

Select Board Meeting

Monday, December 12, 2022 7:00 PM
Henry C. Sanborn Elementary School Library
90 Lovejoy Road, Andover, MA 01810

ANDOVER TOWN CLERK
ROAD 2022 DEC 8 PM4:07

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- 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**
 - V. **Public Hearings**
 - A. Fiscal Year 2023 Tax Classification (3rd Reading)
Board to discuss and consider voting classification and taxation of all property in Town.
 - B. Capital Improvement Program FY2024 – 2028 (2nd Reading)
Select Board to vote on the Town Manager's recommended Capital Improvement Program.
 - VI. **Regular Business**
 - A. Andover Fire Rescue Ambulance Billing Rates
Board to discuss and consider voting to approve new Andover Fire Rescue ambulance billing rates.
 - B. Bond Anticipation Note
Board to vote to approve the issuance and details of the Town's \$10,820,000 bond anticipation note to be dated and issued December 15, 2022 and sign related closing papers.
 - C. Amendments to the Traffic Rules and Regulations
Board to discuss and consider voting on the following changes to the Traffic Rules and Regulations as proposed by the Andover Safety Officer.

Schedule I, Article V, Section 2 – Parking
 1. Impose a parking restriction of No Parking approximately on the East side of Essex Street at 70 Essex Street to the entrance of Dundee Park.
Location: Essex Street East side from 70 Essex Street to a distance of 180 feet.

Schedule 3, Article VII, Section 9 – Isolated Stop Signs

Location:

1. Whittier Street at its intersection of Elm Street.

VII. Consent Agenda

A. 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
Community Services – Elder Services	Llewellyn Flaig	Per Diem Driver	\$22.00/hr	12/6/2022
Community Services - Recreation	Danielle Bain	Kid Care	\$18.00/hr	12/12/2022
Community Services - Recreation	Diya Patel	Kid Care	\$14.50/hr	12/12/2022
Community Services – Recreation	Sehrish Akram	Seasonal	\$14.25/hr	12/17/2022

VIII. Approval of Minutes

A. Board to approve minutes from the following meetings:

1. September 26, 2022
2. October 3, 2022

IX. Executive Session

A. Board to vote to go into Executive Session pursuant to option 6 to discuss the purchase, exchange, lease, or value of real property, and for the Chair to declare that an open session may have a detrimental effect on the negotiating position of the Town; and not to return to open session.

X. 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**



TOWN OF ANDOVER MASSACHUSETTS

Board of Assessors

(978) 623-8930

Fax (978) 623-8993

Town Offices

36 Bartlet Street

Andover, Ma 01810

assessor@andoverma.gov

DATE: November 21, 2022

TO: Mr. Alex Vispoli, Chair
And Members of the Select Board

FROM: David A. Billard, MAA
Board of Assessors

SUBJECT: Classification of Property - Fiscal Year 2023

The Board of Assessors for the Town of Andover has determined the total valuation for all property in Andover for Fiscal Year 2023. The Department of Revenue has granted approval of the FY2023 assessments in Andover. With this approval we can determine the minimum residential factor that may be adopted by the Town of Andover pursuant to Chapter 40, Section 56, and the percentages of the local tax levy that may be borne by each class of property for the Fiscal Year 2023 tax.

In accordance with Chapter 390 of the Acts of 1982, the Andover select Board will hold a public hearing on the 21st of November 2022 at 7:00 p.m. in order to determine the following items as they pertain to the Fiscal Year 2023 tax rate:

- 1) The adoption of a residential factor for the purpose of determining the percentage tax load to be borne by each class of property.**

The major decision for the Select Board is the annual determination of a residential factor in order to determine the tax burden to be borne by each class of property. The Commissioner of Revenue for the Commonwealth of Massachusetts has determined that the residential factor can be a minimum of 84.6107% and a maximum of 100% or a factor of 1. Selection of the minimum residential factor will establish a maximum commercial, industrial and personal property tax shift of 175%. A maximum residential factor of 1 will establish a uniform tax rate for all classes of property. The Select board may select either of these factors or any factor in between the two.

2) The determination of a discount factor of up to twenty-five percent (25%) for all land properly identified as "Open Space".

The Select Board is entitled to grant a discount factor of up to twenty-five percent for all property classified as open space. For Fiscal Year 2020, the Assessors have reviewed, at the request of the Department of Revenue, properties that were classified as open space. As often discussed at the classification hearing, the parcels that were recognized as open space for assessment purposes were unbuildable lots. This exemption is to preserve open space from development. If the parcels are unbuildable, then there is no development potential and really are not "open space" from an assessment standpoint. As such, the previously classified open space parcels have been reclassified as they should be as vacant undevelopable land.

3) The determination of a residential exemption factor of up to thirty five percent (35%).

The Select Board may grant an exemption of not more than thirty five percent (35%) of the **average** value of all Class One, residential property. The exemption is borne by the residential class and may only be applied to residential parcels that are the **principal residence** of the taxpayer as used by the taxpayer for state income tax purposes as of January 1, 2021. The average of all Class One value for Fiscal Year 2023 is \$786,416. (Note that this average includes all Class One value, not just single-family homes. The average single family home assessment for FY2023 is \$858,952. The maximum discount of 35% allowed for each eligible parcel would therefore be up to \$275,246. Based on these figures, every eligible parcel currently valued at less than \$786,416 would be subjected to a tax reduction. Conversely, each parcel valued greater than \$786,416 would be subjected to a tax increase. The less expensive residential properties would receive a tax reduction while more expensive properties would receive a tax increase.

4) The determination of a small commercial exemption of up to ten percent (10%).

Commercial properties with an assessed value of less than one million dollars and having each and every business in the building appearing on a specific list prepared by the Department of Employment and Training are eligible for a reduction in assessed value of up to ten percent (10%) of the existing assessed value. The resultant reduction in value and tax is to be borne by ineligible commercial and industrial property.

The information that follows in this packet is submitted to the Select Board to assist in understanding the impact of their votes. All tax rates and tax levy amounts are estimated in this document. The actual tax levy and the resultant tax rate/s cannot be calculated until the Select Board completes the Fiscal Year 2023 classification process. Should you have any questions or require other material, please do not hesitate to contact me at (978) 623-8930.

Respectfully submitted,
David Billard, Chief Assessor

Fiscal Year 2023 Property Valuation Changes

FY2023 assessments were derived using calendar year 2020 and 2021 sales. Single family home assessments increased from an average assessment of \$758,570 to \$858,952, a 13.2% increase. Condominium assessments increased from an average of \$371,309 to a FY2023 average of \$406,912, a 9.6% increase. Multifamily assessments, two and three family homes, had an average assessment of \$618,126 in FY2022 that increased to \$716,475 for FY2023, a 16.0% increase. Commercial assessments increased 8.3% from an average FY2022 assessment of \$2,392,289 to a FY2023 average assessment of \$2,590,325. Industrial properties had a FY2022 average assessment of \$5,118,906 increasing to an average assessment for FY2023 of \$5,828,735, a 13.9% increase. These percentages represent overall changes in classes of properties. Individual assessment changes may be different.

FY2022 assessments were derived using calendar year 2020 and 2021 sales. Single family home assessments increased from an average assessment of \$695,152 to \$759,465, a 9.3% increase. Condominium assessments increased from an average of \$352,471 to a FY2022 average of \$371,309, a 5.3% increase. Multifamily assessments, two and three family homes, had an average assessment of \$563,270 in FY2021 that increased to \$618,126 for FY2022, a 9.7% increase. Commercial assessments increased 4.3% from an average FY2021 assessment of \$2,293,079 to a FY2022 average assessment of \$2,392,289. Industrial properties had a FY2021 average assessment of \$4,761,648 increasing to an average assessment for FY2022 of \$5,118,096, a 7.5% increase. These percentages represent overall changes in classes of properties. Individual assessment changes may be different.

Fiscal Year 2022 Classification Data

1. Total Assessed Value by Class - Fiscal Years 2022 to 2023 Comparison

The following chart compares the Fiscal Years 2022 and 2023 total assessed values of property by class. The total assessed value of all property in Andover increased by \$630,894,810. The class breakdown for the percentage changes are shown on the following table:

Property Class	Fiscal 2022 Value	Fiscal 2023 Value	% Change
Residential	\$7,978,946,047	\$9,069,491,168	+13.7%

Open Space	\$0	\$0	0%
Commercial	\$625,781,847	\$680,896,666	+8.8%
Industrial	\$726,997,300	\$827,792,800	+13.9%
Personal Property	\$319,029,130	\$354,008,940	+11.0%
TOTAL	\$9,650,754,324	\$10,932,189,574	+13.3%

2. Total Assessed Value Residential v. Commercial Class - Fiscal Years 2022 to 2023 Comparison

The following chart compares the Fiscal Year 2022 property values of residential and commercial (CIP) property to Fiscal Year 2023 totals.

