, custody and control of the Conservation Commission: No

Event Coordinator: Town of Andover

Method(s) of invitation/publicity for Event: Coordinated by the Town of Andover

Number of people expected to attend: TBD

Expected admission/ticket prices: -

Expected prices for food and beverages (alcoholic and non-alcoholic): EST ~ \$6.50 - \$7.00 per 16oz PINT
Same Prices as @ the brewery.

Will persons under age 21 be on premises? No

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____

Have you consulted with the Police Department about your security plan for the Event? No

OFFICE USE ONLY

For Police Chief or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

_____ Date _____

Printed name/title _____

POLICE COMMENTS

For Fire Chief or designee:

_____ Date _____

Printed name/title

FIRE COMMENTS

For Director of Public Works or designee:

_____ Date _____

Printed name/title

PUBLIC WORKS COMMENTS

For Director of Public Health or designee:

_____ Date _____

Printed name/title

HEALTH COMMENTS

For Inspector of Public Buildings or designee:

_____ Date _____

Printed name/title

BUILDING COMMENTS

What types of alcoholic beverages do you plan to serve at the Event? Beer

What types of food and non-alcoholic beverages do you plan to serve at the Event? —

Who will be responsible for serving alcoholic beverages at the Event? Jim Cass

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event. TIPS TRAINED - ON FILE WITH TOWN OF ANDOVER

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

James Cass 6.13.1956
Julie Cass 12.04.1956

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) OAK & IRON BREWING CO

Date of Delivery: 8-19-21
Alcohol Serving Time (s): 6:00 - close

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of? ALL Alcohol will be brought back to the brewery.

Date of Pick-Up: 8-19-21

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, as required by the Special One-Day Alcohol License Policy for Events on Town Owned Property, included but not limited to General Liability and Liquor Liability and Workers Compensation insurance and damages to rented premises. Before issuance of the License a certificate of insurance coverage and an endorsement must be provided pursuant to the Policy, including but not limited to, naming the Town of Andover as Additional Insured and Waiver of Subrogation in favor of the Town and also with a specific reference to a coverage of at least \$1,000,000 for damages to rented premises. will forward on 7.27.21

Please submit this completed form and filing fee at least 30 days before your Event.
Failure to provide complete information may delay the processing of your application.
The School Committee and Conservation Commission shall first approve as to whether
such a special license should be granted, with regard to property under their care,
custody and control before the applicant may seek final approval from the Select Board.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature of Applicant: James R. Cass

Printed name: JAMES R. CASS

Printed title & Organization name: President Oak & Iron Brewing Co

Email: Jim @ OAKANDIRON Brewing. com.



TOWN OF ANDOVER
MASSACHUSETTS
ONE DAY LIQUOR LICENSE

License fee is \$50. Payable to the Town of Andover.

Page 1 of 2

BUSINESS/ORGANIZATION INFORMATION

Business/Organization Name: ANDOVER CAFE LLC (DBA) LAROSA'S
Address: 7 BARNARD ST
Social Security/FID No.: 27-0859349

INDIVIDUAL APPLICANT INFORMATION

Individual's Name: PAUL LAROSA
Address: 7 BARWARD ST Andover 01810
Telephone: 786-457-2960
Is the Applicant a United States Citizen? Yes [X] No []
Driver's License & State: 5468 71355
E-Mail Address: PAULLAROSA@live.com

EVENT INFORMATION

Date of Event: August 19 2021 Time: from to
Location of Licensed Activity: OLDTown HALL outside parking lot
Purpose of Event: 375th Anniversary
Will there be entertainment? Yes [X] No []
Is the event being catered? Yes [] No [X]
Name of Caterer:
Number of People Attending: Adults N/A Children N/A

Town Parking Lot EVENT

TYPE OF LICENSE (circle one)

One-Day All-Alcoholic One-Day Beer & Wine Charitable Wine Pouring Charitable Wine Auction

PURCHASE AND SERVICE

Is the alcohol being donated? Yes [] No [X]
Where is the liquor being purchased from? VENDORS / Ruby wines
Are they a licensed wholesaler? Yes [X] No []
Who will be serving the alcohol? Employees -
Does the server have liquor liability insurance? YES
(If the event is at the Town House, evidence of insurance must be submitted to the Town House Staff.)

Continue to page 2

DETERMINATION OF LICENSE REQUIREMENTS

Is the event held by, or held for the benefit of, a business or non-profit group?

	Yes	No	Yes	No
Business:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Non-Profit:	<input type="checkbox"/>
Will there be a cash bar:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Is there an entrance fee or donation required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Is the event open to the general public?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

If the answer to ANY of these questions is YES:

- A One-Day Special License is required. License applications must be put before the Board of Selectmen.
- All alcohol must be purchased by the licensee from a *wholesaler*.

****PLEASE SIGN****

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Andover

Signature: 

Please contact the Town Clerk's Office at 978-623-8230 with any licensing questions you may have.

OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY
Date of log entry _____	By: _____	License Board Hearing Date: _____	
Prior Approval Required:	<u>DATE SENT:</u>	<u>DATE APPROVED</u>	
Town Mgr: _____	_____	_____	
Police Dept: _____	_____	_____	
Fire Dept: _____	_____	_____	
Health Dept: _____	_____	_____	
Town House: _____	_____	_____	
Treasurer: _____	_____	_____	
Add'l conditions for license: _____			

<u>TOWN CLERK USE ONLY</u>	
License: required	not required
initials: _____	

OFFICE OF THE TOWN CLERK



TOWN OF ANDOVER
MASSACHUSETTS 01810

**SPECIAL ALCOHOL LICENSE APPLICATION
FOR EVENTS ON TOWN PROPERTY**

Name of Applicant: Paul LaRosa – Andover Café, LLC, d/b/a Larosa's

Address, phone & e-mail contact information for Applicant: 7 Barnard St, Andover

Name & address of Organization for which license is sought:
Andover Café, LLC, d/b/a Larosa's – Paul Larosa

Does this Organization hold nonprofit status under the IRS Code? ___ Yes ___ **X** ___ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information: 7 Barnard St., Andover, MA 01810 – 786-457-2960,
paullarosa@live.com

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? **NO** If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Does the applicant have an on-premise license application pending? ___ Yes ___ **X** ___ No
Is this event an annual or regular event? If so, when was the last time this event was held and at what location? **Celebration of 375 years**

24-Hour contact number for Responsible Manager of Alcohol Event date: **Paul Larosa 786-457-2960**

Title of Event: **Andover 375 End of Summer Celebration**

Date/time of Event: **August 19, 2021 6pm-9pm**

Description of Location Requested (Include a proposed plan of the event location, including the specific area(s) where alcoholic beverages will be sold and/or served: **See application from the 375 Committee**

Is this location under the care, custody and control of the School Committee: ___ **NO** ___

OFFICE USE ONLY

For Police Chief or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

_____ Date _____

Printed name/title

POLICE COMMENTS

For Fire Chief or designee:

_____ Date _____

Printed name/title

FIRE COMMENTS

For Director of Public Works or designee:

_____ Date _____

Printed name/title

PUBLIC WORKS COMMENTS

For Director of Public Health or designee:

_____ Date _____

Printed name/title

HEALTH COMMENTS

What types of alcoholic beverages do you plan to serve at the Event?

WINE, SPITZ,

What types of food and non-alcoholic beverages do you plan to serve at the Event?

WARR, SODA

Who will be responsible for serving alcoholic beverages at the Event? PAUL LAPOSA, (owner)

CHIARA RAPINI (GENERAL MANAGER LAPOSA) 2 Employees
FROM LAPOSA

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

ALL ARE EMPLOYEES OF THE LAPOSAS A FULLY
OPERATIONAL RESTAURANT WITH LICENSE
SERVERS ARE ALL SERVE SAFE AND ALCOHOL TRAINED

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) See Attached form

Date of Delivery: N/A

Alcohol Serving Time (s): N/A

WE ARE A OPERATING RESTAURANT
WITH A ACTIVE LICENSE, ITEMS WILL
BE PULLED FROM OUR INVENTORY

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

NA

THAT WILL BE
RETURNED TO THE

LICENSED PREMISE.

Date of Pick-Up: N/A

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, as required by the Special One-Day Alcohol License Policy for Events on Town Owned Property, included but not limited to General Liability and Liquor Liability and Workers Compensation insurance and damages to rented premises. Before issuance of the License a certificate of insurance coverage and an endorsement must be provided pursuant to the Policy, including but not limited to, naming the Town of Andover as Additional Insured and Waiver of Subrogation in favor of the Town and also with a specific reference to a coverage of at least \$1,000,000 for damages to rented premises.

Is this location under the care, custody and control of the Conservation Commission: NO

Event Coordinator: **Ann Ormand**

Method(s) of invitation/publicity for Event: **Publicity**

Number of people expected to attend: **150**

Expected admission/ticket prices: **\$0**

Expected prices for food and beverages (alcoholic and non-alcoholic): \$2 - \$14

Will persons under age 21 be on premises? YES

If "yes," please detail plan to prevent access of minors to alcoholic beverages. Checking at proper ID at sale and being aware of the customers

Have you consulted with the Police Department about your security plan for the Event? **YES**

Kathryn Forina

From: Patrick Keefe
Sent: Wednesday, July 28, 2021 12:16 PM
To: Thomas Carbone
Cc: Melissa Ripley; Kathryn Forina; Andrew Flanagan; Michael Mansfield; Chris Clemente; Michael Morse; Christopher Cronin; Austin Simko; Ann Ormond; Michael Lindstrom
Subject: Re: Andover 375 End of Summer Celebration - August 19th, 2021

Police Approve

Patrick E Keefe
Chief of Police
Town of Andover
32 North Main Street
Andover, MA 01810
(978)475-0411

On Jul 28, 2021, at 11:25 AM, Thomas Carbone <thomas.carbone@andoverma.us> wrote:

Health approves with the condition that permitting of food service will occur through our office.

Thomas G. Carbone
Director of Public Health
36 Bartlet St.
Andover, MA 01810

Phone: 978-623-8640
Fax: 978-623-8694
thomas.carbone@andoverma.us

From: Melissa Ripley <melissa.ripley@andoverma.us>
Sent: Wednesday, July 28, 2021 10:37 AM
To: Kathryn Forina <kathryn.forina@andoverma.us>; Andrew Flanagan <andrew.flanagan@andoverma.us>; Patrick Keefe <PKee@andoverps.net>; Michael Mansfield <MMan@andoverps.net>; Chris Clemente <chris.clemente@andoverma.us>; Thomas Carbone <thomas.carbone@andoverma.us>; Michael Morse <michael.morse@andoverma.us>; Christopher Cronin <christopher.cronin@andoverma.us>
Cc: Austin Simko <austin.simko@andoverma.us>; Ann Ormond <ann.ormond@andoverma.us>; Michael Lindstrom <michael.lindstrom@andoverma.us>
Subject: Andover 375 End of Summer Celebration - August 19th, 2021
Importance: High

Hello All,

I hope everyone is having a nice day!

Kathryn Forina

From: Michael Mansfield
Sent: Wednesday, July 28, 2021 11:20 AM
To: Christopher Cronin
Cc: Melissa Ripley; Kathryn Forina; Andrew Flanagan; Patrick Keefe; Chris Clemente; Thomas Carbone; Michael Morse; Austin Simko; Ann Ormond; Michael Lindstrom
Subject: Re: Andover 375 End of Summer Celebration - August 19th, 2021

Good morning,

Fire Rescue approves with the ambulance detail.

