

**Select Board Meeting**  
**Thursday, March 3, 2022**  
Memorial Hall  
Memorial Hall Library

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**I. Call to Order**

Chairman Huntress called the Select Board Meeting of March 3, 2022 to order at 6:00 PM.

**Members present:** Alex Vispoli, Dick Howe, Annie Gilbert.

**Others in attendance:** Town Manager Andrew Flanagan, and Deputy Town Manager Michael Lindstrom.

**II. Opening Ceremonies**

**A. Moment of Silence/Pledge of Allegiance**

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

**B. Proclamation in Solidarity with the People of Ukraine**

Alex Vispoli read the proclamation in Solidarity with the People of Ukraine.

Whereas, we the Select Board of the Town of Andover Massachusetts, do hereby proclaim that Andover stands in solidarity with the Ukrainian People. Furthermore, we condemn Russia's unilateral invasion of a sovereign country and express our unwavering support for democracy. We encourage the residents of Andover to join in condemnation of these unjust acts of war. We stand in solidarity with the Ukrainian members of our community and those with family members and relatives in Ukraine.

Alex Vispoli moved to support the Proclamation. Motion seconded by Annie Gilbert. Motion passes 4-0.

**III. Communications/Announcements/Liaison Reports - none**

**IV. Citizens Petitions and Presentations**

Kristen Wise, Inwood Lane, asked if information on ARPA spending would be posted on the Town website. The Town Manager said the entire presentation was posted on the website immediately after the February 28<sup>th</sup> meeting.

**V. Regular Business**

**A. American Rescue Plan Act (ARPA) and Town Offices Project**

The Town Manager provided additional information on the Town Offices Building Project and reviewed the original slides from Town Meeting showing the improvements for Town Offices meeting rooms, public access improvements, and associated project costs. The primary goals are to expand public meeting spaces throughout the building, improve ADA and code compliance and build a customer service center to improve service delivery. The project does not include any improvements to existing offices, the overall footprints for employee spaces actually decreases in the plan.

The increased costs are a result of rapidly increasing material costs, additional code requirements triggered by the increased cost, and abatement of hazardous materials throughout the building. They are reconfiguring some of the offices left vacant when facilities moved to Campanelli Drive to allow for three conference rooms with additional seating. The renovation also includes technology enhancements for the Select Board Room and an increase in seating from 49 to 100 spaces.

The final project will improve the functionality of the building portion of the project, provide the necessary spaces to implement the evolving methods of service delivery and public participation as well as meeting code requirements upon completion. The demand for services is at an all-time high. They didn't expect to come back and ask for additional funding but with ARPA, it is an opportunity to specifically use the funds for one of the intended uses which is to expand public access and customer service delivery and to put the to use these funds that will ensure the building remains functional for another 40 years.

#### Comments from the Board

Alex Vispoli thanked the Town Manager for the overview and detail of the project.

Annie Gilbert said the Board has been updated multiple times since the summer on the status of the project; she is glad to see more information tonight.

Dick Howe asked what portion of this program has been appropriated by Town Meeting, what will come from ARPA Funds, and are the purposes fully consistent with the Federal guidelines for use of ARPA funds? The Town Manager replied that \$979K has been appropriated from town funds and the balance will come from ARPA. The total amount is \$1,150,784 and the use is consistent with the Federal Bill.

Beyond the increases in material costs that triggered the extra code review, Chris Huntress asked if there are fire requirements as well that are required for the building? Yes, we are not being treated any differently than any other project that would have come before the Town.

Mike Meyers, 416 South Main Street thanked the Town Manager for the presentation, that is tantamount to what they have been asking for, accountability and transparency. He is glad the public was able to inspire the Town Manager to answer the hard questions. Please consider keeping the Town Offices project from exceeding \$1.3M to not evoke the code requirements.

Kathy Grant, 83 Morton Street, said the project looked like it was originally planned before the 2020 Town Meeting. She questions if the way the building is designed is the best use of office space and if people will take the chance and enter the building now that they have new on-line options. We need to think of a post-Covid plan.

Chris Huntress said he has seen an increase in attendance at their meetings during the pandemic than before it. The Town Manager said Andover was one of the few town offices that offered an in-person option during Covid. Since restrictions have been limited, all offices are seeing a return of residents and people from the business community

coming into Town Hall; the demand for service is increasing and the methodology of delivering them is evolving. Both options, in-person and online, will be offered. The population in Andover has increased.

American Rescue Plan Act (ARPA) Presentation

The Town Manager reviewed the presentation showing the overall total of ARPA funds of \$10M with \$4.6M pending approval. The cost to expand the size of the Argilla Road Water Main is \$2.8M.

Input for areas of funding came from Town departments/divisions, residents, the business community, and the Select Board/Town Managers Adopted Goals. A breakdown of all available funds related to the pandemic include: ARPA \$4.6M, CARES \$3,052,379, Municipal Discretionary Funds from the Gas Disaster \$750,000, the General Fund \$2,093,594, and Pandemic Related State Grants in the amount of \$699,831.

Mr. Flanagan gave an overview of the funding for the focus areas: Public Health and Pandemic Response, Capital Improvements and Infrastructure, Community Assistance and Partnerships, Community Engagement and Administration.

	Total Allocation
Rental and Home Buying Assistance	\$ 366,239
Small Business Assistance	\$ 789,522
Wellness and Support Services	\$ 936,280
Pandemic Response	\$ 1,768,567
Expanded Elder Care	\$ 64,385
Participatory/Community Driven Programs	\$ 300,000
Capital Improvements: Park Property/Recreation	\$ 950,000
Reserves/Contingency	\$ 700,000

Ledge Road Landfill: The current MASS DEP permit expires on May 3, 2022 and work is underway to exclude the materials handling center as part of the post closure use. ARPA will only fund completion of the project that excludes the material handling center and is consistent with commitments made at 2016 Town Meeting. Total approved \$2.25M from ARPA.

Pending approval: Argilla Road water transmission allocation was reduced from \$4.6M to \$2.8M from ARPA funds. The remainder of the cost to be subsidized from the Water Enterprise Fund and revenue from North Reading. This will be a phased effort to increase water main capacity throughout the system and is the most critical connection given the state of the existing water main. They have been approved for \$9.5M of borrowing through SRS Funding to use towards other water connections/projects.

ESSER and CARES Funding in the amount of \$3,395,453 was made available to Andover Public Schools and used for HVAC Improvements of \$2,206,384 and for Remote Learning/Work Environments \$781,792.

Annie Gilbert said that Ann Ormond, Director of Business, Arts & Culture has specifically been hands on engaging with small businesses in Town. Others have been reaching out to small business especially in the downtown area.

Chris Huntress thanked the members of the general public and residents who came forward and asked questions prodding them to provide additional information on how we are spending the ARPA funds. He thanked the members of the Select Board for their discussions on making sure the funds are spent well and to the Town Manager and his team to ensure the funds are allocated in the right place and that we can make the adjustments as needed.

Public Comments:

Mr. Meyers, Main Street, is questioning the Covid Relief Funds and how they were spent and how decisions were made.

Steve Walther, 83 Morton Street has concerns with the COVID 19 pandemic relief funding and items that were proposed that were unrelated to the pandemic and funding, and missed opportunities for the Town.

Chris Huntress stated that we are addressing the needs of our capital programs and that the Town has redistributed funds back to social services and several other areas as discussed in tonight's presentation. Annie Gilbert said the water main transmission is about economic development which is at the heart of the ARPA Program.

Jeff Crane, Town Water Distribution Supervisor explained the water main map pointing out the location of the pipes and the size of the mains. The Argilla Road main is an important main because it is an 8" unlined main and when it breaks, it causes all kinds of property damage and there is discolored water in the area for days. The 12" and 16" mains coming to Argilla Road from the Water Treatment Plant, never break and due to the velocity of the mains sediment never occurs.

Kathy Grant, 83 Morton Street said the DPW site has links of the history of water main breaks in that area and other information that she shared. She heard that Town employees interacted with the residents to find out what their needs are. She spoke with residents living in the Morton Street housing area who would like the area cleaned up and landscaped. She is asking for money for neighborhoods who are under-privileged.

The Board has already approved part of the ARPA Funding and the balance to be approved is \$4.6M.

Alex Vispoli moved that the board approve the balance as outlined by the Town Manager for the American Rescue Plan Fund as outlined tonight. Dick Howe seconded the motion. Motion passes 4-0.

**VIII. Adjourn**

At 7:48 PM on a motion by Alex Vispoli and seconded by Dick Howe, the Andover Select Board voted 4-0 to adjourn the meeting of Thursday, March 3, 2022.

Respectfully submitted,

Dee DeLorenzo  
Recording Secretary