

## Select Board Meeting

Tuesday, January 20, 2026 at 7:00 PM

Town Offices, Select Board Room

36 Bartlet Street, Andover, MA 01810

Meetings are televised on Comcast Channel 22 and Verizon Channel 45

RECEIVED  
TOWN CLERK'S OFFICE  
2026 JAN 15 PM 4:26  
TOWN OF ANDOVER, MA

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- I. **Call to Order – 7:00 P.M.**
  - II. **Opening Ceremonies**
    - A. Moment of Silence/Pledge of Allegiance
  - III. **Town Manager Report**
  - IV. **Communications/Announcements/Liaison Reports**
  - V. **Public Comment**
  - VI. **Regular Business**
    - A. Second Generation Anticoagulant Rodenticides (SGAR)

Board to receive a presentation on residents' efforts to regulate Second Generation Anticoagulant Rodenticide (SGAR).
    - 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.

      1. Schedule 3, Article VII, Section 9 – Isolated Stop Signs
        - a. North Street at Greenwood Road - Amend to: All-way stop
        - b. Chandler Road at Greenwood Road - Amend to: All-way stop
        - c. Cutler Road at Reservation Road - Amend to: All-way stop
        - d. Harold Parker Road at Jenkins Road - Amend to: Three-way stop
    - C. Dog Park Donation

Board to consider accepting a donation from the Friends of Andover Dog Park.
    - D. Business Scorecard

Deputy Town Manager and Planning & Land Use Division to present the first "Business Scorecard" update to the Board.
    - E. Select Board Policy Review

As part of the Board's policy review process, Board to discuss and vote on Select Board Policy for Town Manager appointment in the event of a vacancy.
  - VII. **Approval of Minutes**
    - A. Board to approve minutes from the following meetings:
      1. November 17, 2025
      2. December 3, 2025 Tri-Board
      3. January 5, 2026

**VIII. Consent Agenda**

**A. Appointments by the Town Manager**

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

Administration & Finance	Dr. Brittney Lavoie <i>(Alex Magee)</i>	Deputy Town Manager	01/22/2026	\$180,000/year
Administration & Finance	Hayley Green <i>(Hayley Green)</i>	Chief Financial Officer	01/22/2026	\$168,000/year
<i>These are internal promotions to positions that require Select Board approval per Town Charter</i>				

**IX. Adjourn**

**Summary of Town Manager Staff Appointments**

The Town Manager is pleased to announce the following appointments:

<b>Department</b>	<b>Name</b>	<b>Position</b>	<b>Date of Hire</b>	<b>Rate/Term</b>
Andover Fire Rescue	Edward Mrozowski, IV <i>(Eric Teichert)</i>	Firefighter	01/19/2026	\$75,558.93/year
Andover Fire Rescue	Joshua Tirrell <i>(Richard Capano)</i>	Firefighter	01/19/2026	\$68,058.93/year
Andover Police Department	John Bessette <i>(Angelo Taveras)</i>	Police Officer	01/04/2026	\$60,382.15/year

*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)*

# Protect Andover Wildlife: Advocating for Safer Rodent Control

## Introduction to Protect Andover Wildlife

Protect Andover Wildlife is a group of concerned residents in Andover dedicated to addressing the secondary effects of using Second Generation Anticoagulant Rodenticides (SGARs) for rodent control. As awareness of the dangers posed by SGARs grows, many Massachusetts towns have initiated efforts to ban their local use. Our group is part of this broader movement led by MassAudubon, aimed at protecting Massachusetts and Andover's people, pets, and wildlife. Below is a comprehensive overview of the SGAR issue and our objectives.

## Understanding SGARs and Their Impact

SGARs are the most recent generation of rodenticides used to manage rat and rodent populations. These poisons are highly effective, but their potency comes with significant risks. When rodents consume SGARs, the toxins do not act immediately; instead, they gradually prevent the rodent's blood from clotting. This delayed effect allows the poisoned rodent to leave the premises, but as it becomes severely ill, it becomes easy prey for natural predators like foxes, hawks, and even household pets. Unfortunately, these victims also suffer from the poison, often resulting in painful and nearly always fatal injuries. Ironically, the animals most harmed are those that naturally help control rodent populations.

## Local and State Efforts to Restrict SGAR Use

After careful review of SGARs' effects, Andover restricted their use on municipal properties in 2017. However, state regulations prevent the town from restricting SGAR use on private, commercial or residential properties. This means that individuals and businesses in Andover may still hire licensed pest control professionals to deploy SGARs. Typically, these poisons are placed in black boxes near businesses, restaurants, dumpsters, and homes.

Massachusetts lawmakers are currently considering Senate Bill S.2721 and House Bill #965, both of which propose a statewide ban on SGARs. Until these bills become law, Protect Andover Wildlife is working to further restrict SGAR use in Andover. Our immediate goal is to pass a Home Rule petition at the 2026 Town Meeting, seeking an exemption from state restrictions and allowing Andover to implement enact a by-law that would complete restrictions on SGARs. We join over 100 other Massachusetts towns in this initiative—including Concord, Arlington, Lexington, Newbury, Newton, North Andover, and Plymouth—striving to make our community safer for humans and wildlife alike.

## Promoting Safer Alternatives to SGARs

There is a growing belief among Massachusetts citizens that safer, more effective rodent control methods exist. One valuable source of information is MassAudubon's "A Campaign to Rescue

Raptors,” which highlights the risks of SGARs and supports community efforts like ours. Protect Andover Wildlife is committed to educating the public about the unintended harm caused by SGARs—especially to the very wildlife that naturally control rodent populations.

## Non-Poison Integrated Pest Management (IPM)

Instead of relying on poisons, we advocate for non-poison Integrated Pest Management (IPM) strategies. These multi-step approaches include:

1. Excluding rodents by sealing all potential access points to food sources, as rats can squeeze through even very small openings.
2. Eliminating outdoor food sources, such as garbage or pet food, by securely covering trash cans and removing attractants.
3. Using targeted methods for remaining rodents, including snap traps and rodent contraceptive programs—as implemented in communities like Lowell and Newton.
4. Allowing natural predators, such as hawks and owls, to help maintain rodent populations.

## Community Call to Action

We hope the Andover Select Board will support our initiative by endorsing the Warrant Article at the 2026 Town Meeting. If you would like more information or wish to discuss our goals, I am available to speak further or meet with.

Thank you for your time and attention.

Donna Cooper

978-944-0655

Protect Andover Wildlife

## Current Policy (Adopted in 2025)

### A. Appointment of the Town Manager

The Board appoints the Town Manager in accordance with and subject to the qualifications and restrictions established in §6 of the Town Charter for a terms of five years subject to re-appointment. The Board endeavors to utilize the best current practices to provide for the search for, and recruitment of Town Manger candidates in the event of a manager vacancy.

### B. Acting Manager in the Event of a Vacancy

Per §7 of the Town Charter, while the appointment of a town manager is pending, or in the event a vacancy of the manager position or the failure of the town manager to timely designate a temporary manager, or during the suspension of the town manager, the Select Board shall appoint a suitable person to perform the duties of the office.

## Proposed Revised Policy

(Additions and edits in italics)

### A. Appointment of the Town Manager

The Board appoints the Town Manager in accordance with and subject to the qualifications and restrictions established in §6 of the Town Charter for a terms of five years subject to re-appointment. The Board endeavors to utilize the best current practices to provide for the search for, and recruitment of Town Manger candidates in the event of a manager vacancy *further outlined below*.

### B. Acting Manager in the Event of an *Unanticipated* Vacancy

Per §7 of the Town Charter, while the appointment of a town manager is pending, or in the event *an unanticipated* vacancy of the manager position or the failure of the town manager to timely designate a temporary manager, or during the suspension of the town manager, the Select Board shall appoint a suitable person to perform the duties of the office *as an acting town manager*.

### C. Manager Transition Appointment Process

*In the event of a manager transition due to retirement, noticed departure, or any other reason, the Select Board shall to the extent practicable engage in the following process consistent with §7 of the Town Charter:*

1. *Prior to the outgoing manager's last day of active employment, appoint a qualified officer of the Town as "Acting Manager" consistent with the Town Charter for a period of no more than 180 days, to commence following the last day of the outgoing manager's active availability to discharge their duties.*
2. *Conduct a process for a permanent appointment for a successor. Such process shall, to the extent possible commence as soon as the Select Board is formally noticed of an impending transition.*
3. *Should it prove impractical to make a permanent appointment within the 180-day period, appoint or re-appoint an "Acting Town Manager" for no more than one year.*

DRAFT



## **Select Board Meeting Minutes**

Monday, November 17, 2025 at 6:30 PM

Town Offices, Select Board Room

36 Bartlet Street, Andover, MA 01810

Meetings are televised on Comcast Channel 22 and Verizon Channel 45

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### **I. Call to Order – 6:30 P.M.**

Chair Alex Vispoli called the meeting of November 17, 2025 to order at 6:30 PM in the Select Board Meeting Room at the Town Offices. Members in attendance: Vice Chair Ellen Townson, Clerk Melissa Danisch, Laura Gregory and Kevin Coffey.

Others in attendance: Town Manager Andrew Flanagan, Deputy Town Manager Mike Lindstrom, Deputy Town Manager for Administration and Finance Alex Magee, Deputy Town Manager and Town Clerk Austin Simko and Town Counsel Doug Heim.

### **II. Opening Ceremonies**

A moment of silence was observed, followed by the Pledge of Allegiance.

### **III. Town Manager Report**

Andrew Flanagan announced that Standard & Poor's reaffirmed Andover's AAA long-term bond rating in advance of the upcoming \$40.3 million general obligation bond issuance. He noted that the rating reflects strong financial management and the benefits of the pension obligation bond plan, which improved the Town's debt profile from "weak" to "manageable."

Andrew thanked staff for completing another 12-week Leadership Academy, which has produced new board and committee members and increased civic engagement. He reported an unprecedented response to the Public Art Committee solicitation and strong interest in the 250th Celebration Committee.

Andrew congratulated the Planning Division for securing a \$30,000 Mass Downtown Initiative grant to fund a comprehensive parking and wayfinding study. He also announced two key appointments: Vivian Zheng as Director of Public & Environmental Health, effective January 5, 2026, and Melissa Eusden as Director of Sustainability, effective November 19, 2025. Vivian was introduced during the meeting and shared her enthusiasm for joining Andover's leadership team.

Mike Lindstrom reminded residents of the Chandler Road Recreation Phase Two public input meeting scheduled for November 20 at Memorial Hall Library. Alex McGee thanked the finance team for its work on the Capital Improvement Program (CIP) and tax classification process. Board members expressed appreciation for staff efforts and reminded residents about ongoing food drives and Thanksgiving meal resources.

### **IV. Communications/Announcements/Liaison Reports**

Melissa Danisch reminded everyone about food insecurity and where to make food donations. Ellen Townson said that if there is anyone in need of a Thanksgiving meal, they can contact the Village Food Hub in Ballardvale for help. Alex Vispoli noted the ribbon cutting for the new Story Walk installation at Ballardvale Playground, a collaboration between Memorial Hall Library and community partners. He also mentioned that there will be a meeting added on Friday for the new Town Accountant.

