
Board of Selectmen - Regular Meeting
Minutes of August 10, 2015

I. Call to Order

Chair Mary O'Donoghue called the Board of Selectmen to order at 7:00 P.M. in the Board of Selectmen's Meeting Room located in the Town Offices. Present from the Board of Selectmen: Alex Vispoli-Y, Paul Salafia-Y, Dan Kowalski-Y, R. Landry-Y, and Mary O'Donoghue-Y. Also present: Interim Town Manager Larry Murphy. The meeting was duly posted, recorded, and cablecast live.

II. Opening Ceremonies

The meeting began with a Moment of Silence and Pledge of Allegiance.

III. Communications/Announcements/Liaison Reports

Interim Town Manager Larry Murphy reported that the Board of Selectmen will meet in a Special Meeting on Friday, August 14th at 7:30 A.M. to discuss and vote on the selection of the new town manager followed by a Regular Meeting of the Board on Monday, August 17, 2015. He also announced that Andover Days will be held on Saturday, September 12th.

Dan Kowalski asked that the handling of public information requests be included on a future Board of Selectmen's agenda.

Paul Salafia announced that the Board received a special invitation from the Andover Business Community Association to attend Andover Days on September 12th for a presentation at a 10:30 A.M. and also asked if any of the Board members would be interested in participating in the Dunk Tank. Selectman Salafia also reported that he and Mary O'Donoghue attended a meeting with representatives from Merrimack College to discuss the Voluntary Contribution (in lieu of taxes) which went well and Merrimack has requested a follow-up meeting.

Alex Vispoli recognized the Department of Community Services for organizing the Wednesday Night Concerts in The Park this summer which have been a great community event.

Mary O'Donoghue announced that the 2015 Fall Conference for Selectmen will be held on Saturday, October 3, 2015 in Wrentham, Mass from 8:00 A.M. to 2:00 P.M. The keynote speaker is Lt. Governor Karyn Polito.

IV. Citizens Petitions and Presentations

John Pasquale, 48B Whittier Court, has concerns about what the new Youth Center will be used for. He also inquired about the Social Worker that was approved at Town Meeting and if that person is being used to help combat the opiate addiction problem and if so, how.

Brad Wright said neighbors in the Ledge Road area are concerned about the property located behind the West Andover Fire Station and what it is being done with it. They have not had any additional information since January. Selectman Vispoli said a letter was sent to the Town Manager from Joe Albuquerque, Greenwood Road, asking about the status of the area which Larry Murphy forwarded to Mark Fournier, Deputy Director, DPW. Mary O'Donoghue will contact Mark Fournier for an update.

V. **Citizens Input on the Town Manager Search Process**

Mr. Pasquale, 48B Whittier Court for the past five years has been a participant of the SCRIPT Program providing him with an opportunity to study the Town's organization. He would like the new town manager to be a good negotiator, one who can deal with town employees, and knows how to handle people. Mary O'Donoghue pointed out that both candidates are aware of the need to work well with all town employees.

VI. **Regular Business of the Board**

A. **Opiate Addiction New Positions**

Chief Keefe provided an updated draft of the job descriptions for the two positions requested in his presentation to the Board of Selectmen on Combating the Opiate Addiction. Candace Hall, Director of Human Resources has reviewed and updated the job descriptions to meet the Town's criteria.

Selectman Vispoli would like information on the plan to track and analyze the performance of the employees for the two positions. Chief Keefe said that information would be supported by the number of referrals, visits, placements, contracts and utilization as indicators of time spent. There were five referrals in the past ten days with two overdoses this week alone. In addition, the intake process can take anywhere from 12-36 hours of clinician time to acquire a place of treatment for the affected person. It is the Chief's belief that it will take a 5-7 year window to achieve the desired results to overcome opiate abuse.

Bill Fahey, Andover Youth Services Director, talked about the process of getting accepted into a treatment facility which is very complicated. The new hire would be someone with knowledge of the process and requirements of the insurance companies to quicken entry into a facility in addition to providing sustainable support for addicts who are waiting to be accepted into the treatment program. They have a board of people, who will help oversee the two positions, and are ready to take ideas into the community, create action items, and create change. Young adults from the ages of 18-24 fall into the category of most affected and in need of assistance. This is a serious situation and they are trying to be innovative in developing a plan as are many other cities and towns. There are a lot of outside websites and resources geared for school age youth; the immediate need is to help older individuals. If the Board feels we shouldn't do anything that's their decision.

Chief Keefe also looked into available State resources but currently there are none. This is a multi-generational problem and the need for beds doesn't meet the demand.

Selectman Landry believes that the two job descriptions and hiring of two full-time employees before fully evaluating existing resources and positions is pre-mature. The social worker position voted on at the April 2014 Town Meeting should be re-purposed, available hotlines, websites, and non-profit health insurers utilized, and we should wait for the new health insurance changes effective October 15, 2015. He also noted that training in the use of Narcan is available at CVS. Last year the Massachusetts Municipal Association (MMA) formed an Opium Task Force to assist communities. This issue requires multifaceted organizations and a lot more analysis before creating new positions.

Chief Keefe said there is no one in the Andover Police Department capable of performing the requirements of either position. There is a public Narcan Training scheduled for August 26th where Narcan will be distributed to families. Professionals in the field tell us that the most difficult part of combating the opiate addiction is getting addicts into facilities and providing support after they get out. The need to get help is now.

Selectman Salafia said the Board voted to support the Chief's Plan at their previous Board meeting. Knowledgeable people on the ground are needed to get those affected into treatment facilities, it is a very difficult and confusing process and it is critical to have that support after being released from detox centers; Andover is losing one person a month, we don't need websites and more talking, we need boots on the ground.

As policy makers, Selectman Kowalski feels the Board of Selectmen needs to evaluate if they want to provide services now rather than sitting back and waiting to see how everything works out. The Chief is trying to attract highly qualified individuals, counselors with Master's degree or certification in specialized areas, and Mr. Kowalski believes it is important that the Board work with them in this endeavor. A lot of work has been put into the plan and he wants the Board to enable the Chief to move forward with his plan and hiring of the two individuals.

Larry Murphy said right now the focus is on older youth population age 21+ that is in critical need of support getting from detox to rehab. Chief Keefe said they have to have something/one to help support them until they can get into rehab. Intervention and education are key factors.

The Board continued their discussion on the Chief's intervention plan which Paul Salafia feels is well thought out. The two new positions would help facilitate individuals through the process; enforcement is being stepped up, and long-term education in grades 4-7 will help. Selectman Salafia spoke with several community groups who would like to help with the funding for educational resources including Merrimack College and Phillips Academy and are waiting for Andover to fill these positions.

Motion: Selectman Kowalski motioned that the Board of Selectman move to allocate the resources and approve the creation of two additional positions within the frameworks of the job descriptions provided. The motion was seconded by Selectman Salafia.

Discussion: The members discussed the funds for the position which Finance Director Donna Walsh said that once she knows the exact cost she will be able to determine where the funds can come from and, if needed, transfer of funds can be approved at Town Meeting. Interim Town Manager Larry Murphy said the Board won't actually vote to fund the position until it is presented in the Consent Agenda. Selectman Kowalski encouraged the Board to be pro-active and make a commitment to increasing the headcount to help in combating opiate addiction.

Brad Weeden, asked Chief Keefe if he has enough enforcement officers or do we need to hire more detectives and if more resources are needed, he encourages the Chief to come back to the Board with that request. The Chief said the number of drug detectives from the same pool of employees.

Selectman Vispoli said he supported the position requested last year and supports Chief Keefe's plan in concept. He was under the impression that the job descriptions and funding resources were the two items that were to be discussed tonight. Mr. Vispoli prefers to wait and see the full layout of the Chief's plan linked together before approving the creation of two new positions.

Selectman Salafia said the Board voted to support this plan which included two new positions. As he sees it, the Board has three options: do nothing, keep talking, or do something.

Vote: 3-2 to approve: Roll call: Mary O'Donoghue-Yes, Paul Salafia-Yes, Dan Kowalski-Yes, Alex Vispoli-No, and Robert Landry-No.

B. Discussion on use of the Old Town Hall

The Board discussed possible uses of the Old Town Hall, rent and utilities for current and future leases. The Andover Education Association rents a small space within the building at \$18.55 sq. ft. It is suggested the rent be increased and include the cost of utilities which would be an estimated increase of \$2,300 over the current lease.

Selectman Landry suggests the first floor tenants should be those that serve the community and that the Board create a policy for use of the building. The Board should look at the whole first floor in its entirety and determine how it can be used to fulfill a public need within the Town. The Board will ask Ed Ataide, Building Maintenance Superintendent, to attend a future meeting to update the Board on the square footage of the building.

Tom Carbone, Public Health Director, reported that Tobacco Control has two desks in the building with the rent paid through a grant and there is also space used by the Medical Reserve Corp.

C. Future Meeting Dates

The Board agreed to schedule the following future meeting dates: October 5th and 19th, November 2nd and 16th, and December 7th and 21st.

VII. Consent Agenda

A. Change of Manager

Selectman Landry moved to approve the request of Lavdishia Inc. d/b/a Richdale Convenience, 10 Railroad Street, for a change of Manager on its Wine & Malt Retail Package Store Alcoholic Beverage License subject to their receiving Safe Serve Certification. The new Manager of record will be Hardik Babulal Patel. 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.

B. Rotary Club - Hold

C. Appointments

On a motion by Selectman Vispoli and seconded by Selectman Salafia, the Board of Selectman voted 5-0 that the following appointments by the Interim Town Manager be approved:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Date of Hire</u>
<u>Department of Community Services division</u>			
Nina Balfe	Program Co-Director	\$20.00	7/27/15
James Perkins	Lifeguard	\$9.00	7/28/15
Claudia Perez	Counselor	\$10.00	8/4/15

VIII. Approval of Minutes from Previous Board of Selectmen Meetings

Selectman Salafia moved to approve the Special Meeting Minutes of the July 10, 2015, and the Regular Meeting Minutes of July 13 and July 27, 2015 as presented. The motion was seconded by Selectman Kowalski and voted 5-0 to approve.

IX. Adjournment

At 8:44 P.M. on a motion by Selectman Salafia and seconded by Selectman Vispoli, the Board of Selectmen voted 5-0 to adjourn the Regular Meeting of August 10, 2015. Roll call: A. Vispoli-Y, D. Kowalski-Y, P. Salafia-Y, R. Landry-Y, and M. O'Donoghue-Y.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

Documents: Draft Job Descriptions for the Program Coordinator of Community Awareness, Education and Outreach, and Substance Abuse Clinician