
Select Board Meeting

Monday, February 22, 2021

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order

Chairperson Annie Gilbert called the Select Board Meeting of Monday, February 22, 2021 to order at 7:04 P.M. Members in attendance: Dan Koh, Laura Gregory, Chris Huntress, Alex Vispoli.

Others in Attendance: Town Manager Andrew Flanagan, Deputy Town Manager Mike Lindstrom, Assistant Town Manager Patrick Lawlor, Town Clerk Austin Simko, Town Counsel Tom Urbelis.

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

The meeting began with a Moment of Silence and a Salute to the Flag.

III. B. Communications/Announcements/Liaison Reports

The Town Manager announced that they are continuing their partnership with the Andover Community Trust to provide rental/mortgage assistance during the pandemic. To date, they have funded 53 rental/mortgage payments for a total of \$74,270. We are pleased that this program can continue. Information can be found on the Town Website or by reaching out to Andover Community Trust.

Mike Lindstrom gave an update on Community Choice Aggregation. The draft plan has been completed and sent to the Dept of Public Utilities for pre-decisional reviews. As per State Law, a two-week public comment period will be held in late March to inform and enhance the draft aggregation plan.

Board Updates:

Dan Koh is honored to have been elected as a Select Board Member two years ago and to work with others to make Andover better. He was invigorated by the dedicated public servants who work every day to make our Town what it is and acknowledged Andrew Flanagan's steadfast leadership through challenging times which served as an example for what public servants can and should be. Dan was recently offered to join the Biden/ Administration and has decided to accept that position. He will be resigning as a member of the Board effective tomorrow. Dan looks forward to staying involved as a resident off Andover. Thank you.

Annie Gilbert thanked Dan for his service to the Town. We are all very sorry to lose you but so happy that you will be bringing your talents to a national level. You have made a huge impact in the two years you have been on the Board and an incredible strong active voice to promote diversity, equity and inclusion. Your experience working with municipal government in Boston has been a great resource to us all. We are excited to watch what you do for all of us in Washington.

Chris Huntress, is very excited for the opportunity Dan has been offered, he will be missed. Alex Vispoli said it has been an honor to serve with Dan for the past two years, and for bringing a lot of perspective from his prior role to Andover. Dan's professionalism, intelligence and the way he approaches issues are traits needed in the bigger stage. Laura Gregory echoed the remarks of the other SB members Dan has contributed so much over the brief time on the Board and appreciates getting to get to know him. Thank you for your two years of service in Andover and thank you in advance for your service to our country and to America's working people.

Alex recognized Tom Carbone, the volunteers and teammates who did a great job with our vaccine clinic this week and proved that we can certainly handle delivering vaccines. It is a shame to hear that the State has decided to stop the vaccines at local towns, which he thinks is a mistake. Alex asked the Town Manager if we could generate a letter to see if Andover can continue to be a vaccine outlet for the local residents. Andrew will be happy to send a letter, DPH knows we are willing to continue to participate. Chris Huntress also supports Alex's comments. It is important that Andover take a bold move to be in front of this effort to have vaccines in Andover. We need to be proactive and reach out to our legislative delegation and get them involved. Laura Gregory appreciates that the Town is supportive of the great housing assistance program during this difficult time.

Annie suggested adding a special meeting on Monday, March 1st to discuss the process to fill the vacancy created when Dan resigns tomorrow. The Andover Senior Community Friends has raised quite a bit of money to help support the Robb Center Renovation Project, especially with furnishings and equipment. As part of their fundraising efforts, they are selling bricks that will go into the patio. There are 26 bricks left at \$100 each and can be engraved. Information on purchasing a brick can be found at the Andover Senior Community Website at www.andoverscf.org Alex asked if the Board would be interested in purchasing one from the Board as a whole. Great idea! Annie will send out an email.

IV. Citizens Petitions and Presentations

To provide public comment during Citizens Petitions and Presentations visit:
www.andoverma.gov/JoinSelectBoardMeeting

V. Regular Business

A. COVID-19 Vaccinations

Director of Public Health, Tom Carbone provided to provide update on the Town's role with COVID-19 vaccinations. The vaccine clinic held at the Collins Field House on Wednesday, Feb 17th was very successful with 100 people being vaccinated. School nurses have been wonderful with vaccinating residents. This has been a group effort with Dr. Bach allowing them to use the Field House, IT Dept's technical assistance, Facilities delivered the equipment and custodians put it all together. The Town Manager's office worked on all the messaging, and DPW put up signs. The Senior Center and Veterans Office have been intricately involved.

A second clinic is scheduled for next Wednesday. Registration is available online or by calling into the phone bank. The letter from Secretary Sutters informed us that we will not be receiving additional vaccines after March 1st. It is disappointing that local clinics will not be delivering the vaccinations.

Andrew said MMA stepped up last week expressing their collective concerns about not using local clinics for vaccinations. Tom and his team have been planning for months to have a vaccination site and a disappointment that we all share. In addition to the clinic and phone bank, they are working on a partnership with Greater Law Family Center on a pop-up clinic to supplement our efforts. They are also in the process of preparing to scale up our senior medical transportation program (already transporting to Lawrence and Danvers site). Chris Huntress agrees that given our location, Andover is well situated for a regional location. For the short term, we need to shift our resources to help people get to other vaccination sites. All of the Board members thanked Tom for all of the work that he and his Team are doing.

B. 2021 Annual Town Meeting Election Warrant

Board to consider voting to approve the March 23, 2021 Annual Town Election Warrant. Because of the various deadlines that have already passed, it would functionally not be possible to use this election to fill Dan Koh's seat. The warrant is very straightforward with nine open seats, voting locations are the same as they were at the end of 2020. The process for 2020 is no longer good for 2021. To vote by mail in 2021, residents can request an absentee ballot/mail-in voting from the Town Clerk's Office (and online) or at the Customer Service Station at Town Offices. The application should be completed and returned by mail or dropped off at Town Offices.

Alex Vispoli moved to approve the 2021 Annual Town Election Warrant as printed. Motion seconded by Laura Gregory. Roll call: A. Vispoli-Y, D. Koh-Y, L. Gregory-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 5-0.

C. Andover Town Seal

The Town Manager provided information on the process to review the Town Seal. A seven member review panel will be selected to conduct research, solicit community input, form a community driven design committee, obtain services of a professional design firm, review the design and recommendations. The process will take place over a 12-18-month period. It would be appropriate to bring to Town Meeting in 2022 for a vote. Over a period of time, they would incorporate the new seal into our branding work, predicated on review process that a design change is warranted.

Andrew suggested the panel consist of: two members from the 375th Committee, one member from each from the Diverse/Equity/Inclusion Committee, the Preservation Committee, MHL Trustees, Andover Center for History & Culture, one member from the Town Manager's Office. He also suggested having a liaison from the Select Board.

Alex does not think a Board Member needs to be on the Commission. Chris Huntress wants to make sure that we decide that it starts with the foundation as to why the seal is

what the seal is, and how it ties us to our history and if we are going to move away, we should do it with an educational background. Laura Gregory thinks the history is important but the seal needs to reflect Andover today, and all of the different components and facets of our community, history being one of them, but not the only one. Include different aspects of the community who can participate without being part of the Committee, and a liaison from the Board would be important to have.

Dan Koh thinks our history as a Town is very important but we shouldn't bind ourselves to conclusions made by the Town 25 years ago. This is a testament to our Town that we are constantly checking ourselves. Annie thinks it will be important to make clear that anybody who is interested can attend and participate in the meetings even if they are not on the Commission. The sessions will all be public. Chris said the history would be the foundation and stepping off point of how we are looking at this, and agrees it should be a much broader perspective.

Laura Gregory moved that the Board vote to approve the Committee Composition and the process proposed by the Town Manager for reviewing the Andover Town Seal, and the makeup of the Committee to be involved in that process. Motion seconded by Dan Koh. RC: D. Koh-Y, L. Gregory-Y, A. Vispoli-Y, C. Huntress-Y, A. Gilbert-Y. DK, LG, Motion passes 5-0.

D. Town Yard Land Disposition

Using a slide presentation Austin Simko provided updates on the Town Yard Disposition and Procedural Amendments to the proposal process under the Requests for Proposals. The Board has confirmed members of the Town Yard Selection Committee, the process modification to the RFP, and next steps. Distribution advisors McCall/Almy will be playing a very important role, facilitating negotiations, execution of the Land Development Agreement, etc.

The Town Yard Selection Committee includes: George Fantini, Chair, Suzanne Korschun, Vice Chair, Lais Washington, Clerk, Tom Childs- At-large Member, Jeremy Cyrier-At-Large, Paul Materazzo Planning Director, Joyce Losick-Yang Sustainability Coordinator and Andrew Maylor Associate Member.

They are not suggesting any change to the planning objectives. The selection criteria for qualification proposals are not changing nor is the schedule of deposits of developers, or the Land Disposition Agreement. What they are requesting, is that the RFP change from a one-round process to a two-round process. Developers would submit an initial development plan with summary information for round-one so they can tell if the developer is on the right track. McCall suggested we do a Phase-1 Environmental Report which they did and was recently received. The plan is to issue the RFP in early March.

Chris Huntress moved that the Board approve the revisions to the Town Yard Request for Proposals effecting a two-round, rather than a one-round, proposal process. Motion seconded by Alex Vispoli. Roll call: C. Huntress-Y, A. Vispoli-Y, L. Gregory-Y, D. Koh-Y, A. Gilbert-Y. Motion passes 5-0.

VI. Consent Agenda

A. Appointments by the Town Manager

Andrew is pleased to present Chris Dempsey, Director of Recreation and Jeffrey Newman as Assistant Director of Recreation to oversee the many recreational programs especially during this past year which has been very difficult. Thank you to everyone who expressed an interest in participating in the 350 Committee and to Ann Ormond for overseeing this.

Alex Vispoli moved that the following appointments by the Town Manager be approved as printed. Motion seconded by Dan Koh. Roll call: D. Koh-Y, L. Gregory-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y. Motion passes 5-0.

| Department | Name | Position | Rate/Term | Date of Hire |
|-----------------------------|---|----------------------------------|------------------------|---------------------|
| Recreation | Christopher Dempsey <i>(Jessica Downing)</i> | Director of Recreation | \$85,000 | 2/23/2021 |
| Recreation | Jeffrey Newman <i>(Christopher Dempsey)</i> | Assistant Director of Recreation | \$71,413 | 2/23/2021 |
| Memorial Hall Library | Laura McVeigh <i>(M. Kimberly Bears)</i> | Part-Time Children's Librarian | \$30.82/hour | 3/8/2021 |
| Facilities | Denzel White <i>(Timothy McCarron)</i> | Part-Time Security Guard | \$22.34/hour | 3/6/2021 |
| 375 th Committee | Joe Halpern | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Paul Mackay | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Bill Pennington | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Gale Ross | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Buzz Stapczynski | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Joann Michalski | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Melissa Litton | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Richard Padova | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Thomas Adams | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Susan Pokress | Member | Term Expires 6/30/2022 | 2/22/2021 |
| 375 th Committee | Cipriano Apicelli | Member | Term Expires 6/30/2022 | 2/22/2021 |

VII. Approval of Minutes

A. Board to approve minutes from the following meetings:

1. January 11, 2021
2. January 13, 2021 (Mid-Year Review)
3. January 25, 2021

Laura Gregory moved the Board approve the minutes of January 11, January 13, and January 25, 2021 as printed. Motion seconded by Chris Huntress.

Roll call: C. Huntress-Y, A. Vispoli-Y, L. Gregory-Y, D. Koh-Y, A. Gilbert-Y.

Motion passes 5-0.

VIII. Executive Session

A. Laura Gregory moved that the Board vote 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, for the Chair to declare that an open session may have a detrimental effect on the negotiating position of the Town and not to return to Open Session. Chairperson Gilbert did so declare. Motion seconded by Dan Koh. Roll call: A. Vispoli-Y, D. Koh-Y, L. Gregory-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 5-0.

IX. Adjourn

At 8:22 P.M. the Board adjourned from regular session and moved to Executive Session not to return to Open Session.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

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 provide public comment during Citizens Petitions and Presentations may do so by visiting www.andoverma.gov/JoinSelectBoardMeeting. To ask a question on particular agenda items during the regular 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.