## **V. Public Comment**

No public comments were offered.

## **VI. Public Hearings**

### **Capital Improvement Program FY2027–2031**

Andrew Flanagan presented the Town Manager's recommended CIP totaling \$50,758,394, funded through general fund revenue, borrowing, free cash, enterprise funds, and dedicated funds. He outlined major priorities, including Phase One of the sidewalk master plan (\$10 million over two years), water main replacement program (\$12 million annually), and Phase Two of Chandler Road Recreation Area (\$5 million contingent on final design and public input).

Andrew emphasized the Town's strategy of maintaining CIP spending within 7–7.5% of the operating budget to ensure predictability and sustainability. He reviewed allocations for facilities maintenance, school improvements, IT upgrades, public safety equipment, and major water and sewer infrastructure projects.

Board members discussed long-term planning for sidewalks and water system upgrades, the need for transparency on future costs, and the importance of aligning major projects with community priorities. Andrew confirmed that the CIP meets funding targets, complies with Town policy and Department of Revenue guidelines, and preserves healthy reserves.

Public comment included questions about project phasing, sidewalk funding, and tax impacts. Andrew clarified that the CIP vote in December is to accept the program, not to approve individual projects, which will return as warrant articles for Town Meeting.

### **Fiscal Year 2026 Tax Classification – Second Reading**

Chief Assessor Tristan Hoare summarized the tax classification options and recommended adopting a residential factor of 85.40 to achieve the most uniform tax increase (2.7% for both residential and commercial classes). He reviewed the four required votes: residential factor, open space discount, residential exemption, and commercial exemption.

**Motion 1:** Melissa Danisch moved to adopt a residential factor of 85.40 for FY2026. The motion was seconded by Ellen Townson and passed unanimously, 5–0.

**Motion 2:** Melissa Danisch moved to not adopt an open space discount for FY2026. The motion was seconded by Ellen Townson and passed unanimously, 5–0.

**Motion 3:** Laura Gregory moved to not adopt a residential exemption for FY2026. The motion was seconded by Melissa Danisch and passed unanimously, 5–0.

**Motion 4:** Larua Gregory moved to not adopt a commercial exemption for FY2026. The motion was seconded by Melissa Danisch and passed unanimously, 5–0.

## **VII. Regular Business**

### **Local Initiative Program Application – Second Reading (84–88 Andover Street)**

Austin Simko presented a draft motion incorporating conditions discussed at the prior meeting, including participation in a traffic peer review and full funding of a traffic corridor study for Andover Street/Dascomb Road if a comprehensive permit is granted.

Representatives Greg Minott and Bill Perkins reviewed project updates, including confirmation of buffer zone boundaries, revised traffic analysis using an apartment scenario, and commitments to

fund mitigation measures. They emphasized the demand for age-targeted housing and the opportunity to leverage MassWorks grants for intersection improvements.

Board members debated housing affordability, project compatibility with neighborhood character, and alignment with long-term planning goals. Public comments raised concerns about traffic volume, safety, flooding, and neighborhood impacts, while others highlighted the need for affordable housing and the benefits of adding 10 deed-restricted units at no taxpayer cost.

Carlotta McCarthy from 69 Andover Street said that area is already saturated and is concerned about the heavy traffic and safety issues with accidents. She also says that there are issues areas being wet and that they have beavers.

Linda O'Connell, Chair of the Andover Housing Trust Fund and resident of 5 Gemini Circle spoke about the need for the 10 affordable units. She is personally in support of adding more housing.

Barbara Burke from 6 Dale Street agrees with both people who have already spoke. She said that she is in favor of affordable housing and thinks that the traffic study needs to be done and extended to River Street.

**Motion:** Laura Gregory moved (1) that the Board approve the Local Initiative Program application of Hearthstone Realty Corporation/DREAM Collaborative for the development of a 40-unit condominium complex at 84–88 Andover Street; (2) that the Board notes the applicant will participate in a traffic impact peer review process in connection with the Zoning Board of Appeals' consideration of a comprehensive permit application and fund any traffic mitigation measures advised by such peer review; and (3) that the Board's approval is conditioned upon the applicant fully funding a traffic corridor study for Andover Street/Dascomb Road if the applicant receives a comprehensive permit and chooses to move forward with the project. The motion was seconded by Kevin Coffey and passed 3 (Y: Coffey, Gregory and Vispoli)–2 (N: Danisch and Townson).

### **Pearson Street Update**

Andrew Flanagan and Mike Lindstrom provided an update on the feasibility of closing Pearson Street prior to Old Town Yard redevelopment. They outlined regulatory requirements, operational challenges, and safety considerations, noting that immediate closure is not recommended due to lack of turnaround space and potential hazards. The long-term plan includes closing Pearson Street and constructing a new internal roadway as part of the redevelopment project, with construction targeted for 2026. Board members agreed to maintain the current approach and revisit the issue during project design.

### **VIII. Summary of Town Manager Staff Appointments**

Andrew Flanagan announced the following appointments: John Bessette as Police Officer in the Andover Police Department, effective January 5, 2026; Vivian Zhang as Director of Public & Environmental Health, effective January 5, 2026; and Melissa Eusden as Director of Sustainability, effective November 19, 2025.

### **IX. Adjournment**

Melissa Danisch moved to adjourn the meeting. The motion was seconded and passed unanimously, 5–0. The meeting adjourned at approximately 10:30 P.M.

The Town Manager is pleased to announce the following appointments:

<b>Department</b>	<b>Name</b>	<b>Position</b>	<b>Date of Hire</b>	<b>Rate/Term</b>
Andover Police Department	John Bessette <i>(Edward Guy)</i>	Police Officer	01/05/2026	\$60,382.15/year
Community Development & Planning – Health Division	Vivian Zeng <i>(Thomas Carbone)</i>	Director of Public & Environmental Health	01/05/2026	\$138,000/year
Sustainability Division	Melissa Eusden <i>(Joyce Losick-Yang)</i>	Director of Sustainability	11/19/2025	\$92,979.18/year



## **Tri-Board Meeting Minutes**

Wednesday, December 3, 2025 at 7:00 PM

Memorial Hall Library

2 North Main Street, Andover, MA 01810

Meetings are televised on Comcast Channel 22 and Verizon Channel 45

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### **I. Call to Order - 7:00 P.M.**

The Chairs of the Select Board, School Committee, and Finance Committee called the meeting to order at Memorial Hall Library at 7:00 P.M.

Select Board members present were Chair Alex Vispoli, Vice-Chair Ellen Townson, Laura Gregory, Kevin Coffey, and Clerk Melissa Danisch.

The School Committee members present were Chair Shauna Murray, Vice-Chair Dr. Lauren Conoscenti, Jake Tamarkin, Lauren Diffenbach, and Chris Shepley.

The Finance Committee members present were Chair Paula Colby Clements, Vice-Chair Kim Perry, Brian Major, William Haskell, Andy McBrien and Diedre Lockhart Not in attendance: Emran Baqui, Jerry Pendleton

Others in attendance included Town Manager Andrew Flanagan, Deputy Town Manager/Town Clerk Austin Simko, Deputy Town Manager Mike Lindstrom, Deputy Town Manager of Administration & Finance Alex Magee, Town Counsel Doug Heim, School Superintendent Dr. Magda Parvey and Assistant School Superintendent of Finance and Administration Keith Taverna.

### **II. Opening Ceremonies**

#### **A. Moment of Silence/Pledge of Allegiance**

A moment of silence was observed, followed by the Pledge of Allegiance.

### **III. Town Manager's Presentation**

#### **Town Manager Andrew Flanagan presented the Recommended FY 2027-2031 Capital Improvement Program and Preliminary Overview of FY2027 Budget**

Town Manager Andrew Flanagan presented the budget model, explaining that revenues are primarily derived from property taxes, state aid, and local receipts. He noted that major obligations such as the CIP and fixed costs are funded first, followed by operating budgets which are projected to increase by 2.75% for the Town and 3.75% for the schools, as they have for the past decade.

Mr. Flanagan then outlined the recommended CIP totaling \$50,758,394. Funding sources include \$3,237,200 from General Fund Revenue, \$13,238,000 from General Fund Borrowing, \$5,807,000 from Free Cash, \$100,000 from Cemetery Funds, \$2,041,194 from Chapter 90 Funds, and \$26,335,000 from Water & Sewer Enterprise Funds.

Major projects include \$5 million for Phase 1 of the Sidewalk Program, \$12M for year one of Water Main Replacement Program, \$4M from General Fund Borrowing and \$1M Free Cash for Chandler Road Recreation Area Phase Two, \$2.2M for a new ladder truck, \$1M for technology upgrades, and \$200,000 for trash and recycling totes. School projects include an ADA-compliant playground at Sanborn, Doherty Middle School upgrades, and a security vestibule at West Middle School.

Andy McBrien asked what would happen to the \$5M if the Chandler Road Project doesn't move forward. Mr. Flanagan said that we would simply pull it. Kevin Coffey asked if the Chandler Road Project would be a standalone warrant article at Town Meeting or buried in the CIP. Mr. Flanagan responded that he didn't want to guess as to what it would be, but he could see it being its own article or possibly 2 articles because it is from 2 funding sources. Mr. Coffey also asked if we would be comparing the last CIP to see how we did and are we carrying forward unused capital. Mr. Flanagan explained that last year we asked for repurposing of existing balances they all get applied and netted out in this CIP. Mr. Flanagan added that we look at the CIP very closely to monitor our progress.

Paula Colby-Clements asked about Town bridge evaluation and maintenance. Mr. Flanagan explained that he discussed it with Carlos Jaquez (DPW Director) and they are trying to plan for the bigger project to the extent they know and that there are sufficient funds available for whatever they need to do in the short term. Brian Major asked if we could highlight private funds being supplied by the PTO or other sources when discussing the park project at Sanborn.

He also emphasized that the CIP meets the 7.27% target for Capital Spending within the levy and that Free Cash allocation represents 22.13% of the certified balance, with a five-year average of 19.58%. He also noted that health insurance costs are projected to increase by 10% to 14%, or \$3.3M to \$3.8M, marking the largest increase in over a decade.

The preliminary FY2027 Budget snapshot included projected revenues totaling \$243,615,779, an increase of 4.36%. Despite external challenges, the budget remains balanced while maintaining commitments to capital investment, operating budget increases, pension and OPEB funding, and reserves.

Alex Vispoli complimented the Town Manager on the presentation and recognized the department and division heads present to show support of the CIP.

## **VII. Public Comment**

Kathy Grant from 83 Morton Street asked if there was a way to see what was spent in FY25 compared to what was budgeted. Mr. Flanagan said that's included in the end of year financials which are supplied to the Select Board. She also had concerns about the Town listing out all the separate projects and Mr. Flanagan said that it is all presented in the CIP Book, included in the Finance Committee Report and on a slide at Town Meeting. George Thorlin from 115 Summer Street pointed out the absence of funding for Andover High School renovation or replacement in the five-year plan. The Town Manager explained that it

is an entirely different process for budgeting and that we've had several public meetings and forums regarding the high school and that it will be on a warrant article. Connor Murray from 410 High Plain Road asked about water infrastructure and why we are replacing our pipes. Mr. Flanagan explained that it is due to mainly replacing the aging unlined cast-iron pipes.