Sincerely,

Michael B. Mansfield
Fire Chief
Andover Fire Rescue
32 North Main Street
Andover, Massachusetts 01810
(O) 978.475.1281 X2001
(F) 978.475.6654

> On Jul 28, 2021, at 10:42 AM, Christopher Cronin <christopher.cronin@andoverma.us> wrote:

>

> Public Works approves, we will work with Ann on specifics and updates as they arrive.

>

> Sent from my iPhone

>

>> On Jul 28, 2021, at 10:36 AM, Melissa Ripley <melissa.ripley@andoverma.us> wrote:

>>

>> Hello All,

>>

>> I hope everyone is having a nice day!

>>

>> Attached find the application for the 375th event from Ann Ormond. In addition, find 2 Special One Day Liquor License Applications (for events on town property). I know this is short notice, but can you please review the applications and email me your approvals or conditions. Ideally, I'd love to have your comments by 1:00 today, so this can be included on the Select Board meeting Aug 2nd.

>>

>> Thank you in advance!

>> Melissa

>>

>>

>>

>> Melissa K. Ripley

>> Assistant Town Clerk

>> 978-623-8232

>> Melissa.ripley@andoverma.us

>>

Kathryn Forina

From: Christopher Cronin
Sent: Wednesday, July 28, 2021 10:43 AM
To: Melissa Ripley
Cc: Kathryn Forina; Andrew Flanagan; Patrick Keefe; Michael Mansfield; Chris Clemente; Thomas Carbone; Michael Morse; Austin Simko; Ann Ormond; Michael Lindstrom
Subject: Re: Andover 375 End of Summer Celebration - August 19th, 2021

Public Works approves, we will work with Ann on specifics and updates as they arrive.

Sent from my iPhone

> On Jul 28, 2021, at 10:36 AM, Melissa Ripley <melissa.ripley@andoverma.us> wrote:

>

> Hello All,

>

> I hope everyone is having a nice day!

>

> Attached find the application for the 375th event from Ann Ormond. In addition, find 2 Special One Day Liquor License Applications (for events on town property). I know this is short notice, but can you please review the applications and email me your approvals or conditions. Ideally, I'd love to have your comments by 1:00 today, so this can be included on the Select Board meeting Aug 2nd.

>

> Thank you in advance!

> Melissa

>

>

>

> Melissa K. Ripley

> Assistant Town Clerk

> 978-623-8232

> Melissa.ripley@andoverma.us

>

Kathryn Forina

From: Thomas Carbone
Sent: Wednesday, July 28, 2021 11:26 AM
To: Melissa Ripley; Kathryn Forina; Andrew Flanagan; Patrick Keefe; Michael Mansfield; Chris Clemente; Michael Morse; Christopher Cronin
Cc: Austin Simko; Ann Ormond; Michael Lindstrom
Subject: RE: Andover 375 End of Summer Celebration - August 19th, 2021

Health approves with the condition that permitting of food service will occur through our office.

Thomas G. Carbone
Director of Public Health
36 Bartlet St.
Andover, MA 01810

Phone: 978-623-8640
Fax: 978-623-8694
thomas.carbone@andoverma.us

From: Melissa Ripley <melissa.ripley@andoverma.us>
Sent: Wednesday, July 28, 2021 10:37 AM
To: Kathryn Forina <kathryn.forina@andoverma.us>; Andrew Flanagan <andrew.flanagan@andoverma.us>; Patrick Keefe <PKee@andoverps.net>; Michael Mansfield <MMan@andoverps.net>; Chris Clemente <chris.clemente@andoverma.us>; Thomas Carbone <thomas.carbone@andoverma.us>; Michael Morse <michael.morse@andoverma.us>; Christopher Cronin <christopher.cronin@andoverma.us>
Cc: Austin Simko <austin.simko@andoverma.us>; Ann Ormond <ann.ormond@andoverma.us>; Michael Lindstrom <michael.lindstrom@andoverma.us>
Subject: Andover 375 End of Summer Celebration - August 19th, 2021
Importance: High

Hello All,

I hope everyone is having a nice day!

Attached find the application for the 375th event from Ann Ormond. In addition, find 2 Special One Day Liquor License Applications (for events on town property). I know this is short notice, but can you please review the applications and email me your approvals or conditions. Ideally, I'd love to have your comments by 1:00 today, so this can be included on the Select Board meeting Aug 2nd.

Thank you in advance!
Melissa

Melissa K. Ripley
Assistant Town Clerk
978-623-8232
Melissa.ripley@andoverma.us

Motions for 375th Anniversary Event One Day Liquor License on Town Property

Motion 1: I move to approve the application of Andover Café LLC, dba Larosa's, 7 Barnard Street, Andover, MA, for a Wine Beverages Only "One Day" license, under M.G.L. Chapter 138 Section 14, for an event on Town property to be held in Municipal Lot 1, Old Town Hall, 20 Main Street on August 19, 2021, subject to the condition that all other requirements of the Town are met prior to issuance.

Motion 2: I move to approve the application of Oak & Iron Brewing Co., 18 Red Spring Road, Andover, MA, for a Malt Beverages Only "One Day" license, under M.G.L. Chapter 138 Section 14, for an event on Town property to be held in Municipal Lot 1, Old Town Hall, 20 Main Street on August 19, 2021, subject to the condition that all other requirements of the Town are met prior to issuance.



