



Select Board Meeting
 Tuesday, April 29, 2025 6:00 PM
 Andover High School
 Classroom Number 112
 80 Shawsheen Road, Andover, MA 01810

RECEIVED
 TOWN CLERK'S OFFICE
 2025 APR 25 PM 3:27
 TOWN OF ANDOVER, MA

I. Call to Order – 6:00 P.M.

II. Regular Business

A. Town Meeting Articles

Board to discuss and consider voting to take a position on Town Meeting Articles.

III. Consent Agenda

A. Appointments by the Town Manager

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

Commission	Name	Position	Expiration Date	Start Date
Commission on Disability	Joseph Connelly	Member	06/30/2027	04/30/2025

IV. Approval of Minutes

A. Board to approve minutes from the following meetings:

1. March 31, 2025

V. Executive Session

A. Board to vote to go into Executive Session pursuant purpose 7 to approve and release Executive Session minutes of October 7, 2019, November 7, 2022, July 17, 2024 and April 14, 2025; for the Chair to declare that an open session may have a detrimental effect on the negotiating position of the Town; and/or

B. Board to vote to go into executive session to discuss strategy with respect to litigation and for the Chair to declare an open session may have a detrimental effect on the ligation position of the Town – Kathy Grant et al. v. Town of Andover, et al.; and not return to open session.

VI. Adjourn

Summary of Town Manager Staff Appointments

The Town Manager is pleased to announce the following appointments:

Department	Name	Position	Rate/Term	Date of Hire
Fire Rescue	Stephen D'Urso (Emma Keefe)	Firefighter	\$66,075/year	04/28/2025
Fire Rescue	Dereck Silvestro (John Senee)	Firefighter	\$66,075/year	04/28/2025
Public Works	Brent Salvatore (Cole Johansen)	Water Treatment Plant Operator	\$37.20/hour	05/13/2025

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



Select Board Meeting

Monday, March 31, 2025 6:30 PM

Select Board Room, Town Offices

36 Bartlet Street Andover, MA 01810

I. Call to Order – 6:30 P.M.

The Chair called the Select Board Meeting to order at 6:30 PM in the Select Board Meeting Room at Town Offices.

II. Executive Session

A. Selectman Vispoli moved that the Board go into Executive Session pursuant to option 2 to conduct strategy sessions in preparation for negotiations with nonunion personnel, i.e., the Town Accountant and for the Chair to declare that an open session may have a detrimental effect on the negotiating position of the Town.

B. Selectman Vispoli moved that the Board vote to go into Executive Session pursuant purpose 7 to approve and not to release Executive Session minutes of February 24, 2025, March 6, 2025, March 10, 2025, and March 27, 2025 and return to open session. The motion was seconded by Ellen Townson. Roll call vote: Kevin Coffey-Y, Ellen Townson-Y, Laura Gregory-Y, and Alex Vispoli-Y. Motion passes 5-0.

III. Opening Ceremonies The Select Board returned to Open Session 7:00 PM.

A. Moment of Silence/Pledge of Allegiance

Prior to the opening Ceremonies, Selectman Vispoli read a message from Police Chief Keefe and Fire Chief Murphy announcing the untimely death of Dispatch Supervisor Chuck Jessico who served the citizens of Andover faithfully.

B. Recognition of Esther Pelletier

Selectman Vispoli read the Citation for Ester Pelletier's 100th birthday and who has been a cherished Andover resident for over 56 years. Esther been an avid swimmer and achieved 24 first place finishes. Ester is also a passionate golfer and achieved her first hole-in-one at the Middleton Golf Course and competed in a half marathon at the age of 80 and recognized her as a shining example of the Andover Community embodying a spirit of inspiration and lifelong learning. The Town Manager presented Ester with a pot of violets.

C. Recognition of James Poirier

The Chair recognized James Poirier an Andover resident and Eagle Scout from Troop 79 Boy Scouts of American who is being recognized for his outstanding achievements in scouting and has earned all 139 Boy Scout Merit badges available, a rare accomplishment achieved by less than 1% of Eagle Scouts. He has brought favorable acclaim to himself, his family, his Boy Scout troop, and the Town of Andover.

John Hess, President of AVIS, former Town Manager and AVIS Trustee Buzz Stapczynski and Alex Driscoll also from AVIS all acknowledged the work that Jimmy has done and who has been a warden for many years with his father at the Rafton Reservation. AVIS relies on volunteers to get their work done. Over the last 10 years approximately 35-38 scouts have taken on many trail projects.