#### **VIII. Motions to Adjourn**

The Select Board voted to adjourn following a motion by Melissa Danisch and a second by Laura Gregory. The School Committee adjourned after a motion by Lauren Conoscenti and a second by Jake Tamarkin. The Finance Committee adjourned after a motion by Brian Major and a second by Kim Perry. All motions passed unanimously. The meeting adjourned at approximately 8:58 PM.



## Select Board Meeting Minutes

Monday, January 5, 2026 at 6:30 PM

Town Offices, Select Board Room

36 Bartlet Street, Andover, MA 01810

Meetings are televised on Comcast Channel 22 and Verizon Channel 45

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### I. Call to Order 6:30 P.M.

Chair Alex Vispoli called the meeting of January 5, 2026, to order at 6:30 PM in the Select Board Meeting Room at the Town Offices. Members Present: Alex Vispoli, Chair; Ellen Townson, Vice Chair, Melissa Danisch, Clerk, Laura Gregory, and Kevin Coffey.

Also Present: Town Manager Andrew Flanagan, Deputy Town Manager Mike Lindstrom, Deputy Town Manager and Town Clerk Austin Simko, and Town Counsel Doug Heim.

Chair Vispoli announced the following:

### II. Executive Session

A. Board to vote to go into Executive Session pursuant to Purpose 6 of Massachusetts General laws Chapter 30, Section 21(a) to consider the purchase, exchange, lease or value of property; Tax Increment Financing Agreement; and

B. Board to vote to go into Executive Session pursuant to purpose 7 to approve and release or not release Executive Session minutes of December 3, 2025; and to return to open session.

It was moved by Ms. Danisch, seconded by Ms. Townson, and voted 4-0 to enter Executive Session.

Roll Call: Ms. Danisch, Y; Mr. Coffey, Y; Ms. Townson, Y; and Mr. Vispoli, Y.

Mr. Vispoli opened the regular meeting at 7:00 PM. He then noted this was the first meeting of the New Year, welcomed and introduced members and town officials. Before the moment of silence, Mr. Vispoli noted the passing of long-time resident and contributor to the town, John "Jack" Flynn.

### III. Opening Ceremonies

A. A moment of Silence/Pledge of Allegiance

A moment of silence was observed, followed by the Pledge of Allegiance.

### IV. Town Manager Report

A. [Department Update-Community Development & Planning](#)

Director of Planning, Paul Materazzo

Mr. Flanagan began by saying that this is the time of year when Christmas Tree Pickup (natural trees) and Budget Season has started. Christmas Tree Pickup will take place with trash pick up for the next two weeks. Ms. Danisch asked if DPW could put something on their website about cardboard boxes and Mr. Flanagan noted there are three locations in town for cardboard boxes. Mr. Coffey said there used to be a place on the app explaining where to leave boxes.

The Operating Budget is now being considered, will be released on February 6, 2026.

Mr. Vispoli said tonight the Community Development and Planning Department will be highlighted with Director Paul Materazzo.

Mr. Materazzo then introduced himself and showed a slide of Department responsibilities: Land Use; Transportation; Housing; Citizen participation; Zoning; Open space; Sustainability; Historic preservation; Accessibility; Redevelopment; Natural Resources; Cultural heritage; Environmental justice; Subdivisions; Economic development, and Arts and Culture.

The mission is to ensure the orderly growth and development of the Town through sound planning practices and the Comprehensive Plan. A new partnership has been established with Ann Ormond, Director of Business, Arts & Culture, and the Public Arts Commission.

He then showed a slide of the 2022-23 Andover Comprehensive Plan. He thanked those who provided input as this plan builds on the 2012 Master Plan sets goals and guides zoning and other initiatives,

A Slide of the Zoning By-law and street map showed integration of new streets and utilities. An example of new building for use as a warehouse, manufacturing, laboratory and office uses was presented along with a detailed map. The Haverhill Street medical building renovation will result in a new day care facility and medical office building.

The last permit of 2025, issued by the Planning Board, was for the new Merrimack College Office Building. The Old Town Yard Redevelopment Project will be ready in the Spring.

A key strategic measure to coordinate plans being developed is the Essex Street Corridor with a cost of \$3.3M to further additional growth. The former Andolini's restaurant site was shown and Essex Street, Elm Street, and the Town yard area will be connected.

The Initial concept for 19 Essex street is a 9- unit building. In 2024, the community was successfully petitioned regarding the multifamily overlay district covering the downtown, Ballardvale, and River Road areas. Also, in conjunction with MBTA zoning requirements, filing for 432 units of housing with ground floor units at 100 Old River Road across from Campanelli Drive will include numerous amenities.

There will be a new Multifamily Overlay District /MBTA Zoning for the January 2026 Planning Board Submission. Areas along Route 133 scheduled for construction in 2029 include the West Parish Intersection and Shawsheen Square. These areas are under initial review with a workgroup and there will be a consultant team and landscape architects with presentations to a larger public audience later.

Public engagement has been through Slido polling, as well as Town Meeting Article 35 and the Mobile Town Hall on these projects.

Mr. Materazzo then showed a slide of public outreach attempts to date.

Mr. Vispoli Alex asked about activity at Brickstone Square. There was nothing to report on this area or Palmers Restaurant. Ms. Townson asked whether there was any relaxation of permitting with respect to revitalizing historic mill overlays along rivers to assist/promote housing or commercial use as sometimes occurs in other communities.

Mr. Materazzo said areas like Ballardvale are part of the multifamily zoning district or by right permit, and there may be opportunities in these areas.

Ms. Townson asked about Route 133 River setback areas which will be discussed further.

Mr. Coffey said the areas under discussion have all experienced increased traffic congestion, a natural occurrence with the increased growth in these areas and safety is a big concern.

Mr. Materazzo said there will be recalibrations needed within the network to consider future growth especially as regards intersections. The goal is to make these suburban areas safe for the public.

Mr. Vispoli thanked Mr. Materazzo for his presentation.

## **V. Communications/Announcements/ Liaison Reports**

Mr. Lindstrom announced that on Wednesday, January 14, 2026, there will be a Life- Long Learning Session at the Robb Center covering the Chandler Road review survey results. He thanked those involved, noting that over 1400 people contributed feedback to be addressed at the next meeting.

Mr. Vispoli asked about spots available, and there will be a lottery system after the 36 spots taken. Mr. Lindstrom also noted Phase 1 of the Community garden has been completed with a pavilion and shed and there is ADA accessibility.

Mr. Simko gave an update on the town warrant closings and January 16 is the key date for private articles. February 3, 2026, is the deadline for candidates who wish to appear on the ballot for upcoming elections of the following: moderator, select board school - committee, housing authority, and Punchard Trustees. Mr. Coffey suggested the webpage be updated to include this information, and Mr. Vispoli asked about updating other town positions as well.

Mr. Heim noted warrant articles could be presented as simply as possible, and Mr. Vispoli thanked Mr. Heim and noted that it was one of the recommendations from a town governance study.

Mr. Coffey announced that Greater Lawrence Technical High School Superintendent Lavoie plans to retire. He also said the Housing Trust Fund Board drafted a letter in support of the Andover Trailside project.

Mr. Coffey noted the need for Select Board minutes to be released, and the Select Board web page contained meeting briefs.

He further asked that the process concerning failed water meters and transponders would be helpful to residents and that DPW might document these.

Ms. Townson announced the Recreation Department Winter Fest is scheduled for February 1, 2026, from 11 AM -2 PM. There are many activities which will take place whether or not the ice is frozen.

Ms. Gregory thanked Town Manager Flanagan and the Solid Waste Department for the successful Christmas tree composting, which is good for the environment and saves money.

Mr. Vispoli also thanked the DPW for the holiday season waste pick up.

He also thanked Dee DeLorenzo, who took minutes for the Town for the past 15 years as well as working to support the School Department. He thanked her for her many years of service and said she will be missed.

## **VI. Public Comment**

Hearing no public Comment, Mr. Vispoli moved to the next agenda item.

## **VII. Public Hearing**

### **A. Alcoholic Beverages License-Transfer**

The Board to review and consider voting to approve the application of Dhyani Patel Corp. Inc., doing business as Andover Spa, at 9 Elm Street, Andover to transfer an Off Premise All Alcohol Retail License from Prayosha108 Corporation, doing business as Andover Spa.

The parties came to the table and Mr. Vispoli announced the meeting was being recorded by Andover TV.

Song Kim introduced himself as counsel to the transferee or future owner of Andover Wine and Spirit and the proposed Manager Kush Savalia, and Corp President Payal.

At issue is the transfer of the pre-existing off premises liquor license located at 9 Elm Street, Andover from Prayosha 108 Corporation to Dhyani Patel Corporation. The premises were described to include floor level and basement area. Mrs. Savalia would be 100% owner of the Corporation.

Mr. Savalia said he was manager for many years with Essex Schooner Market and was experienced with protecting against underage buying and said insurance matters are in order.

Mr. Vispoli noted that employees be trained and that screening and management is important to the Town.

Ms. Danisch asked if Free Christian church had any issues and explained her concern with signage in the window which announces new management—this has been confusing as no official transfer has taken place. She also noted that although signage is not within the purview of this Board, it is currently both in and below the windows. Ideally it should be such that it is a good fit with that business location. Applicants agreed to re-visit signage issues.

There were no public comments.

It was moved by Ms. Danisch, seconded by Ms. Townson, and voted 5-0 to approve the application of Dhyani Patel Corp. DBA Andover Spa, Wine and Spirit, 9 Elm Street, Andover Mass to transfer an off-premises all alcohol retail package store license from Prayosha108 Corp. DBA Andover Spa, 9 Elm Street, Andover, MA to Kush Savalia 7 Moore Circle, Danvers, Ma as the designated manager, subject to the condition that all requirements of the town are met prior to issuance.

Mr. Coffey noted there was a second motion regarding two churches as abutters though neither provided comment. Counsel for the applicant said notice was served to these churches, but Mr. Simko responded he would look at preparing the motion regarding the abutters while the meeting continues.

## **VIII .Regular Business**

### A. [National Grid](#)

Mr. Vispoli announced the National Grid's presentation on electrical outage and reliability improvements.

Introductions began with Shomit Kamal Customer and Community Engagement Director; Jay Dwyer, Manager of Distribution planning; Ruvini Kankanamalage, Distribution Planning Engineer, and Jason Johnston, National Grid's forestry supervisor for the Merrimack Valley

Mr. Dwyer put together an outage map as requested depicting outages within Andover. Although they have outage data, this was the first time it had been put in map form.

Ms. Kankanamalage said this interactive customized map covers the period from Jan 2024 to December 2025. Searches can be made by address or viewed on Google map. Layers of interactive map described, as well as a snapshot of recent outages. Events could be due to animals, fallen trees or weather-related events.

