



**Select Board Meeting**  
 Monday, May 20, 2024  
 School Committee Room, School Administration Building  
 30 Whittier Court, Andover, MA 01810

7:30 PM

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 2024 MAY 16 PM 2:52

TOWN OF ANDOVER, MASS

- I. **Call to Order – 7:30 P.M.**
- II. **Opening Ceremonies**
  - A. Moment of Silence/Pledge of Allegiance
- III. **Communications/Announcements/Liaison Reports**
- IV. **Public Comment**
- V. **Regular Business**
  - A. Election Equipment  
 Board to discuss and consider voting to approve the use of a high-speed ballot tabulator for use in all elections held within the Town of Andover.
  - B. Amendments to 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 1, Article V, Section 2 – Parking
    1. Impose a parking restriction of No Parking on the north side of 29 Cuba Street.  
 Location: 29 Cuba Street for a distance of approximately 20 feet.
    2. Impose a parking restriction of No Parking on the north side of 49 Red Spring Road.  
 Location: 49 Red Spring Road for a distance of approximately 40 feet.
  - C. Zoning Board of Appeals Appointment Criteria  
 Board to discuss and consider voting on criteria for appointments to the Zoning Board of Appeals.
  - D. Presentation on Open Meeting Law  
 Town Counsel to provide an overview of the Open Meeting Law.
  - E. Review of Select Board, Finance Committee and School Committee (Tri-Board) Workshop and Special Town Meeting  
 Board to discuss May 8, 2024 Tri-Board Workshop and potential Special Town Meeting.
- VI. **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
Andover Green Advisory Board	Willow Cheeley	Member	06/30/2027	07/01/2024
Andover Green Advisory Board	Philip Martin	Member	06/30/2026	05/21/2024

Andover Housing Trust Fund Board of Trustees	David Brown	Member	06/30/2027	07/01/2024
Andover Housing Trust Fund Board of Trustees	Patricia Dell Ross	Member	06/30/2027	07/01/2024
Audit Committee	Mary Ellen Logee	Member	06/30/2026	05/21/2024
Audit Committee	Steven Sintros	Member	06/30/2026	05/21/2024
Ballardvale Historic District Commission	Remi Machet	Member	06/30/2027	07/01/2024
Board of Assessors	Lewis Trumbore	Member	06/30/2027	07/01/2024
Commission on Disability	Carlene Belle Flanagan	Member	06/30/2027	07/01/2024
Council on Aging	Edward Plowey	Member	06/30/2027	07/01/2024
Cultural Council	Yuantai Du	Member	06/30/2027	07/01/2024
Elderly & Disabled Tax Fund Committee	Kimberly Butler-Rainen	Member	06/30/2027	07/01/2024
Elderly & Disabled Tax Fund Committee	Thomas Rando	Member	06/30/2027	07/01/2024
Investment Committee	Andrew Betts	Member	06/30/2027	07/01/2024
Merrimack Valley Planning Commission	Jacki Byerley	Alternate Member	06/30/2025	07/01/2024
Merrimack Valley Planning Commission	Lisa Schwarz	Member	06/30/2025	07/01/2024
Patriotic Holiday Committee	Calvin Deyermond	Member	06/30/2025	07/01/2024
Patriotic Holiday Committee	Brian Masterson	Member	06/30/2025	07/01/2024
Patriotic Holiday Committee	Edward Ratyna	Member	06/30/2025	07/01/2024
Preservation Commission	Karen Van Welden-Herman	Member	06/30/2027	07/01/2024
Scholarship Committee	Kate Allard	Member	06/30/2027	07/01/2024
Scholarship Committee	Philip Giguere	Member	06/30/2027	07/01/2024
Scholarship Committee	Carolyn Hanson	Member	06/30/2027	07/01/2024
Towle Fund	Gloria Wager	Member	06/30/2027	07/01/2024
Trustees of Spring Grove Cemetery	Mark De Lisio	Member	06/30/2027	07/01/2024
Trustees of Spring Grove Cemetery	Gail Ralston	Member	06/30/2027	07/01/2024
West Elementary School Building Committee	Lauren Conoscenti	School Committee Representative		05/21/2024

