

Select Board Special Meeting

Monday, March 1, 2021

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order

Chairperson Annie Gilbert called the Select Board Meeting of March 1, 2021 to order at 7:03 P.M. Other Members in attendance: 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, and Town Counsel Tom Urbelis.

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. Regular Business

A. Re-Organization of the Board

Board to vote to reorganize and elect a Vice Chair and any other officers as required.

Alex Vispoli moved that Chris Huntress be named as Vice Chairperson. The motion was seconded by Laura Gregory. Chris Huntress accepted the nomination. Roll call: L. Gregory-Y, A. Vispoli-Y, C. Huntress-Y, A. Gilbert-Y. Motion passes 4-0.

Chris Huntress moved that Alex Vispoli be appointed as Clerk to the Select Board. Laura Gregory seconded the motion. Alex Vispoli accepted the nomination. Roll call: C. Huntress-Y, L. Gregory-Y, A. Vispoli-Y, A. Gilbert-Y. Motion passes 4-0.

B. Select Board Vacancy

Board to discuss and vote to approve process for filling vacancy on the Select Board to fill the set of Dan Koh, who resigned last week to take a position in the Biden-Harris Administration.

The Board has three options to consider: Option 1: The Board may appoint a resident to serve on the Board for the remainder of the Term in March 2022. Option 2: The Board can operate with 4 members through March of 2022. Option 3: The Board may call a Special Election for the purposes of filling the position for the duration of the term.

Process for Option 1: If they choose Option 1, the vacancy would be advertised, candidates would submit through an application process, interviews would be conducted, and a candidate selected to serve for the remainder of the term. However, the Board would have to consider amending its own policy relative to not filling a vacancy with 100 days of the annual Town Election. This is the most expeditious option for filling vacancy, the same process used for the last two vacancies.

Process for Option 2: Board to Operate with 4 Members No action would be necessary from the Board, they could continue to operate as normal. Any tie vote would result in a motion being defeated.

Process for Option 3: Special Election.

- *Board calls and sets a date for a special election - 10-12 weeks before the election.
- *Prospective candidates pull nomination papers – 10 weeks before the election.
- *Deadline to submit nomination papers 49 days or about 7 weeks before the election.
- *Last day to withdraw from the ballot 33 days or about 5 weeks before the election.
- *Voter registration deadline – 20 days or about 3 weeks before the election.
- *Publication of the warrant about 14 days before the election.

This option is the less timely method of filling the vacancy, the costliest, and requires holding an election during a pandemic and logistically more challenging. We would be unable to consolidate the polling locations and having to use more of the school buildings.

Discussion:

The Board does not believe Option 2 should be considered. It would be difficult having one less member especially with the budget and the Town Yard Process that will require a full disposition of the Board. The Board also have many responsibilities outside of the meeting, having the 5th member would help with the work load and representing the Town.

A Special Election would be a tremendous amount of work and expense for a one-year term and we are right at the timeline of starting the new year with a great deal of work on the horizon. warrants to be voted on, Integrated Finance Plan Communication Roll-out, West Elementary Building Project, etc. Having someone sooner rather than later makes sense. (Option 3)

It would make more sense to appointment someone given that we are in a pandemic requiring more work and additional expense. (Option 1)

The Board discussed the steps in the process for a one-year appointment. Applicants would submit a letter of interest, and interviews would be scheduled. The position would be for the remainder of the term, although they could not prevent the person from running in the 2022 Election; although it could be seen as an unfair advantage.

The Board discussed the questions for the draft application for the opening on the Select Board. The position would be advertised on the Town website, posted on social media, sent out via a news flash, as well as through other forms of communication. March 12th would be the deadline for applications. Interviews would be tentatively scheduled for Wednesday, March 17th with an additional date scheduled if needed.

Chris Huntress moved that the Select Board vote to approve Option 1 as outlined and discussed this evening for selection of a new Select Board member. The motion was seconded by Laura Gregory. Roll call: C. Huntress-Y, L Gregory-Y, A. Vispoli-Y, and A. Gilbert-Y. Motion passes 5-0.

IV. **Adjourn**

At 8:15 P.M. Laura Gregory moved to adjourn the March 1, 2021 Select Board Meeting. Motion seconded by Alex Vispoli. Roll call: A. Vispoli-Y, C. Huntress-Y, L. Gregory-Y, and A. Gilbert-Y. Motion passes 4-0.

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. 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.