Mr. Vispoli noted that although the interactive map may be a one-off event which involved a lot of manual input, it will be very helpful going forward.

There is a plan to look at certain areas for tree trimming, installing animal guards on devices, looking at wire/fuse replacements and other improvements.

Mr. Vispoli asked about time frame. A workplan is in place and some improvements will take place within next few months.

Ms. Danisch said she'd like most residents to see improvements over the next few years and asked if an implementation plan could be put together with regular updates, every 90 days or so, over the next 2 years.

Mr. Vispoli asked about Rattlesnake Road/Woburn Streets' higher rate of power outages, and Ms. Townson talked about a transponder and the changing topography of the town and asked whether patterns of issues could be tracked. This could lead to collaboration on ideas for solving the problems.

Mr. Vispoli asked for an update for January 26, 2026, meeting outlining progress and timeline.

Ms. Townson asked for assistance regarding a faulty transformer in the Rattlesnake Road area as an ongoing resident request.

Ms. Danisch thanked National Grid for their ongoing efforts. There were no public comments.

Ms. Townson asked if residents could see improvements if they are located outside the targeted areas on the outages map, the response was yes.

Mr. Simko confirmed notice to the two abutters to the Andover Spa and drafted the second motion.

It was moved by Ms. Danisch, seconded by Mr. Coffey, and voted 5-0 to approve the application of Dayani Patel Corp, DBA Andover Spa, Wine and Spirit, 9 Elm Street, Andover Mass to transfer an off-premises all alcohol retail package store license from Pryosha108 Corp DBA Andover Spa, 9 Elm Street, Andover, Mass is not detrimental to the educational and spiritual activities of the Free Christian Church, 31 Elm Street and the Andover Baptist Church, 7 Central Street, Andover, Mass.

#### B. Greater Lawrence Technical School

Brenda Richardson, Assistant Superintendent at the Greater Lawrence Technical School introduced herself as Superintendent Lavoie was not present until a later part of the discussion.

Ms. Richardson said she was before the Board asking for support of an amendment of the charter agreement to allow GLTS to enter a sublease for land held for school purposes from the City of Lawrence Municipal Airport. This would be for acquisition of a new hangar for the aviation program to better meet the needs of its students.

There would be no cost to Town of Andover. The original hangar needs upgrades, and the new hangar has the amenities needed-- including additional square footage for aircraft and instruction. There were three updated motions.

Mr. Vispoli said although the Select Board supports the goals of the GLTS, Town Meeting approval is needed.

Ms. Danisch said she also supports the school's aviation program, the Board is not a party to the proposed changed charter.

Ms. Richardson clarified that Supt. Lavoie is letting the Board know what GLTS is seeking and looking for its support even if the Board cannot vote on this matter.

Mr. Coffey reiterated the issue for clarification, and Mr. Heim explained that as attorney for Andover, the proposed motions brought before the Board don't have a clear connection to the Select Board, and he explained the technical process for Town Meeting to amend the lease agreement. The regional agreement does not provide GLTS with the power to lease and the earlier lease agreed to two years ago was specific to that lease and hangar. The ability to lease this new hangar must be approved at Town Meeting as they did the last one.

Ms. Danisch said it would be better to support rather than vote on the first two motions. Mr. Heim said the Board could move to support GLTS sublease, subject to successful amendment at Andover Town Meeting.

Superintendent Lavoie joined the meeting at this time.

It was moved by Ms. Gregory, seconded by Ms. Townson, and voted 5-0, that subject to successful amendment of the Greater Lawrence Technical School Regional Agreement, by Andover Town Meeting, approve GLTS entering into a sublease for land held for school purposes from the City of Lawrence at Lawrence Municipal Airport.

At this time, the Board supports the program but Andover Town Meeting must approve any amendment to the regional agreement for the sublease.

#### C. Elder Services Donation

Board to consider accepting a donation to Elder Services for the transportation program.

Ms. Jane Burns said she received a \$10K donation for the Robb Center to support the voluntary transportation program when it is not typically provided such as evenings. The donation was made in Memory of George Dexter Kelley by his wife Eleanor Marie (Terry) Kelly.

It was moved by Ms. Danisch, seconded by Ms. Townson, and voted 5-0 to accept the \$10,000 donation from Eleanor Marie Kelly in loving memory of George Dexter Kelly to Elder Services to be used towards the transportation program.

#### D. Affordable Unit Right of First Refusal-1 Powder Mill Square Unit 102

Board to voted to not exercise its right of first refusal to purchase the affordable housing unit at 1 Powder Square, Unit 102.

Mr. Heim said that although this unit could be bought by the Town, it will instead work with Andover Community Trust to market it as an affordable unit.

It was moved by Ms. Danisch, seconded by Ms. Townson, and voted 5-0 to not exercise the Board's discretion of right of first refusal to purchase the affordable housing unit at 1 Powder Mill Square, Unit 102.

#### E. Mid-Year Goal Review

Town Manager to provide a mid-year update on the Town Manager and Select Board Strategic Goals and Objectives.

Mr. Flanagan began his review by saying this would be a more holistic overview of the goals, and a more in depth discussion will follow in the next month-six weeks or so. The four main categories were:

- Administration & Finance
- Communications & Engagement
- Capital Improvements
- Select Board Priorities

The Goals and Objectives for FY 2026 are explained more fully on the website under the Select Board Goals.

Mr. Flanagan talked about the objectives within each of the four goals along with the Deliverable, Status, and Updates associated with each.

Updates under A&F include the Long-Term Financial Plan now completed with the CIP release. The Policy Review/process came about as a result of this Plan which will be explained in more detail at a later point. Capital Improvements include those to the High School and at this point the School Committee must vote on design. Also cost estimates need to be firm and accurate and this may be taken up at Spring Town meeting. Many variables are involved with the various stakeholders, and there is an ongoing process to navigate these variables. A Facility Master Plan may be completed soon.

There has been much progress with town and school buildings in the last 10 years. The Shawsheen short term utilization report on programming shows the programming and location use has gone well, but long- term use is still being studied. Board members briefly discussed the community use of the building and grounds for children’s activities, and use of the playground and fields.

A \$10M bond authorization for water and infrastructure will be explained at the next Select Board meeting by DPW.

Communication infrastructure has involved building on resident feedback. There has been an expanded use of video media through partnership with Andover TV. Emergency protocols with MEMA to ensure broader access including the schools have been put in place. A Welcome Guide for new residents will be previewed by the Select Board, and improvements to the Town Website using CivicPlus have been in high demand in Andover. Mr. Coffey asked about community input and there will be a focus group at some point. Licenses should be easier to obtain/renew going forward.

Although there has not been an MBTA letter with regard to the Lewis Street development, there has been verbal communication between it and the Town.

Legislative tracking and updates expanded. The State delegation will be invited to a Select Board meeting at a future date.

The “Business Scorecard” may be taken up at the next meeting.

Appointment of the 250<sup>th</sup> Anniversary of American Independence Committee, and many residents very excited to participate on the Public Arts Committee. Mr. Vispoli talked briefly about possible public art initiatives within the town.

Recruitment of a Sustainability Director underway.

Mason’s Landing-- Mr. Heim said permit applications were being sought prior to Conservation Committee and State and NEPA reviews.

Mr. Flanagan thanked those who have been involved in these goals.

F. Select Board Finance & Investment Policy 2nd Reading

Board to discuss and potentially vote on Select Board Finance & Investment Policy

Mr. Heim said he consolidated the old policy manual which included many restatements and codifications of laws and member rolls and put together a basic one- page document of goal setting for basic financial policies. He emphasized that Select Board financial policy is subject to change over the years. Mr. Vispoli said he'd like to see as a goal or statement the policy of keeping the AAA bond rating. Ms. Gregory noted the various ways the bond rating could be negatively impacted and said it is only one part of a sound fiscal management piece. Mr. Coffey suggested adding another page of financial policies which could include an aspirational AAA Bond piece. Ms. Danisch suggested maintaining an AAA bond rating could be outside Board control.

Mr. Flanagan said perhaps including language on the principles of finance such as striving for excellence in fiscal management could be included. Ms. Danisch noted there would be sub-committee outcomes as well.

Mr. Heim said the proposed language he put together could be adopted "as is" with additions when finance committee and subcommittees weigh in. He then explained 3 options for this proposed policy.

Mr. Vispoli clarified that he would like to keep the one page and see whether the Board/fincom subcommittee comes back with policies of other metrics to be added.

It was moved by Ms. Gregory, seconded by Ms. Danisch, and voted 5-0 to revise the financing and investment policy as presented with the understanding that further policies will be discussed in the future.

Mr. Vispoli announced that the next meeting of the Select Board would be January 20, 2026, at 7 PM.

Ms. Gregory noted the time and suggested meetings might be shortened/streamlined in the future.

**VI. Consent Agenda**

A. Appointments by the Town Manager Board

It was moved by Ms. Townson, seconded by Ms. Gregory, and voted 5-0 to approve the appointments listed in the consent agenda.

A. Appointments by the Town Manager

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

Board/Commission	Name	Position	Start Date	Term Expires
250 <sup>th</sup> Anniversary Committee	Mark Comeiro	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Mairathe Emerson	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Marilyn Fitzgerald	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Rodney Johnson	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Christopher Klein	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Susan McCready	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Max Murphy	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Bill Pennington	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Gail Ralston	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Jennifer Robbins	Member	01/06/2026	06/30/2027
250 <sup>th</sup> Anniversary Committee	Martha Tubinis	Member	01/06/2026	06/30/2027
Merrimack Valley Planning Commission	Monica Gregoire	Alternate Member	01/06/2026	06/30/2026

Merrimack Valley Regional Transit Authority	Monica Gregoire	Member	01/06/2026	06/30/2026
Public Art Commission	Anita Adler	Member	01/06/2026	06/30/2028
Public Art Commission	Christopher DeLorenzo	Member	01/06/2026	06/30/2028
Public Art Commission	Cornelia Fitts-Russo	Member	01/06/2026	06/30/2028
Public Art Commission	Andrew Flanagan	Member	01/06/2026	06/30/2028
Public Art Commission	Molly Foley	Member	01/06/2026	06/30/2028
Public Art Commission	Carlos Jaquez	Member	01/06/2026	06/30/2028
Public Art Commission	Hannah Keller	Member	01/06/2026	06/30/2028
Public Art Commission	Lauren Kosky-Stamm	Member	01/06/2026	06/30/2028
Public Art Commission	Stefanie McIver	Member	01/06/2026	06/30/2028
Public Art Commission	Pamela Soltes	Member	01/06/2026	06/30/2028
Public Art Commission	David Whitney	Member	01/06/2026	06/30/2028
Public Art Commission	William Wrigley	Student Representative	01/06/2026	06/30/2028

### **X Approval of Minutes**

It was moved by Ms. Danisch, seconded by Ms. Gregory, and voted 5-0 to approve the following minutes:

- October 20, 2025
- November 6, 2025
- November 12, 2025
- November 21, 2025
- December 3, 2025
- December 8, 2025