Property Class	Fiscal 2022 Value	Fiscal 2023 Value	% Change
Res. & Open Space	\$7,978,946,047	\$9,069,491,168	+13.7%
CIP	\$1,671,808,277	\$1,862,698,406	+11.4 %
TOTAL	\$9,560,754,324	\$10,932,189,574	+13.2 %

Estimated Tax Rates for Fiscal Year 2023

The levy limit for Fiscal Year 2023 is \$175,618,084. This amount includes \$6,494,267 for the school construction and Public Safety debt overrides. The estimated excess levy capacity for Fiscal Year 2023 is \$848,362. This will change when the tax rate is calculated due to rounding. The calculation of the excess levy capacity is done as follows.

Fiscal Year	Tax Levy Limit	Amount Levied	Excess Levy Amount
2023 (Estimated)	\$175,618,084	\$174,769,722	\$848,362
2022 (Actual)	\$165,894,596	\$165,459,877	\$434,719

The following table projects Fiscal Year 2023 estimated tax rates using various factors. **The FY2022 Shift Factor was 1.71%, which produced a residential rate of 14.60 and a commercial rate of \$29.29 for FY2022.**

Residential Factor	Resulting CIP Shift Factor (%)	Residential Rate	Commercial Rate
1.00	100	\$15.99	\$15.97
95.8962	120	\$15.33	\$19.17
93.8443	130	\$15.00	\$20.77
91.7924	140	\$14.68	\$22.36
89.7405	150	\$14.35	\$23.96
89.5353	151	\$14.32	\$24.12
89.3301	152	\$14.28	\$24.28
89.1249	153	\$14.25	\$24.44
88.9178	154	\$14.22	\$24.60
88.7145	155	\$14.18	\$24.76
85.8418	169	\$13.73	\$27.00
85.6366	170	\$13.69	\$27.16
85.4314	171	\$13.66	\$27.32
85.2262	172	\$13.63	\$27.48
85.0211	173	\$13.59	\$27.64
84.8159	174	\$13.56	\$27.80
84.6107	175	\$13.53	\$27.96

If you were to choose to keep the **same percentage shares** of the levy by class, so that residential and the commercial, industrial and personal property classes would pick up the same aggregate percentage of the levy as they did in Fiscal Year 2022, **you would need to vote a residential factor of 84.8159** equating to a 174.0 shift. By adopting this factor the average residential tax bill would increase by 5.2%, the average commercial tax bill would increase by 2.8% and the average industrial tax bill would increase by 8.1%.

If you were to choose to keep the **tax increases as uniform as possible** by class, **then a vote of a residential factor of 85.4314 would have to be adopted**, equating to a shift factor of 171.0. By adopting this factor the average residential tax bill would increase by 5.9%, the average commercial tax bill would increase by 1.1% and the average industrial tax bill would increase by 6.2%.

If you were to choose to keep **the same shift factor constant** at a 171.0 shift, **you would need to vote a residential factor of 85.4314**. Should the Fiscal Year 2023 shift factor remain at 171.0, the average single family tax bill would increase by about 5.9% while the average commercial tax bill would increase by 1.1% and the average industrial tax bill would increase by 6.2%.

The average single family value increased from \$758,570 to \$858,952 while the average commercial value increased from \$2,392,289 to \$2,590,325 and the average industrial value increased from \$5,118,906 to \$5,828,734.

**TOWN OF ANDOVER
LEVY SHARE AT FULL VALUE**

FISCAL YEAR	RES/OPN SPACE	RESID %	COMM/IND/PERSPROP	CIP %
2022	7,978,946,047	82.68%	1,671,808,277	17.32%
2021	7,340,698,246	81.31%	1,686,972,311	18.69%
2020	7,175,327,051	81.55%	1,623,682,294	18.45%
2019	6,825,956,695	82.03%	1,495,380,731	17.97%
2018	6,347,884,255	81.39%	1,451,345,590	18.61%
2017	6,191,555,580	80.77%	1,473,754,609	19.23%
2016	6,117,465,085	81.11%	1,425,011,097	18.89%
2015	5,801,226,330	80.24%	1,428,720,404	19.76%
2014	5,483,302,185	80.16%	1,357,223,951	19.84%
2013	5,450,304,845	80.12%	1,352,415,081	19.88%
2012	5,448,632,321	80.14%	1,349,872,925	19.86%
2011	5,269,717,961	79.64%	1,346,833,601	20.36%
2010	5,473,846,761	80.05%	1,363,810,483	19.95%

HISTORICAL TAX RATES

FISCAL	RES/OPN SPACE	COMM/IND PERS PROP	UNCLASSIFIED RATE
2022	\$14.60	\$29.29	\$17.13
2021	\$15.29	\$28.09	\$17.67
2020	\$15.01	\$27.14	\$17.23
2019	\$15.27	\$27.51	\$17.47
2018	\$15.64	\$27.61	\$17.87
2017	\$15.18	\$26.46	\$17.36
2016	\$14.82	\$25.99	\$16.93
2015	\$14.97	\$24.77	\$16.91
2014	\$15.18	\$25.25	\$17.18
2013	\$14.51	\$24.26	\$16.45
2012	\$14.15	\$23.54	\$16.02
2011	\$14.12	\$22.46	\$15.82
2010	\$13.19	\$21.33	\$14.81

CLASSIFICATION FACTORS

FISCAL YEAR	SHIFT
2022	171
2021	159
2020	157.5
2019	157.5
2018	154.5
2017	152.5
2016	153.5
2015	146.5
2014	147
2013	147.5
2012	147

SHIFT EFFECTS OF CLASSIFICATION FY2023

SHIFT	AVERAGE SINGLE FAM ASSESSMENT	% DECREASE	AVERAGE COMM ASSESSMENT	AVERAGE INDUSTRIAL ASSESSMENT
FY2023	858,952		2,590,325	5,828,734
100	\$13,734.64		\$41,367.49	\$93,084.88
120	\$13,167.73	-4.1%	\$49,656.53	\$111,736.83
130	\$12,884.28	-6.2%	\$53,801.05	\$121,062.80
140	\$12,609.42	-8.2%	\$57,919.66	\$130,330.49
150	\$12,317.37	-10.3%	\$62,064.18	\$139,656.46
151	\$12,300.19	-10.4%	\$62,478.63	\$140,589.06
152	\$12,265.83	-10.7%	\$62,893.09	\$141,521.66
153	\$12,240.07	-10.9%	\$63,307.54	\$142,454.25
154	\$12,214.30	-11.1%	\$63,721.99	\$143,386.85
155	\$12,179.94	-11.3%	\$64,136.44	\$144,319.45
156	\$12,154.17	-11.5%	\$64,550.89	\$145,252.05
160	\$12,042.51	-12.3%	\$66,208.70	\$148,982.44
170	\$11,759.05	-14.4%	\$70,353.22	\$158,308.41
175	\$11,621.62	-15.4%	\$72,425.48	\$162,971.40

With the maximum shift of 175, the residential taxpayer saves a maximum of 15.4% from the \$13,750.01 tax with no split.

ANDOVER AVERAGE SINGLE FAMILY TAX BILL

FISCAL YEAR	AVG VALUE	TAX RATE	AVG TAX BILL	% CHANGE	TAX SHIFT
FY2022	\$758,570	\$14.60	\$11,075.12	4.20%	171.0%
FY2021	\$695,153	\$15.29	\$10,628.89	3.97%	159.0%
FY2020	\$681,094	\$15.01	\$10,223.22	2.51%	157.5%
FY2019	\$653,104	\$15.27	\$9,972.90	3.98%	157.5%
FY2018	\$613,261	\$15.64	\$9,591.40	4.60%	154.5%
FY2017	\$604,053	\$15.18	\$9,169.52	2.51%	152.5%
FY2016	\$603,550	\$14.82	\$8,944.61	3.43%	153.5%
FY2015	\$577,689	\$14.97	\$8,648.00	3.65%	146.5%
FY2014	\$549,662	\$15.18	\$8,343.87	4.73%	147.0%
FY2013	\$549,057	\$14.51	\$7,966.82	2.33%	147.5%
5 YEAR AVERAGE				3.85%	
10 YEAR AVERAGE				3.59%	

PERCENTAGE CHANGES IN PROPERTY TYPE VALUES

CLASS	VALUE FY2022	VALUE FY2023	VALUE CHANGE	PERCENT CHANGE
Single Family	6,614,726,757	7,494,359,435	\$879,632,678	13.30%
Condominium	705,859,200	799,988,800	\$94,129,600	13.34%
2 & 3 Family	145,259,500	166,938,600	\$21,679,100	14.92%
Multi-Family	394,790,400	473,112,800	\$78,322,400	19.84%
Vacant Land	60,189,900	68,172,600	\$7,982,700	13.26%
Other Residential	58,120,290	66,918,933	\$8,798,643	15.14%
Open Space	0	0	\$0	0.00%
Commercial	625,781,847	680,896,666	\$55,114,819	8.81%
Industrial	726,997,300	827,792,800	\$100,795,500	13.86%
Personal Property	319,029,130	354,008,940	\$34,979,810	10.96%
TOTAL	9,650,754,324	10,932,189,574	\$1,281,435,250	13.28%

