

Board of Selectmen

36 BARTLET STREET
ANDOVER, MA 01810

WWW.ANDOVERMA.GOV

MEETING AGENDA

Monday, June 12, 2017

Regular Session 7:00 P.M.

SELECTMEN'S CONFERENCE ROOM, ANDOVER TOWN OFFICES, 3rd floor

REGULAR SESSION

- I. Call to Order– 7:00 P.M.
- II. Opening Ceremonies/ Moment of Silence/Pledge of Allegiance – 7:00 P.M.
- III. Communications/Announcements/Liaison Reports – 7:05 P.M.
- IV. Citizens Petitions and Presentations – 7:10 P.M.
- V. Regular Business of the Board – 7:15 P.M.
 - A. Short term borrowing – (5 minutes)

Donna Walsh Finance Director to ask the Board of Selectmen to consider to vote to approve short term borrowing.
 - B. Andover Country Club, Inc. – (5 minutes)
 - a. Board of Selectmen to consider to approve the application of Andover Country Club, Inc. 60 Canterbury Street, Andover for a Change of Manager on its All Alcoholic Innholder Beverage License; the new Manager to be Elaine L. Chirichiello of 35 Fieldstone Drive, Hampstead, New Hampshire, subject to the condition that all other requirements of the Town are met prior to issuance of the license.
 - b. Board of Selectmen to consider to approve the application of Andover Country Club, Inc. 60 Canterbury Street, Andover for a Change of Manager on its All Alcoholic Seasonal Restaurant Beverage License: the new Manager to be Elaine L. Chirichiello of 35 Fieldstone Drive, Hampstead, New Hampshire, subject to the condition that all other requirements of the Town are met prior to issuance of the license.
 - C. Vehicle for Hire License – (5 minutes)

Board of Selectmen to consider application for Vehicle for Hire License of High Class Livery, LLC., 300 Brickstone Square, Suite 201, with 40 vehicles. The license has been reviewed and approved by the Police Department and would be effective from the date of approval through April 30, 2018.

- D. New License and Permit Form for Petitioners – (10 minutes)
Board of Selectmen to consider to review and approve the New License and Permit Form for petitioners.
- E. Zoning Board and Retirement Board – (10 minutes)
Board of Selectmen to discuss the process for appointments to the Zoning Board and the Retirement Board.
- F. House Move – 33 Porter Road to 275 South Main Street – (15 minutes)
Board of Selectmen to consider to vote to approve a house move from 33 Porter Road to 275 South Main Street with a Mass DOT permit date of Sunday, June 18th from 8:00 a.m. – 12:00 a.m. with a rain date of Sunday, June 25th from 8:00 a.m. – 12:00 a.m.
- G. Abandonment of Sewer Easement – Land off of Fleming Avenue – (10 minutes)
Board of Selectmen to consider to vote to sign abandon fifteen (15) foot wide sewer easement located on the property known as land off of Fleming Avenue on plan of land in Shawsheen Village.
- H. Goals and Objectives – (15 minutes)
Board of Selectmen and Town Manager to set a date for FY2018 Goals and Objectives Meetings.
- I. Amendments to Traffic Rules and Regulations – (5 minutes)
Board to discuss to vote on the following changes to the Traffic Rules and Regulations as proposed by the Police Department’s Safety Officer:
- Request 1**
Schedule 1, Article 5, Section 2, Parking
- Location- Fleming Ave, South Side, a distance of 167 feet, no parking either side
 - Location-Fleming Ave, North Side, Haverhill St. a distance of 175 feet, no parking either side
- Request 2**
- Location-Elm Ct., West/East Side, Elm St. a distance of 460 feet, no parking either side
- Request 3**
- Location-Chickering Ct., West/East, Elm St. a distance of 300 feet, no parking either side
 -
- VI. Approval of Minutes from Previous Board of Selectmen Meetings – 8:35 P.M
April 3, 2017 (Regular Meeting), April 10, 2017 (Regular Meeting), April 18, 2017 (Regular Meeting), April 24, 2017 (Regular Meeting), April 26, 2017 (Regular Meeting) and May 1, 2017 (Special Meeting), May 15, 2017 (Regular Meeting) and May 22, 2017.