### **XI. Adjourn**

It was moved by Ms. Danisch, seconded by Mr. Coffey, and voted 5-0 to adjourn the meeting at 9:18 PM

### **Document 20: Town Manager's Summary of 4 Goals**

#### **Summary of Town Manager Staff Appointments**

The Town Manager is pleased to announce the following appointments:

<b>Department</b>	<b>Name</b>	<b>Position</b>	<b>Date of Hire</b>	<b>Rate/Term</b>
Andover Police Department	Courtney Perry (Martin Hehir)	Public Safety Communicator	01/12/2026	\$31.33/hour
Facilities	Stephen Rivers (Richard Drinkwater)	Custodian	01/05/2026	\$26.19/hour
Public Works	Cameron Foote (John Parker)	Equipment Operator	12/15/2025	\$28.73/hour
Public Works	Susan Pieslak (Katy Dorandi)	Office Assistant	01/12/2026	\$28.93/hour

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)



# TOWN OF ANDOVER

Accounting  
36 Bartlet Street  
Andover, MA 01810  
978-623-8920  
[www.andoverma.gov](http://www.andoverma.gov)

Hayley Green  
*Town Accountant/ Assistant  
Chief Financial Officer*

To: Select Board  
Finance Committee  
School Committee

From: Hayley Green, Town Accountant/Assistant Chief Financial Officer

CC: Andrew Flanagan, Michael Lindstrom, Austin Simko, Alex Magee, Magda Parvey,  
Keith Taverna, Martha Sybert, Tara Bicknell, Town Website

Date: January 2, 2026

Re: ***FY 2026 Financials***

The attached reports summarize the Town's financial position through October 31, 2025.  
Included are the following:

- Executive Summary
- Budgeted versus Actual Revenues – General Fund and Enterprise Funds
- Revenue Comparison Graphs
- Personal Services and Other Expenditures by Department
- Reserve Account and Compensation Fund Analysis
- Chapter 44 § 53 E ½ Revolving Funds
- Capital Projects status – FY20 – FY26

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

The attached reports of the Town Accountant summarize FY 2026 revenues and expenditures for the General Fund, Enterprise Funds, Reserve Fund, Revolving Funds and Capital Projects through October 31, 2025.

**General Fund**

The total general fund receipts of all sources collected through October 31, 2025 are in line with the annual projections through the four months of the year. FY 2026 local receipts are \$634,989 greater than FY 2025 collections through the same period of time. This is primarily due to one large tax title that was redeemed in July 2025. In FY26 off-set receipts for public facilities rentals were moved to a revolving fund. Excluding the rentals, off-set receipts collections are \$13,144 less than FY 2025 collections through the same period of time and are in line with projections.

General fund personal services are lower than FY2026 projections through October 2025. Other expenses are greater than FY 2026 projections through October 2025 primarily due to timing of payments, where various operating expenses are paid at the beginning of the fiscal year. Encumbrances are adjusted throughout the year.

**Water Enterprise Fund**

The total water enterprise fund collections are slightly greater than projections through October 2025. The user charges receipts are \$203,572 more than FY25 through the same period due to increased rates and consumption. Water personal services and other expenses are in line with FY 2026 projections through October 2025.

**Sewer Enterprise Fund**

The total sewer enterprise fund collections are in line with projections through October 2025. The user charges receipts are \$288,262 more than prior year receipts through the same period due to increased rates and consumption. Sewer personal services are lower and other expenses are higher than the FY 2026 projections through October 2025.

**Reserve Fund**

Town Meeting approved a reserve fund balance of \$200,000. This money has not been used through October 2025.

**Compensation Fund**

Town Meeting approved a compensation fund balance of \$1,135,000. This money has not been used through October 2025.

**Revolving Accounts**

Town Meeting voted to approve 19 revolving funds with a total spending limit of \$3,780,000.

**Capital Projects**

These projects are part of the Town's capital improvement plan voted at Town Meeting from taxation. There is a balance of \$3,690,969 available for the most recent seven years of approved projects.

**Town of Andover**  
**FY 2025 General Fund Year-To-Date Revenue Report**  
**Budgeted vs. Actuals 10/31/25 and 10/31/2024**

<b>Local Receipts</b>	<b>FY 26 Budgeted Receipts</b>	<b>FY 26 YTD Revenues</b>	<b>% Collected</b>	<b>FY 25 Budgeted Receipts</b>	<b>FY 25 YTD Revenues</b>	<b>% Collected</b>	<b>Change in Budgets</b>	<b>Change in YTD Receipts</b>
Motor Vehicle Excise	6,000,000	711,947	11.9%	5,822,661	884,637	15.2%	177,339	(172,690)
Hotel/Motel/Meals	2,565,000	946,890	36.9%	1,869,326	887,485	47.5%	695,674	59,406
Penalties and Interest on Taxes and Excises	480,000	892,236	185.9%	480,000	192,289	40.1%	-	699,947
Fees	31,000	10,721	34.6%	61,000	8,505	13.9%	(30,000)	2,216
Payments in Lieu of Taxes	491,129	-	0.0%	479,150	-	0.0%	11,979	-
Other Departmental Revenues	213,586	57,553	26.9%	276,586	56,045	20.3%	(63,000)	1,507
Other Departmental Revenues - School Medicare	200,000	112,967	56.5%	200,000	94,789	47.4%	-	18,178
Licenses and Permits	2,620,308	1,480,455	56.5%	2,391,502	1,124,939	47.0%	228,806	355,517
Fines & Forfeits	137,500	76,459	55.6%	118,766	98,659	83.1%	18,734	(22,200)
Investment Income	505,000	1,403,492	277.9%	222,552	1,710,383	768.5%	282,448	(306,891)
<b>Total Estimated Receipts</b>	<b>13,243,523</b>	<b>5,692,721</b>	<b>43.0%</b>	<b>11,921,543</b>	<b>5,057,731</b>	<b>42.4%</b>	<b>1,321,980</b>	<b>634,989</b>

<b>Off-Set Receipts</b>	<b>FY 26 Budgeted Receipts</b>	<b>FY 26 YTD Revenues</b>	<b>% Collected</b>	<b>FY 25 Budgeted Receipts</b>	<b>FY 25 YTD Revenues</b>	<b>% Collected</b>	<b>Change in Budgets</b>	<b>Change in YTD Receipts</b>
Recreation	655,500	110,619	16.9%	498,531	95,389	19.1%	156,969	15,230
Elder Services	106,000	36,932	34.8%	120,000	42,938	35.8%	(14,000)	(6,006)
Public Facilities - Rental Receipts	-	(825)	N/A	105,000	33,919	32.3%	(105,000)	(34,744)
Cemetery - Interment Fees	60,000	16,577	27.6%	76,000	21,414	28.2%	(16,000)	(4,837)
Public Safety - Police Detail Fees	70,000	63,692	91.0%	55,000	23,177	42.1%	15,000	40,515
Public Safety / Fire - Ambulance Receipts	1,900,000	672,936	35.4%	1,768,000	730,982	41.3%	132,000	(58,046)
<b>Total Off-Set Receipts</b>	<b>2,791,500</b>	<b>899,930</b>	<b>32.2%</b>	<b>2,622,531</b>	<b>947,818</b>	<b>36.1%</b>	<b>168,969</b>	<b>(47,889)</b>

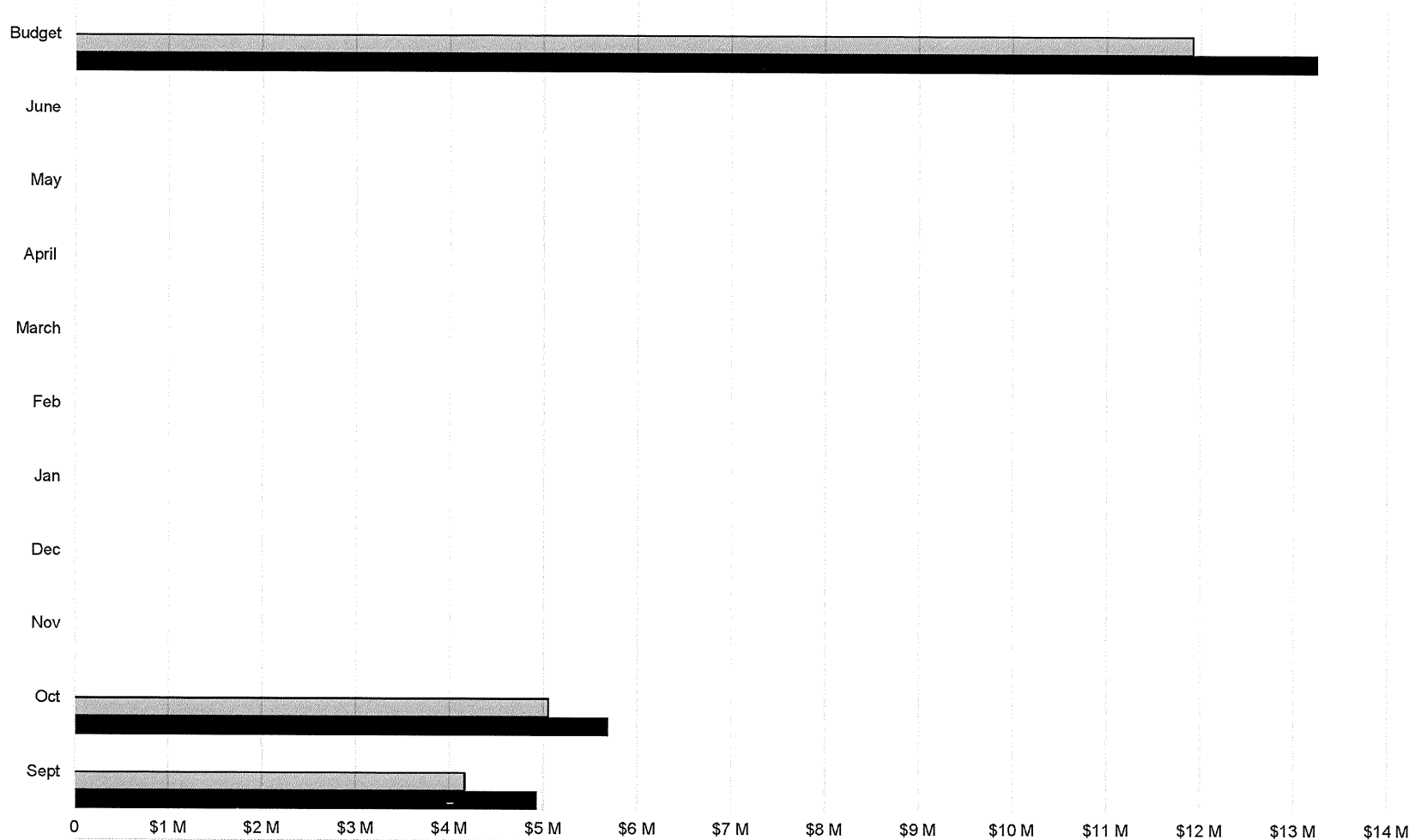
  

<b>Other Revenues</b>	<b>FY 26 Budgeted Receipts</b>	<b>FY 26 YTD Revenues</b>	<b>% Collected</b>	<b>FY 25 Budgeted Receipts</b>	<b>FY 25 YTD Revenues</b>	<b>% Collected</b>	<b>Change in Budgets</b>	<b>Change in YTD Receipts</b>
Property Taxes (inc. Tax Titles)	197,885,008	89,647,719	45.3%	191,831,670	86,404,030	45.0%	6,053,338	3,243,689
State Aid	18,035,727	6,011,904	33.3%	17,181,262	5,725,913	33.3%	854,465	285,991
<b>Total Other Revenues</b>	<b>215,920,735</b>	<b>95,659,623</b>	<b>44.3%</b>	<b>209,012,932</b>	<b>92,129,943</b>	<b>44.1%</b>	<b>6,907,803</b>	<b>3,529,680</b>
<b>Total Revenues</b>	<b>231,955,758</b>	<b>102,252,273</b>	<b>44.1%</b>	<b>223,557,006</b>	<b>98,135,493</b>	<b>43.9%</b>	<b>8,398,752</b>	<b>4,116,780</b>