Town of Andover

Town Clerk's Office

36 Bartlet Street

Andover, MA 01810

978-623-8230

townclerk@andoverma.us

Austin P. Simko,
Town Clerk

April 6, 2021

Evelyn Curley, Chair
Republican Town Committee
55 Tewksbury Street
Andover, MA 01810

Dear Ms. Curley,

On behalf of the Select Board, please be advised that in accordance with M.G.L. Chapter 54 Sec. 12, you may, no later than June 1, 2020, file with the Board of Registrars of Voters a list of enrolled members of your party who desire appointment as election officers. The list may be sent to my attention at the above address.

Please don't hesitate to contact me with any questions.

Sincerely,

Austin P. Simko
Town Clerk

Cc: Select Board
Town Manager



Town of Andover
Town Clerk's Office

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

Austin P. Simko,
Town Clerk

April 6, 2021

Mr. Joe Thibodeau, Chair
Democratic Town Committee
73 Carmel Road
Andover, MA 01810

Dear Mr. Thibodeau,

On behalf of the Select Board, please be advised that in accordance with M.G.L. Chapter 54 Sec. 12, you may, no later than June 1, 2020, file with the Board of Registrars of Voters a list of enrolled members of your party who desire appointment as election officers. The list may be sent to my attention at the above address.

Please feel free to contact me with any questions.

Sincerely,

Austin P. Simko
Town Clerk

Cc: Select Board
Town Manager



TOWN OF ANDOVER
BOARD OF REGISTRARS OF VOTERS
SUBMISSION OF ELECTION OFFICERS

June 22, 2021

To the Honorable Members of the Select Board:

Pursuant to M.G.L. Ch. 54 Section 12, the Board of Registrars of Voters of the Town of Andover is hereby submitting to the Select Board the names of persons qualified to act as election officers.

Sincerely,

Michael Sassin
Robert E. Willard
Brian P. Major
Austin P. Simko

Brian Major
Michael Sassin
Robert Willard
Austin Simko, Town Clerk

Judith T. Reghitto	Warden	\$12.25
James J. Redmond	Clerk	\$11.25
Elizabeth Anderson	Deputy Warden	\$10.25
Mary Jane Bausemer	Deputy Clerk	\$10.25
David Berman	Inspector	\$10.25
Champa Bilwakesh	Inspector	\$10.25
Patricia M. Donahue	Inspector	\$10.25
Susan Fried	Inspector	\$10.25
Jack Hall	Deputy Inspector	\$10.25
Alexander Iannicelli	Deputy Inspector	\$10.25
Vicki Keene	Deputy Inspector	\$10.25
Martha B. Mahoney	Deputy Inspector	\$10.25
Ellen T. Marcus	Pollworker	\$10.25
Kathleen Salvi	Pollworker	\$10.25
Susan Schwarz	Pollworker	\$10.25
Robert Decelle	Warden	\$12.25
MaryRuth Luther	Clerk	\$11.25
Lora Bates	Deputy Warden	\$10.25
Patricia Boutin-Skene	Deputy Clerk	\$10.25
Cynthia D. Campbell	Inspector	\$10.25
Rajiv Chopra	Inspector	\$10.25
Betsey Couture	Inspector	\$10.25
Gail A. Demaso	Inspector	\$10.25
Rhonda Fisher	Deputy Inspector	\$10.25
Norma A. Gammon	Deputy Inspector	\$10.25
Ann Grecoe	Deputy Inspector	\$10.25
Lois Kelly	Deputy Inspector	\$10.25
Gerda Mosca	Pollworker	\$10.25
Steven Rosenfeld	Pollworker	\$10.25
Iris Roskell	Pollworker	\$10.25
James Sellers	Pollworker	\$10.25
Patricia J. Simpson	Pollworker	\$10.25
Jason Stellakis	Pollworker	\$10.25
Margaret Tenczar	Pollworker	\$10.25
George Thomson	Pollworker	\$10.25
Kevin J. Twohig	Pollworker	\$10.25
Nancy Vogel	Pollworker	\$10.25
Myrna L. Zetlan	Pollworker	\$10.25
Denise S. Doherty	Warden	\$12.25
Peter H. Schwind	Clerk	\$11.25
Calvin G. Perry	Deputy Warden	\$10.25
Kirsten Ahearn	Deputy Clerk	\$10.25
Rita T. Arsenault	Inspector	\$10.25
Barbara Ann Bourgeois	Inspector	\$10.25
Delores J. Cleland	Inspector	\$10.25
John Doherty	Inspector	\$10.25
Kathleen Dolan	Deputy Inspector	\$10.25
Mary Mcgettrick	Deputy Inspector	\$10.25
Clinton Reiser	Deputy Inspector	\$10.25
H. Francis Rittershaus	Deputy Inspector	\$10.25
Walter W. Salvi	Pollworker	\$10.25
Suzanne Soo Hoo	Pollworker	\$10.25
Sheila Wescott	Pollworker	\$10.25
Sanders R. Witman	Pollworker	\$10.25

