Select Board Meeting
Monday, June 15, 2020 7:00 PM
Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

RECEIVED
TOWN CLERK'S OFFICE
2020 JUN 11 P 4:10
TOWN OF ANDOVER, MASS

I. Call to Order – 7:00 P.M.

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

III. Communications/Announcements/Liaison Reports

IV. Public Hearings

A. Outdoor Dining License for Ultimate Perk, Inc. – (5 minutes)
Board to discuss and consider voting to approve an application by Ultimate Perk, Inc. d/b/a Ultimate Perk at 96 ½ Main Street for an outdoor dining license for 8 seats and 4 tables.

V. Regular Business of the Board

A. COVID-19 Update – (15 minutes)
Town Manager to provide update on Town's response to COVID-19 including an update on the FY20 and FY21 budgets.

B. Alcohol Service for Outdoor Dining – (10 minutes)
Board to consider voting to delegate to the Town Manager the authority to approve extensions of alcohol license premises.

C. Compensation Fund Transfer – (5 minutes)
Board to consider voting to approve a transfer from the Compensation Fund.

D. General Fund Budget Transfers – (5 minutes)
Board to consider voting to approve budget transfers within the FY 2020 Budget.

E. Recreation Revolving Fund – (5 minutes)
Board to consider voting to approve an increase in the expenditure limit for the Recreation Revolving Account.

F. July Operating Budget – (5 minutes)
Board to consider voting to approve the FY2021 town and school operating budgets for the month of July.

G. Short Term Borrowing – (5 minutes)
Board to consider voting to approve a short term borrowing request.

H. Bond Anticipation Note (BAN) Sale – (5 minutes)
Board to vote to approve a Bond Anticipation Note (BAN) sale.

I. 47 Spring Grove Road – (10 minutes)
Board to vote to authorize the Chair to sign the deed for the sale and conveyance of Town cemetery land located at 47 Spring Grove Road as authorized by the 2019 Town Meeting.

J. Town Manager Annual Review and 2020 - 2021 Goal Setting – (10 minutes)
Board to review and consider voting to approve Town Manager Annual Review Process and 2020-2021 Goal Setting Process.

K. Board Reorganization – (10 minutes)
Board to discuss and consider voting to reorganize.

L. Select Board Appointment to Retirement Board – (10 minutes)
Board to discuss and consider voting to approve process for Select Board's appointment to Retirement Board and the potential reappointment of Tom Hartwell.

VI. Consent Agenda

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

Department	Name	Position	Rate/Term	Date of Hire
Community Services – Elder Services	Kelly MacKay *(Kathleen Byrne)*	Program Coordinator	$64,862.16/yr	6/29/2020
Department of Public Works	Randy Farnan *(Justin Faust)*	Tree Climber	$55,167.57/yr	6/16/2020
Andover Green Advisory Board	Melanie Cutler	Member	Term Expires 6/30/2023	7/1/2020
Andover Green Advisory Board	Anil Navkal	Member	Term Expires 6/30/2023	7/1/2020
Andover Green Advisory Board	Zona Sharfman	Member	Term Expires 6/30/2023	7/1/2020
Andover Housing Partnership Committee	Kevin Cuff	Member	Term Expires 6/30/2023	7/1/2020
Andover Housing Trust Fund Board of Trustees	Susan Shepard	Member	Term Expires 6/30/2023	7/1/2020
Audit Committee	Steven Caron	Member	Term Expires 6/30/2023	7/1/2020
Audit Committee	Neil Senior	Member	Term Expires 6/30/2023	7/1/2020
Ballardvale Historic District Commission	Diane Derby	Member	Term Expires 6/30/2023	7/1/2020
Ballardvale Historic District Commission	Matthew Pimentel	Member	Term Expires 6/30/2023	7/1/2020
Ballardvale Historic District Commission	Michael Silverman	Member	Term Expires 6/30/2023	7/1/2020

Board of Health	Pamela Linzer	Member	Term Expires 6/30/2023	7/1/2020
Commission on Disability	Stephen Surette	Member	Term Expires 6/30/2023	7/1/2020
Commission on Disability	Patricia Leelman	Member	Term Expires 6/30/2023	7/1/2020
Commission on Disability	Kathleen Dolan	Member	Term Expires 6/30/2023	7/1/2020
Commission on Disability	Jemma Lambert	Member	Term Expires 6/30/2023	7/1/2020
Conservation Commission	Donald Cooper	Member	Term Expires 6/30/2023	7/1/2020
Conservation Commission	Floyd Greenwood	Member	Term Expires 6/30/2023	7/1/2020
Council on Aging	Paul MacKay	Member	Term Expires 6/30/2023	7/1/2020
Council on Aging	Fran Walker	Member	Term Expires 6/30/2023	7/1/2020
Cultural Council	Leslie Malis	Member	Term Expires 6/30/2023	7/1/2020
Cultural Council	Sonia Novick	Member	Term Expires 6/30/2023	7/1/2020
Design Review Board	Craig Gibson	Member	Term Expires 6/30/2023	7/1/2020
Design Review Board	Suzanne Korschun	Member	Term Expires 6/30/2023	7/1/2020
Economic Development Council	Geoffrey Piva	Member	Term Expires 6/30/2023	7/1/2020
Emergency Management	Patrick Keefe	Director	Term Expires 6/30/2021	7/1/2020
Forest Warden	Michael Mansfield	Fire Chief	Term Expires 6/30/2021	7/1/2020
Keeper of the Lockup	Patrick Keefe	Police Chief	Term Expires 6/30/2021	7/1/2020
Memorial Hall Library Board of Trustees	Karen Van Welden-Herman	Member	Term Expires 6/30/2023	7/1/2020
Merrimack Valley Regional Transit Authority	Paul Materazzo	Member	Term Expires 6/30/2021	7/1/2020
Merrimack Valley Regional Transit Authority	Jacki Byerley	Alternate	Term Expires 6/30/2021	7/1/2020
Merrimack Valley Regional Transit Authority	Lisa Schwarz	Alternate	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Mark Comeiro	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	James Bedford	Member	Term Expires 6/30/2021	7/1/2020

Patriotic Holiday Committee	Calvin Deyermond	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Brian Masterson	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Michael Mansfield	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	R. Scott Parrish	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Calvin Perry	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Francis Rittershaus	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Stephen Wallingford	Member	Term Expires 6/30/2021	7/1/2020
Preservation Commission	Leslie Frost	Member	Term Expires 6/30/2023	7/1/2020
Preservation Commission	Joanna Reck	Member	Term Expires 6/30/2023	7/1/2020
Towle Fund Trustees	George Nugent	Member	Term Expires 6/30/2023	7/1/2020
Triad Council	Sreenivas Madras	Member	Term Expires 6/30/2023	7/1/2020
Veterans Service Agent	Mark Comeiro	Agent	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Austin Simko	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Brian Major	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Barbara McNamara	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Tana Goldberg	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Nicole Kieser	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Ann Ormond	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Rebecca Backman	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Dana Allen Walsh	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Anthony DiCenso	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	David Golden	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Yican Cao	Member	Term Expires 6/30/2021	7/1/2020

2020 Census Complete Count Committee	Champa Bilwakesh	Member	Term Expires 6/30/2021	7/1/2020

VII. Approval of Minutes

A. Board to approve minutes from the following meetings:

1. June 1, 2020

VIII. Adjourn

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Select Board will be conducted via remote participation to the greatest extent possible. For this meeting, members of the public who wish to watch the meeting may do so in the following manner: Andover TV COMCAST CHANNEL 22 AND VERIZON CHANNEL 45. Members of the public who wish to ask a question on particular agenda items during the meeting can do so by calling 311 from their landline or cell phone within the geographical boundaries of Andover or by calling 978-623-8311 from anywhere or by emailing manager@andoverma.gov***. Residents are encouraged to email their questions ahead of the meeting, however, staff will be available to present the Board with questions received during the meeting. Please include your name and address with your question.***

Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.