**VII. Approval of Minutes**

- A. Board to approve minutes from the following meetings:
1. April 8, 2024 Select Board

**VIII. 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 Amy Heidebrecht in the Town Manager's Office at 978-623-8213 or by email at [amy.heidebrecht@andoverma.us](mailto:amy.heidebrecht@andoverma.us)*

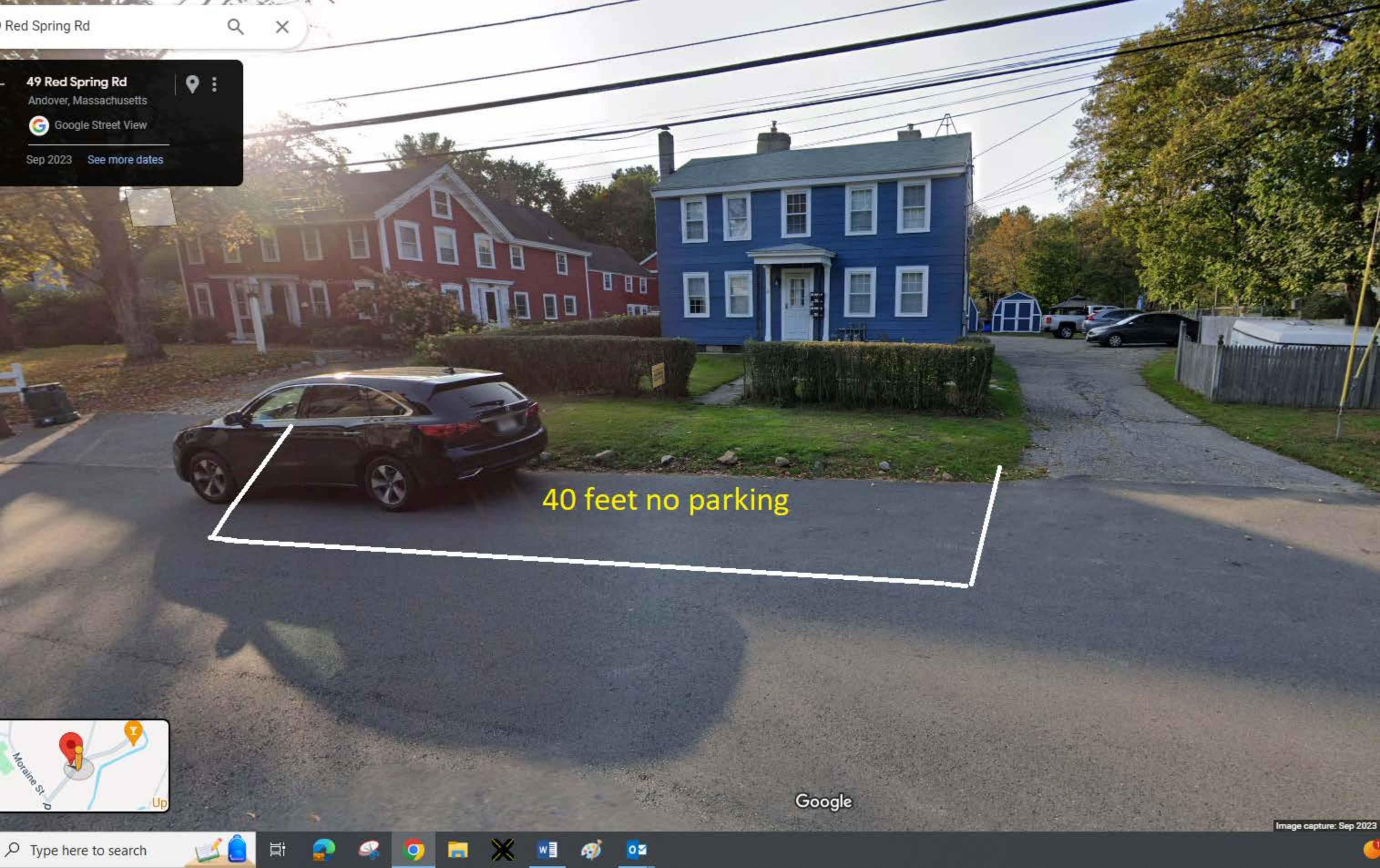
MEETINGS ARE TELEVISED ON  
COMCAST CHANNEL 22 AND VERIZON CHANNEL 45

49 Red Spring Rd

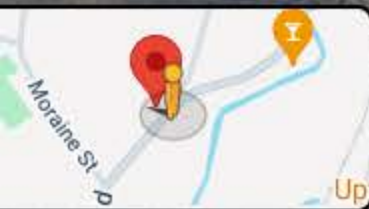
Andover, Massachusetts

📍 Google Street View

Sep 2023 See more dates



40 feet no parking

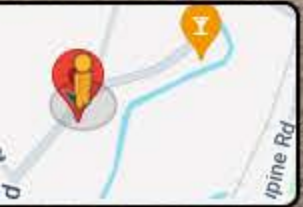


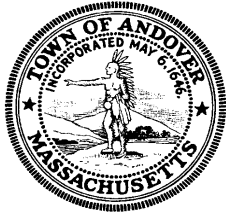
Google

15 Red Spring Rd  
 Andover, Massachusetts  
 Google Street View  
 Sep 2023 See more dates



No Parking 20 feet





## Select Board Meeting

Monday, April 8, 2024 7:00 PM

School Committee Room, School Administration Building  
30 Whittier Court, Andover, MA 01810

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### I. Call to Order – 7:00 P.M.

The Chair, Melissa Danisch called the Select Board Meeting of Monday, April 8, 2024 to order in the School Committee Room at 7:00 PM.

Members in attendance: Alex Vispoli, Laura Gregory, Ellen Townson and Kevin Coffey.

Others in attendance: Town Manager Andrew Flanagan, Deputy Town Manager Mike Lindstrom, Patrick Lawlor Chief Administrative & Financial Officer, Austin Simko, Deputy Town Manager and Town Clerk, Town Counsel, Doug Heim.

The Chair welcomed the two new Select Board members, Keven Coffey and Ellen Townson.

### II. Opening Ceremonies

#### A. Moment of Silence followed by the Pledge of Allegiance

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

#### B. Proclamation for Motorcycle Awareness Season

Eric Boulder, 11 Longwood Drive, and Paul Cota from Amesbury, Mass. spoke about Motorcycle Awareness Season and being aware of other types of vehicles on the road besides automobiles. Andover has over 350 registered motorcycles.

Their awareness slogan is “Check Twice – Save a Life Motorcycles are everywhere” last year there were 58 motorcycle fatalities. The Dept of Transportation has been very supportive in this effort. They kicked off the season with a proclamation from the State House on March 24<sup>th</sup> in Amesbury.

Melissa Danisch read the proclamation for Motorcycle Awareness Season. The Select Board proclaims April 9-April 30 to be Motorcycle Awareness Period in the Town of Andover and wish all who ride an enjoyable and safe riding season.

Alex Vispoli moved to adopt the Proclamation. Motion seconded by Laura Gregory and voted 5-0 to approve.

### III. Communications/Announcements/Liaison Reports.

The Town Manager announced the Annual Town Meeting Preview and information session will be held on April 24<sup>th</sup> at the Public Safety Center. and information session. Last year, they had virtual participation and will be doing something similar this year. They will touch on a lot of articles and answer questions on any Town Sponsored Articles. Questions can be sent to the Town Manager’s Office by email or text.

Governor Healy has put a hiring hold into effect due to revenue shortfalls but does not anticipate any reduction in State Aid. The Town Manager reported that Andover’s revenues are diversified (local receipts, property taxes, etc.), we are in good shape and does not feel that Andover needs to make any operating modifications or hiring changes.

Patrick Lawlor recognized the following Town employees with notable work anniversaries this month.

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Steve Surette	General Foreman in the Highway Dept.	34 years
Lt. John Ganzi	Fire Department	29 years
John Hines	Firefighter	29 years
Bob Pelletier	Firefighter	29 years
Garrett Ferris	Firefighter	29 years
Det. Robin Cataldo	Police Dept.	28 years

Thank you all for your long service to the Town of Andover.

Austin Simko recognized Bob Willard who has been on the Board of Registrars for three years and whose term ended on April 1<sup>st</sup>. Before that, Mr. Willard had been an Election Officer for decades as well as a precinct warden. He was very knowledgeable and diligent.

Laura Gregory gave out as shout out to Annie Gilbert and Chris Huntress for their service to the Town and welcomed the two new Select Board Members, Ellen Townson and Kevin Coffey. Alex Vispoli supported Laura's recognition of Annie Gilbert and Chris Huntress and welcomed the two new members to the Board.

Kevin Coffey thanked the Board members and the Town staff who have been very welcoming and helpful with information and supportive information.

Ellen Townson thanked everyone for the warm welcome and looks forward to working with everyone.

Melissa Danisch thanked everyone who put the new Select Board Oath of Office Ceremony together, it was a really nice event and Austin Simko spoke quite eloquently about the importance of involvement of all who participated.

Earth Day is coming up on April 22<sup>nd</sup>, followed by Arbor Day on April 26<sup>th</sup> and the 4<sup>th</sup> annual Neighborhood Cleanup Day scheduled for Saturday April 27<sup>th</sup>. Sign up is available on the Town website.

#### **IV. Citizens Petitions and Presentation**

Bob Pokress, Cherrywood Circle, recognized Deputy Town Manager, Mike Lindstrom, Joyce Losick-Yang, Director of Sustainability and Energy, and the Town Manager related to the Andover Community Power Program. The first community session was held this morning. He also encouraged the Town to send a mailing to all residents since most residents do not watch the Town website.

Nancy McCain, 479 Lowell Street spoke about the Haggetts Pond project. The Town of Andover Conservation Commission has a Wetlands Protection Regulation that went into effect on April 13, 2014 which covers vernal pools that are a protected site. She asked why we would be moving forward on paving a wetland on a protective site. The trail is already ADA compliant; it does not make sense to be changing a protected wetland.

John Page, 15 Harding Street. If the option to pave Haggetts Pond does not work out, and is then not ADA compliant, the Town needs to think about a second option, i.e. Pomp's Pond or Shawsheen River.

Melissa Danisch said this item in front of the Conservation Commission.

## V. **Public Hearings**

Eversource Gas – Gould Road. Representative Louis De Rojas, Sr. Project Manager presented the request from Eversource Gas of Massachusetts for permission for installation of a gas telemeter cabinet and associated service line at 106 Gould Road to remotely monitor pressure in the Andover Gas System as part of the DPU Safety Enhancement Assessment. The original location was 109 Gould Road and the request is to reposition to 106 Gould Road. Austin Simko reported that the Police, Fire, DPW Engineering and others have been notified.

Ellen Townson asked that they change the Engineering Plan to reflect the accurate location of 109 instead of 106.

Laura Gregory moved to approve the application from Eversource Gas of Massachusetts to install a gas telemeter cabinet and associated service lines for the purpose of remote pressure monitoring for the DPU Safety Enhancement Assessment at 106 Gould Road with the condition that the engineering drawings filed with the Town reflect the relocation or the as built location of the cabinet. Motion seconded by Ellen Townsman. Motion passes 5-0.

### National Grid – Fraser Drive

Nation Grid is requesting to construct a line of underground electric conduits, including the necessary sustaining, and protecting fixtures, under and across Fraser Drive.

David Boucher, Senior Designer of National Grid reported on the request to place approximately 150' 2" conduits on the grassy area on the side of the pavement.

