

BOARD OF SELECTMEN – MAY 21, 2012

I. Call to Order/Roll Call

Chairman Paul Salafia reconvened the Regular meeting of the Board of Selectmen to order at 7:16 P.M. in the Water Treatment Plant Conference Room, 397 Lowell Street. Present were: Roll Call – Chairman Salafia – Y and Selectmen Alex Vispoli – Y, Brian Major – Y, Mary Lyman – Y and Dan Kowalski – Y. Also present: Town Manager Reginald Stapczynski and Finance Director Donna Walsh. The meeting was duly posted.

II. Executive Session

Chairman Salafia called the Executive Session to order at 6:03 P.M. in the Conference Room at the Water Treatment Plant located at 397 Lowell Street. On a motion by Selectman Vispoli seconded by Selectman Lyman, the Board voted to enter into Executive Session to discuss litigation and collective bargaining strategy with Town Counsel and to return to Public Session. Roll Call: Chairman Salafia – Y and Selectmen Alex Vispoli – Y, Brian Major – Y, Mary Lyman – Y and Dan Kowalski – Y. At 7:10 P.M. on a motion by Selectman Vispoli seconded by Selectman Kowalski, it was voted to adjourn from Executive Session to move to Open Session. Roll Call: Chairman Salafia – Y and Selectmen Alex Vispoli – Y, Brian Major – Y, Mary Lyman – Y and Dan Kowalski – Y.

III. Opening Ceremonies

Chairman Salafia asked for a Moment of Silence followed by the Pledge of Allegiance.

IV. Communication/Announcements/Liaisons

The Town Manager made the following announcements:

~ Andover has been received the designation of Tree City for the 13th year.

~ Memorial Day will be observed on Monday, May 28th beginning at 7:00 A.M. at West Parish Church, then moving to the St. Augustine and Spring Grove Cemeteries, followed by the parade and commencing with a ceremony on the steps of the Veteran's Auditorium.

~ The Pakistani guests have arrived and will attend a meeting with the Department Heads and Selectmen on Tuesday morning followed by a luncheon at the Senior Center and then a tour of the Town.

Selectman Lyman reported the Commission on Disability will meet Wednesday night at 7:00 P.M. at Memorial Hall Library followed by the meeting of the Council on Aging.

Selectman Vispoli said the Economic Development Council is preparing to present their long and short term goals to the Board in mid-June. The Audit Committee will meet on Wednesday, May 23rd at 8:00 A.M. in the Selectmen's Conference Room.

Chairman Salafia said the three Chairs of the Selectmen, School Committee and Finance Committee will continue their Friday telephone conversations to stay current with issues and concerns.

V. Citizens Petitions & Presentations

Dennis Fergie, Vice Chairman of the School Committee, pointed out that AHS, the Shawsheen School and Pre-Kindergarten were not addressed in the Board's prior conversation on priorities and should be included on the list.

John Pasquale, 47B Whittier Street, said the SCRIP Program which provides seniors volunteer hours to reduce their tax burden is based on minimum wage and hours

should be reviewed. Selectman Lyman explained that the hours are fixed at 93 hours.

VI. **Public Hearing**

Columbia Gas of Massachusetts

Selectman Major motioned to approve the request of Columbia Gas of Massachusetts for permission to excavate for the purpose of replacing and/or extending its gas mains to make the necessary house connections along the following public ways:

~ Sutherland Street/Liberty Street – replace approximately 30 feet of existing low pressure cast iron gas main on Sutherland Street with 4" HDPE pipe and replace 190 feet of 4" low pressure cast iron gas main on Liberty Street with 4" HDPE pipe. This is being done due to an encroachment.

The approximate location is shown on Plan #L12C6031 -dated 5/11/12. The request has been reviewed and approved by the Department of Public Works subject to the condition that a street opening permit must be obtained from the DPW prior to the commencement of any construction. The motion was seconded by Selectman Vispoli and voted 5-0 to approve.

B. All-Alcoholic Restaurant Beverage License

Selectman Lyman motioned to approve the request of Andover Food, Inc., d/b/a Raagini Indian Bistro, 209 North Main Street, Andover, who has applied for an All-Alcoholic Beverage License for use at Raagini Indian Bistro, 209 North Main Street, Andover. Jaspreet Singh Pabla, Salem, MA, will be the designated Manager. The request has been reviewed and approved by the Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the license. The motion was seconded by Selectman Vispoli and voted 5-0 to approve.