**Town of Andover**  
**FY 2025 Enterprise Funds Year-To-Date Revenue Report**  
**Budgeted vs. Actuals 10/31/2025 and 10/31/2024**

	<b>FY 26 Budgeted Receipts</b>	<b>FY 26 YTD Revenues</b>	<b>% Collected</b>	<b>FY 25 Budgeted Receipts</b>	<b>FY 25 YTD Revenues</b>	<b>% Collected</b>	<b>Change in Budgets</b>	<b>Change in YTD Receipts</b>
<b>Water Fund</b>								
User Charges - Andover	12,005,359	4,200,988	35.0%	9,823,064	4,048,834	41.2%	2,182,295	152,154
User Charges - North Reading	2,394,401	1,054,118	44.0%	2,251,154	1,002,700	44.5%	143,247	51,418
Water Connection	15,000	3,774	25.2%	15,000	6,290	41.9%	-	(2,516)
Water Testing Fees	22,000	2,415	11.0%	20,000	3,175	15.9%	2,000	(760)
Meter Installations	9,000	3,605	40.1%	9,000	2,925	32.5%	-	680
Fire Flow Test	6,000	4,319	72.0%	6,000	4,273	71.2%	-	46
Special/Final Reads	25,000	7,183	28.7%	25,000	7,038	28.2%	-	146
Backflow/Cross Connection Fees	95,000	75,364	79.3%	55,000	31,052	56.5%	40,000	44,312
Water Tap	-	-	N/A	-	600	N/A	-	(600)
Liens	80,000	12,825	16.0%	80,000	3,111	3.9%	-	9,713
Fire Services	290,000	99,201	34.2%	290,000	154,784	53.4%	-	(55,583)
Interest /Misc Revenue	-	706	N/A	-	178	N/A	-	528
Non-Revenue Interest	26,445	14,534	55.0%	26,445	6,866	26.0%	-	7,668
<b>Total Water Receipts</b>	<b>14,968,205</b>	<b>5,479,033</b>	<b>36.6%</b>	<b>12,600,663</b>	<b>5,271,827</b>	<b>41.8%</b>	<b>2,367,542</b>	<b>207,206</b>
<b>Sewer Fund</b>								
User Charges	5,918,365	2,122,888	35.9%	5,061,671	1,834,625	36.2%	856,694	288,262
Committed Interest/Income	75,000	3,174	4.2%	80,000	922	1.2%	(5,000)	2,251
Liens	49,174	6,172	12.6%	65,000	2,772	4.3%	(15,826)	3,400
Apport Assmnts	290,000	26,832	9.3%	300,000	12,864	4.3%	(10,000)	13,968
Interest /Misc Revenue	-	662	N/A	-	203	N/A	-	459
Non-Revenue Interest	45,000	19,685	43.7%	20,000	19,152	95.8%	25,000	533
<b>Total Sewer Receipts</b>	<b>6,377,539</b>	<b>2,179,413</b>	<b>34.2%</b>	<b>5,526,671</b>	<b>1,870,539</b>	<b>33.8%</b>	<b>850,868</b>	<b>308,874</b>
<b>Total Enterprise Revenues</b>	<b>21,345,744</b>	<b>7,658,446</b>	<b>35.9%</b>	<b>18,127,334</b>	<b>7,142,366</b>	<b>39.40%</b>	<b>3,218,410</b>	<b>516,080</b>

## Town of Andover Local Receipts FY 2026 and FY 2025

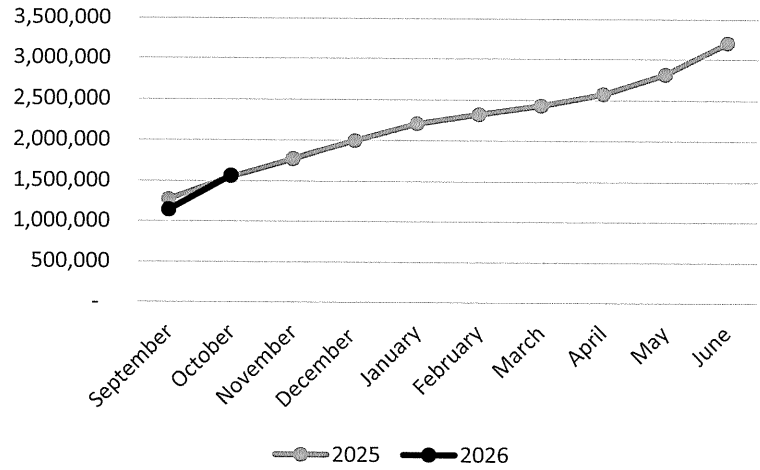


	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Budget
■ FY 2025 % of Budget	34.9%	42.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
■ FY 2026 % of Budget	37.3%	43.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
□ FY 2025 Receipts	\$4,165,383	\$5,057,731	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,921,543
■ FY 2026 Receipts	\$4,934,701	\$5,692,721	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,243,523

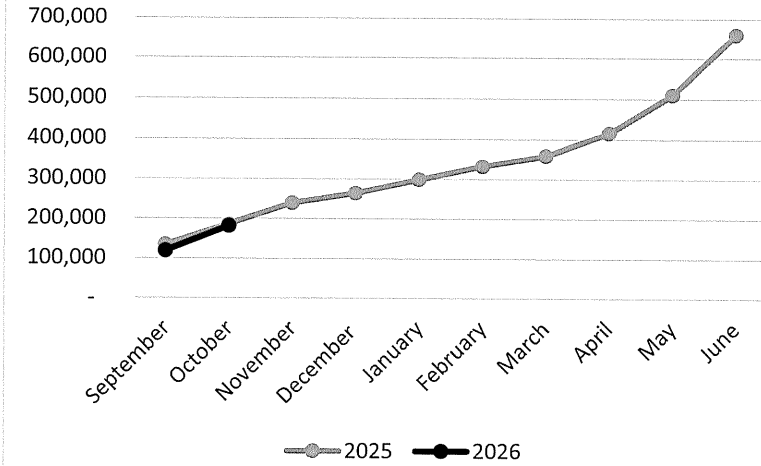
**Town of Andover**  
**FY 2026 Year-To-Date Budget Report**  
**Personal Services and Other Expenditures thru 10/31/2025**

	Original Appropriation	Transfers/ Adjustments	Revised Budget	YTD Expended	Encumbrances	Available Balance	% Expended & Encumbered	% Expended
<b>Personal Services</b>								
General Government	8,271,986	49,993	8,321,979	2,589,285	-	5,732,694	31.1%	31.1%
Community Services	1,749,507	-	1,749,507	785,023	-	964,484	44.9%	44.9%
Public Facilities	2,904,536	-	2,904,536	963,515	-	1,941,021	33.2%	33.2%
Public Safety - Fire	9,904,032	-	9,904,032	3,430,850	-	6,473,182	34.6%	34.6%
Public Safety - Police	8,964,141	64,289	9,028,430	2,909,031	-	6,119,398	32.2%	32.2%
Public Works	3,812,649	-	3,812,649	1,236,344	-	2,576,305	32.4%	32.4%
Library	2,445,706	-	2,445,706	799,439	-	1,646,267	32.7%	32.7%
Solid Waste	110,337	-	110,337	39,504	-	70,833	35.8%	35.8%
School	85,692,573	-	85,692,573	19,160,751	63,989,314	2,542,507	97.0%	22.4%
Compensation Fund	1,135,000	-	1,135,000	-	-	1,135,000	0.0%	0.0%
<b>Total Personal Services - General Fund</b>	<b>124,990,467</b>	<b>114,282</b>	<b>125,104,749</b>	<b>31,913,742</b>	<b>63,989,314</b>	<b>29,201,692</b>	<b>76.7%</b>	<b>25.5%</b>
Water Enterprise	2,487,559	-	2,487,559	837,518	-	1,650,041	33.7%	33.7%
Sewer Enterprise	471,432	-	471,432	106,223	-	365,209	22.5%	22.5%
<b>Total Personal Services - Enterprise Funds</b>	<b>2,958,991</b>	<b>-</b>	<b>2,958,991</b>	<b>943,741</b>	<b>-</b>	<b>2,015,250</b>	<b>31.9%</b>	<b>31.9%</b>
<b>Other Expenses</b>								
General Government	3,068,616	169,215	3,237,831	1,567,029	498,735	1,172,068	63.8%	48.4%
Community Services	738,500	21,577	760,077	180,724	221,136	358,217	52.9%	23.8%
Public Facilities	1,533,650	71,678	1,605,328	446,503	687,254	471,571	70.6%	27.8%
Public Safety - Fire	749,000	74,673	823,673	240,328	215,783	367,562	55.4%	29.2%
Public Safety - Police	1,048,300	31,045	1,079,345	333,991	397,123	348,232	67.7%	30.9%
Public Works	2,640,429	423,709	3,064,138	613,014	1,516,111	935,013	69.5%	20.0%
Library	694,235	8,053	702,288	378,376	273,526	50,387	92.8%	53.9%
Solid Waste	4,193,563	406,861	4,600,424	1,315,491	3,343,825	(58,893)	101.3%	28.6%
School	20,904,562	1,797,931	22,702,493	6,671,225	14,699,508	1,331,760	94.1%	29.4%
Technical Schools	1,392,135	-	1,392,135	287,508	862,523	242,105	82.6%	20.7%
Debt Service	28,397,652	-	28,397,652	13,653,908	-	14,743,744	48.1%	48.1%
Insurance	1,429,675	12,898	1,442,573	1,360,293	104,343	(22,063)	101.5%	94.3%
Health Insurance	27,649,530	-	27,649,530	5,185,760	-	22,463,770	18.8%	18.8%
Unemployment	126,610	-	126,610	25,693	100,917	-	100.0%	20.3%
Retirement	7,855,142	-	7,855,142	7,855,140	-	2	100.0%	100.0%
Reserve Fund	200,000	-	200,000	-	-	200,000	0.0%	0.0%
OPEB Appropriation	1,964,349	-	1,964,349	-	-	1,964,349	0.0%	0.0%
<b>Total Other Expenses - General Fund</b>	<b>104,585,948</b>	<b>3,017,641</b>	<b>107,603,589</b>	<b>40,114,982</b>	<b>22,920,783</b>	<b>44,567,824</b>	<b>58.6%</b>	<b>37.3%</b>
Water Enterprise	10,939,693	774,264	11,713,957	3,626,499	2,016,890	6,070,568	48.2%	31.0%
Sewer Enterprise	5,522,623	411,538	5,934,161	2,151,426	1,718,745	2,063,989	65.2%	36.3%
<b>Total Other Expenses - Enterprise Funds</b>	<b>16,462,316</b>	<b>1,185,802</b>	<b>17,648,118</b>	<b>5,777,925</b>	<b>3,735,635</b>	<b>8,134,558</b>	<b>53.9%</b>	<b>32.7%</b>
<b>Total - General Fund</b>	<b>229,576,415</b>	<b>3,131,922</b>	<b>232,708,337</b>	<b>72,028,724</b>	<b>86,910,097</b>	<b>73,769,516</b>	<b>68.3%</b>	<b>31.0%</b>
<b>Total - Enterprise Funds</b>	<b>19,421,307</b>	<b>1,185,802</b>	<b>20,607,109</b>	<b>6,721,666</b>	<b>3,735,635</b>	<b>10,149,808</b>	<b>50.7%</b>	<b>32.6%</b>

