

**Board of Selectmen
Minutes of Regular Meeting of
December 7, 2015**

I. Call to Order

Chair Mary O'Donoghue called the meeting of the Board of Selectmen to order at 7:05 P.M. in the Board of Selectmen's Meeting Room at Town Offices: Present from the Board of Selectmen: Alex Vispoli-Y, Paul Salafia-Y, Dan Kowalski-Y, Robert Landry-Y, and Mary O'Donoghue-Y. Also present: Town Manager Andrew Flanagan, and Town Clerk Larry Murphy. The meeting was duly posted and cablecast live.

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

The meeting began with a Moment of Silence followed by the Pledge of Allegiance.

III. Communications/Announcements/Liaison Reports

Paul Salafia along with the Town Manager, and Wendy Adams attended a fundraising event for Andover Cares at Karma Restaurant raising \$82,000 for the event. Karma Restaurant invited four players from the New England Patriots to the event.

Alex Vispoli recognized the downtown business association and the fire fighters for a successful holiday parade and celebration; it was a great event and well attended.

IV. Citizens Petitions and Presentations

John Pasquale, 47B Whittier Street, commented on activities relative to the loss of electricity in the downtown area in the past few weeks with no communication from the Town.

V. Public Hearing

Selectman Vispoli moved to open the public hearing at 7:15 P.M.

A. National Grid is requesting permission for the purpose of constructing a line of underground electric conduits, including necessary sustaining and protecting fixtures, under and across the public way located on Mohawk Road, Plan -17836834. The request has been reviewed and approved by the Engineering Division of the Municipal Services Department subject to the condition that the petitioner obtains a street opening permit prior to the commencement of any construction.

On a motion by Alex Vispoli and seconded by Bob Landry, the Board of Selectmen unanimously voted to approve the request of National Grid as presented.

Dan Kowalski suggested a standard list of questions asked by residents be developed future requests to be more efficient.

At 7:25 P.M. on a motion by Alex Vispoli and seconded by Paul Salafia the Public Hearing was closed.

VI. Continuation of November 16, 2015 Public Hearing

A. FY-2016 Tax Classification

Town Manager Flanagan submitted a memo to the Board with regard to an opportunity to shift beyond the limit of 1.50 which came to their attention after the November 16, 2015 Public Tax Classification Hearing. Pursuant to MGL, if the Board of Selectmen voted to shift to the maximum of 1.50 for FY-15 and if the residential levy share is projected to be greater than that amount after applying the maximum shift for FY-16, the Board may vote to shift beyond the previous limit of 1.50 up to a new maximum shift of 1.75. David Ballard has done a great job of understanding of the law and how it impacts Andover and has developed a number of scenarios for the Board of Selectmen to consider.

David Ballard provided updated slides from the November 16, 2015 public hearing to reflect the maximum shift of 1.75 that would be available this year, which included the percentage increases at shift levels from 151 to 159.

<u>FY 2015 -Avg Taxes</u>	<u>at:</u>	<u>146.5</u>	<u>153.0</u>	<u>153.5</u>
Avg Single Family	5.4% increase		3.6%	3.4%
Avg Commercial	-1.1 decrease		3.3%	3.6%
Avg Industrial-0.2% decrease		4.2%		4.5%

A 153.5% increase shift creates a uniform increases across the board; with a residential rate of \$14.82 and a CIP rate of \$25.99, the vote would be 87.5376% for the residential factor.

Dan Kowalski pointed out that there is a document in the Dropbox showing a 10-year trend in rates, which shows that the residential rate has been trending slightly higher than commercial.

On a motion by Alex Vispoli and seconded by Paul Salafia the Board of Selectmen voted 5-0 to close the FY-16 Public Tax Classification Hearing.

The Chair declared the Public Hearing section of the meeting to be closed.

B. FY-16 Tax Classification Vote

Selectman Salafia moved for the Board of Selectmen to adopt the Residential Factor of 86.5376%. The motion was seconded by Selectman Kowalski and voted 5-0 to approve.

Selectman Salafia moved for the Board of Selectmen adopt a discount factor of 0% for all land identified as Open Space. The motion was seconded by Selectman Kowalski and voted 5-0 to approve.

Selectman Salafia moved for the Board of Selectmen adopt a residential exemption of zero percent. The motion was seconded by Selectman Kowalski and voted 5-0 to approve.

B. FY-16 Tax Classification Vote (Cont'd)

Selectman Salafia moved for the Board of Selectmen adopt a Commercial Exemption of zero percent. The motion was seconded by Selectman Kowalski and voted 5-0 to approve.

VII. Regular Business of the Board

A. Amendments to the Traffic Rules and Regulations

The Board discussed the following changes to the Traffic Rules and as proposed by the Police Department's Safety Officer Glen Ota.

Schedule 1, Article 5, Section 2 – PARKING

Add a Handicap space in front of 32 Elm Street North Side. Request is on behalf of a resident at 32 Elm Street who is disabled. Location: Elm Street, North Side from Elm Ct. to a distance of 40 ft. (The above forty feet distance includes the twenty foot buffer between handicapped space and the corner of Elm Ct.)

Brad Weeden of Summer Street asked what happens to the handicap space when the resident moves away? Safety Officer Ota said the spot would remain as a handicap space and could be redacted if it becomes an unused space and there is no actual need for it to remain as a handicap spot.

Alex Vispoli moved to approve the amendments to the Traffic Rules and regulations as presented by the PD Safety Officer Ota. The motion was seconded by Paul Salafia, and voted 5-0 to approve.

A. Water and Sewer Rate Study

Representatives from Woodard & Curran, Inc. (W&C) presented an overview of the Comprehensive Water and Sewer Rate Study being proposed and distributed a handout to the Board as well as a copy of memo sent to the Town of Andover regarding initial data request. The presentation included an overview of the Rate Study, what it is and how it is conducted, and how the information is used in the evaluation of the rates for Water and Sewer usage to ensure the utilities long-term fiscal sustainability and to understand practical impact on customers.

Goals of a study included revenue stability and sufficiency, equitable distribution of costs to users, maintenance of adequate reserves (auditors recommend a 10% operating expense in reserves), ease of understanding and ability to administer, affordability for critical public services, and legally defensible. The study will include a review of historical and projected billing and an evaluation of community specific business considerations, such as the connection to North Reading. The study will also include operating, investment, and cost of service with three or more different rate structures evaluated and projected out.

Project deliverables include rate setting for next five years, schedules of capital investment, project of water and sewer financial performance five years out, and a rate tool to evaluate water and sewer utilities to evaluate the impact of changes in the operational budgets, capital programs, and billed consumption trends.

Selectman Kowalski is concerned that we are not projecting out more than five years because there are many unlined water main pipes that have to be replaced within the town.

W & C is working with the Town to develop recommended rates for the next 5 years based on what the infrastructure needs are and to establish what the proper costs are to be raised, and how to generate the revenue for the costs of what is needed and will help the Town prioritize the needs of the infrastructure over the next 30 years and provide a recommendation. Anticipated delivery of the report on needs of the Town water & sewer system hopefully will be available for the Water & Sewer Rate Presentation. The cost of the Water and Sewer Rate Study is \$40,000.

C. Future Meeting Dates

The Board approved the future meeting dates of January 11 and 25, 2016, February 8 and 22, 2016, March 7 and 21, 2016.

VIII. Consent Agenda

A. Change in Hours

Selectman Landry moved to approve the application of Sunday General Store Corporation d/b/a Sunday General Store at 195 Andover Street to sell wine and malt alcoholic beverages beginning at 10:00 A.M. Selectman Paul Salafia seconded the motion and the Board voted 5-0 to approve.

Selectman Salafia moved to authorize the Town Manager to make a decision to approve requests from establishments to sell wine and malt alcoholic beverages beginning at 10:00 A.M. The motion was seconded by Selectman Kowalski and voted 5-0 to approve.

B. APPOINTMENTS

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

<u>NAME</u>	<u>POSITION</u>	<u>RATE</u>	<u>DOH</u>
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PLANNING BOARD

Austin Simko (v. S. Pouliot)	Associate Member	/Term until 6/30/19	
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LIBRARY SERVICES

Virginia Guazzaloca (v. L. Terry)	Library Assistant (Part-Time)	IE12-1 \$21.15 hr.	12/14/14
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DEPARTMENT OF COMMUNITY SERVICES

Maximilian Krinsky	Basketball Referee	C2A \$9.00 hr.	11/30/15
Kevin Trebicka	Basketball Referee	C2A \$9.00 hr.	11/30/15
Kayla Kobelski	Basketball Referee	C2A \$9.00 hr.	11/30/15
Patrick Doherty	Basketball Referee	C2A \$9.00 hr.	11/30/15

Carolyn Holden	Basketball Referee	C2A	\$9.00 hr.	11/30/15
Nathaniel Wiley	Basketball Referee	C2A	\$9.00 hr.	11/30/15
Scott Sweeney	Basketball Referee	C2A	\$9.00 hr.	11/30/15
Benjamin Colecchi	Basketball Referee	C2A	\$9.00 hr.	11/30/15
Hayes Linzer	Basketball Referee	C2A	\$9.00 hr.	11/30/15
Nicholas Conti	Basketball Referee	C2A	\$9.00 hr.	11/30/15

Brad Weeden, 5 Summer Street, emphasized that approving a Planning Board member is very important to the residents and the vote should not be taken lightly because the Planning Board has more power than any other Board in Town. Please don't rubber stamp any positions, most importantly a Planning Board member for a five-year term. Selectman Salafia said the Board has discussed the importance of each member having Board training and there will be continued discussion on how we want new board members trained and the requirements for proper vetting of applicants along with on going training so they understand their roles.

IX. Approval of Minutes from Previous Board of Selectmen Meetings

Selectman Vispoli motioned to approve the Minutes of the Regular Meeting of November 2, 2015, the Tri-Board Meeting of November 10, 2015, the Work Session Meeting of November 14, and the Minutes of the Regular Meeting of November 16, 2015. The motion was seconded by Selectman Landry Seconded and voted 5-0 to approve.

X. Adjournment

In memory of Pearl Harbor Day, the Board of Selectmen had a Moment of Silence. At 8:50 P.M. on a motion by Selectman Vispoli and seconded by Paul Salafia the Board voted 5-0 to adjourn the meeting of December 7, 2015

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

Documents: Memo on Information for Tax Classification Vote
 Presentation by Woodard & Curran for the Comprehensive Water and Sewer
 Rate Evaluation FY-2017-20121