Alex Vispoli moved to approve the request of National Grid to construct a line of underground electric conduits, including the necessary sustaining, and protecting fixtures, under and across Fraser Drive. Motion seconded by Laura Gregory and voted 5-0 to approve.

## VI. **Regular Business**

### A. Board of Registrars Appointment

Austin Simko said this is a perennial appointment of the Board and explained why this is only an appointment from the Democratic Town Committee. This appointment is for a three -year term effective immediately until March 31 2027. Austin Simko is recommending Molly Bicking of 239 River Road, Andover be appointed.

Molly Bicking shared her participation and volunteer history in Andover to the Board. She worked at the polls for twenty-two years including a term as a warden. She has a strong commitment to ensuring fair and accurate elections.

Alex Vispoli moved that the Board appoint Molly Bicking of 239 River Road as a member of the Board of Registrars for a term beginning April 1, 2024 and ending March 31, 2027.

Motion seconded by Laura Gregory and voted 5-0 to approve the appointment.

### B. Andover Community Power

Mike Lindstrom gave a brief update on the program launch and provided a presentation on the Municipal Aggregation for Andover Power. It is important to talk about the electricity supply system. The utility will always be by National Grid. They went out for bid on March 11<sup>th</sup> and

received incredible rates, especially for Andover Ultimate, and locked in for 42 months, the term of the contract. They have chosen to source local renewable energy beyond what is required by the State. Information on Andover Community Power is available on the Town Website at [acp.andoverma.gov](http://acp.andoverma.gov)

There are two parts the delivery which is National Grid, that never changes and the supply, where there are choices. Rates will be in effect for the duration of 42 months.

Andover Standard will be the default program for residents who don't chose the Andover Community Power Plan Options.

There are three choices:

1. Andover Basic Rates are slightly lower 13.286 c/kWh
2. Andover Standard Automatic for eligible customers 13.905 c/kWh
3. Andover Ultimate Almost four cents below National Grid rate 14.637 c/kWh

There will be one single bill from National Grid. What will be different will be the name on the supply rate and the rate. Andover's rate will be the same for 3.5 years.

An official postcard from Andover Community Power which will be a town run program to provide new electricity supply options for all Andover residents and businesses. Residents will be receiving a letter on options and how to opt out.

Andover Community Power will be launching in June 2024. Information is available on the Town Website under Andover Community Power.

Upcoming Andover Community Power Engagements:

- April 12 Virtual Zoom Meting
- April 17 Official Press Release, Website updated, and Customer service line up.
- April 10 Official Mailer sent
- \*May 13 Opt-out or Opt-up period ends.
- June Launch program

**VII. A. Consent Agenda**

Alex Vispoli moved that the following appointments by the Town Manager be approved. Motion seconded by Laura Gregory and voted 5-0 to approve.

<u>Dept.</u>	<u>Name</u>	<u>Position</u>	<u>Rate/Term</u>	<u>Date of Hire</u>
Preservation Commission	Leslie Frost	Member	Term Expires 06/30/2026	04/09/2024
Dept of Public Works	Christopher Kun (Jeffrey Ring)	Parks & Grounds Working Foreman	\$39.10/hr.	04/15/2024
Memorial Hall Library	Sara De La Parra.	Library Aide		

**VIII. Approval of Minutes**

- February 12, 2024 Select Board
- March 11, 2024 Select Board

Alex Vispoli moved to approve the minutes of February 12, and March 11, 2024 as printed. Motion seconded by Laura Gregory and voted 3-0 to approve.

**IX. 2024 Select Board Meetings**

The Select Board Meeting dates of July 22 and August 6, 2024 were presented to the Board for approval.

Laura Gregory moved to approve the Select Board Meeting dates of July 22, 2024 and August 5, 2024. Motion seconded by Alex Vispoli and voted 5-0 to approve.

**X. Adjourn**

At 7:59 PM on a motion by Ellen Townson and seconded by Alex Vispoli, the Board voted 5-0 to adjourn the meeting of April 8, 2024.

Respectfully submitted,

Dee DeLorenzo  
Recording Secretary