VII. Consent Agenda – 8:40 P.M.

A. APPOINTMENTS – (Town Manager)

That the following appointments by the Town Manager be approved:

DEPARTMENT/ COMMITTEE	NAME	POSITION	RATE/ TERM	DOH
Community Development	Larry Fisher	Alternate Electrical Inspector (temp./on- call)	\$40.00/hr.	6/13/17
Youth Services	Walter Pappas	AYS Counselor 3	\$11.00/hr.	5/30/17
Elder Services	Noelle Kaelblein (v. K. Payne-Taylor)	Program Coordinator	\$56,195	7/5/17
Recreation Division	Clara Washburn	Rec. Park Counselor	\$12.00/hr.	6/01/17
Recreation Division	Nathan Davies	Counselor- All day	\$10.00/hr.	6/01/17
Recreation Division	Shannon Larney	Counselor- All day	\$10.00/hr.	6/01/17
Recreation Division	Matthew Adams	Counselor- All day	\$10.00/hr.	6/01/17
Recreation Division	Amy Roos	Counselor-All day	\$10.00/hr.	6/01/17
Recreation Division	Teagan Maloney	Counselor- All day	\$10.00/hr.	6/01/17
Recreation Division	Peter Logee	Counselor- All day	\$10.00/hr.	6/01/17
Recreation Division	Sandra Woodman	Co-Director--Outer Limits	\$20.00/hr.	6/01/17
Recreation Division	Baylah Corbitt	Rec. Park Counselor	\$10.00/hr.	6/01/17
Recreation Division	Kerri Wegner	All day supervisor	\$16.75/hr.	6/01/17
Recreation Division	Evan Lundgren	Beach Buddies Counselor	\$10.00/hr.	6/01/17
Recreation Division	Austin Sacco	Counselor - All day	\$10.00/hr.	6/01/17
Recreation Division	Tessa Berry	Rec. Park Counselor	\$10.00/hr.	6/01/17
Recreation Division	Nicole Blanchard	Beach Buddies Counselor	\$10.00/hr.	6/01/17
Recreation Division	Jordan Devlin	Outer Limits Counselor	\$12.00/hr.	6/01/17
Recreation Division	Justine Ferrara	Supervisor-Rec. Park	\$12.00/hr.	6/01/17
Recreation Division	David Frykenberg	Counselor-All day	\$10.00/hr.	6/01/17
Recreation Division	Elise Miner	Rec. Park Counselor	\$10.00/hr.	6/01/17
Recreation Division	Marina Pace	Rec. Park Counselor	\$10.00/hr.	6/01/17
Recreation Division	Anisha Rao	Rec. Park Counselor	\$10.00/hr.	6/01/17
Recreation Division	Carissa Agostino	Lifeguard	\$11.00/hr.	6/1/17
Recreation Division	Andrew Robbins	Assistant Pond Director	\$20.00/hr.	5/29/17
Recreation Division	Nicholas Graham	Outer Limits Counselor	\$12.00/hr.	6/1/17
Recreation Division	Philip Amesoeder	Lifeguard	\$11.00/hr.	6/1/17
Recreation Division	Charlotte Rogers	Lifeguard	\$11.00/hr.	6/1/17
Recreation Division	Kevin Kiely	Lifeguard	\$10.00/hr.	6/1/17
Recreation Division	Nicholas Zalanskas	Golf Counselor	\$10.00/hr.	6/1/17

Recreation Division	Kati Nam	Lifeguard	\$11.00/hr.	6/1/17
Recreation Division	Julia Parziale	Cheerleading Counselor	\$12.00/hr.	6/1/17
Recreation Division	Caden McKenna	Lifeguard	\$11.00/hr.	6/1/17
Recreation Division	Aidan Fague	Golf Counselor	\$10.00/hr.	6/1/17
Engineering	Christian Burcham	Civil Engineering Intern	\$11.00/hr.	6/13/17
Fire Rescue	Christopher Laverde	Fire Fighter f-7494-1	\$65,337	7/01/17
Fire Rescue	Thomas Kennedy, III	Lieutenant	\$83,425	6/21/17
Fire Rescue	Jeffrey Gaunt	Lieutenant	\$79,457	6/19/17
Police Department	Gregory Scott (v. C. Blais)	Police Lieutenant R 514-1-2	\$110,000	6/11/17
Police Department	Christopher Moore (v. J. Pathiakakis)	Police Lieutenant	\$118,838	6/18/17
Municipal Services	Jamie Eulie (v. D. Plummer)	Equipment Operator I	\$49,172	6/19/17
Municipal Services	Louis Gray (v. J. Anderson)	Composting Facility Monitor	\$12.00/hr.	6/13/17

VIII. Adjournment – 8:45 P.M.

View documents associated with this agenda: www.andoverma.gov/selectmen

Meetings are televised on Comcast Channel 22 and Verizon Channel 45 or may be viewed online at www.andovertv.org If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact Wendy Adams at 978-623-8210 or wadams@andoverma.gov in the Town Manager’s Office.

Memo

To: Board of Selectmen
From: David J. Reilly *DJR*
Date: 6/7/2017
Re: Short-term Borrowing

On June 6, 2017, we took bids for 3 town projects:

Article 56, 2015	Water Mains	\$1,555,000
Article 27, 2016	Fire Engine	\$ 575,000
Article 29, 2016	Collins Center	<u>\$1,000,000</u>
		\$3,130,000

The bids were for a 6-month BAN due December 15, 2017:

Eastern Bank	0.9930%
Oppenheimer & Co, Inc.	1.0412%
Jefferies, LLC	1.0819%
TD Securities	1.0880%
Century Bank	1.1900%

I recommend we award the bid to Eastern Bank at 0.9930%.

TOWN OF ANDOVER GENERAL LICENSE APPLICATION

RECEIVED
TOWN OF ANDOVER OFFICE
TIME STAMP
2017 MAY 17 P 2:16
TOWN OF ANDOVER, MASS

APPLICANT'S D/B/A: N/A

APPLICANT NAME: Andover Country Club, Inc.

APPLICANT'S ADDRESS: 60 Canterbury Street
Andover, MA 01810

APPLICANT'S TEL. NUMBER: 978.474.6503

CONTACT PERSON: Attorney Kathryn M. Morin
TELEPHONE: 978.809.3178 E-MAIL kathryn@kathrynmorinlaw.com
MAILING ADDRESS: 68 Main Street, Suite 5, Andover, MA 01810

TYPE OF LICENSE: LIQUOR LICENSE - CHANGE OF MANAGER

LOCATION OF LICENSE ACTIVITY: 60 Canterbury Street - Andover Country Club

APPLICATION/LICENSE FEE: \$125 FID/SS # 04-2842450

DATE OF ACTIVITY N/A TIME from N/A to N/A

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

Signature: [Handwritten Signature]

OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY
Date of log entry 5-17-17 By: [Signature] License Board Hearing Date: JUNE 12

Prior Approval Required:	DATE SENT:	DATE APPROVED
Police Dept:	<u>5-17-17</u>	<u>5-18-17</u>
Fire Dept:	<u> </u>	<u>5-18-17</u>
CD&P Mgr:	<u> </u>	<u>5-18-17</u>
Town House:	<u> </u>	<u>-</u>
Treasurer:	<u> </u>	<u>5-17-17</u>

Add'l conditions for license: _____

This license requires: (circle all that apply)

- Selectmen Approval
- Business Certificate
- Letter of Clearance

Proposed New Liquor License Manager: Elaine L. Chirichiello, 25 Fielstone Drive, Hampstead, NH 03841
Phone: 978.474.6503/email: chefac@aol.com/Cell: 603.401.7410

TOWN OF ANDOVER GENERAL LICENSE APPLICATION

RECEIVED
TOWN CLERK'S OFFICE
TIME STAMP

APPLICANT'S D/B/A: N/A

2017 MAY 17 P 2:16

APPLICANT NAME: Andover Country Club, Inc.

TOWN OF ANDOVER, MASS

APPLICANT'S ADDRESS: 60 Canterbury Street
Andover, MA 01810

APPLICANT'S TEL. NUMBER: 978.474.6503

CONTACT PERSON: Attorney Kathryn M. Morin

TELEPHONE: 978.809.3178 E-MAIL: kathryn@kathrynmorinlaw.com

MAILING ADDRESS: 68 Main Street, Suite 5, Andover, MA 01810

TYPE OF LICENSE: LIQUOR LICENSE - CHANGE OF MANAGER - Seasonal license

LOCATION OF LICENSE ACTIVITY: 60 Canterbury Street - Andover Country Club - Pool & Surrounding Area

APPLICATION/LICENSE FEE: \$125 FID/SS # 04-2840450

DATE OF ACTIVITY N/A TIME from N/A to N/A

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

Signature: [Handwritten Signature]

OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY
Date of log entry 5-17-17 By: Douglas License Board Hearing Date: TUES JUNE 12

Prior Approval Required:	DATE SENT:	DATE APPROVED
Police Dept:	<u>5-17-17</u>	<u>5-18-17</u>
Fire Dept:	<u> </u>	<u>5-18-17</u>
CD&P Mgr:	<u> </u>	<u>5-18-17</u>
Town House:	<u> </u>	<u> </u>
Treasurer:	<u> </u>	<u>5-17-17</u>

Add'l conditions for license: _____

This license requires: (circle all that apply)

- Selectmen Approval
- Business Certificate
- Letter of Clearance

Proposed New Liquor License Manager: Elaine L. Chirichiello, 25 Fielstone Drive, Hampstead, NH 03841
Phone: 978.474.6503/email: chefac@aol.com/Cell: 603.401.7410

TOWN OF ANDOVER GENERAL LICENSE APPLICATION

TIME STAMP
RECEIVED
TOWN CLERK'S OFFICE
2017 MAY 22 A 10:26
TOWN OF ANDOVER, MASS

APPLICANT'S D/B/A: High class livery LLC.

APPLICANT NAME: ~~Beato Blanco~~ High Class Livery, LLC

APPLICANT'S ADDRESS: 300 Brickstone Sq Suite. 201
Andover MA. 01810

APPLICANT'S TEL. NUMBER: 978-390-0649

CONTACT PERSON: Beato Blanco

TELEPHONE: 978-885-7152 E-MAIL a.mejia.tblo@jabon@gmail.com

MAILING ADDRESS: 300 Brickstone Sq. #201

TYPE OF LICENSE: Vehicle for Hire - office location only - Cars stored in Methuen
Number of Cars Proposed: 40 (one car to start)

Circle one
RENEWAL -or- **NEW**

LOCATION OF LICENSE ACTIVITY: 300 Brickstone Sq. #201

APPLICATION/LICENSE FEE: 100.00 FID/SS # 82-1237533

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

Signature: _____

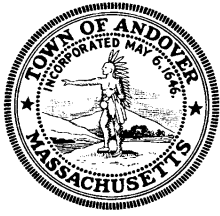
OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY
Date of log entry <u>5.23.17</u>	By: <u>Doune</u>	License Board Hearing Date: <u>6.12.17</u>	
Prior Approval Required:	DATE SENT:	DATE APPROVED	
Police Dept:	<u>5.23.17</u>	<u>5.24.17</u>	
Fire Dept:	<u>-</u>	<u>-</u>	
Town House:	<u>-</u>	<u>-</u>	
Treasurer:	<u>-</u>	<u>5.23.17</u>	
Town Mgr:	<u>↓</u>	<u>5.24.17</u>	
Add'l conditions for license: _____			

This license requires: (circle all that apply)

Selectmen Approval

Business Certificate

Letter of Clearance



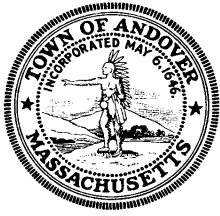
**Town of Andover
BOARD OF SELECTMEN**

License and Permit Application Public Hearing Questionnaire

Please be willing and able to address these questions before the Board of Selectmen during your hearing.

Construction, Excavation & Installation Projects

Name	Click or tap here to enter text.		
Address	Click or tap here to enter text.		
Title	Click or tap here to enter text.		
Company	Click or tap here to enter text.		
Overview of this project, its purpose, and a brief scope of work.	Click or tap here to enter text.		
What time of day will this work take place?	Click or tap here to enter text.		
Have you notified abutters that may be impacted by this project?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Have you provided a contact number for the project manager?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Will the project create traffic detours or prohibit access to roadways or driveways?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Will the project involve work on private property or town right of way that is adjacent to or near private property?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Please provide any additional information that may be useful to the Board.	Click or tap here to enter text.		



**Town of Andover
BOARD OF SELECTMEN**

License and Permit Application Public Hearing Questionnaire

Please be willing and able to address these questions before the Board of Selectmen during your hearing.

Liquor License Application, Renewal, Change of Designated Manager

Name	Click or tap here to enter text.
Address	Click or tap here to enter text.
Title	Click or tap here to enter text.
Company	Click or tap here to enter text.
Are all employees who will be serving alcohol TIPS certified?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does the establishment or any employees have any prior violations in terms of liquor license compliance? If yes, please describe the nature of any violations	Yes <input type="checkbox"/> No <input type="checkbox"/> Click or tap here to enter text.
Please describe your business and the plans that have brought you before the Board this evening.	Click or tap here to enter text.
Please provide an overview of qualifications, certifications, and experience of the designated manager of the establishment.	Click or tap here to enter text.

JOHNSON &
BORENSTEIN, LLC
ATTORNEYS AT LAW

12 Chestnut Street
Andover, MA 01810-3706
Tel: 978-475-4488
Fax: 978-475-6703
www.jbllclaw.com
mark@jbllclaw.com

Mark B. Johnson (MA, NH, DC)
Donald F. Borenstein (MA, ME, NH)

Lorri S. Gill (MA)
Rachel Davis Baime (MA)
Gregory R. Richard (MA, NH)
Kathleen M. Heyer (MA, NH)
Thomas D. Orr (MA)

Of Counsel
Robert W. Lavoie (MA, NH)

Paralegals
Karen L. Bussell
Danielle R. Corey
Lianne Patenaude
Ellen M. Melvin
Tina M. Wilson

May 26, 2017

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

Re: Abandonment of Sewer Easement- Land off of Fleming Avenue

Dear Andrew:

Pursuant to Article 80 at Town Meeting which was the abandonment of the sewer easement off of Fleming Avenue, you will find enclosed a draft of an Abandonment of Easement for approval by the Board of Selectmen. The enclosed has been reviewed by Town Counsel.

I would appreciate you placing this on the next available Selectmen agenda.

Thank you for your consideration of this matter and should you have any questions, please feel free to contact me.

Very truly yours,

JOHNSON & BORENSTEIN, LLC


Mark B. Johnson

MBJ~klb
Enclosure ~ *as indicated*
pc: Carol McGravey, Esq.

MAY30'85 PM12:18

ABANDONMENT OF EASEMENT

The Inhabitants of the Town of Andover, a Massachusetts municipal corporation with a mailing address c/o Town Manager, 36 Bartlet Street, Andover, Massachusetts 01810, as authorized by vote of the Town on Article 80 of the 2017 Annual Town Meeting, hereby abandons a fifteen (15) foot wide sewer easement located on the property known as land off of Fleming Avenue , Andover, Massachusetts, and shown as "Town of Andover Sewer" on Plan of Land entitled "Plan of Land in Shawsheen Village, Andover, MA" drawn by John Franklin, CE dated May 1924 which Plan is recorded at the Essex North District Registry of Deeds as Plan No 558 and reserved in a deed by the Inhabitants of the Town of Andover in a conveyance to the American Woolen Company recorded in the Essex North District Registry of Deeds at Book 502, page 516. This abandonment does not abandon the thirty (30) foot wide right of way reserved in said deed and shown on the said Plan as "Right of Way." For title reference see the above referenced deed recorded at the Essex North District Registry of Deeds at Book 502, page 516.

Witness our hands and seals this ____ day of ____ 2017.

ANDOVER BOARD OF SELECTMEN

Paul J. Salafia

Alexander J. Vispoli

Daniel H. Kowalski

Robert A. Landry

Laura M. Gregory

Commonwealth of Massachusetts

Essex, ss.

On this _____ day of _____, 2017, before me, the undersigned notary public, personally appeared _____

_____ proved to me through satisfactory evidence of identification, which was _____, to be the persons whose names are signed on the preceding or attached documents, and acknowledged to me that they signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:



Andover Police Department

Support Services

Traffic Unit

TO: Andrew Flanagan
FROM: Officer Glen Ota, Safety Officer
RE: Traffic Rule Requests
DATE: June 2, 2017

Per my discussion with Lt. Pomerleau, Fire Prevention Officer, I am requesting no parking either side of the street on Fleming Ave. It will start at the intersection of Haverhill Street and continue to the first driveway on the east side and the first driveway on the west side. The purpose of this request is to provide the ladder truck to safely navigate through the narrow turn. I have also provided two parking spaces for the tenants who live on top of Mr. Takeout.

I have also spoken with Lt. Pomerleau concerning complaints about vehicles parking on Elm Ct. The width of Elm Ct. varies from 16 feet to as little as 14 feet. This does not give adequate room for emergency vehicles to pass through safely. I am requesting no parking either side of the street for the entire road.

The width of Chickering Ct. varies as well with its narrowest point of just 12 feet. I am requesting no parking either side of the street for the entire length of the road.

I am requesting the Board of Selectman review this request for the following additions to Andover's parking regulations:

SCHEDULE 1

Article V, Section 2

Parking

<i>Location</i>	<i>Side</i>	<i>From</i>	<i>To</i>	<i>Type</i>
Fleming Ave	south	Haverhill St	a distance of 167 feet	No Parking either side
Fleming Ave	north	Haverhill St	a distance of 175 feet	No parking either side

Article V, Section 2

Parking

<i>Location</i>	<i>Side</i>	<i>From</i>	<i>To</i>	<i>Type</i>
Elm Ct.	west/east	Elm St.	a distance of 460 feet	No Parking either side

SCHEDULE 1

Article V, Section 2

Parking

<i>Location</i>	<i>Side</i>	<i>From</i>	<i>To</i>	<i>Type</i>
Chickering Ct	west/east	Elm St	a distance of 300 feet	No Parking either side

"Creating a safer community through education, enforcement, and engineering."