

Select Board Meeting Minutes of January 27, 2020

I. Call to Order

Chairperson Laura Gregory called the meeting of the Select Board to order at 7:00 P.M. in the 3rd Floor Conference Room located at Town Offices. Present from the Select Board: Alex Vispoli, Dan Koh, Annie Gilbert, Chris Huntress, and Laura Gregory.

Others in Attendance: Town Manager Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Town Counsel Tom Urbelis, Town Clerk Austin Simko. 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 and a Salute to the Flag led by the Webelos from Andover Cub Scout Pack 79.

III. Communications/Announcements/Liaison Reports

The Town Manager said the FY-21 Budget is in the final stages of development and scheduled to be released on Friday, February 7th. More information will be available in the next few weeks.

Chris Huntress thanked the Andover Baptist Church for their fantastic MLK Day Service and also recognized Ralph Bledsoe, AHS teacher, who led a fantastic oratory. Annie Gilbert and Dan Koh, who also attended the MLK Day Service, agreed that it was a very moving and inspiring. In addition, Dan Koh attended the Merrimack Valley Annual NWACP Brunch at the DoubleTree Hotel.

The Mass Municipal Association Conference was held over the weekend attended by Annie Gilbert, Alex Vispoli and members of the Town Manager's Administrative Team. One of the sessions included a presentation on looking through the lens of the gas crisis and the collaboration between the towns revealing how leadership in the three communities, (Lawrence, North Andover, and Andover) worked together during the crisis. Annie Gilbert reported that the Mass Selectmen's Association has officially changed to the Mass Select Board Association. Alex Vispoli said the Governor made a lot of good statements on revenue and priorities for the cities and towns. There was a record turnout of 1,300 attendees.

Laura Gregory congratulated the Town Manager and his Team on the well-deserved Innovation Award presented to them for their work on the unfunded liability offset that now has many of our collective bargaining agreements contributing to the fund.

IV. Citizens Petitions and Presentations - None

V. Public Hearings

A. Small Cell Wireless Installation – 308 Lowell Street – 1st Reading

Board to review a request by AT&T to install a new small cell facility in Andover to address coverage and capacity issues in the network. The proposed design includes mounting a small antenna measuring 25" tall with a 10" diameter on top of the existing utility pole along with an equipment cabinet, an electrical meter, circuit breaker and associated cables mounted on the side of an existing National Grid utility pole within the public right of way at 308 Lowell Street, Andover, MA, Utility Pole #591-84.

Mr. Flanagan provided background information on the Policy adopted by the Select Board on 5-G installations in April 2019. The application being presented tonight is consistent with the policy set by the Board.

Attorney Michael Dolan, of the law firm Brownrudnick, spoke on behalf of AT & T to explain their request to install a small cell facility to provide better coverage where problems have arisen. The small cell facility will work with 3G, 4G, and 5G. They have submitted all materials under the application format, participated in all reviews, and been approved by MASSDOT. Paul Matarazzo, Director of Planning and Chris Cronin, Director of Public Works reported they have reviewed and approve of the application for the installation of the small cell facility as presented.

Hearing continued until February 10th 2020 at 7:00 P.M.

VI. Regular Business of the Board

A. Gas Disaster After-Action Report

Edward Davis and William Taylor of The Edward Davis Company briefed the Board on the After-Action Report for The Town of Andover's Response to the 2018 Merrimack Valley Gas Explosions.

Mr. Davis said they were asked to present the report on how the Town responded to this disaster including areas internal and external, policy and procedure, preparedness, and response by the Public Safety Departments, Public Works, Facilities Department, IT and the Health Department

The Town of Andover acted admirably to save lives, put the fires out and get the community back to normal which is a tribute to the Town in working together and activating the emergency operation center. The response was aligned with the National Guidelines of the Emergency Management Work Group. Nine dispatchers were deployed immediately and performed professionally during an extremely complex and high stress situation. Staging areas were activated quickly and the Town Manager's Office provided consistent information to the public. The recovery phase, included opening a customer service center at Old Town Hall was well done and helpful. Costs were tracked immediately which was crucial to the on-going event.

It was suggested that the Town look into updating the Radio Communication of the Town Code Red System, assign and train shelter managers on crisis response, maintain a

volunteer list, update the Town Comprehensive Emergency Management Plan and create pre-recorded communication scripts so they are quickly available if needed.

B. Vehicle for Hire License

Board to review and consider voting to approve the application of Pascual Colon of Liberty Taxi, Inc., to operate a Vehicle for Hire business at 10 Main Street, Andover, with 5 vehicles to be effective from the date of approval through April 30, 2020.

Annie Gilbert moved that the 5-Vehicle for Hire Licenses for Liberty Taxi, Inc., 10 Main Street, Andover be approved as presented on the conditions that no livery vehicles will be stored in Andover and that all other requirements of the Town are met prior to issuance. The motion was seconded by Dan Koh and voted 5-0 to approve.

C. Vehicle for Hire License

Board to review and consider voting to approve the application of Lale’s Wharton of Lale’s Livery, Inc. d/b/a VIP Livery, to operate a Vehicle for Hire business at 460 River Road, Apt. 212, Andover, with 1 vehicle to be effective from the date of approval through April 30, 2020.

Alex Vispoli moved that one (1) Vehicle for Hire license for Lale’s Livery, Inc., 460 River Road, Apt. 212, Andover be approved as presented on the conditions that:

1. No customers or clients may be on site at any time.
2. Only the one vehicle, owned by Ms. Wharton is allowed on site.
3. No signage or advertising is allowed on site.
4. All other local, state and federal approvals and permits must be obtained prior to the operation of the business.
5. If any changes are made to the business (including number of employees, vehicles, name, nature of business operation), they must be reviewed by the Zoning Enforcement Office for compliance with the Andover Zoning Bylaw.
6. All other requirements of the Town are met prior to issuance.

The motion was seconded by Chris Huntress and voted 5-0 to approve.

D. 2020 Select Board Meetings

Alex Vispoli moved to accept the following list of Select Board Meeting Dates including the Saturday, March 7th proposed meeting. Monday, February 24, Saturday, March 7, Monday, March 9th Triboard Meeting Wednesday, March 11, Monday, March 23, Wednesday, March 25, Monday, March 30, Monday, April 6, and Tuesday, April 21, 2020. The motion was seconded by Dan Koh and voted 5-0 to approve.

VII. Consent Agenda

A. Appointments by the Town Manager

On a motion by Dan Koh seconded by Alex Vispoli, the Board voted 5-0 that the following appointments by the Town Manager be approved as printed.

Department	Name	Position	Rate/Term	Date of Hire
Council on Aging Advisory Board	Fran Walker	Member	Term Expires June 30, 2020	1/27/2020

Community Development & Planning	Rebecca Anoli	Substitute Administrative Secretary	\$19.30/hour	2/03/2020
Community Services – Recreation	Valarie McDonald	Kid Care	\$12.00/hour	1/28/2020
Community Services – Youth Services	Jesse Gallagher	Seasonal	\$20.00/hour	1/17/2020
Community Services – Youth Services	Ian Aulbach	Seasonal	\$12.00/hour	1/17/2020
Community Services – Youth Services	Sam Yanowitz	Seasonal	\$12.00/hour	1/17/2020
Community Services – Youth Services	Hayley Joyall	Seasonal	\$12.00/hour	1/17/2020
Community Services – Youth Services	Gio Coppola	Seasonal	\$12.00/hour	1/17/2020

VIII. Approval of Minutes

A. Board to approve the December 16, 2019 Meeting Minutes.

On a motion by Chris Huntress seconded by Annie Gilbert the Board voted 5-0 to approve the minutes of December 16, 2019 as printed.

IX. Executive Session

At 7:58 P.M. on a motion by Annie Gilbert seconded by Dan Koh the Board voted to go into Executive Session for confidential communication with Town Counsel and pursuant to option 6 to discuss the purchase, exchange, lease or value of real property and that the Chair declare that an open session may have a detrimental effect on the negotiating position of the Town, and to approve and release Executive Session Meeting Minutes of December 16, 2019 and January 13, 2020 and not to return to open session. The Chair so declared that an open session may have a detrimental effect on the negotiating position of the Town. Roll call: A. Gilbert-Y, D. Koh-Y, A. Vispoli-Y, C. Huntress-Y, L. Gregory-Y.

X. Adjourn

The Select Board adjourned from Open Session at 8:00 P.M.

Respectfully submitted,
 Dee DeLorenzo
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 Recording Secretary