Lenard Zohn	Pollworker	\$10.25
Eleanor Everett	Warden	\$12.25
Carol Hopkinson	Clerk	\$11.25
Mary Kate Allard	Deputy Warden	\$10.25
Constantine Bassilakis	Deputy Clerk	\$10.25
Sumana Behara	Inspector	\$10.25
Nancy Buckley	Inspector	\$10.25
Danielle Crompton	Inspector	\$10.25
Christine E. Curran	Inspector	\$10.25
Alice E. Friedenson	Deputy Inspector	\$10.25
Robert A. Friedenson	Deputy Inspector	\$10.25
John Gardner	Deputy Inspector	\$10.25
Amanda Gasse	Deputy Inspector	\$10.25
Matthew Gosselin	Pollworker	\$10.25
Susan Hunter	Pollworker	\$10.25
Linda Kosinski	Pollworker	\$10.25
Kenneth Ozoonian	Pollworker	\$10.25
William Profenna	Pollworker	\$10.25
Nancy Simili	Pollworker	\$10.25
Julianne Stein	Pollworker	\$10.25
Kathy Vieira	Pollworker	\$10.25
Alicia Wang	Pollworker	\$10.25
Michael Wartman	Pollworker	\$10.25
Susan Wartman	Pollworker	\$10.25
Charles H. Heseltine	Warden	\$12.25
Shiva Sheel	Clerk	\$11.25
Mary D. Barry	Deputy Warden	\$10.25
David Cleary	Deputy Clerk	\$10.25
Scott W. Dianis	Inspector	\$10.25
Suanne C. Dillman	Inspector	\$10.25
Maureen A. Finneran	Inspector	\$10.25
Wendy Cassidy-Grobicki	Inspector	\$10.25
Geraldine Jacobson	Deputy Inspector	\$10.25
Phyllis A. Jardine	Deputy Inspector	\$10.25
Shirley E. Kountze	Deputy Inspector	\$10.25
Lynn M.R. Landry	Deputy Inspector	\$10.25
Joanne Lepine	Pollworker	\$10.25
John McCarthy	Pollworker	\$10.25
Genee Morrissey	Pollworker	\$10.25
David C. Tomlinson	Pollworker	\$10.25
Christine Hayward	Warden	\$12.25
Judith F. Birtles	Clerk	\$11.25
Tim Carter	Deputy Warden	\$10.25
Cynthia Cohen	Deputy Clerk	\$10.25
Dianne E. DeLucia	Inspector	\$10.25
Alexandra Driscoll	Inspector	\$10.25
Abigail Harris	Inspector	\$10.25
Gal Kramer	Inspector	\$10.25
Brewster LaMacchia	Deputy Inspector	\$10.25
Ameera Mazraany	Deputy Inspector	\$10.25
Nancy Mulvey	Deputy Inspector	\$10.25
Tanner O'Sullivan	Deputy Inspector	\$10.25
Joy A. Sapienza	Pollworker	\$10.25
Anthony Sofia	Pollworker	\$10.25

Gisela Spreizer	Pollworker	\$10.25
Cynthia Stoltz	Pollworker	\$10.25
Judith T. Norton	Warden	\$12.25
Charlotte Taylor	Clerk p.m.	\$11.25
Helen Waldruff	Clerk a.m.	\$11.25
Molly C. Bicking	Deputy Warden	\$10.25
Nancy Earnley	Deputy Clerk	\$10.25
Patricia Fleming	Inspector	\$10.25
Marilyn Fulginiti	Inspector	\$10.25
Denise Gentile	Inspector	\$10.25
Yvette Goulet	Inspector	\$10.25
Jennifer B. Hickman	Deputy Inspector	\$10.25
Paul Hickman	Deputy Inspector	\$10.25
Dorothy Hollenbeck	Deputy Inspector	\$10.25
Amy Jaromin	Deputy Inspector	\$10.25
Elizabeth Kochakian	Pollworker	\$10.25
Sharon Magnuson	Pollworker	\$10.25
Sandra H. Minkkinen	Pollworker	\$10.25
Dorothy S. Morrissey	Pollworker	\$10.25
Jeanne S. Paskowsky	Pollworker	\$10.25
Micheline M. Pelletier	Pollworker	\$10.25
Tobias Rao	Pollworker	\$10.25
Gail Ralston	Pollworker	\$10.25
Evelyn A. Retelle	Pollworker	\$10.25
Sarah Slaughter	Pollworker	\$10.25
David W. Brown	Warden	\$12.25
Judith Lugus	Clerk	\$11.25
Donna Cooper	Deputy Warden	\$10.25
Donnabeth Dooley	Deputy Clerk	\$10.25
George Fulginiti	Inspector	\$10.25
Amy Holland	Inspector	\$10.25
Suzanne Hornick	Inspector	\$10.25
Steven Knapp	Inspector	\$10.25
Deborah K. Moskal	Deputy Inspector	\$10.25
Sandra B. Morrison	Deputy Inspector	\$10.25
Matt Murphy	Deputy Inspector	\$10.25
Pam Newman	Deputy Inspector	\$10.25
Marcia S. O'Donnell	Pollworker	\$10.25
Howard J. Rabinowitz	Pollworker	\$10.25
Susan Rice	Pollworker	\$10.25
Catherine A. Robie	Pollworker	\$10.25
Linda Salzman	Pollworker	\$10.25
Gloria Wager	Pollworker	\$10.25
Howard A. Zetlan	Pollworker	\$10.25
Paul G. Ordman	Warden	\$12.25
Remi Machet	Clerk	\$11.25
Lisa L. Reid	Deputy Warden	\$10.25
Amy Belscher	Deputy Clerk	\$10.25
Melissa Danisch	Inspector	\$10.25
Sandra A. DiVincenzo	Inspector	\$10.25
Luan M. Giannone	Inspector	\$10.25
Jane Gifun	Inspector	\$10.25
Joseph F. Gifun	Deputy Inspector	\$10.25
Phyllis E. Herskovits	Deputy Inspector	\$10.25

Adam Isbitsky	Deputy Inspector	\$10.25
George Kakridas	Deputy Inspector	\$10.25
Carolyn Page	Pollworker	\$10.25
Mildred M. Raymond	Pollworker	\$10.25
John Saba	Pollworker	\$10.25
Ruth N. Shapiro	Pollworker	\$10.25
Evelyn Curley	Pollworker	\$10.25
Bill Kettinger	Pollworker	\$10.25
Eugenia Moffitt	Pollworker	\$10.25
Betsy Streeter	Pollworker	\$10.25

Motion for Annual Appointment and Reappointment of Election Officers:

I move to approve the annual appointment and re-appointment of Election Officers as printed in the consent agenda and as recommended by the Town Clerk, and further approve that the Town Clerk may from time to time appoint from among the Election Officers such Wardens, Deputy Wardens, Clerks, Deputy Clerks, Inspectors, Deputy Inspectors, and Tellers to the various precincts as he deems appropriate.

Moved by: _____

Seconded by: _____

Vote: _____ Yes
 _____ No
 _____ Abstain

Select Board Meeting

Monday, May 17, 2021

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order

Chairperson Annie Gilbert called the Select Board Meeting of Monday, May 17, 2021 to order at 7:10 PM. Other members in attendance: Laura Gregory, Chris Huntress, Alex Vispoli, Dick Howe.

Others in Attendance: Town Manager Andrew Flanagan, Deputy Town Manager Mike Lindstrom, Assistant Town Manager Patrick Lawlor, Town Clerk Austin Simko, Town Counsel Tom Urbelis, Sustainability Coordinator, Joyce Losick-Yang.

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

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

III. Communications/Announcements/Liaison Reports

The Chair acknowledged the many passionate stories, emails and phone calls received regarding the departure of Bill Fahey, specifically about how much Bill has meant to them and to their family. The Board could not agree more as to the positive and transformational impact that Youth Services has had on countless young people in our community through the years. The original complaint, at the heart of the personnel issue involving Mr. Fahey, came to the Town from an outside agency and was turned over to an independent investigator. The Town played no role in developing the findings of the investigation conducted but once concluded, it became the responsibility of the Town Manager to make a decision based on the findings. The Select Board plays no role in personnel decisions like this. The Town Manager kept the Board informed as the process unfolded. The Select Board is confident that the process was conducted appropriately. We know there are members of the community who would like to see the Select Board overturn the Town Manager's decision, but we need people to understand that it is not within their role to do so and that they do support the decision the Town Manager has made. When situations like this arise, it is frustrating to people due to the limits on the information that can be disclosed publically.

Mr. Flanagan understands some people are concerned about the circumstances surrounding Mr. Fahey's departure and understands people may be drawing inferences about the circumstances because the Town has not released the investigation report based on conversations they have had with Bill Fahey or those close to him, or based on discussions within the community. The specific grounds and facts for personnel decisions are confidential and the Town does not share details even when it might be in the Town's best interest to do so. When there is an investigation into allegations regarding conduct by an employee involving other persons, those persons also have a right to privacy with respect to information shared with the investigator and the investigators findings. With respect to the specific investigation, the Town has not received a request from Bill Fahey to release the investigative report. Mr. Fahey is not the only person whose personal and private information would be impacted by the release of private information. Personal

and private information extends beyond a person's name, so a simple name redaction would not sufficiently protect the rights of those involved. As a community, we are proud of the resources that the Andover Youth Services has provided over the years to the kids. Our entire community would be devastated if it led to a negative outcome for one of those individuals. The decision had nothing to do with personalities or budget implications. Mr. Fahey was given the opportunity to respond to the allegation and in accordance with his employment contract, he was provided the reasons for his termination and provided 15 days to request a meeting which he did in writing. The letter sent to Mr. Fahey informing him of the Town Manager's decision also contained an extensive response to his letter. He understands that people are passionate about the future of AYS. We must begin taking steps for the next chapter to ensure that AYS is resourced appropriately to serve generations to come.

Comments from the Board.

Chris Huntress: He and his wife raised 4 kids who attended AYS. He responded to all of the emails and spoke to everyone who reached out to him regarding Bill Fahey. Chris was Chair of the AYS Building Committee and is very proud of the building, the staff, the kids they serve. He has worked with Bill Fahey, Glen, Tony, and others and considers Bill a friend. This is a tremendous loss for the Town of Andover and the reason makes it all the more difficult. Bill knows the reason for his termination, they were provided to him in writing in detail. This truly breaks Chris's heart, but as a father and Selectperson, he supports the decision.

Laura Gregory echoed what Annie and Chris have said. Her two daughters were involved in AYS program. Bill Fahey did great work for many years and will always have that legacy here. She has supported AYS for many years. Andover Youth Services is an important component in this Town and she will continue to speak out in its' favor going forward.

Alex Vispoli also echoed the comments made by the other members of the Board. Alex has been on the Board before the AYC was even funded and worked with the Youth Foundation supporting the whole process in getting the Center built. He supports the funding and continuation of the AYS Mission and to make sure that the resources are there to continue the mission and progress made. This is a disappointing situation, but he also supports the Town Manager's ultimate decision based on the independent results.

Annie Gilbert thanked everyone for their very heartfelt emails and phone calls and for their passion for Andover Youth Services. The Board is committed to doing everything they can to make sure AYS thrives for many years to come.

The Town Manager said the public outreach for the Integrated Financial Plan focusing on pension obligation bonds and the West El/Shawsheen Preschool Building project is ongoing and tomorrow they is an 8:30 AM session and a 7:00 PM public forum with a question and answer session on Thursdays at noon.

Austin Simko reported that tonight is the deadline to register to vote at Town Meeting. If you are already registered to vote, you can vote at Town Meeting.

Laura Gregory urged everyone who hasn't received a vaccine to consider getting one, there are 557 slots for tomorrow at the East School in Lawrence. Go to MA.COVID.com to find a convenient time/place.

Alex Vispoli attended a few meetings of the preliminary openings for the first stage of the letters of interest for the Town Yard Disposition. There are some serious contenders and it will be interesting to watch the process. The Selection Team is in full swing in terms of evaluating and moving forward.

Annie Gilbert reported that May is Asian American Pacific Islander Business Month. Representative Nguyen organized a group of fellow members from the State House and invited members of the Select Board to visit some of the AAPI restaurants located at Shawsheen Plaza in Andover who were affected by the pandemic and anti-Asian rhetoric. The restaurant owners of Raagini Indian Bistro, Thai Sweet Basil, and Karma truly appreciate the support of the Town and residents.

IV. Citizens Petitions and Presentations

To provide public comment during Citizens Petitions and Presentations visit:

www.andoverma.gov/JoinSelectBoardMeeting

Annie Gilbert asked that when callers are admitted to the meeting to speak, that they keep their comments to 2 minutes. Public Input is a time to share remarks, we are here to listen, not dialogue or debate. Please try not to repeat points already made.

Thirty-Five people from across the country called into the meeting (ten additional callers attempted to call in without success) in support of Bill Fahey and their dissatisfaction with his release as Director of the Andover Youth Services. Some of the comments included the following:

Callers respectfully asked that they consider reinstating Bill Fahey as Director of Andover Youth Services. Bill Fahey is an asset the Town cannot afford to lose. The Youth of Andover deserve a tireless advocate who is always looking out for their well-being, it is not a job it is a calling. Bill has touched the lives of thousands of kids. There is a lot of confusion as to why Bill was let go, they are asking for transparency.

Andrew Flanagan is wrong in his remarks that Andover isn't one person. You are getting rid of the one person who cares, and many kids who would not be on this earth without Bill Fahey. When you throw away Bill Fahey and his job, you are throwing away lives of people he has saved as well, in the future and in the past.

There is a conceived credibility gap between the residents and Town administration. People would like to hear what the Town is going to do in terms of the findings of the investigation. The Board is setting a dangerous precedent by having a private investigation which did not uncover any criminal activity, but you have still chosen to keep the information a secret.

Annie Gilbert repeated that the process followed is very strictly prescribed. There are a lot of rules around it and the Select Board is not part of any investigation. The Town Manager spoke earlier on privacy rights not only for people involved but also for the person bringing the complaint.

Many callers talked about the impact Bill Fahey played in the lives of their children and what he has done with the AYS leadership and employees has been remarkable. Bill has done so much for us and made us feel better about the world and made a serious difference.

There are a lot of kids in Town whose parents both work and kids have a lot of free time, Bill Fahey and his team were supportive and created a positive, welcoming atmosphere. No kid is ever turned away and the kids feel safe there after school. Bill is a leader and an organizer and has done so much for the community.

Bill opened the eyes of parents about drugs in town and educated us through the years a lot of which was done on his own time. He was at hospitals, wakes, and funerals to support the other kids and the community. There is nothing that he could have done that should have resulted in this action. The Selectmen should support Bill.

Bill Fahey has made so many generations of Andover kids what they are. Making people question his reputation is not right for the Town. Not knowing the reasons for his removal is difficult, please give us information and give Bill more of a chance for everything he has done for us and for our Town.

There are hundreds of people following this decision. We should have more information than misconduct as the reason for the release of Bill Fahey. The investigative report is fabricated with lies and targeted. The community will not stop until the truth comes out. The Town Manager has not spoken with Bill Fahey since 2016 nor has he sent an email.

The community at AYS formed a family because of Bill, who work well together and believe in each other. Bill has touched many lives and set them on their career path to help other people.

We have heard a lot from alums and folks who are feeling emotional. There are important details to consider given the optics, the 27 years of service Bill has given to the Town; at some point, the Town will release that report. It is upsetting that the most admired phenomenal counselor he has ever met has been released.

Withholding any sort of reason for the dismissal reeks of pure government corruption. You are investigating and spending thousands of dollars on someone who has clearly touched many lives. During 1994 when there was a string of suicides Bill was the one who brought us through that and getting the Youth Center passed, he stood up. He brought life, light and hope to many. He said yes when everyone else said no.

At 8:45 PM Annie Gilbert suggested taking a few more comments and the need to move onto the remainder of the business of the meeting. Additional comments can be sent to the Select Board at the following email address: selectboard@andoverma.us

V. **Public Hearings**

A. **Andover Community Power Aggregation Plan**

Board to hold a public hearing in accordance with Section 134 of Chapter 164 of the Massachusetts General Laws on the Community Choice Aggregation Plan for the Andover Community Power Program.

Mike Lindstrom and his team provided highlights of the plan to produce reduced rates for electrical power through a Community Choice Aggregation Plan (CCA). Tonight, marks the official closing of the public hearing for the Andover Community Power Program. They are getting close to the end of the 2-year process on CCA which has been a grass-roots inclusive project with the creation of a design team that represented all the various stakeholders in Andover. Our plan is a product of a shared vision offering residents an array of options. This program is completely voluntary.

Design Team member Tom Rando said they first selected a diverse design team composed of members of the community who represent the Andover Green Advisory Board, Andover Working to Educate Climate Action Group, moderate income households, the Council on Aging Community, and the Business Community. It took several months to develop a draft plan they could all agree on that included products to offer the community which had to be exactly defined for State requirements. The plan includes how it will be marketed, outreach strategies including the present website, and a draft model of energy service agreements the Town uses for 3rd party suppliers.

The Design Team came up with the name Andover Community Power and the products being offered including information on the Standard rate, Andover Plus rate, Andover Ultimate rate, and Andover Basic rate. The plan also includes an opt-out option. The plan highlights how the Town procure electricity and once they do that, it will be very transparent. All residents will receive a letter about the program.

Components of the presentation included the initial outreach and education, customer notification, the timeline and preliminary marketing plan, ongoing outreach and education. The Town will be using existing staff working with Good Energy who will cover all the cost of the implementation. There will be no increases to taxes to fund this program. There is an opt-out option and the Town will maintain a list of those opting out.

The Andover Community Power Program meets all of the requirements of the municipal aggregation statute, including providing universal access, a reliable power supply and treating all customers equitably. The Municipality looks forward to the approval of this Plan by the Department so that they can launch the Program and pursue the benefits of renewable energy and increased electricity choice for its residents and businesses, recognizing that savings cannot be guaranteed.

Joyce Losick-Yang provided information on the timeline of the program and written comments received. She recognized Good Energy who brought this product to life. They have launched the official website which can be found on the Town's website. Mike Lindstrom said they met with the Mass. Dept. of Research who made some good suggestions to the draft plan. They were very impressed with what we are proposing and our outreach program. They need approval to send the plan to the DPU. Once they go through the approval program, they can begin the outreach component. The Board recognized the great work by the Design Team and the interns from Andover High School. They look forward to moving the program forward and the next step.

VI. Regular Business

A. Pride Month Proclamation

Board to review and consider voting to approve a Proclamation recognizing June as Pride Month, and to consider a procedure for future proclamation requests.

Annie Gilbert received a few requests to issue this proclamation. Moving forward, the Board may want to consider developing an application or policy for proclamation requests. Having a standardized form would be useful for the Board in making decisions. It was suggested they look into what information other communities and the Mass Municipal Association has and then discuss what direction the Board might want to go in.

Laura Gregory moved to approve the Proclamation recognizing June as Pride Month. The motion was seconded by Chris Huntress. Roll call: L. Gregory-Y, C. Huntress-Y, D. Howe-Y, A. Vispoli-Y, A. Gilbert-Y. Motion passes 5-0.

B. Affordable Property Right of First Refusal

Board to discuss and consider voting on the town's right of first refusal for an affordable unit located at 174 Haverhill Street. Information provided by Lisa Schwartz.

Dick Howe moved that the Town not exercise its right of first refusal to purchase the affordable housing unit at 174 Haverhill Street, Unit 317. Motion seconded by Alex Vispoli. Roll call: D. Howe-Y, A. Vispoli-Y, L. Gregory-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 5-0.

C. Acceptance of Deed and Approval of Order of Taking for 157 Andover Street

Board to vote to accept and sign the Order of Taking and Deed for 157 Andover Street. Town Counsel reported that this is the property for the Ballardvale Fire Station. The money has been paid and we have a release from the seller for any claims as a result of the order of taking. This is considered a friendly-taking.

Laura Gregory moved that the Select Board (i) adopt and sign the Order of Taking by eminent domain of the land and buildings at 157 Andover Street, as submitted to the Select Board in accordance with the vote upon Article 29 of the Annual Town Meeting held on September 12, 2020; and (ii) direct that the Order of Taking be recorded with the North Essex District Registry of Deeds. Motion seconded by Dick Howe.

Roll call: L. Gregory-Y, A. Vispoli-Y, C. Huntress-Y, D. Howe-Y, A. Gilbert-Y.
Motion passes 5-0.

Laura Gregory moved that the Select Board accept the deed from the Estate of Peter A. Paquette to the property at 157 Andover Street and authorize the Chair to sign the Acceptance on behalf of the Select Board. Motion seconded by Alex Vispoli.
Roll call: L. Gregory-Y, A. Vispoli-Y, C. Huntress-Y, D. Howe-Y, A. Gilbert-Y.
Motion passes 5-0.

D. Vehicle for Hire Policy Amendments – 2nd Reading

Board to review and consider voting to approve amendments to the Town of Andover Rules & Regulations for Public Vehicles for Hire.

Austin Simko provided information on the request to approve amendments to get the licensees in line with the Town’s application. Alex Vispoli asked if we or any consumer lose anything at all with this change. Austin said the call logs show that less than 5% of the operator’s business is conducted in Andover. The Board can be comfortable that we are not leaving anyone out ‘in the cold’. Safety Officer, Glenn Ota said most of their coverage area is Methuen and Lawrence.

Chris Huntress moved that the Board amend Select Board Policy XI.3 “Town of Andover Rules & Regulations for Public Vehicles for Hire” as presented. Motion seconded by Dick Howe. Roll call: D. Howe-Y, L. Gregory-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y.
Motion passes 5-0.

E. Department of Public Works Update

Director of Public Works, Chris Cronin provided an update on the 2021 Paving Schedule. His presentation showed three areas in Town where the paving projects are funded through the Gas Impacted Areas (will start in mid-July), Chapter 90 Funding (has already started), and Water Main Replacement Streets (some work began last year with incidental work to be done). They are focusing on repaving Main Street in the Spring of 2022. There is an interactive map on the Town website that residents can follow.

VII. Consent Agenda

A. Appointments by the Town Manager

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

Department	Name	Position	Rate/Term	Date of Hire
Information Technology	Kevin Bonnano <i>(Laura Hall)</i>	Solutions Programmer Analyst	\$68,380.43/year	5/24/2021
Police Department	Dylan Ring <i>(Matthew Hughes)</i>	Patrolman	\$54,148.49/year	6/7/2021
Community Services – Recreation	Janci Soto	Recreation Programmer	\$50,273.39/year	6/1/2021

Information Technology	Jason MacMillan	Intern	\$14.00/hour	5/24/2021
Information Technology	Sarah Rizzo	Intern	\$14.00/hour	6/1/2021
Community Services – Youth Services	Colleen Shay	Seasonal	\$13.50/hour	5/11/2021
Community Services – Youth Services	Isabel Rodenberger	Seasonal	\$13.50/hour	5/11/2021
Commission on Disability	Nancy Achin Audesse	Member	Term Expires June 30, 2024	5/17/2021

VIII. Adjourn

At 10:27 PM on a motion by Alex Vispoli and seconded by Laura Gregory, the Select Board voted to adjourn from the meeting of Monday, May 17, 2021.

Roll call: A. Vispoli-Y, L. Gregory-Y, D. Howe-Y, C. Huntress-Y, and A. Gilbert-Y.

Motion passes: 5-0

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

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

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

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

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