
Board of Selectmen
Minutes of March 18, 2019
Regular Session

I. Call to Order

Chairman Vispoli called the meeting of the Board of Selectmen to order at 7:00 P.M. in the Board of Selectmen's Meeting Room at Town Offices. Present from the Board of Selectmen: Annie Gilbert, Chris Huntress, Paul Salafia, Laura Gregory, and Alex Vispoli. Also present: Town Manager Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Town Counsel, Tom Urbelis, and 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 followed by Pledge of Allegiance.

III. Communications/Announcements/Liaison Reports

The Town Manager announced that the ribbon-cutting ceremony for the opening of the new Municipal Services Building located at 5 Campanelli Drive will be held on Thursday, March 21st at 7:00 A.M. Andrew is pleased to announce that the Town has received a distinguished award from the Government Office of Finance and Accounting which is an independent panel that evaluates municipal budget documents based on a number of criteria and is the highest award you can receive. This award is a direct reflection of everyone's hard work on the budget documents.

Michael Lindstrom encourages everyone to follow the Town's Social Media Sites to view updates from the Town Departments, also found at www.andoverma.gov.

Austin Simko reported that the Annual Town Election is a week from tomorrow and they are hoping for a high turnout. Information on polling locations and precincts can be found on the Town's website or by contacting the Town Clerk's Office.

Paul Salafia reported on the opening of the new Municipal Services Building which has been a long-awaited project, it is exciting to finally have the ribbon cutting. Laura Gregory and Paul attended the ACE fundraiser event held on Saturday at the Andover Country Club, it was a wonderful event.

Annie Gilbert reported on the Historic Mill District held last week. They are working with the consultants to develop requests for proposals (RFP) for potential sale or lease of the old Town Yard site. Framework of the RFP was shown and people weighed in on what types of items they would like to see in the area; it will be a very community RFP. Annie also acknowledged the Health Department, under the leadership of Tom Carbone, on the information session to help businesses and residents to understand the upcoming ban on single use plastic and polyethylene containers.

Chris Huntress announced that the YMCA is holding their Annual Auction Gala on Saturday, March 23rd at 7:00 P.M. at Di Burro's in Haverhill at 7:00 P.M. Tickets can be purchased on the YMCA website.

IV. Citizens Petitions and Presentations

None

V. Regular Business of the Board

A. Board of Registrars

Board to consider nominees for appointment to the Board of Registrars of Voters and to appoint a registrar to a term expiring March 31, 2022. The Republican Town Committee nominates Brian Major of 11 Odyssey Way. The Democratic Town Committee nominates Champa Bilwakesh of 5 Garfield Lane E, Diane Riemer of 5 Lansbury Lane, and Amy Sennett of 311 Lowell Street (who has since withdrawn). Each committee nominates up to three people. Both Chairs (Republican/Democratic Committees) have submitted letters to the Board of Selectmen. Process is for the nominees to speak to the Board and they also have a letter from each nominee.

Brian Major thanked the Board for their unanimous support last year to fill a vacancy, and appointed Chair of the Board of Registrars this past year. The past year has been a very busy one that included a congressional recount. The feedback received was that they created the candidates fairly and with respect and process was fair, and effective. The recount was carried out just days after the Columbia Gas incident. With early voting, they were able to reduce congestion at voter booths in November and prepared for the State-wide audit. Brian has enjoyed working with the Board of Registrars and Town Clerk Austin Simko, and he would like to continue.

Champa Bilwakesh shared her background and qualifications for the position. She has always been involved with elections and believes they are the foundation of democracy. She has served as a poll-worker the last five years, and understands issues, election laws, regulations and procedures and is committed to diligently serve the function of the Board along with her team members.

Diane Riemer said voting is a fundamental responsibility. She would like to do what she can to encourage voter registration as a civic engagement. The last several years she worked on numerous voter registration projects and information, and was an observer for the 2018 primary recount in Lawrence. It is important to get voting information out to the public, and that the public votes, and to maintain the integrity of the election.

Board deliberation: Board of Registrars has 4 members of the Board with the Town Clerk as the ex-officio and is unrolled. Annie is impressed with the quality of the three people who are stepping up in-terms of their long-time devotion to the principal of voting, elections and getting more people to vote. Austin said the responsibilities of the Board include integrity and commitment, conducting voter registration sessions, and responsibility for some functions in the Town Clerks Office. Brian Major has served for only 1 year to complete the position that was unable to be filled for the final year.

Annie Gilbert moved to support the re-appointment of Brian Major to fill the Republican seat on the Board of Registrars. The motion was seconded by Paul Salafia and voted 5-0 to approve.

B. Annual Town Meeting Articles

The Town Manager said that the annual renewal of Health Insurance was expected to increase by 8% but came in much lower at 4.8% which is a savings of \$675,000. An additional savings of \$43,000 was realized from the increased rates new hires are paying towards their health insurance for a combined savings of \$718,000 that can be applied to other areas of the FY-20 budget.

The Town Manager is recommending the additional funds be appropriated as follows:

- \$300K be allocated to the Annual Retirement Fund.
- The increase of \$646,000 over the projected amount of Chapter 70 Funds necessitated discussion with the School Department agreeing to a \$250,000 increase above the Feb 1st budgeted amount for the School Department.
- Appropriating \$75,000 to Full Day Kindergarten Offset Account to reduce fees for the Full Day Kindergarten Program.
- Appropriating \$70,000 to the Fire Department overtime account to cover Ladder Aid to insure the position is manned 100%.
- Appropriating \$23,000 for Library staffing due to a discrepancy of when the budget was released.

The School Committee and Finance Committee have both voted to recommend approval of the above.

Annie appreciates how the budget reconciliation is balanced, fair and does not increase the bottom line. The Town’s Budget of 3.7% includes the increase of moving School IT staff to the Town. The School Budget is an increase of 4% and impacted by the extension of learning time and movement of textbooks from the CIP into the School’s Operating Budget. Chris Huntress wants to ensure that the ladder aid position will be 100% funded going forward.

Article 4 RA	Fiscal Year 2020 Budget: Town & School Budget Annie Gilbert moved to recommend approval of Article 4 as printed. The motion was seconded by Paul Salafia and voted 5-0 to recommend approval.
Article 5 RA	Fiscal Year 2020 Capital Projects Fund (CIP): Paul Salafia moved to recommend approval of Article 5. The motion was seconded by Annie Gilbert and voted 5-0 to recommend approval.
Article 6 No action	Budget Transfers: Expected to be withdrawn Annie Gilbert moved that the Board take no action on this item. The motion was seconded by Chris Huntress and voted 5-0 to take no action.
Article 7 RA	Supplemental Budget Appropriations: Use \$400,000 to fund Workmen’s Compensation from Free Cash. Paul Salafia moved to recommend approval of Article 7. The motion was seconded by Annie Gilbert and voted 5-0 to recommend approval.
Article 8 No Action	Stabilization Fund

Article 9 No action	Free Cash
Article 10 No Action	Unexpended Appropriations
Article 11 Recommend Approval of (A-F) Hold on G.	General Housekeeping Articles (A-F) Chris Huntress moved that the Board of Selectmen recommend approval of Article 11 from A-F as printed. The motion was seconded by Laura Gregory and voted 5-0 to recommend approval. All except G. HOLD Rescinding Bond Authorization
Article 12 RA	Granting Easements Annie Gilbert moved to recommend approval of Article 12. The motion was seconded by Laura Gregory and voted 5-0 to recommend approval.
Article 13 No Action	Unpaid Bills Paul Salafia moved that the Board take no action on Article 6, 8, 9, 10, and 13. Chris Huntress seconded the motion. Motion passes 5-0.
Article 17 RA for no more than \$10,000	Sign Shop Revolving Fund - Limit of \$10,000: Chris Huntress moved that the Board of Selectmen recommend approval of Article 17 with a limit of \$10,000. The motion was seconded by Laura Gregory and voted 5-0 to recommend approval.
Article 18 RA \$377,108	PEG Access and Cable Related Fund Expenses: \$377,108 Annie Gilbert moved that the Board to recommend approval of Article 18 in the amount of \$377,108. The motion was seconded by Paul Salafia and voted 5-0 to recommend approval.
Article 19 \$32,000 RA	Overlay Surplus Transfer for Property Revaluation (transfer \$32K from overlay surplus to fund reevaluation of personal property). Paul Salafia moved that the Board recommend approval of Article 19. The motion was seconded by Chris Huntress and voted 5-0 to recommend approval.
Article 20 RA \$14,000	Elderly/Disabled Transportation Program Chris Huntress moved that the Board of Selectmen to recommend approval of Article 20 as presented. The motion was seconded by Laura Gregory and voted 5-0 to recommend approval.
Article 23 RA	Stabilization Fund Bond Premium Paul Salafia moved that the Board recommend approval of Article 23. The motion was seconded by Annie Gilbert and voted 5-0 to recommend approval.
Article 42 RA	Student Device Refresh Paul Salafia moved that the Board recommend approval of Article 42 Student Device Refresh. The motion was seconded by Annie Gilbert and voted 5-0 to recommend approval.
Article 53 RA	Columbia Gas Reimbursement of Costs Incurred Chris Huntress moved that the Board recommend approval of Article 53. The motion was seconded by Annie Gilbert and voted 5-0 to recommend approval.

Article 55 RA	<p>Andover High School Feasibility Study Committee: Article explained by Mark Johnson, Chair of AHS Facilities Study Comm.</p> <p>Laura Gregory moved that the Board recommend approval of Article 55. The motion was seconded by Annie Gilbert and voted 4-1 to recommend approval.</p> <p>Chris Huntress supports the first 3 items, but is concerned about supporting the 4th item that may be outdated by the time MSBA approves the request and would have to be re-done. Could the Warrant Article be revised to fund the first three items only. Annie feels that the Facilities Committee has spent a long time looking at this and is willing to support what they recommended as is Laura Gregory especially since the Finance Committee has recommended approval.</p> <p>Vote 4-1 Chris Huntress opposed.</p>
Article 60 RA	<p>Sanborn School Site Improvements</p> <p>Annie Gilbert moved for the Board to recommend approval of Article 60. The motion was seconded by Laura Gregory and voted 5-0 to recommend approval.</p>
Article 61 Not RA	<p>River Road Senior Residential Community Overlay District Change in Age Restrictions (PWA): change senior age from age 62 to age 55.</p> <p>Paul Salafia moved that the Board vote to not recommend approval of WA #61. The motion was seconded by Chris Huntress and voted 5-0 to not recommend approval.</p>
Article 64	<p>Spring Grove Cemetery Transfer of Property Hold until next meeting</p>

- C. Annual Town Meeting Articles Withdrawn Board to consider voting to take ‘no action’ on the following articles:

On a motion by Laura Gregory and seconded by Paul Salafia, the Board of Selectmen voted 5-0 to take no action on the following Warrant Articles as printed.

Article 50	Amend Andover Zoning Bylaw Section 9.63: Signs
Article 51	Amend Andover Zoning Bylaw Definitions
Article 52	Amend Andover Zoning Bylaw Article VIII
Article 65	Amend Andover Zoning Bylaw Article XIII

VI. Consent Agenda

A. Appointments by the Town Manager

The Board of Selectmen, on a motion by Annie Gilbert and seconded by Paul Salafia, voted 5-0 that the following appointments by the Town Manager be approved:

Department	Name	Position	Rate/Term	Date of Hire	
Community Services – Recreation	Katelyn Kendrigan	Seasonal	\$11.25/hour	4/8/2019	
Community Services – Recreation	Kelly Conklin	Summer Program Director	\$22.00/hour	4/1/2019	
Community Services – Recreation	Cam Farnham	Summer Program Director	\$19.00/hour	4/1/2019	

VII. Adjourn

At 9:35 P.M. on a motion by Paul Salafia and seconded Chris Huntress the Board of Selectmen voted 5-0 to adjourn from the Regular Meeting of March 18, 2019.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary