

**Call to Order:**

The Planning Board Meeting was called to order at 7:30 PM on March 24, 2021 via Cisco Webex online video conferencing platform. Present were Chair Zachary Bergeron, Vice Chair Vincent Chiozzi, Jr; Members Ann Knowles, Rocky Leavitt, and associate Morgan von Prelle Pecelli. Also present were Paul Materazzo, Land Use & Planning Director and Lisa Schwarz, Assistant Director, Planning.

**Town Meeting Warrant Articles:**

Mr. Materazzo opened the meeting by reviewing a list of articles and a memorandum dated March 18, 2021 associated with Town Meeting that the Planning Board is required to report on. The Town Charter requires the Planning Board to provide a position of approval, non-approval, or no action on any article seeking \$100,000 or more at Town Meeting. Mr. Materazzo suggested that the Planning Board consider taking no action on all articles mentioned in the agenda (P7, P13, P14, P15, P16, P17, P19, P22, P24, P25, and P26) if there are no questions.

Ms. Knowles asked if any members were interested in further discussing articles P22, P24, P25, and P26 related to Sanborn Elementary, Shawsheen Preschool, West Elementary, and Andover High School, respectively. Ms. von Prelle Pecelli asked if any presentations have been conducted on these projects to other boards that the community can view. Mr. Chiozzi inquired if the purpose of the articles was to approve funds for these projects. Ms. Knowles requested access to any previous or future presentations related to these projects to obtain more information. Mr. Bergeron asked what has historically been done related to the schools before it is brought forth to Town Meeting. Mr. Materazzo explained that the Town Charter allows the Board to provide their opinion and recommendation, and that typically the Board will take no action on financial articles of \$100 or more, but in some instances, it is appropriate for the Board to weigh in further. In response, Mr. Materazzo suggested that the Planning Board consider taking no action on articles P7, P13, P14, P15, P16, P17, and P19, and the Planning staff will provide an update on the articles in question at the next Planning Board meeting on April 13, 2021.

Ms. Knowles made a motion to take no action on articles P7, P13, P14, P15, P16, P17, and P19. Rocky Leavitt seconded. **Vote:** (5-0).

**Other Business:**

Tony Collins shared that Andover Facilities recently installed bike racks downtown, after receiving a \$7,975 grant from the MassDOT Shared Street Grant Program. This project was a collaborative effort between the Facilities, Planning, Sustainability, and Public Works departments, and has been received favorably by the community.

Mr. Collins also provided an update on upcoming bike events, including a bike scavenger hunt and tune-up day on Saturday, March 27, 2021 from 9:00 AM-4:00 PM. During this event, a "shared street" on Punchard Avenue will be piloted, which represents a vital connection between the Town Offices, the Park and Downtown. Mr. Collins will be seeking community feedback at the event on the shared street concept through a survey, and whether or not this would be of interest in other neighborhoods. Mr. Collins expects to hear back next week from MassDOT if additional funds will be granted to be used towards these initiatives. A second event is planned for Sunday, April 11, 2021 from 9:00 AM-4:00 PM. Sign-ups for bike repair and the scavenger hunt will be available on the Andover town website.

Mr. Leavitt asked if all bike racks have been installed. Mr. Collins clarified that only Memorial Hall Library and Elm Square racks have been completed thus far and the remaining racks would be installed within the next two weeks. Mr. Leavitt commented that the bike racks seemed expensive. In response, Mr. Collins explained that only half of the grant money has been spent so far, and the Planning Division will allocate the remaining funds to additional bike rack locations, based on input from the community survey. Ms. Knowles shared that the upcoming events are family-friendly, so children are welcome.

Mr. Materazzo provided an update on the uplighting of Old Town Hall, which has been recently completed with changing colors on both the front and rear of the building. This is an exciting project as the planning division will be revamping the parking lot, as well as adding open public space, behind Old Town Hall. He indicated that more details on this project will be forthcoming. Mr. Chiozzi asked if these lights were LED to be mindful of energy consumption. Mr. Materazzo explained that a lighting expert was consulted, and energy-efficient lights were installed for this project.

Mr. Materazzo shared an update on the Town Yard disposition which is currently open to bid, and which had been previously discussed with the Planning Board. It is scheduled to close on April 22, 2021 and the Planning Division will provide an update to the Planning Board after this date with regards to proposals that have been received and next steps. Ms. Knowles asked if there has been a lot of interest and Mr. Materazzo answered affirmatively.

**Performance Guarantee Reduction – Monarch Lane:**

Mr. Leavitt read aloud the memorandum dated March 18, 2021 regarding the Monarch Lane subdivision bond reduction.

On a motion by Mr. Leavitt, seconded by Ms. Knowles, the Board voted to approve the reduction of the Performance Guarantee to secure the proper construction and completion of services and ways to \$56,800.00 as recommended by the Department of Public Works in a memo dated March 16, 2021.

**Vote:** (5-0).

**Adjournment:**

On a motion by Mr. Leavitt, seconded by Ms. Knowles, the Board voted to adjourn the meeting at 7:51PM.

**Documents**

2021 Annual Town Meeting Warrant