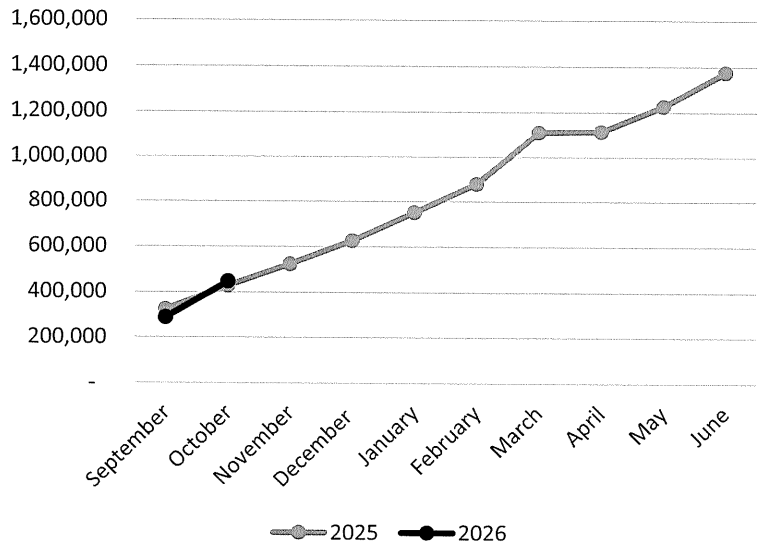
### General Government Expenses



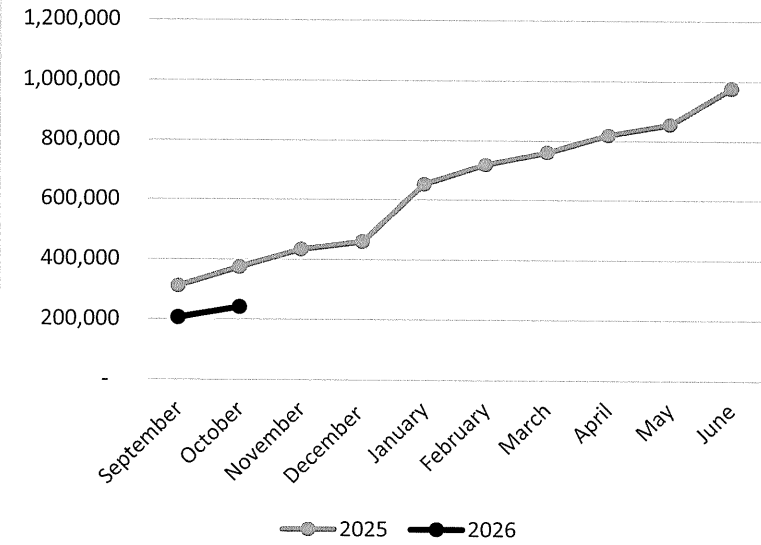
### Community Services Expenses



### Public Facilities Expenses

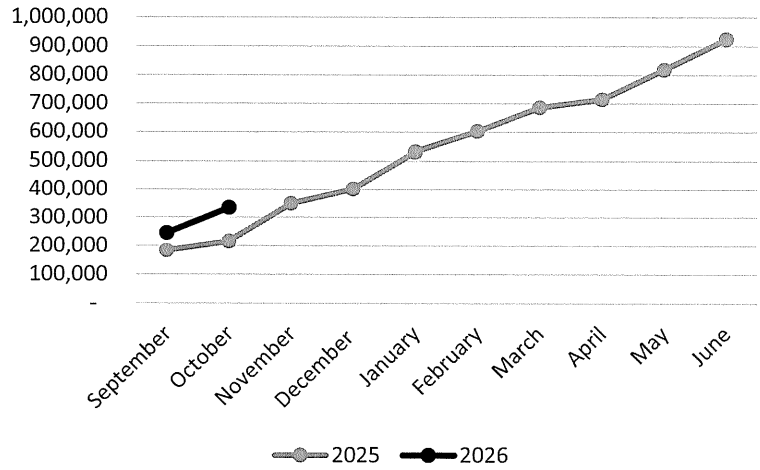


### Fire Expenses

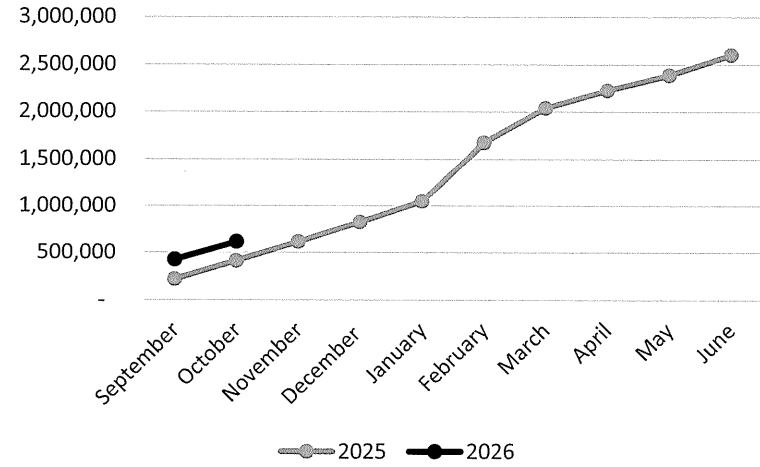


\*Expenses vary from year to year due to timing and departmental needs, but can still be on budget.

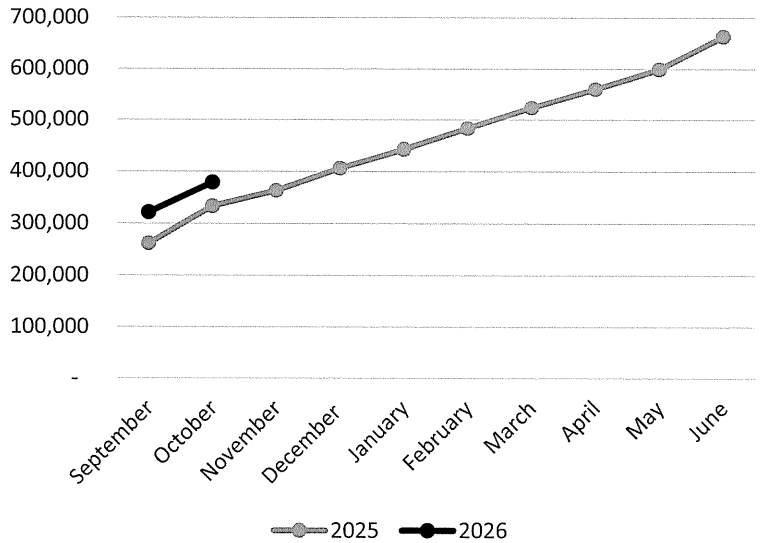
Police Expenses



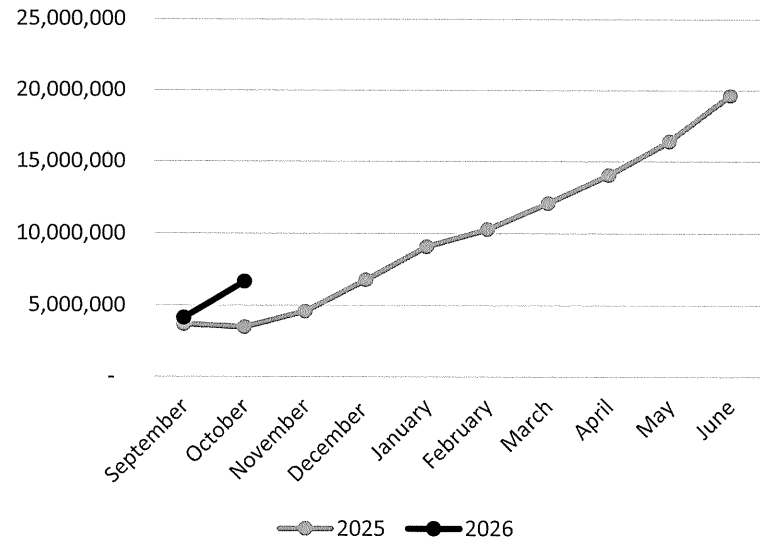
Public Works Expenses



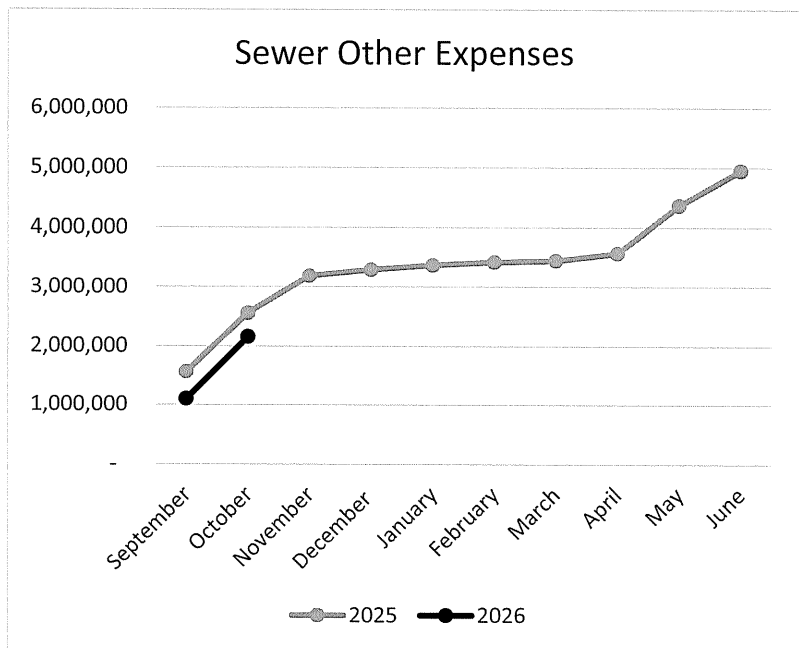
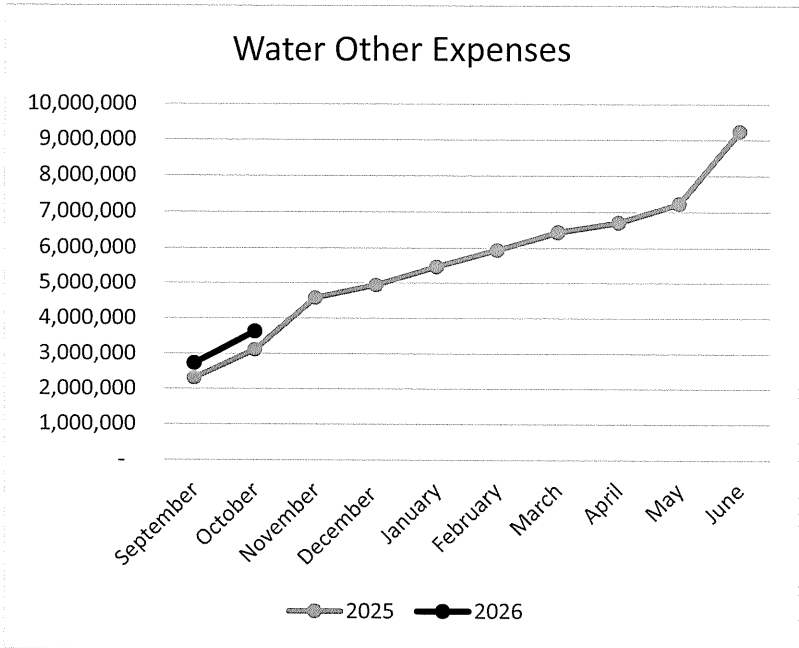
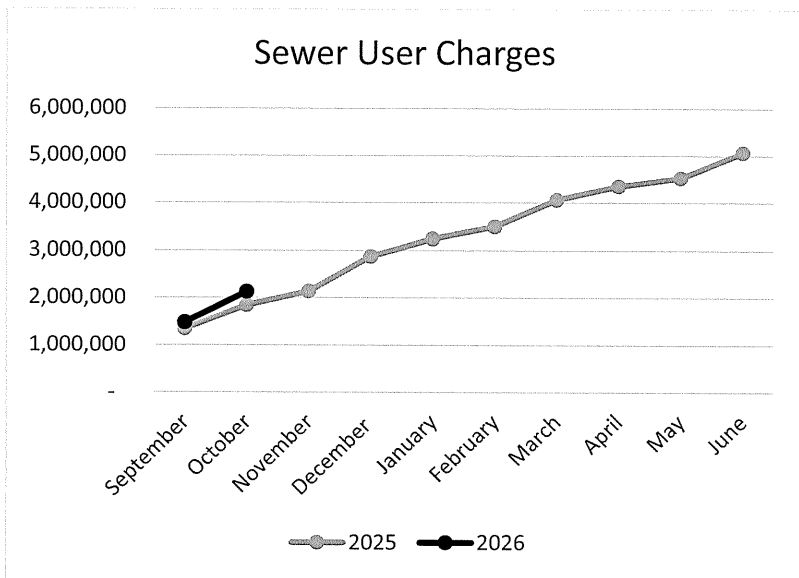
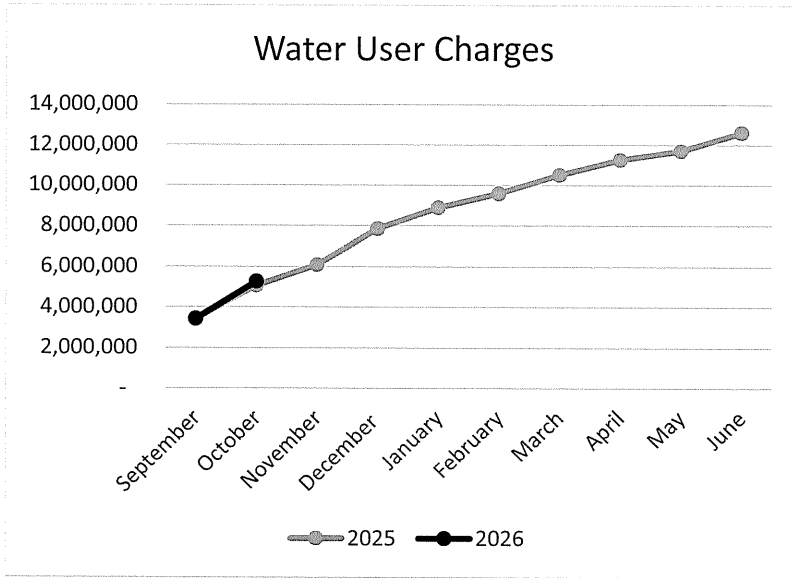
Library Expenses



School Expenses



\*Expenses vary from year to year due to timing and departmental needs, but can still be on budget.



\*Expenses vary from year to year due to timing and departmental needs, but can still be on budget.



**Town of Andover**  
**FY 2026 Revolving Accounts**  
**(M.G.L. CH. 44, § 53 E1/2)**  
**As of 10/31/25**

	CD & P Legal Notices Acct 5550	Library Lost/Damaged Materials Acct 5631	CD & P Health Services Clinics Acct 5557	Recreation Special Services Acct 5552	Youth Services Acct 5553	Facilities Field Maintenance Acct 5622	Elder Services Acct 5554	Police Antenna Uses Acct 5653	School Photocopy Fees Acct 4510	Facilities Compost Program Acct 5666	DPW Solid Waste Fees Acct 5667	CD & P Stormwater Management Acct 5668	Fire Emergency Billing Acct 5669	Health Services Inspections Acct 5670	School Professional Development Acct 4500	Student Technology Rentals Acct 4260	Public Space Rentals Acct 5546	Conservation Land Acct 5545	Town Events Acct 5544
Balance thru 6/30/2024	34,163	20,468	114,169	1,691,031	639,859	155,362	230,244	64,211	53,632	21,741	67,395	0	681	207,663	3,184	67,214	N/A	N/A	N/A
Receipts thru 6/30/2025	19,421	2,672	29,648	2,339,847	376,918	85,383	180,080	10,652	3,331	27,484	30,496	0	0	56,430	0	47,580	0	N/A	N/A
Expenditures thru 6/30/2025	20,859	82	26,492	2,220,000	320,144	113,547	110,405	0	0	31,318	18,377	0	0	26,476	0	58,130	0	N/A	N/A
Balance thru 6/30/2025	32,724	23,059	117,326	1,810,878	696,633	127,197	299,919	74,863	56,963	17,907	79,513	0	681	237,617	3,184	56,664	0	0	0
Receipts thru 10/31/2025	8,548	1,406	194	876,831	142,074	80,861	65,121	1,280	605	6,771	123,382	0	0	4,873	0	13,260	36,199	39,096	0
Expenditures thru 10/31/2025	7,225	1,489	16,886	716,074	182,834	75,112	34,536	0	0	9,223	17,562	0	0	445	0	38,390	230	8,000	0
Balance thru 10/31/2025	34,048	22,975	100,634	1,971,636	655,872	132,947	330,504	76,143	57,567	15,455	185,333	0	681	242,045	3,184	31,534	35,969	31,096	0

Spending Authorization	\$35,000	\$20,000	\$60,000	\$2,125,000	\$400,000	\$150,000	\$225,000	\$50,000	\$10,000	\$60,000	\$40,000	\$5,000	\$100,000	\$100,000	\$50,000	\$200,000	\$50,000	\$50,000	\$50,000
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Y-T-D % Spent	20.64%	7.45%	28.14%	33.70%	45.71%	50.07%	15.35%	0.00%	0.00%	15.37%	43.90%	0.00%	0.00%	0.45%	0.00%	19.20%	0.46%	16.00%	0.00%
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**Town of Andover  
Capital Projects  
10/31/2025**

	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>	<u>Total Available</u>
Budget	1,011,600	1,150,000	1,185,000	1,271,500	1,338,000	1,210,000	1,285,000	
Expended	1,011,600	1,150,000	1,185,000	1,125,174	995,361	563,765	153,034	
Encumbered	-	-	-	23,941	95,271	124,264	77,869	
<b>Total School</b>	Available	-	-	122,386	247,367	521,971	1,054,097	1,945,820
Budget	1,069,098	902,108	137,000	150,000	95,000	60,000	144,528	
Expended	1,013,408	902,108	133,583	110,497	47,452	25,000	6,604	
Encumbered	25,000	-	130	13,000	7,446	-	20,241	
<b>Total General Government</b>	Available	30,690	-	3,287	26,503	40,102	117,683	253,265
Budget	10,000	50,000	-	-	-	-	-	
Expended	10,000	50,000	-	-	-	-	-	
Encumbered	-	-	-	-	-	-	-	
<b>Total Library</b>	Available	-	-	-	-	-	-	-
Budget	1,303,000	468,000	1,180,000	1,165,000	1,130,000	1,209,000	1,055,000	
Expended	1,303,000	443,838	1,176,899	1,069,091	869,443	586,336	71,197	
Encumbered	-	24,162	-	56,840	135,661	472,863	175,632	
<b>Total Facilities</b>	Available	-	3,101	39,069	124,895	149,801	808,172	1,125,037
Budget	195,000	195,000	255,000	-	40,000	65,000	-	
Expended	195,000	195,000	254,948	-	40,000	29,576	-	
Encumbered	-	-	52	-	-	23,471	-	
<b>Total Police</b>	Available	-	-	-	-	11,953	-	11,953
Budget	-	96,000	88,000	-	185,000	-	-	
Expended	-	96,000	77,383	-	-	-	-	
Encumbered	-	-	10,617	-	-	-	-	
<b>Total Fire</b>	Available	-	-	-	185,000	-	-	185,000
Budget	400,000	-	165,000	170,000	102,000	80,000	119,000	
Expended	399,119	-	145,000	150,000	64,975	59,390	-	
Encumbered	-	-	-	-	17,026	610	29,988	
<b>Total DPW</b>	Available	881	20,000	20,000	20,000	20,000	89,012	169,893
Budget	2,977,098	1,711,108	1,825,000	1,485,000	1,552,000	1,414,000	1,318,528	
Expended	2,920,527	1,686,946	1,787,814	1,329,588	1,021,870	700,302	77,801	
Encumbered	25,000	24,162	10,798	69,840	160,133	496,944	225,861	
<b>Total Town</b>	Available	31,571	26,388	85,571	369,997	216,755	1,014,867	1,745,149
Budget	3,988,698	2,861,108	3,010,000	2,756,500	2,890,000	2,624,000	2,603,528	
Expended	3,932,127	2,836,946	2,972,814	2,454,762	2,017,231	1,264,067	230,835	
Encumbered	25,000	24,162	10,798	93,781	255,404	621,208	303,730	
<b>Grand Total</b>	Available	31,571	26,388	207,957	617,364	738,725	2,068,963	3,690,969