COMMUNITY COMPARISON OF FY2022 TAX RATES

COMMUNITY	RSDNTL RATE	COM/IND RATE
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ACTON	\$19.45	\$19.45
ANDOVER	\$14.60	\$29.29
ARLINGTON	\$11.42	\$11.42
BEDFORD	\$13.58	\$29.93
BELMONT	\$11.56	\$11.56
CANTON	\$11.35	\$24.18
CONCORD	\$14.76	\$14.76
DUXBURY	\$12.84	\$12.84
HINGHAM	\$11.56	\$11.56
LEXINGTON	\$13.80	\$27.18
MARBLEHEAD	\$10.52	\$10.52
NATICK	\$13.34	\$13.34
NEEDHAM	\$13.37	\$26.43
NORWELL	\$16.62	\$16.62
SUDBURY	\$18.05	\$24.57
WAYLAND	\$18.35	\$18.35
WELLESLEY	\$11.68	\$11.68
WESTWOOD	\$14.83	\$28.99

FY2023 DISTRIBUTION OF ASSESSMENTS OF SINGLE FAMILY HOME PARCELS

VALUE RANGE	NUMBER OF PARCELS	PERCENT OF TOTAL (COUNT)	AGGREGATE VALUE	PERCENT OF TOTAL (VALUE)
0 to 300,000	9	0.1%	2,237,700	0.03%
300,001 to 400,000	49	0.6%	17,854,000	0.24%
400,001 to 500,000	255	2.9%	117,840,800	1.57%
500,001 to 600,000	836	9.6%	467,075,100	6.23%
600,001 to 700,000	1,645	18.9%	1,072,520,100	14.31%
700,001 to 800,000	1,920	22.0%	1,434,486,400	19.14%
800,001 to 900,000	1,289	14.8%	1,086,471,500	14.50%
900,001 to 1,000,000	799	9.2%	758,362,400	10.12%
1,000,001 to 1,100,000	620	7.1%	650,922,400	8.69%
1,100,001 to 1,200,000	375	4.3%	428,643,800	5.72%
1,200,001 to 1,300,000	259	3.0%	323,357,300	4.31%
1,300,001 to 1,400,000	207	2.4%	278,643,300	3.72%
1,400,001 to 1,500,000	112	1.3%	162,255,300	2.17%
1,500,001 to 2,000,000	245	2.8%	411,867,000	5.50%
2,000,000 AND UP	105	1.2%	281,822,300	3.76%
TOTALS	8,725	100.0%	7,494,359,400	100.00%

FY2023 DISTRIBUTION OF ASSESSMENTS OF COMMERCIAL AND INDUSTRIAL PARCELS

VALUE RANGE	NUMBER OF PARCELS	PERCENT OF TOTAL (COUNT)	AGGREGATE VALUE	PERCENT OF TOTAL (VALUE)
0 to 1,000,000	229	58.4%	75,791,700	5.14%
1,000,001 to 2,000,000	52	13.3%	72,379,200	4.91%
2,000,001 to 4,000,000	38	9.7%	110,116,600	7.46%
4,000,001 to 6,000,000	13	3.3%	64,252,600	4.36%
6,000,001 to 8,000,000	8	2.0%	54,102,300	3.67%
8,000,001 to 10,000,000	12	3.1%	105,211,800	7.13%
10,000,001 to 12,000,000	8	2.0%	86,824,200	5.89%
12,000,001 to 14,000,000	7	1.8%	93,225,200	6.32%
14,000,001 to 16,000,000	4	1.0%	57,873,800	3.92%
16,000,001 to 18,000,000	2	0.5%	33,486,500	2.27%
18,000,001 to 20,000,000	2	0.5%	37,780,200	2.56%
20,000,001 to 22,000,000	2	0.5%	42,492,800	2.88%
22,000,001 to 24,000,000	2	0.5%	45,788,300	3.10%
24,000,001 to 26,000,000	0	0.0%	0	0.00%
26,000,001 to 28,000,000	1	0.3%	27,345,100	1.85%
28,000,001 to 30,000,000	2	0.5%	57,756,500	3.92%
30,000,001 to 32,000,000	0	0.0%	0	0.00%
32,000,001 AND UP	10	2.6%	510,834,600	34.63%
	392	100.0%	1,475,261,400	100.00%

Average tax bill increases at 5 year and 10 year averages

Effects of FY2023 shift on 5 and 10 year averages

FISCAL YEAR	AVERAGE SINGLE FAMILY	AVERAGE SINGLE FAMILY TAX	TAX BILL INCREASE	AVERAGE COMM VALUE	AVERAGE COMM TAX	TAX BILL INCREASE	AVERAGE INDUST VALUE	AVERAGE INDUST TAX	TAX BILL INCREASE	SHIFT
2022	758,570	11,075	4.20%	2,392,289	\$70,070	8.78%	5,118,906	149,933	12.10%	171
2021	695,153	\$10,629	3.97%	2,293,079	\$64,413	3.97%	4,761,648	\$133,755	3.70%	159
2020	681,094	\$10,223	2.51%	2,282,749	\$61,954	2.44%	4,752,441	\$128,981	2.80%	157.5
2019	653,104	\$9,973	3.98%	2,198,398	\$60,478	3.88%	4,561,024	\$125,474	4.74%	157.5
2018	613,260	\$9,591	4.60%	2,108,567	\$58,218	5.30%	4,338,749	\$119,793	6.20%	154.5
2017	604,053	\$9,170	2.51%	2,089,455	\$55,287	2.84%	4,262,878	\$112,796	2.23%	152
2016	603,550	\$8,945	3.43%	2,068,524	\$53,761	3.63%	4,245,399	\$110,338	4.52%	153.5
2015	577,689	\$8,648	3.65%	2,094,392	\$51,878	3.77%	4,261,954	\$105,569	5.85%	146.5
2014	549,622	\$8,343	4.73%	1,979,913	\$49,993	3.52%	3,546,256	\$89,543	5.89%	147.0
2013	549,057	\$7,967	2.55%	1,990,558	\$48,291	2.44%	3,485,790	\$84,565	2.22%	147.5
5 yr avg 2022-2018		AVERAGE	3.85%			4.88%			5.91%	
10 yr avg 2022-2013		AVERAGE	3.61%			4.06%			5.02%	

171.0 shift - same shift adopted in FY2022

2023	858,952	\$11,733	5.94%	2,590,325	\$70,768	1.00%	5,828,734	\$159,241	6.21%	171.0
2022	758,570	\$11,075	4.20%	2,392,289	\$70,070	8.78%	5,118,906	\$149,933	12.10%	171
2021	695,153	\$10,629	3.97%	2,293,079	\$64,413	3.97%	4,761,648	\$133,755	3.70%	159
2020	681,094	\$10,223	2.51%	2,282,749	\$61,954	2.44%	4,752,441	\$128,981	2.80%	157.5
2019	653,104	\$9,973	3.98%	2,198,398	\$60,478	3.88%	4,561,024	\$125,474	4.74%	157.5
2018	613,260	\$9,591	4.60%	2,108,567	\$58,218	5.30%	4,338,749	\$119,793	6.20%	154.5
2017	604,053	\$9,170	2.51%	2,089,455	\$55,287	2.84%	4,262,878	\$112,796	2.23%	152.5
2016	603,550	\$8,945	3.43%	2,068,524	\$53,761	3.63%	4,245,399	\$110,338	4.52%	153.5
2015	577,689	\$8,648	3.65%	2,094,392	\$51,878	3.77%	4,261,954	\$105,569	5.85%	146.5
2014	549,622	\$8,343	4.73%	1,979,913	\$49,993	3.52%	3,546,256	\$89,543	5.89%	147.0
5 yr avg 2023-2019		AVERAGE	4.12%			4.01%			5.91%	
10 yr avg 2023-2014		AVERAGE	3.95%			3.91%			5.42%	

174.0 shift- keeps levy shares consistent with FY2022 factor adopted

2023	858,952	\$11,647	5.17%	2,590,325	\$72,011	2.77%	5,828,734	\$162,039	8.07%	174.0
2022	758,570	\$11,075	4.20%	2,392,289	\$70,070	8.78%	5,118,906	\$149,933	12.10%	171
2021	695,153	\$10,629	3.97%	2,293,079	\$64,413	3.97%	4,761,648	\$133,755	3.70%	159
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2014	549,622	\$8,343	4.73%	1,979,913	\$49,993	3.52%	3,546,256	\$89,543	5.89%	147.0
5 yr avg 2023-2019		AVERAGE	3.96%			4.37%			6.28%	
10 yr avg 2023-2014		AVERAGE	3.87%			4.09%			5.61%	

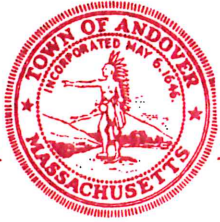
171.0 shift- most uniform increases across all classes

2023	858,952	\$11,733	5.94%	2,590,325	\$70,768	1.00%	5,828,734	\$159,241	6.21%	171.0
2022	758,570	\$11,075	4.20%	2,392,289	\$70,070	8.78%	5,118,906	\$149,933	12.10%	171
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5 yr avg 2023-2019		AVERAGE	4.12%			4.01%			5.91%	
10 yr avg 2023-2014		AVERAGE	3.95%			3.91%			5.42%	

Sample motions for classification hearing

1. Motion to adopt a residential factor of _____ for FY2023.**See Below
2. Motion to not adopt an open space discount for FY2023.
3. Motion to not adopt a residential exemption for FY2023.
4. Motion to not adopt a commercial exemption for FY2023.