VII. **Regular Business of the Board**

A. Common Victualler

Selectman Major motioned to approve the request of Balvinder Singh Gahunia, Andover Food, Inc., d/b/a Raagini Indian Bistro, 209 North Main Street, Andover, has applied for a Common Victualler license for use at 209 North Main Street. The license will be effective from May 22, 2012 through December 31, 2012. The request has been reviewed and approved by the Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the license. The motion was seconded by Selectman Lyman and voted 5-0 to approve.

B. Monette Circle

Selectman Major motioned for the Board to sign documents related to the approval of warrant article #41 from the 2012 Annual Town Meeting – Street Acceptance of Monette Circle. The motion was seconded by Selectman Vispoli and voted 5-0 to approve.

C. Land Conveyance Request

Selectman Major motioned for the Board to endorse the letter to the Massachusetts Bay Transportation Authority requesting the conveyance of two parcels of land (a 3-acre parcel that abuts Serio's Grove Conservation Land and a 5-acre parcel that abuts the 35-acre Pole Hill Conservation Land) to the care and custody of the Conservation Commission to protect natural resources along the Shawsheen River watershed and to enhance existing open space within the Town. The request has also

been approved by the Conservation Commission. The motion to endorse the letter was seconded by Selectman Lyman and unanimously voted to approve.

D. Work Session

Chairman Salafia reviewed the workshop items to be discussed with the intention that the Town Yard would encompass the majority of the discussion, as it was identified as the #1 priority item by the Board.

Prior to the discussions on Tax Increment Financing Plan (TIF) and the Town Yard, Finance Director Donna Walsh provided an overview of the Debt Analysis Tool showing how various projects would impact the tax burden and the total debt carried over a multi-year period. The tool allows projects to be managed and massaged to arrive at the information required. The Debt Analysis Tool is an illustrative tool to look at debt as a whole, illustrate the impact on other debt carried, and aids in the decision-making process when looking at the cost of future projects. Finance Committee member Joanne Marden said we need to be aware of how all the projects fit together and work on how to simplify them.

Selectman Major gave an update on the status of the TIF being worked on with both Schneider Electric and the land owner, with the sub-committee presenting the terms of the contract at the June 4th Board meeting. They anticipate occupancy of the building by July 1, 2013 or more realistically at the end of 2013. The TIF would begin the first full fiscal year after occupancy.

Chairman Salafia began the discussion on the Town Yard stating a clear message was heard at Town Meeting that the Town Yard needs to be dealt with, the Board needs to set the goals and priorities they feel need to be accomplished.

The Board agreed that the options include rebuilding at the current site, a multi-build capability with multiple satellite sites without using the present site, a one-site solution elsewhere, addressing the costs, evaluating the impact, and reviewing an assessment by the Economic Development Council on what could be developed at the current site.

They suggested holding a large public meeting to gather input and options, prioritizing the list, deciding if Andover wants to redevelop Lewis Street, if the location of the Town-owned land is suitable for multiple buildings and the overall cost (what we can afford, phased in costs, lease to buy, other Town property). The Board discussed major Town Yard functions, the current status/condition of the Yard, future needs, space required for each function, combining functions, outsourcing vs. return on investment, and concerns of functionality being placed away from the Lewis Street site, and neighborhood concerns. The goal is to create a specific request for the Town Yard Task Force to include cost, location, phasing, timeline, functionality, and the setting of milestones, determine the price range and how to explain the proposal to be approved at Town Meeting. They would like to have a solution identified by November 1st.

The Town Manager said the Board needs to take direct control of this project. Chairman Salafia agreed that the Board should have a stronger role but the Town Yard Task Force members who have the expertise need to be included. The Board will continue the discussion at their June 4th meeting and agreed the Town Yard should be listed as an agenda item for each Board meeting. On June 18th they will roll-out the structure and timeline of the project at a public session.

Selectman Major who served as the script for the ideas, comments, and discussion listed them as follows:

**Andover Board of Selectmen Work Session – May 21, 2012
Town Yard Issues Requiring Resolution**

- Prioritized list of capital projects (Town Yard, Ballardvale Fire Station, High School expansion, Pre-K school, etc)
- Tie the prioritized list to a construction timeline (using the Debt Analysis Tool)
- Does Andover want to redevelop Lewis Street?
- Do we need a phased solution (due to cost and severity of function)?
- Review of location – to look at neighborhood impacts
- Other options for Town-owned properties that enable a multi-satellite solution
- Overall Cost – what can we afford
- What would/could phased costing look like?
- Do we use a combination of exempt and non-exempt debt to fund this project?
- Lease to Own solution – is this viable?
- Lease Only solution – is this viable?
- What is the Lewis Street redevelopment appraisal?
- What is the cost of remediation at Lewis Street?
- What could the redevelopment of Lewis Street look like (what is permitted)?
- What is the impact of rebuilding West Fire Station first, to enable use of the property for a Town Yard satellite
- Lewis Street – what is the ability to purchase contiguous properties?
- What is the incremental cost to prepare the current Deyermund Fields to rebuild all or part of the Town Yard functionality after the property is re-capped?
- Acquisition cost of private land
- Create a list of Major Town Yard Functions ← what is the current status/condition versus what is the future need (size, cost, etc)
- Which Town Yard functions should be co-located to enable most effective operations?
- What is the space need and cost of construction for each Major Town Yard function?
- Are there Town Yard functions that need to be located near Lewis Street (we are concerned with relocating away from Lewis Street)?
- What is the impact of taking private properties off of the Property Tax Rolls?
- What is the impact of redeveloping Lewis Street and adding to the Property Tax Rolls?

Goal: Create a specific process for driving this project and creating a solution by November 1, 2012. This timeline enables a complete solution to be communicated broadly throughout the community.

- Board of Selectmen special project
- Town Yard Task Force – provide expertise

- Cost
- Location (private or public)
- Phasing
- Timeline
- Functionality
- Set Milestones
- Regular updates
- June 4th – BoS Meeting – review the process
- June 18th – BoS Meeting – set the timeline and structure for moving forward.

Town Yard Options:

1. One building (construction site) solution
 - a. Campanelli Drive
2. Rebuild on present site
3. Rebuild on present site with satellites
4. Multi-satellite buildings not on the Lewis Street

Cost:

- Do we need a phased solution (due to cost and severity of function)?
- Overall Cost – what can we afford
- Do we use a combination of exempt and non-exempt debt to fund this project?
- Lease to Own solution – is this viable?
- Lease Only solution – is this viable?
- Lewis Street – what is the ability to purchase contiguous properties?
- What is the incremental cost to prepare the current Deyermont Fields to rebuild all or part of the Town Yard functionality after the property is re-capped?
- Acquisition cost of private land

Prioritization:

- Prioritized list of capital projects (Town Yard, Ballardvale Fire Station, High School expansion, Pre-K school, etc)
- Tie the prioritized list to a construction timeline (using the Debt Analysis Tool)
- What would/could phased costing look like?

Property Tax Impact:

- Does Andover want to redevelop Lewis Street?
- What is the impact of taking private properties off of the Property Tax Rolls?
- What is the impact of redeveloping Lewis Street and adding to the Property Tax Rolls?

Location:

- Review of location – to look at neighborhood impacts
- Other options for Town-owned properties that enable a multi-satellite solution
- What is the Lewis Street redevelopment appraisal?
- What is the cost of remediation at Lewis Street?

- What could the redevelopment of Lewis Street look like (what is permitted)?
- What is the impact of rebuilding West Fire Station first, to enable use of the property for a Town Yard satellite

Functionality:

- Create a list of Major Town Yard Functions ← what is the current status/condition versus what is the future need (size, cost, etc)
 - Which Town Yard functions should be co-located to enable most effective operations?
 - What is the space need and cost of construction for each Major Town Yard function?
- Are there Town Yard functions that need to be located near Lewis Street (we are concerned with relocating away from Lewis Street)?

E. Appointments and Re-appointments

Selectman Lyman motioned the following appointments by the Town Manager be approved:

DEPARTMENT	POSITION	RATE	EFFECTIVE DATE
<u>COMMUNITY SERVICES</u>			
Colleen A. McLaughlin	Program Director-PT	CIIA/\$15.00/hr.	5/8/12
Gregory D. Calabro	Counselor I-PT	2CA/\$8.00/hr.	4/30/12
<u>COMMUNITY DEVELOPMENT & PLANNING – Planning Division</u>			
Kathryn Forina	Administrative Secretary	IE14-I/\$41,073	6/4/12

The motion was seconded by Selectman Vispoli and unanimously voted to approve.

VII. Adjournment

At 9:14 P.M. on a motion by Selectman Vispoli and a second by Selectman Lyman, the Board voted to adjourn from Regular Session to move into Execution Session to discuss pending litigation strategy with Town Counsel and not to return to Open Session.

Roll Call: Chairman Paul Salafia – Y and Selectmen Mary Lyman – Y, Alex Vispoli – Y, Brian Major – Y and Dan Kowalski – Y.

Respectfully submitted,

Dee DeLorenzo, Recorder

Documents: Town of Andover Land Conveyance Request to the MBTA
 Public Hearing Notice from Town Clerk
 Letter from Columbia Gas for work on Sutherland Street and Liberty Street
 Street Acceptance documents from Town Counsel for Monette Circle