IV. **Town Manager Report**

The Town Manager announced that Lt. Eddie Guy, a member of the APS since 2004 and a part of Chief Keefe's Leadership Team since 2013 and who has served as the second in command and Chief Executive Officer since 2016, is becoming the Police Chief of Hamilton, Massachusetts. They wish him the best.

The Town is welcoming Esme Green to their Leadership Team starting on Monday as the next Memorial Hall Library Director replacing Barbara McNamara who is retiring after 30 years. Esme has been at the Sudbury library for 14 years.

The Town Manager talked about the significant water main break on Haggetts Pond Road last week that resulted in discolored water in a big portion of town creating a lot of concern by residents in the community. Andover has been playing catch-up and invested almost \$15M in water mains over the past 10-years and have tried to accelerate the water main replacement in a way that is strategic and allows them to try and make major progress towards alleviating this condition.

The DPW Team will be introducing a new plan for the Select Board's consideration to get back to the 4-miles per year which is a significant investment. Now is the time to consider a potential change to the overall Water Dept. which is a big project with a lot of pieces to it. They may possibly be looking at the water rates which besides Lawrence, are the lowest in the area. Carlos and his team have been looking at how much realistically they can do and how to prioritize the work.

On the Horizon:

DPW Director Carols Jacques and the Town Manager will give a presentation on the new Trash and Recycling Program on Wednesday, April 9th at 6:30 PM in the Select Board Meeting Room.

A meeting on the Shawsheen School reuse will be held on Wednesday, April 16th at 6:30 PM at the Memorial Hall Library. Input can be sent to: Shawsheenreuse@andoverma.us

A Town Meeting Forum will be held in the Select Board Meeting Room in Town Offices on Thursday, April 24th to review Town Articles; the entire leadership will be in attendance. The meeting will also be offered remotely and also accept questions by text.

On Thursday, April 10th at 6:30 P.M a meeting will be held in the Select Board Meeting Room to discuss Elm Square Improvements meeting.

A. Financial Update

Andover Town Accountant Hayley Green presented a quarterly update on the Town financial reports through February 28th. Generally, they expect to have revenues and expenses at 66%.but due to departmental needs and the non-cyclical process of the departments, you won't always see that.

Revenues: They have collected about \$164M which is 73.4% of the budgeted revenues through this year and very close to the 74% collected last year.

Local receipts: They are collecting more than expected as compared to the budgets. This is mainly due to the investment income they had last year which was high.

Offset receipts: in-line with projections and prior collections.

Property taxes and State Aid are in line with projections and with prior years.
Enterprise Funds: Total water collections exceed projections at 80.1% due to the drier summer, which generates more consumption. Total sewer collections are in line with expectations of 68% although we received less this year it was expected because the budgets are lower.

Haley provided information on the status of revenues, local receipts, offset receipts, property taxes, and State Aid which are in line with projections. Also included in her report was information on the Enterprise Funds.

Haley also reported that at this point in time, they are in line with most items.

Local receipts – collecting more than expected

Offset Receipts – in line with projections

Property Taxes and State Aid – in-line with projections and prior years.

Revised Budget less expense.

Expenses (does not include payroll).

Enterprise Funds: Water is exceeding projections at 80% due to the dryer summer and rate increase.

Sewer Collections in line with budgets at 68% at this time.

Visual of the local receipts:

Capital Projects – CIPs approved as part of Article 5 from 2019 through 2025. Dept Heads are aware of the balances and will try to use them up.

As of February, there is a \$3.2M balance for projects approved but not yet completed.

V. Communications/Announcements/Liaison Reports

Mike Lindstrom reported on the status of Nason’s Landing meeting last week and final design is available on the Town website. He also congratulated Alex Vispoli and Melissa Danisch on their re-election to the Select Board.

VI. Public Comment - None

VII. Regular Business

A. Board of Registrars Appointment

Board to consider nominees for appointment to the Board of Registrars of Voters and to appoint a registrar for a term beginning April 1, 2025 and expiring March 31, 2028. The Andover Republican Town Committee nominates Keith Saxon of 15 Wethersfield Drive, Andover and the Andover Democratic Town Committee nominates Sharon Magnuson of 4 Old South Lane, Andover. Both candidates provided their background information.

Motion: Melissa Danisch moved that the board appoint Sharon Magnuson to the Board of Registrars of Voters. There was no second. Motion fails.