For a Shift of	1.590	Vote a residential factor of	0.878937
For a Shift of	1.595	Vote a residential factor of	0.877911
For a Shift of	1.600	Vote a residential factor of	0.876885
For a Shift of	1.605	Vote a residential factor of	0.875859
For a Shift of	1.610	Vote a residential factor of	0.874833
For a Shift of	1.615	Vote a residential factor of	0.873808
For a Shift of	1.620	Vote a residential factor of	0.872782
For a Shift of	1.625	Vote a residential factor of	0.871756
For a Shift of	1.630	Vote a residential factor of	0.870730
For a Shift of	1.635	Vote a residential factor of	0.869704
For a Shift of	1.640	Vote a residential factor of	0.868678
For a Shift of	1.645	Vote a residential factor of	0.867652
For a Shift of	1.650	Vote a residential factor of	0.866626
For a Shift of	1.655	Vote a residential factor of	0.865600
For a Shift of	1.660	Vote a residential factor of	0.864574
For a Shift of	1.665	Vote a residential factor of	0.863548
For a Shift of	1.670	Vote a residential factor of	0.862522
For a Shift of	1.675	Vote a residential factor of	0.861496
For a Shift of	1.680	Vote a residential factor of	0.860470
For a Shift of	1.685	Vote a residential factor of	0.859444
For a Shift of	1.690	Vote a residential factor of	0.858418
For a Shift of	1.695	Vote a residential factor of	0.857392
For a Shift of	1.700	Vote a residential factor of	0.856366
For a Shift of	1.705	Vote a residential factor of	0.855340
For a Shift of	1.710	Vote a residential factor of	0.854314
For a Shift of	1.715	Vote a residential factor of	0.853288
For a Shift of	1.720	Vote a residential factor of	0.852262
For a Shift of	1.725	Vote a residential factor of	0.851237
For a Shift of	1.730	Vote a residential factor of	0.850211
For a Shift of	1.735	Vote a residential factor of	0.849185
For a Shift of	1.740	Vote a residential factor of	0.848159
For a Shift of	1.745	Vote a residential factor of	0.847133
For a Shift of	1.750	Vote a residential factor of	0.846107



Andover Fire Rescue

Michael B. Mansfield
Fire Chief

FIRE HEADQUARTERS
32 North Main Street • Andover, Massachusetts 01810-3513
Tel: (978) 623-3700 • Fax: (978) 623-3799

December 1, 2022

Mr. Andrew P. Flanagan, Town Manager
Town of Andover
36 Bartlet Street
Andover, Massachusetts 01810

Dear Andrew,

I am once again requesting to be placed on a future agenda of the Selectboard to discuss and truly consider an increase in the Andover Fire Rescue ambulance fees that are currently in place.

Currently, forty-eight (48) percent of our ambulance patient transports are reimbursed to the Town from either Medicare or Mass Health/Medicaid. These reimbursements are capped at a flat fee of \$367.00 per patient transport which has a negative impact on the amount of ambulance revenue generated on an annual basis. On an annual basis, the U.S. Federal Government adjusts the Medicare reimbursement rates up or down by 3-9%. When increases are realized, they do not keep pace with the increases in our cost of providing quality and professional pre-hospital emergency health care services.

In addition, Andover Fire Rescue has not been awarded an EMS rate increase since 2012 even though there have been several attempts to do so. Our current rates are well below the average rates being charged throughout Essex County and in fact, Andover has the lowest rates being charged by all of our comparable communities as well.

I am seeking to increase our rates as follows:

Basic Life Support Emergency -	\$1487.73
Advance Life Support 1 Emergency -	\$2179.03
Advanced Life Support 2 Emergency -	\$3099.44
Mileage	\$40.42/mile
Oxygen Therapy	\$150.00
Cardiac Monitoring	\$375.25
IV Therapy	\$278.80
Defibrillation	\$300.20
Treatment/No Transport	\$175.00

I would also respectfully request that rates be established for the next several years to increase efficiencies and avoid the large gap in fee maintenance that currently exists.

Please contact me with any questions or concerns you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "MB Mansfield". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Michael B. Mansfield
Fire Chief

CC: File
Deputy Kyle Murphy

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Andover, Massachusetts, certify that at a meeting of the board held December 12, 2022, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of \$10,820,000 4.25 percent General Obligation Bond Anticipation Notes (the “Notes”) of the Town dated December 15, 2022, and payable June 22, 2023, to Oppenheimer & Co. Inc. at par and accrued interest, if any, plus a premium of \$83,530.40.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated November 30, 2022, and a final Official Statement dated December 7, 2022, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the members of the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Notes (collectively, the “Documents”), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a “.pdf” file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

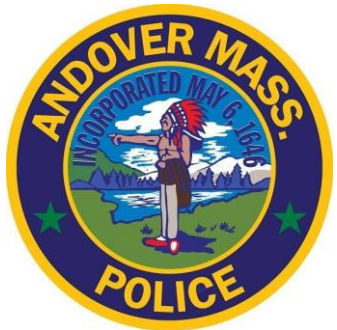
I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted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

Dated: December 12, 2022

Clerk of the Select Board

130683000v.1

No Parking from 70 Essex Street to Dundee Park



Isolated Stop Sign at Whittier Street and Elm Street



Isolated Stop Sign at Whittier Street and Elm Street



Isolated Stop Sign at Whittier Street and Elm Street



MEMORANDUM

TO: Andrew Flanagan
Andover Town Manager
Alexander Vispoli, Chair
Town of Andover Select Board

DATE: June 17, 2022

FROM: Elizabeth Oltman, PE
Director of Transportation Planning

PROJECT NO.: P2022

RE: Whittier Street at Elm Street Stop Sign

The Town of Andover is implementing traffic calming improvements along Elm Street between Elm Court and Walnut Avenue / Washington Avenue. These improvements include curb extensions (bumpouts), crosswalk realignments, rectangular rapid flashing beacons (RRFB) and new signage. The only change in traffic control is proposed on the Whittier Street approach to its intersection of Elm Street, where a Yield sign currently exists. It is proposed to change this sign to a Stop sign.

Regulatory signage is governed by the requirements of the Manual on Uniform Traffic Control Devices (MUTCD), published by the Federal Highway Administration. Section 2B.06 of the MUTCD gives guidance for the use of Stop signs at intersections:

02 The use of STOP signs on the minor-street approaches should be considered if engineering judgment indicates that a stop is always required because of one or more of the following conditions:

- A. The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;*
- B. A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or*
- C. Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.*

Elm Street carries approximately 7,500 vehicles per day, as obtained from Massachusetts Department of Transportation (MassDOT) Road Inventory. The angle of Whittier Street at its approach to Elm Street is significant enough to require drivers to look back over their shoulder to see vehicles approaching from the south on Elm Street. A hedge at the back of sidewalk on the southeast corner further restricts sight distances for vehicles exiting Whittier Street. The crash record requirement is not met, however a fatal crash occurred at the intersection within the last year. Therefore, the requirements of Section 2B.06 of the MUTCD are met and a Stop sign should be installed on the Whittier Street approach at Elm Street. No action with MassDOT is required to place a Stop sign in this location, as both roadways are under Town jurisdiction. It will be necessary to update any appropriate Town Traffic Ordinances or Traffic Regulations.

Select Board
Minutes of Monday, September 26, 2022
School Administration Building
2nd Floor School Committee Conference Room
30 Whittier Court, Andover, MA 01810

I. Call to Order – 7:00 P.M.

The Chair called the meeting to order at 7:00 PM.

Members in attendance: Laura Gregory, Annie Gilbert, Melissa Danisch.

Others in Attendance: Town Manager Andrew Flanagan, Deputy Town Manager Mike Lindstrom. Asst Town Manager and Town Clerk Austin Simko, Town Counsel Tom Urbelis.

II. Opening Ceremonies

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

Austin Simko, Asst Town Manager and Town Clerk reported on the recent primary election and said that mail-in applications have been sent out by the State for the November 6th Election. The ballots should be returned to Town Clerk’s Office by November 1st at 5:00 PM. The deadline to register to vote is October 29th.

Annie Gilbert gave a shout out to everybody involved with Andover Day, which was an incredible success organized by the Andover Chamber of Commerce and Ann Ormond, Director of Business Arts and Cultural Development. Annie also thanked the Town Seal Committee on their informative presentation last week, she encourages everyone to watch it.

Alex Vispoli also thanked everyone who participated in Andover Day. He also recognized the members of the Select Board who participated in the perambulation of the town borders with North Andover and the City of Lawrence verifying and validating that the border where the three towns come together is still there; they will send a clarifying document to the other communities.