Motion: Alex Vispoli moved to reappoint Keith Saxon as Registrar. Motion seconded by Ellen Townson and voted 4-1 to approve.

B. Select Board Policy Book

Board to discuss and consider voting to approve a process for reviewing the Select Board Policy Book.

Atty Heim said that the Legal Dept would value the Board's input on prioritization and the opportunity for the Board to develop new policies and suggested the Board select a liaison to work with them to provide some direction on how the Board wants to proceed on policy updates, new policies, and a quarterly update on the progress.

Alex Vispoli and Laura Gregory offered to work with the Legal Dept on the policies and to respond to Town Counsel by noon on Friday, April 11th.

C. [Route 133 Corridor Project](#)

Director of Public Works Carlos Jacques, Director of Planning Paul Materazzo and Design Consultant Jonathan Rockwell from TEC provided an update regarding the Route 133 Corridor Project which runs along Route 133, Lowell Street from the intersection at West Parish Church, Beacon Street, Rte. 28 and Shawsheen Square.

The concerns include intersection traffic operations, safety/alignment vehicle speeds, insufficient pedestrian and bicycle accommodations, sidewalks, replace aging infrastructure. (drainage/pavement/signals) and replace the traffic control lights.

The presentation also included Project Goals to address the concerns, preserve the character and aesthetics of the road, minimize impact to the historic district, t enhance safety in the area, replace sidewalks, improve traffic operations, expand pedestrian accessibility and safety for all users and calm traffic, and improve intersection alignment.

In late 2020, Public Outreach was conducted and they received approval by MASS DOT's Project Review Committee with funding from the State for construction. In March 2021 and have held several public information sessions. A hybrid hearing was held on September 18,2024 (in-person, via Zoom and on Andover TV with strong support for the preferred alternative.

The preferred alternative includes a shared use path along the north side of the roadway, improving pedestrian accessibility and bicycle accommodations and to fully construct traffic signals along Route 133 and Route 28 and to modernize the roadway.

Intersection of Shawsheen and Rte.133 proposal to fully reconstruct the traffic signal, realign the Shawsheen Road approach and remove the raised island. There will be some takings of property for easements at the intersections.

They are also proposing an exclusive left turn signal at Shawsheen Square and an exclusive left turn lane, reducing the departure by one lane.

Preserving on-street parking for businesses on Rte. 133 and to relocating the Bowling Green Parking Lot (in/out) and include inclusive crossing lanes.

Next steps: Looking to engage with a consultant and establish a local working group to collaborate with them to develop the plan. This has been a robust public project.

Construction to start in 2029 with funds allocated through the Merrimack Improvement Project (it would be. A TIP project).

How many utility poles will be in the project? They expect close to 50 utility poles will move off of the sidewalk and into the buffer area and they may have to have an utility easement in some spots.

Will there be a reduction in parking spaces? There will be a reduction of about 8-10 spaces in the Bowling Green Parking Lot.

As the project moves along, there could be more investment in the area. The area has been looked at as a Flood Storage area so there is an environmental benefit. The Board discussed flooding/drainage in the Shawsheen and Main Street area and ways to address flooding.

Questions from Audience

Keith Saxon asked about the possible effects on the Hussy Brook area and if there are plans to increase the capacity there. DPW Director Carlos Jacques said no plans right now to increase capacity from Hussey Brook.

D. Annual Town Meeting Articles

Board to consider voting to take a position on the following articles: (support or repeal)

P28	<p>Repeal of Ballardvale Historic District Commission General Bylaw Private Article: Max Acocio, 246 Andover Street and Sarah Forensic, 238 Andover Street asked what the priorities are as a Town and individuals, and the Ballardvale Historic District may not align with the Town priorities. In talking to neighbors, they found it not to be something of value and might impose more of a burden and cost to residents than the original proposal. There is some deficiency in the Ballardvale By-law.</p> <p>Motion: Alex Vispoli moved to recommend disapproval of Repeal of Ballardvale Historic District Commission General Bylaw. P-28. Motion seconded by Melissa Danisch and voted 5-0 to approve.</p>
P30	<p>Opt-In Specialized Energy Code</p> <p>Joyce Losick -Yang provided an update on the Specialized Energy Code and reported that she presented to the Finance Committee and School Committee. 48 Communities have passed the Specialized Building Code. This is a simple majority vote.</p> <p>Brian Major, 11 Odyssey Way clarified the decision of the Finance Committee which was a 4-4 vote to disapprove and a no approval vote brought forward. There were no motions to recommend approval.</p> <p>Kate Margoli spoke about the benefits and affordable housing. Willow Cheeley, Chair of Green Advisory talked about costs that will be less for future homeowners and she recommends approval.</p> <p>Melissa Danisch moved to recommend approval of Article P30 Opt-In Specialized Energy Code. Ellen Townson seconded the motion and was voted 5-0 to approve.</p>
P34	<p>Amend General Bylaws: Water Presentation.</p> <p>Carlos Jacques provided a presentation on Water Management – Andover holds a WMA registration and Permit each with their own set of requirements. He also provided information on Level 1 Mild Drought, Level 2 Significant Drought and Level 3 Critical Drought or Level 4</p>

	<p>Drought Emergency. The Board had a lengthy discussion on Water Restriction and the law/regulations.</p> <p>Definition of outdoor water usage – The Town Manager has not heard from other communities that restrictions have been an issue. Town Counsel suggested we consider a home rule petition.</p> <p>Melissa Danisch moved to recommend Town Meeting Approval of P34 Amend General By-laws of Water Restrictions. Motion seconded by Ellen Townson. The Board voted 3-2 to approve.</p>
P36	<p>School Department Special Education Appropriation of \$450,000. Keith Taverna, Superintendent of Finance and Administration and Dr. Parvey provided information on the placement and funding appropriation which would be a one-time appropriation and that they are required by law to provide.</p> <p>Alex Vispoli recommended the Select Board recommend approval of P36 School Department Special Education Appropriation. Motion seconded by Melissa Danisch and voted 5-0 to approve</p>

E. Annual Town Meeting Warrant

Board to consider voting to sign the 2025 Annual Town Meeting Warrant. Melissa Danisch moved for the Board to sign the Annual Town Meeting Warrant. Motion seconded by Alex Vispoli and voted 5-0 to approve.

F. Reorganization of the Board

Board to elect a Chair, Vice Chair and Clerk for 2025-2026 to be effective following the 2025 Annual Town Meeting. The Board had a thoughtful discussion on the reflection of votes.

Laura Gregory moved to recommend Melissa Danisch as Clerk of the Select Board. Melissa Danisch accepted the nomination. Motion seconded by Ellen Townson. Motion voted 4-1 to approve. Kevin Coffey opposed.

Melisa Danisch moved to nominate Ellen Townson as Vice Chair of the Select Board. Ellen Townson accepted the nomination. Motion seconded by Kevin Coffey and voted 5-0 to approve.

Ellen Townson moved to nominate Alex Vispoli to be Chair of the Select Board. Alex Vispoli accepted the nomination. Motion seconded by Laura Gregory and voted 5-0 to approve.

VIII. Consent Agenda

A. Appointments by the Town Manager. On a motion by Melissa Danisch and seconded by Alex Vispoli, the Select Board voted 5-0 to approve the Consent Agenda as presented.

Commission	Name	Position	Expiration Date	Start Date
Andover Police Department	Kathryn Kozikowski	Inspector of Animals	04/30/2026	05/01/2025

Ballardvale Historic District Commission	Sabina Dowell	Member	06/30/2027	04/01/2025
Board of Health	Catherine Tucker, MD	Member	06/30/2026	04/15/2025
Commission on Disability	Julee Armitage	Member	06/30/2027	04/01/2025
Commission on Diversity, Equity & Inclusion	Ajita Bhat	Associate Member	06/30/2027	04/01/2025
Commission on Diversity, Equity & Inclusion	Fr. John Dello Russo	Associate Member	06/30/2026	04/01/2025
Commission on Diversity, Equity & Inclusion	Karishma Mistry	Member	06/30/2027	04/01/2025
Commission on Diversity, Equity & Inclusion	James Olson	Associate Member	06/30/2026	04/01/2025
Commission on Diversity, Equity & Inclusion	Richard Rainville	Associate Member	06/30/2027	04/01/2025
Open Space Task Force	Kimberly Perry	Member	06/30/2026	12/11/2024

IX. Adjourn

At 10:23 PM on a motion by Melissa Danisch and seconded by Ellen Townson, the Select Board voted 5-0 to adjourn the meeting of March 31, 2025.

Respectfully submitted,
Dee DeLorenzo

Dee DeLorenzo
Recording Secretary