The Chair gave a clarifying statement about the statement he made at the last Select Board meeting. Mr. Vispoli said he misspoke about the Town Manager’s role regarding the Chelmsford arbitration. That statement was his own alone and not reflective of the Andover Select Board. Annie Gilbert added that she completely agreed and stands behind the statement made by Alex Vispoli at that meeting.

IV. Citizens Petitions and Presentations

None

V. Regular Business

A. Acceptance of Gifts in Memory of Matthew Barker

Chair Vispoli said the first order of Regular Business is acceptance of gifts in memory of Matthew Barker made to Andover Youth Services.

Mike Lindstrom reported that this is an acceptance in memory of Matthew Barker who passed away unexpectedly on September 1, 2022, from injuries sustained in a pedestrian accident. Matthew graduated from AHS in 2011. His family has asked that any additional memorial gifts in Matt's name be made to AYS. Matthew was an active participant at AYS, where he learned many skills, involved in the arts, and developed lifelong friendships. To date, they have received just under \$4,000 given in Matthew's memory.

With gratitude and condolences to the Barker Family, Annie Gilbert moved to accept donations from various donors to Andover Youth Services, in memory of Matthew Barker. Motion seconded by Melissa Danisch. Motion voted 4-0 to approve.

B. Acceptance of Gift from the Andover Home for Aged People

Board to vote to accept a \$2,000 grant from the Andover Home for Aged People for Shingrix vaccines for Andover seniors.

Director of Public Health Tom Carbone reported on this generous gift to the Town from the Andover Home for Aged People to help the Health Division purchase Shingrix vaccines for residents. This \$2,000 donation will help them to finish the vaccine process for this year. Effective January 1st 2023, the vaccine will be covered by everyone's insurance.

Melissa Danisch moved to accept a \$2,000 grant from the Andover Home for Aged People for Shingrix vaccines for Andover seniors. Motion seconded by Annie Gilbert. Motion voted 4-0 to approve.

C. West Elementary / Shawsheen Preschool Building Project

In addition to the Town Manager, other attendees from the Building Committee included the School Committee Chair Susan McCreedy, Asst. Superintendent of Finance, Keith Taverna, Director of Facilities, Janet Nicosia, Committee member Mark Johnson, representatives from Gilbane Construction, PMA Consultants, and Architects from SSMA. The Town Manager said this is not intended to be the Board's final review of this matter but a summary of next steps.

Joel Blumstein, Chair of the West Elementary/Shawsheen Preschool Building Project provided a project update to the Board.

Mr. Blumstein reported that all of the bids for this project have come in and they are over-budget by approximately 14%. This is a product of the larger economic forces that are in play at this time and not a result of any project specific problems. The School Committee met last week on how to address the deficit. The Building Committee unanimously voted to recommend to the Select Board to request a Special Town Meeting to address the deficit. The options they looked at are limited. They have conducted a few rounds of value engineering deciding not to include a stand-alone auditorium, a mechanical penthouse on roof, and this past spring they did a major round of value engineering reductions of approximately \$3M.

They have eliminated a host of items including but not limited to paneling, tiling, an elevator, roof access points, classroom window nooks, HVAC splits. Any future value engineering reductions would cut deeply into the project.

There are a fair number of contracts pending which they will make a decision on after the Special Town Meeting vote. As all the issues are clarified in the coming weeks, they will be able to refine the existing amount they are requesting in addition to increasing some of the existing contingencies so they will have funds available.

The presentation included a budget history for the total cost of \$151,661,968 for the project and the reductions taken to date; the construction budget of \$119,178,907, includes the maximum MSBA Grant award of \$38,442,820. Additional funds are not available from MSBA.

Alan De Hann, Project Architect with SSMA, provided a comparable chart of recent school construction projects in other school districts who are experiencing the same cost increases and who are also asking for additional funds due to supply chain problems, increased material costs, and labor shortages, etc.

Brian DeFilippis, Owners' Project Manager for PMA Consultants, reviewed the trade and non-trade bids and information. Early bids were sent out for concrete, steel, sitework and enabling, coming in \$1,081,484 over budget. Of the fifteen Trade Bids sent out, three were within budget and twelve over budget. They are in negotiations with the Non-Trade Bids. They prequalified 100 firms for this project and 54 submitted bids.

Additional Budget Needs:

Added Construction Costs (estimated)	\$17,066,996
Increase Construction Contingency 6.5%	\$ 1,481,581
Owner's Contingency Costs of 1%	<u>\$ 430,430</u>
Additional Funds Required/requesting: (includes escalation for non-trade bids)	\$18,979,007

The Town Manager reported that whatever the final number brought forward at Town Meeting and authorized, any funds determined not to be needed will not be borrowed. But if needed, they can be reauthorized and released to free cash at a later time. The Annual Tax Impact of the Additional Appropriation of \$18.9M for the average tax bill will be an increase of approximately \$83.00 per year for 30 years.

Next steps:

- Call a Special Town Meeting for November 30th at 7:00 PM at the WWII Auditorium with a vote of 2/3 needed to pass.
- Seek Dept of Revenue approval for proceeding solely with a Town Meeting vote.
- Select Board vote to make a decision. Site work continues.
- Schedule a "Quad-Board" Meeting to go over this request in-depth in a joint meeting of the School Committee/Select Board/Triboard/Building Committee.
- Refine requested amount.
- Public Outreach.

Alex Vispoli said the Select Board should go through the full process of going to Town Meeting and having a ballot box vote.

Select Board - Questions

Will this number be the 'high water' mark for the Special Town Meeting? Response: Yes.

How many bids have come in that we know will hold their price to the end of the year?

Response: There are two different categories: Trade bids 15, seven of which are moving forward to keep project going and the other eight are in negotiations. They are confident the bids will be extended to December 31st.

They are in negotiations with the non-trade bid contractors and based on their evaluation of the bids received and still going through, they know what the opening numbers were and are 'baked' into the estimate. It is a fluid process.

Question: Working in the construction manager at-risk model involves agreeing on a maximum price of the project, when will that be agreed upon, before or after Special Town Meeting?

Response: It will be after the Special Town Meeting. The Town Manager believes we will have a very good idea of the number based on what has been extended and the contingencies built in.

Comment: In terms of what is happening with other Massachusetts schools, who are having the same type of budget problem, it looks like the numbers are trending the same as Andover. If we do not have a Special Town Meeting, we will be limited on not building what we want. Response: Should we wait, the numbers are most likely to increase based on the current financial climate.

D. Special Town Meeting

Board to consider voting to call a Special Town Meeting on November 30th at 7:00 PM and open the warrant, submit necessary article(s) and close the warrant. The Town Manager talked about holding the Special Town Meeting at WWI Memorial Auditorium. Seating of four hundred with an overflow space of 400. Alex Vispoli asked that they schedule multiple opportunities for public discussion and to get out the communications on this request.

Annie Gilbert moved to call a Special Town Meeting for Wednesday, November 30, 2022, and to open the warrant, submit necessary article(s) and close the warrant at 4:30 PM on Friday, September 30, 2022. Motion seconded by Melissa Danisch. Motion passes 4-0.

E. Town Governance Study Committee Presentation (2nd Reading)

Board to vote to adopt process for review of the Town Governance Study Committee's recommendations.

Asst. Town Manager/Town Clerk Austin Simko said that the Select Board is to vote on the process or, as they go through this process, to vote on changes /suggestions. There will be no decision tonight, except on the process. When the Board last met, they received a high-level overview of the substance and now they are trying to sequence that substance into a process for consideration by the Board.

The presentation included detailed information and dates recommended to be implemented by the Town Manager and the Select Board.

Austin Simko provided an overview that included the General Process where they identified the implementing stakeholders for each recommendation:

- ~ Town Manager: Implementor of Administrative actions.
- ~ Select Board: Implementor of Executive policy actions.
- ~Town Meeting: Implementing stakeholder for Legislative actions.

The recommendation is that Town Manager and Select Board implemented recommendations be heard first, followed by Town Meeting recommendations.

1. Tier 1 short term: Presented at the 2023 Annual town Meeting.
2. Tier 1 long term: Legislative actions that the 2024 Annual Town Meeting can hear.

The recommendation by the Town Governance Committee for the Form of Government is to continue with the current Open Town Meeting with enhancements.

Select Board Meeting Dates:

- September 26: Approve process: No further action needed.
- October 3: Dedicated opportunity for the Board to hear public input.
- October 17: Deliberation by Select Board based on what they have heard and read.

After the form of government has been deliberated on, they would then consider recommendations that require the Town Manager and Select Board implementation. (by December 31, 2022).

By January 27 2023, Consider Tier 1 recommendations requiring 2023 Town Meeting implementation to be considered by the 4th Friday in January, when the Warrant closes for the 2023 Annual Town Meeting. Recommendations are just recommendations, and the Select Board is the decision-making body.

Annie Gilbert asked for clarification about Tier I and Tier 2 categories, which she recalls being described in the Town Governance Study Committee Report, and will not have to be laid out again? Austin Simko confirmed that the report describes which materials and recommendations are most and less complex. The tiering of the less complex would be considered first, leaving time for the more complex. They will not have to be laid out again.

November 7, 2022, Select Board Meeting

Implemented Recommendations: Executive Policy

November 21, 2022, Select Board Meeting

Town Manager Implemented Recommendations:

Pre-Town Meeting Discussion of Articles, etc.

December 12, 2022, Select Board Meeting:

Adoption of in-person electronic voting.

Promote civil honest and efficient debate.

Expand Board of Health from three -five members.

Remove residency requirement for Town Manager.

Summer & Fall 2023: Consider Tier 2 recommendations.

- Encourage Pre-submission of Town Meeting Article Amendments
- Select Board confirm only appointments for the following positions: Town Manager, Police Chief, Fire Rescue Chief, and Finance Director.
- Conduct Annual Town Election at its current time of year but change the effective date for office-taking after Town Meeting.
- Adopt a recall mechanism with high thresholds for calling a recall election.

Town Meeting – Implemented Recommendations: Legislative

By January 27, 2023, the Board to Consider Tier 1 recommendations requiring 2023 Town Meeting implementation.

The Board appreciates the work that went into the presentation, which is clear, helpful, and includes items that need to be addressed by the Select Board and the Articles that need to be put forward at Town Meeting. A representative(s) from the Town Governance Committee would be available (before or at the Select Board Meeting) to address questions from the Board. Jon Stumpf, Chair of the Town Governance Study Committee (TGSC) shared that he or someone from the TGSC would be available to answer questions.

Melissa Danisch moved to adopt the process for review of the Town Governance Study Committee’s recommendations. Motion seconded by Annie Gilbert. Motion passes 4-0.

F. Master Plan Update. <https://masterplan.andoverma.gov>

Lisa Schwartz, Assistant Planning Director and the Chair and Vice Chair of the Master Plan Steering Committee, Lelani Foster and Brian Masterson updated the Board on the 2022 Master Planning Process.

The Master Plan is a town-wide planning process engaging the community in exploring issues related to transportation, housing, climate, urban form, land use, economic development among other items. The plan is typically a 10-year long-range plan knitting together past, present and future initiatives of the Town. The last Master Plan was done in 2012. They are required to conduct a comprehensive review every 10 years and kicked off the Master Plan review in June of 2022.

Their presentation included a shared statement of values, a strategic vision, and a roadmap for the future of the Town, as well as a framework for implementation. They have reached out to the community to ask what they have done well, what they can do better, and what has been accomplished, which will hopefully provide a framework for Andover Boards and Committees to shape policies. The plan does not rezone or dictate zoning; nor does it dictate needs of certain areas or how local resources should be spent.

Engagement is key. Brian Masterson discussed the exploratory phase that included public engagement and outreach to residents through various forums and by soliciting feedback through a ‘real-time’ survey to address questions posed by the Committee that allows the public to add questions. The Exploration Phase of the plan will kick off with a Visioning Workshop

on Wednesday, Sept 28, 2022, from 7:00-9:00 PM at the Robb Center via a science fair style of engagement.

G. Community Health Assessment

Director of Public Health, Tom Carbone provided an update on the Community Health Assessment. This project is a systemic review of what the community needs and will provide a systematic roadmap for public health services opening up opportunities to gain access to funding at Federal, State, and Private Enterprise levels. They are working together with Brian McGrath, the Public Health Director for North Andover on this project and have engaged Health Resources in Action to conduct the process for us.

They are reviewing responses from public surveys and data collections and will be sending out a community survey in October through November. From January-March they will be looking at developing the Community Health Improvement Plan (CHIP) and should have a final report by June 2023. The deliverable will be one report for the two communities.

Their advisory board consists of 24-people (split between the two communities) and Andover’s board includes Deputy Town Manager, Mike Lindstrom, Wellness and Service Support Coordinator Angelina Roberts, DEI Director, Albert Pless, Joe Yarid, Director of School Social Workers, and Director of Nursing Rita Casper, along with three residents to help advise the direction of the surveys and the project. There will be a representative from Lawrence General, Merrimack College, and a taskforce of Town employees. They hope to reach out to the voices that do not get heard. They expect to have a Community Health Improvement Plan ready for May 2023.

VI. Consent Agenda

A. Appointments by the Town Manager

Annie Gilbert moved to approve the appointments by the Town Manager as listed in the Consent Agenda. Motion seconded by Melissa Danisch. Board voted 4-0 that the following appointments by the Town Manager be approved.

Department	Name	Position	Rate/Term	Date of Hire
Treasurer / Collector	Kimberly Scott <i>(Tara Hurley)</i>	Account Supervisor – Water/Sewer Billing	\$63,171.78/yr	10/24/2022
Treasurer / Collector	M. Antonio Guerrero <i>(Sydney Paskos)</i>	Office Assistant III Water/Sewer Billing	\$58,505.25/yr	10/18/2022
Community Development and Planning – Building Division	Joseph Silverio, Jr.	Alternate Electrical Inspector	\$40.00/hr	9/28/2022

Facilities	Richard Souza (<i>Wilfredo Abreu</i>)	Custodian	\$24.57/hr	9/27/2022
Facilities	Stephen Winget (<i>Anthony Accardi</i>)	Custodian	\$24.57/hr	9/27/2022
Community Services – Youth Services	Kayla Anderson	Seasonal	\$20.00/hr	9/12/2022
Community Services – Youth Services	Kristen Aulbach	Seasonal	\$17.00/hr	9/13/2022
Community Services – Youth Services	Barbara Burke	Seasonal	\$17.00/hr	9/13/2022
Community Services – Recreation	Olivia Crowley	Kid Care	\$19.00/hr	9/23/2022
Community Services – Recreation	Isha Agarwal	Kid Care	\$18.50/hr	9/14/2022
Community Services – Recreation	Nicholas Desanogueira	Kid Care	\$18.50/hr	9/26/2022
Community Services – Recreation	Dalvy Lebron	Kid Care	\$18.50/hr	9/26/2022
Andover Green Advisory Board	Aseem Juneja	Member	Term Expires 6/30/2023	9/26/2022
Commission on Diversity, Equity and Inclusion	Dianne Domenech Burgos	Phillips Academy Representative	Term Expires 6/30/2025	9/26/2022

VII. Adjourn

At 8:35 PM on a motion by Annie Gilbert and seconded by Melissa Danisch, the Select Board voted 4-0 to adjourn the meeting of Monday, September 26, 2022.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary.
ddd/final

Documents:
West Elementary School Building Presentation
Town Governance Study Committee Review Process
Master Plan Presentation

Select Board Meeting
Monday, October 3, 2022
Lifelong Learning Room at The Robb Center
30 Whittier Court, Andover, MA 01810

I. Call to Order – 7:00 P.M.

The Chair, Alex Vispoli, called the meeting to order at 7:00 PM in the Lifelong Learning Room at The Robb Center.

Members in Attendance: Annie Gilbert, Chris Huntress, Melissa Danisch, Alex Vispoli.

Others in Attendance: Town Manager Andrew Flanagan, Deputy Town Manager Mike Lindstrom, Asst Town Manager/Town Clerk, Austin Simko, Town Counsel Tom Urbelis.

II. Opening Ceremonies

Moment of Silence/Pledge of Allegiance

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

A. Proclamation for Community Media Day

Alex Vispoli, read the Proclamation for Community Media Day. Whereas the sharing of ideas and information builds common understanding and values within a community and access to local news and information that the Community Media organizations provide is critical for a healthy functioning, of our Town. Whereas Community Media organizations provide a means for diverse communications to tell their stories, hear each other's voices and create new stories together and is an important resource for participating in local democratic policy and process by connecting community organizations, school and local governments to their constituents and in many communities, people are not aware of the diverse and valuable programming on Public Education and Government access channels and communities will benefit from increased general awareness of viewing audiences for and creators of media content created by and for the community and, whereas, Andover TV plays a vital role in the building of our community by encouraging conversations about our common interests, increased discourse around policy issues, fostering understanding of local cultures and sharing information to improve our lives. Therefore, we the Town of Andover Select Board, do hereby proclaim October 20, 2022 as Community Media Day in the Town of Andover. We call upon the people of Andover to promote the importance of Community Media, training on AndoverTV and programming available on Comcast channel 8, 22, and 99, and Verizon channels 43, 45, and 47. In witness thereof we, have set unto our hands caused the seal of the Town of Andover on this day, October 3, 2022.

On behalf of the Board, Alex Vispoli presented the proclamation to Wess Murphy, Executive Director of Andover TV, who does a great job for the Town. Wess thanked the Board for the Proclamation and calling attention to what they and other stations across the country do to bring information to communities. AndoverTV covers 32 meetings, runs the studio at AHS with 352 students per year going through their program. If anyone would like to see their TV studio, they are encouraged to call the office.

III. Communications/Announcements/Liaison Reports

The Town Manager announced that there will be a Quad Board meeting on October 19th at 7:00 PM at the Memorial Hall Library to provide an overview of the status of the West Elementary -Shawsheen School (WESP) project and the steps needed to take relative to the budget.

Mike Lindstrom provided an update on the Elm Street safety enhancements that are in the process of being constructed along that roadway. The safety enhancements include flashing beacons, curb extensions, bump-outs to improve visibility so pedestrians have a better line of site and to reduce speed of traffic, and fog lines will be placed on the roadways. They ask that people be patient during this project.

Austin Simko reported that the ballots for the November 8th Election have not yet been received from the State. Upon receipt, they be mailed to residents. Residents can return their ballots to the Town Clerk via US Mail or by dropping them off in the collection box outside of Town Hall.

Melissa Danisch was pleased with the turnout at last week's update and visioning session with the Master Planning Committee. It was a very interesting update and there were many responses from those in attendance.

Alex Vispoli thanked the organizers of the car show held on Saturday morning on Main Street, about 80 cars were shown.

IV. Citizens Petitions and Presentations

Steve Walther, Morton Street, spoke about conclusions drawn from the Chelmsford Arbitration decision involving Andrew Flanagan Mr. Walter stated that Mr. Flanagan's testimony was not credible and provided remarks about the result of the arbitration which he states does concern the Town of Andover. Mr. Walther referred to Alex Vispoli's response at the previous meeting that this was a Chelmsford problem not a problem of the Town of Andover.

Kathy Grant, Morton Street, shared information from copies of documents she obtained surrounding the Chelmsford Superior Officers arbitration and provided the Q & A of the Chelmsford reports that included commentary on the Town Manager's position in this arbitration. Ms. Grant claims there was perjury and destruction of public records and subpoenaed evidence. She is concerned about a potential cost to Andover.

David Jameson, 59 Dascomb Road has questions relative to the Park Property Project on Chandler Road. Some time ago, during a decision-making process for that area, he recommended that a BMX bike track be erected on that property and he is inquiring about the status of the planning process. Mr. Flanagan said they will be having another public forum in November and encouraged Mr. Jameson to attend and share his suggestion.

V. Public Hearings

The public hearing opened at 7:23 PM

A. Small Cell Wireless Installation (1st Reading)

Board to review an application by Cellco Partnership d/b/a Verizon Wireless for the approval of five (5) 4G small cell wireless facilities including one (1) canister style antenna, two (2)

remote radio heads, and associated wires, cable, fiber demarcs, A/C converters, diplexers and electric meters attached to existing utility poles located within the public right of way at the following addresses:

ADDRESS	UTILITY POLE #
39 Stinson Road	6821
36 Vine Street	4540
164 Andover Street	4266/39
2 Hansom Road (Pole on Lovejoy Road)	7167/32
59 Dascomb Road	2857, 19/20

Paula Foley, Verizon Real Estate Network Consultant, introduced several members from Verizon (Gov't Affairs, a Radio Frequency Engineer, and the Principal Real Estate Engineer for small cells in New England, and a Site Acquisition Consultant). She then gave a short summary of their proposal for permission to install five small cell equipment on five utility poles on the above listed street addresses (each pole is jointly owned by Verizon and National Grid) to provide service capacity and coverage in areas where they have determined there is diminished service on the wireless network. The equipment will consist of one small 4G canister antenna mounted on the top of the utility pole with a remote radio unit and electric meter below the pole. There will not be any ground disturbance or any ground mounted equipment. They have submitted all of the required paperwork to the Town on July 28th and have received a copy of the memorandum of opposition.

Questions from the Board:

Please provide clarification if the pole is being removed or replaced. Paula Foley said the pole is being replaced by a new wooden pole that National Grid has determined needed to be replaced to support the equipment that will be 2' taller than the current pole in the public right of way. It will be a wooden utility pole.

The pole is in the public right-of-way. Would the new pole with the antenna would be less than 45? Response: The new pole would be 34' from ground level with a 3' extension and an antenna for a total height of less than 40'. The residents said the pole is significantly larger in height than what is installed on the street and they have significant concerns. This pole would have an aesthetic impact to the homes on the street.

Please provide a description of what a simple small cell looks like. Response: The pole is 35' tall and 14" in diameter and shared a photo of the small cell antenna. It is a low-powered antenna with a limited coverage area to boost coverage.

The Town's small cell guidelines states that the least preferable locations for poles to be located is in residential areas and in parks. Why was this location chosen? Response: They choose the site by running a series of predictions on where weak sites are identified and to specifically cover those areas.

Are there any of these installations in Town today? Response: There are no Verizon locations in Town - There might be one, but Paula is not sure who the owner is.

Did the Town Building Inspector look at this request? Paul Materazzo, Director of Planning, said this would be something that would be reviewed with the Planning Dept. The small cell application is a different process than the one used for taller cells and the cell tower requires a special permit.

Were the abutters notified? Abutters within 300' of the location of the utility poles were sent notification letters and the request was published in the local newspaper.

The Board has received many concerns from residents about the selected locations for the small cells. Residents asked the Board to look at the memo they have submitted.

Public Comments:

Several residents who reside in the area shared their concerns with the installation. They were shocked to see the Verizon trucks at the location today to take down the poles before approval at tonight's meeting. Verizon intends to install the 45' pole that, per the application, which would be a 4' extension and the antenna, which is more than 3' tall that would exceed the 45' guideline. The pole on Lovejoy Road does not fit within the parameters of the small cell facility because it is seeking to add new equipment. The poles would be higher than the current poles and an eyesore.

Andover's own policy talks about the aesthetics of the town and quality of life and indicates that residential neighborhoods are the least desired location for these towers. The residents report that the information they received, compared to the detail is unclear. It is concerning that they are making these moves before the application has been approved. They have some significant concerns about what Verizon's intent is in the future.

Annie Gilbert asked the Town Manager if the Board can get clarification if Verizon or others could build higher and for clarification from National Grid regarding the difference between the existing poles and the proposed new poles they are recommending.

Verizon representative Paula Foley responded to questions from the neighbors. They will supply a logistic analysis of the locations. Verizon cannot make any changes once installed unless the Town approves them. Any modifications would need to come to the Town for a vote.

The Board has 30-days from today to make a decision.

Chris Huntress moved to continue the public hearing for Small Cell Wireless Installation to Monday, October 17, 2022 at 7:00 P.M. Motion seconded by Melissa Danisch and voted 4-0 to approve.

VI. Regular Business

A. Halloween Trick-or-Treating

Melissa Danisch moved for the Board to set the date of Trick-or-Treating in the Town of Andover to October 31, 2022 from 5:00 PM to 7:00 PM. Motion seconded by Annie Gilbert and voted 4-0 to approve.

B. One Day Liquor License on Town Property

Board to review and consider voting to approve an application by Oak & Iron Brewing Co. for a one-day liquor license for the Run for the Troops on November 13, 2022.

Jim Cass Oak & Iron Brewing Company spoke about the request for a one-day liquor license for the Run for the Troops on Saturday, November 12th from 9:30 AM-12:00 PM in The Park sharing the general position of where they will be located. There were no issues last year but they are prepared should there be. He also commented on the remarkable day they had at Andover Day last week and thanked the Board, Ann Ormond, and Patrick Lawlor for helping them with this event.

Annie Gilbert moved to approve the liquor license on town property, for a Beer Garden at The Park, 34 Bartlet Street, during Run for the Troops on Sunday, November 13th from 9:00 AM. to Noon, subject to the condition that all other requirements of the Town are met prior to issuance. Motion seconded by Chris Huntress and voted 4-0 to approve.

C. Liquor License Change of Manager

Board to review and consider voting to approve the application of WHG Andover Inn, LCC for a Liquor License Change of Manager to James Siano at the Andover Inn, 4 Chapel Avenue. Elizabeth Madano spoke on behalf of the applicant, James Siano who has over 20 years of experience in the food and beverage industry. Austin Simko reported that there is one slight issue that will be resolved this week.

Melissa Danisch moved to approve the application of WHG Andover Inn, LLC, 4 Chapel Ave, Andover, for a Change of Manager on its All Alcoholic Innholder Beverage License; the new Manager to be James Siano of 2 Brookside Drive, Exeter, New Hampshire, subject to the condition that all other requirements of the Town are met prior to issuance of the license. Motion seconded by Chris Huntress and voted 4-0 to approve.

D. Town Governance. (TGSC)

Alex Vispoli reported that the Board will take feedback/input on the recommendation of the Town Governance Committee and will vote at their next meeting. Chair of the Town Governance Committee John Stumpf and member Dave Floreen were present from the TGSC.

Richard Howe, 3 Robandy Road, believes Andover has outgrown the Open Town Meeting form of Government. Andover currently has about 26,000 voters and averages about 500 voters (2%) over the past several years at Town Meeting. Many may prefer to elect others to vote for them and have representatives who might build expertise over time.

A Town Council form of Government would meet more frequently and consider key issues more promptly. The best government is the one that has the support of the voters. There was a survey of residents in 2019 by UMass Lowell. The sample of voters who responded included a disproportionate number of people that attend Town Meeting and who feel Town Meeting should be abolished. How should we test what the voters really want?

We should consider passing a Home-Rule petition to the Legislature to be placed on the ballot in 2024 that would be non-binding and in the meantime the Town can conduct a public

debate, generate public interest, and consider each of the four forms of government approved by the State. This would require special approval of the legislature passed by Town Meeting.

Kevin Coffey, One Stafford Lane: There are numerous reasons why people are unable to attend Town Meeting. The number and depth of the issues outstrips the ability for people to really understand them from a book compiled by the Finance Committee. It is a mistake to consider a form of government that doesn't engage more people, there are some simple steps that could be taken and by getting more feedback.

David Jamison, 59 Dascomb Road, does not have an issue with the current Town Meeting system, but takes issue with the way people conduct themselves. We need to engage the people who want to attend.

Ed Anson recently read the TGSC's report and agrees with almost everything in it. It is a remarkable well thought out study and the recommendations are excellent. He is perplexed that people think we need to do away with this type of Town Government that has served us well for a long time. Although, he takes exception with going to electronic voting which has been brought up twice and rejected twice and he does not think it is necessary. His main concerns are with cyber-security. The suggestion that people may be afraid to vote in an open meeting; they do have the provision for a 'secret vote' which has only been used once to his knowledge.

Tom Hartwell Jr., Lillian Terrace, he was very happy with the effort and information he read from the TGSC report and provided a presentation and feedback from other Town residents from the 2019 survey with participation being the highest concern

Several residents spoke about their support of Dick Howe's suggestion regarding a non-binding referendum which is a goal to engage the community in a more in-depth discussion. There needs to be a significant look at how to improve participation and engage residents.

Paul Colby-Clements, 119 Chestnut Street and a former member of the TGSC, asked the Committee to take a closer look at the report as to why other towns moved away from their former type of government. She understands and appreciates the comments from residents regarding low attendance at Town Meeting but finds confusion from having a direct say as a citizen as opposed to being able to go to the ballot box one time to choose councilors for three-year terms. They have a lot of data in the report on the feedback from the community and spent two years and multiple public meetings on this study, researching multiple forms of government, and holding many public and virtual meetings.

Mr. Vispoli said the Board appreciates the effort, the amount of work and the extra year the TGSC has put into this very comprehensive report.

John Stumpf, Chair of the TGSC, said they are here to help the community in their next journey and many of the items suggested are in the reforms. The TGSC (appendix 5 pages 137-159) analyzed voter turnout in every local election of every night in every Town Meeting from 1998-2019. They found that attendance is particularly high if there are items that will have a long-term effect on the Town. Even big-ticket items drew a large attendance if there

is controversy. Town Meeting is stable and perhaps growing. High attendance is there when it matters.

Dave Floreen, a member of the TGSC spoke about the U/Mass Lowell study where 2/3 of the people said Town Meeting was OK. Regarding the issue of efficiency improvement and participation, many towns use electronic voting,; remote voting requires legislative approval. They have been in contact with other communities in the State that have Open Town Meeting participation

E. Special Town Meeting

Board to consider voting to change the date of the proposed Special Town Meeting from November 30, 2022 to December 1, 2022 and location of the Special Town Meeting to the J. Everett Collins Center for the Performing Arts.

The Town Manager explained the request for the previous date of November 30th at WWI auditorium because the Collins Center was not available. The new date being proposed is December 1, 2022 and the meeting will be held in the J. Everett Collins Center.

Chris Huntress moved to change the date of the proposed Special Town Meeting from November 30, 2022 to December 1, 2022 and location of the Special Town Meeting to the J. Everett Collins Center for the Performing Arts. Motion seconded by Melissa Danisch and voted 4-0 to approve.

F. 2023 Annual Town Meeting and Town Election Calendar

Austin Simko, Town Manager/Town Clerk reported on the dates and the annual Town Meeting and Finance Committee deadlines for the approval of the 2023 Annual Town Meeting and Town Election Calendar.

Melissa Danisch moved to approve the 2023 Annual Town Meeting and Town Election Calendar as presented. Motion seconded by Chris Huntress and voted 4-0 to approve.

G. 25 mile-per-hour Speed Limit Opt-In

Board to consider voting to approve an application and application process for requests to reduce speed limit to 25 miles-per-hour. The presentation provided by the Town Manager explained the request for the two options and referred to the Street Listing provided that includes roads that currently have a 25-mph or would not be impacted. Other streets shaded in gray would be impacted by the change that would change depending upon what is adopted by the Board.

The 2022 Annual Town Meeting authorized the Select Board to opt into MGL Chapter 90 Section 17C either the Town-wide Option or the Street-by-Street Option as explained by the Town Manager.

Town-wide Option: Would reduce the speed limit from 30mph to 25-mph in thickly settled areas town-wide. Exceptions include State roads and roads where the speed limit is already posted (including roads where the speed limit is already posted at 30-mph). This is the most advantageous options as it avoids confusion for drivers, provides straightforward signage across the Town and at Town borders. It conforms with the National and Mass DOT

directives and the most efficient in terms of time and cost. Fifty of the 62 communities have chosen this option.

Street-by-Street-Option: Through an application process, the Board may consider reducing the speed limit from 30-mph to 25-mph in thickly settled areas town-wide. The exceptions would include State roads and roads where the speed limit is currently posted at 30-mph because the default is now 30-mph, and the Board votes to opt-in the roads that are posted at 30-mph would stay at 30-mph. Eight of 62 communities chose this option which has been recommended by DOT. The advantages of this option include: Speed limit is more effective, allows the Town to be more thorough in their decision-making, and provides more opportunity for targeted enforcement.

The Town reserves the right to adopt the Town-wide option at any time. The Town Manger reviewed both options presented and the Options for "Opting Out". It would take a few weeks to verify the required signatures, then Public Safety would review the plan along with the DPW.

The Board had a lengthy discussion and many residents spoke towards reducing the speed limit in the Town and the two options.

Melissa Danisch said the town-wide option would be a huge change with approximately 600 streets changing to 25-mph. She is reluctant to opt-into changing the speed limit for the entire Town. Residents can ask to change by a street-by-street basis.

Annie Gilbert does not agree that we should start cautiously with a street-by-street adoption. The consultant hired recommended that, due to the number of roadways with existing regulations and the apparent regulations that meet the conditions, we choose to opt-in on the Town-wide basis. The Warrant Article was clear that voting in favor would allow the Board to proceed in either path. She has received many emails to opt-in on a Town wide basis and none for the street-by-street option She strongly recommends voting for the Town-wide approach.

Chris Huntress is concerned about what was presented to Town Meeting; he recalls it was discussed as a street-by-street process. However, he has read a lot of the emails in favor of Town-wide option and driven through several town with signs posted "city-wide" 25-mph. MASS DOT said it is more efficient to opt-in town-wide and he received an email from a resident about the time it would take to petition for individual streets. He would be amenable to opt-in Town Wide Chris's concern lies with enforcement, do we have any intention or ability to enforce this?

Melissa Danisch said this would be a significant change throughout the entire town and having two months to a year will give us significant time to educate the public. Residents have also communicated concern about safe streets. Melissa would lean towards the entire town opt-in if it included education.

Chief Keefe and Safety Officer Glen Ota said they would institute a town-wide communications and education push which could take 6-months to a year before enforcement would begin.

The Town Manager said this is a larger effort whether it be police staffing, complete streets policy, physical infrastructure improvements to certain roads, for addressing the issue.

A number of residents spoke about this change and agreed that a Town-Wide speed limit is the best option.

The Board chose to not vote their decision tonight.

H. Amended Conservation Restriction

Board to consider voting to approve and sign the Amended Conservation Restriction for Frenchman’s Reserve.

Attorney Mark Johnson spoke about the Amended Conservation Restriction for Frenchman’s Reserve which has been signed by the Conservation Commission and approved by Town Counsel. Tom Urbelis said this is pursuant to the Court Order of Remand.

Melissa Danisch moved to approve and sign the Amended Conservation Restriction for Frenchman’s Reserve. Motion seconded by Annie Gilbert and voted 4-0 to approve.

VII. Consent Agenda

A. Appointments by the Town Manager

Chris Huntress moved that the Board vote that the following appointments by the Town Manager as listed in the Consent Agenda be approved. Motion seconded by Melissa Danisch and voted 4-0 to approve.

Department	Name	Position	Rate/Term	Date of Hire
Town Clerk	Vanessa French <i>(Melissa Ripley)</i>	Assistant Town Clerk	\$79,547.91/yr	10/12/2022
Community Services – Youth Services	Seth Frye	Seasonal	\$15.00/hr	9/26/2022
Greater Lawrence Sanitary District	Christopher Cronin	Member	Term Expires 10/28/2025	10/28/2022

VIII. Approval of Minutes

A. Board to approve minutes from the following meetings:

1. June 27, 2022
2. August 15, 2022

Annie Gilbert moved to approve the meeting minutes of June 27, 2022 and August 15, 2022 as submitted. Motion seconded by Melissa Danisch. Motion passes 4-0.

IX. Adjourn

At 9:58 P.M. on a motion by Chris Huntress and seconded by Annie Gilbert, the Andover Select Board voted 4-0 to adjourn the meeting of Monday, October 3, 2022.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary