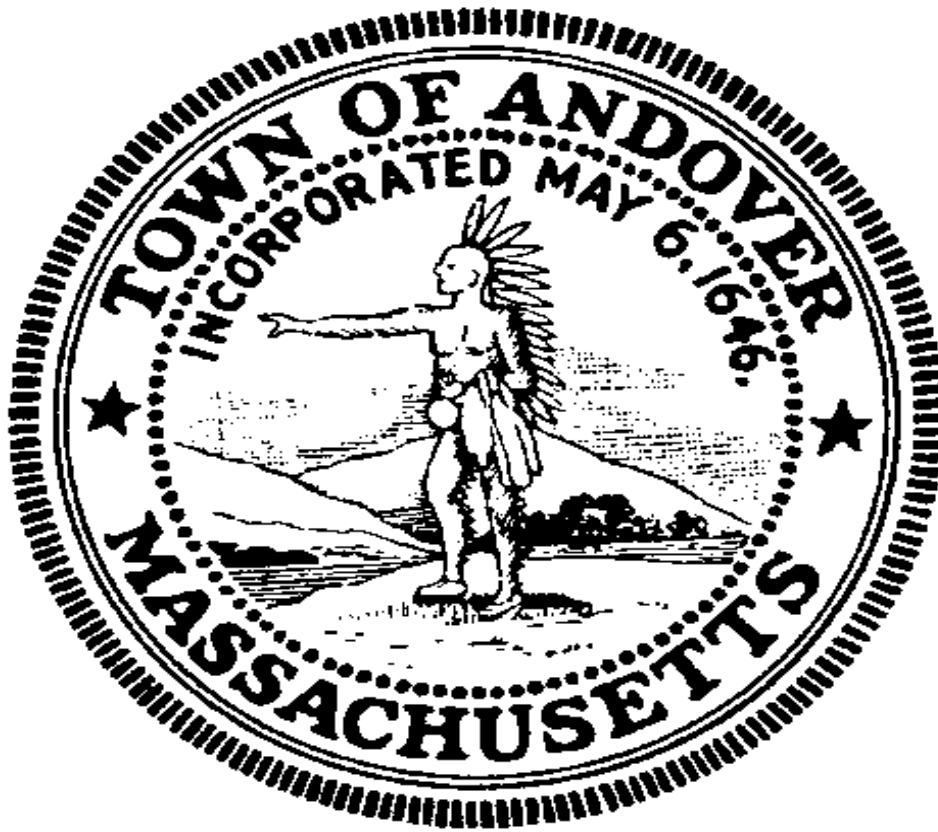


FINANCE COMMITTEE REPORT



JUNE 5, 2021
ANNUAL TOWN MEETING

**WHAT TO EXPECT AT THIS YEAR'S ANNUAL TOWN MEETING
SATURDAY, JUNE 5, 2021 AT 9:30AM**

PLEASE ARRIVE EARLY

In an effort to make this year's unprecedented Annual Town Meeting as safe as possible for our residents, we are implementing the following procedures. With your help and cooperation, Annual Town Meeting can take place in a safe and responsible manner.

- **WHERE: THE MEETING WILL BE HELD OUTSIDE IN THE OPEN AIR UNDER A TENT BEHIND THE WEST MIDDLE SCHOOL LOCATED AT 70 SHAWSHEEN ROAD.** We have arranged for a significant number of attendees. There will be individual chairs set up, as well as pairs of chairs for members of the same household. We ask that you please not move any chair from its original placement.

PLEASE ARRIVE EARLY TO ENABLE US TO START ON TIME!

- **PARKING:** will be available in the West Middle School, High School and Collins Center parking lots. There will be Handicap parking available in the West Middle School lot for those who need it as well as the High School lot by the Tennis Courts.
- **CHECK IN:** will start at 8:45AM and will be at the four corners of the tent. **PLEASE ARRIVE EARLY!** You can check in at any table. You can either give your name and address, or the **quickest way** is to provide your license to be scanned to verify you are a registered voter. It will be very easy and very efficient.
- **FACE COVERINGS: are required and must be worn throughout the meeting.** As we all know, not everyone who has COVID-19 is symptomatic. Wearing a face covering reduces the risk of transmitting the virus to others, and each of us has a responsibility to protect one another. If you do not have a mask, we can provide a mask for you to wear. No one will be turned away from Annual Town Meeting. However, if you are unable to wear a mask due to a medical condition or disability, you will be directed to a peripheral area for your own protection and the protection of others.
- **MEETING PROTOCOLS:**
 - In order to limit the exposure time to one another, I am going to ask that speakers to the meeting be as clear and concise as possible. **If someone has already made your point, please do not repeat it.**
 - At the start of the meeting, I will ask the voters if they are interested in limiting comments to two minutes rather than three minutes. The meeting of course will make that decision. The presenters will be given the usual five minutes. Both these time limits can be modified at the discretion of the Moderator, if that is the will of the meeting.
 - There will be three stationary microphones for Meeting Members to use for comments and debate. Microphones will be wiped down between speakers. When approaching the microphone to speak, please maintain a six-foot separation from others waiting to speak.
- **HAND SANITIZER:** will be available for use.
- **FOOD:** This will be an outdoor meeting that will last until we finish the Warrant. Please feel free to bring a lunch or snack. There will be water available.
- **DRESS CODE:** Of course, please feel free to wear your **BEST COVID CASUAL** attire!

Please do not attend Town Meeting if the answer to any of these questions is yes:

- Are you feeling sick?
- Are you having symptoms (fever, cough, shortness of breath, chills, muscle pain, headache, sore throat, or new loss of taste or smell)?
- Have you been exposed to someone with confirmed or suspected COVID-19 within the last 14 days?

Thank you in advance for abiding by these atypical procedures in order to keep us all safe and conduct the business of our Town! It is my hope that we will finish the meeting in one day on June 5th. As you all know, I trust and count on the collective wisdom of the Town Meeting. I will do my best to move debate along, to be as fair as possible to all attendees and to finish the business of our Town in this session. I look forward to seeing you all there!

Sincerely,

Sheila

Sheila M. Doherty
Town Moderator

ANNUAL TOWN MEETING PARKING MAP

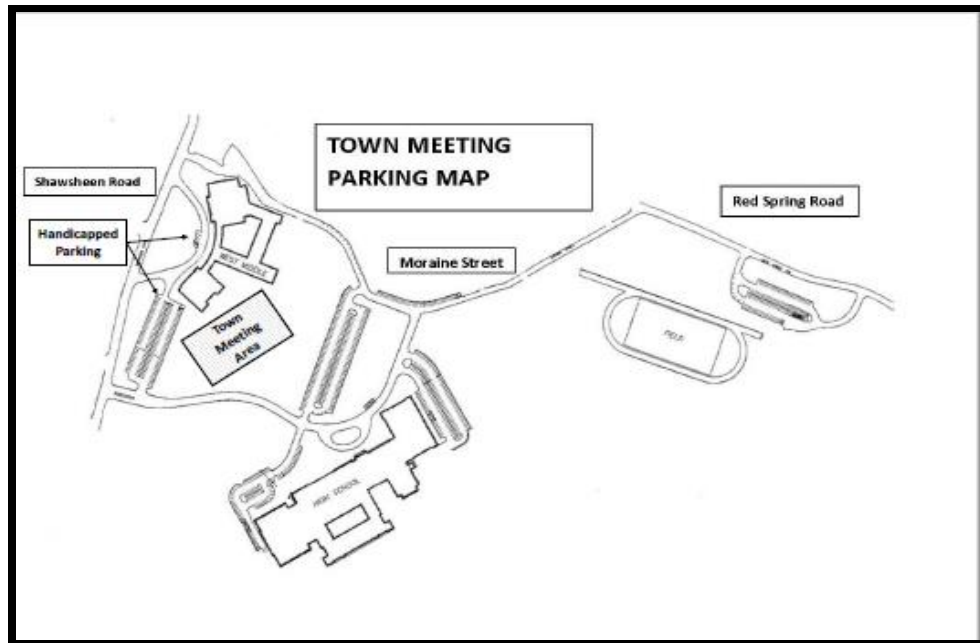


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WELCOME TO ANDOVER'S 2021 ANNUAL TOWN MEETING

The Finance Committee has prepared this report to provide you with information on the warrant articles on which you will be voting during the meeting. The printed report and associated information found on the Town's website is comprehensive, intended to give you historical context as well as current information relevant to your vote. Note that a significant amount of material presented in previous reports can be found using the links in Section VIII. The report has several sections, summarized below and further itemized in the Table of Contents.

Section I of the report has information about how your taxes are calculated and the impact of the FY2022 budget on your tax bill.

Section II of the report contains a general overview of Andover's revenues and expenses, with graphs and charts to help you understand the proposed FY2022 budget.

Section III of the report provides information on FY2022 Town and School Operating budget.

Section IV of the report contains the 2021 Annual Town Meeting Warrant. There are 38 articles on which to vote. Each article is followed by a brief explanation in a gray box, and the financial impact of a 'yes' or 'no' vote on the average tax bill is also noted.

Although certain articles may be withdrawn, we are still obligated to print them in their entirety. To conserve paper, we may reduce the font size drastically for articles that will be moved to be withdrawn.

Section V of the report contains letters from Annie Gilbert, Chair of the Select Board, and Shannon Scully, School Committee Chairperson.

Section VI of the report contains a financial summary taken from Andover's 2020 Annual Report, and a cover letter from Andrew Flanagan, Andover Town Manager.

Section VII of the report contains a message from Sheila Doherty, Town Moderator, followed by information about Town Meeting processes and procedures.

Section VIII is our Appendix with links to resources and documents. As mentioned above, material found previously in the printed report can now be accessed via the links in this section.

Please feel free to reach out to anyone on the Finance Committee if you have questions about any of the material contained in our report.

Eugenie M. Moffitt, *Chair*

Town of Andover Finance Committee



TOWN OF ANDOVER
36 BARTLET ST.
ANDOVER, MA 01810
www.andoverma.gov

May 7, 2021

To the Citizens of Andover:

The Finance Committee (FinCom) recommendations in this report are meant to help voters make well-informed decisions at our June 5, 2021 Annual Town Meeting. Our goal is to recommend a budget that is fiscally responsible, sustainable, and clearly communicated.

For the past year, the pandemic has redefined the way we govern Andover. Town staff re-invented how the public interacts with Town Offices. Meetings have been held remotely, elections were delayed, and Town Meeting was again scheduled for a Saturday when we could safely gather outside. Town and School departments have experienced unprecedented challenges as they adapted policies and processes in light of COVID-19.

The FinCom has reviewed the Town Manager's proposed FY2022 budget and recommends approval. The CARES Act funding has temporarily relieved some of the budgetary pressure, however, unfunded obligations continue to be a major financial concern to the FinCom. The Town has a significant, existing pension debt that we are obligated by Massachusetts General Law to pay by 2040. The unfunded pension liability pre-dates many in the Town's current administration and is a result of budgets that, for years, prioritized funding services in Town without adequately funding the ever-increasing pension liability. The Town Manager has drafted an Integrated Financing Plan (www.andoverma.gov/IFP) to address the Town's pension liability and the funding for the new West Elementary and Shawsheen Preschool. This plan is designed to leverage an opportunity created by low interest rates that will fund the Town's liability through an initial borrowing that has a stable/predictable/certain repayment schedule.

The FinCom would like to be clear that not addressing the pension liability is not an option as this is a financial obligation that the Town has incurred and must be funded. The Town Manager's Integrated Financing Plan (IFP) has outlined a way to aggressively tackle the pension obligation and maintain level services. Without this novel financing approach, the Town would need to rely on other, less desirable options to address the unfunded liability such as service reductions, Town and school layoffs, and/or an increase to the tax bill which would require a Proposition 2 ½ override. In addition, West Elementary and Shawsheen Preschool have outlived their useful lives and are in poor shape. The proposed new schools have been accepted by the Massachusetts School Building Authority ("MSBA"), which will lessen the tax impact for taxpayers by reimbursing Andover for a portion of the project. Approving Articles 7 and 15 will result in lower tax bills for residents compared to addressing these obligations separately.

The Town Manager has conducted public outreach meetings to provide details of the Integrated Financing Plan, to answer voter questions and explain the importance of implementing the plan. After speaking with voters and understanding the concerns, the Town Manager has modified his IFP to incorporate their feedback. The FinCom has noted for several years that the unfunded liability was a 'looming crisis' and it remains a critical issue that needs to be addressed. The risks and rewards of the plan have been analyzed at length and, in the pages that follow this letter, we will outline why the FinCom supports implementing this innovative plan. We believe it is a fiscally responsible option to address the Town's major obligations.

You may notice that the FinCom report looks ‘thinner’ than in prior years. While we believe that providing accurate and up-to-date information will help voters make a well-informed decision, we realize that not all of the information needs to be in this printed report. With the help of Town officials, we have created a “FinComReport” link (www.andoverma.gov/FinComReport) on the Town website (www.andoverma.gov). Voters will be able to find relevant information such as articles or charts to help them better understand the budget and capital improvement plan process. Such reference guides as “What is Proposition 2 ½” and “What is Free Cash” can be found on the website.

We would also like to draw your attention to a new tool on the Town website called Andover Data, which was launched in April. Andover Data is a data portal that hosts a variety of information including customer service response time, demographic data, and department performance data. This is a tool that will inform data driven decision making, provide greater transparency to the public, and aid in economic development. This tool will be expanded over time and will be collaborative in nature as the Town partners with residents and groups to highlight data and information in interesting ways. This is a unique tool for a municipality to facilitate a higher level of engagement with the community. We hope you find this new tool valuable.

OVERALL BUDGET HIGHLIGHTS

The Town Manager’s proposed FY2022 recommended budget totals \$212,489,922, which represents an increase of \$3,138,696 or 1.50% over FY2021. The Select Board, the School Committee and the FinCom all recommend approval. The FinCom estimates that the resulting average residential single-family property tax increase will be 3.7%.

TOWN BUDGET HIGHLIGHTS AND TRENDS

The Town budget is funded primarily through Warrant Articles 4, 5, 23, 24, and 25. The recommended budget for Town operation departments, excluding Water and Sewer, is \$44,923,264, which represents an increase of \$1,426,170, or 3.3% increase over FY2021.

Retiree benefits, which include pension and retiree health insurance, and current employee health insurance expenses continue to be major contributors to increased budget growth. The FY2022 appropriations to health insurance and retirement expenses are \$23,147,462 and \$12,897,390, respectively.

The Capital Improvement Program (CIP) is based on an annual spending target which provides the Town with the ability to fund necessary infrastructure and facilities projects. The Town Manager’s Recommended CIP for FY2022 totals \$22,327,651, which includes major projects such as water main replacement and a new water treatment plant generator, as well as the annual information technology device refresh for staff and students.

Last year, Annual Town Meeting allowed Andover to take a first step necessary to move forward with a Pension Obligation Bond as a possible way to fund our liability. Legislative approval was obtained in January 2021. The FinCom continues to support the next step in the issuance of a Pension Obligation Bond as a critical component of the Town Manager’s Integrated Financing Plan and therefore recommends approval of Article 7 in this year’s warrant. The FinCom also firmly believes that pension reform is necessary and essential to ensuring that the Town continues to fulfill its requirement to fully fund its pension liability. The FinCom has been recommending the Retirement Board reform pension eligibility and the buyback program. We are pleased with the vote on eligibility that took place on April 29, 2021 and the vote on the buyback program which was approved on May 6, 2021. We fully support the appointment of the Investment Advisory Committee by the Town Manager in collaboration with the Retirement Board to advise the Retirement Board on investment decisions and asset allocation.

Article 35 of the Warrant asks the Town to appropriate \$4,025,000 for the acquisition of, and costs related to, the purchase of a parcel of land at 138 Chandler Road. This land could potentially be used for athletic fields, conservation land, community farm/gardens, dog park, playground/tot-lot, picnic areas or other public uses. A brief summary of the project can be found in the pages following this letter and the FinCom voted to recommend approval of this warrant article.

Select Board Chair Annie Gilbert’s letter to the Town highlighting the issues about which the Board feels strongly can be found in the Chairs’ Letters section of this report in Section V. In addition, the Town Manager’s annual letter can be found in Section VI, where he summarizes the highlights and challenges of the past year.

SCHOOL DEPARTMENT BUDGET HIGHLIGHTS AND TRENDS

The recommended budget for the School Department is \$92,593,452, which represents an increase of \$3,346,752, or 3.75% increase over FY2021. While this budget assumes a return to in-person learning, it allows for level services and includes some flexibility for continued online learning and COVID-19 protocols.

Although there has been a decrease in enrollment as some students opt for private education options which provide full-time, in-person classes, Chapter 70 funding will increase by \$168,840, or 1.45%. During the pandemic, bus fees were suspended, athletic fees were adjusted, preschool fees and parking fees were reduced and Collins Center rentals were eliminated. The FY2022 budget was built with the assumption of revenue returning to near pre-pandemic levels. In addition to regular revenue, the School budget has been supplemented by financial relief from the Department of Elementary and Secondary Education (DESE) and the federal government for COVID-19 related expenses, and supplemental funding may come with future stimulus funding.

There has been an ongoing plan to shift funds from the Kindergarten Revolving Account to the regular budget to offset the costs of free all-day kindergarten. The decline in enrollment has eliminated the prior assumption that a portion of the kindergarten costs would be made up by an increase in Chapter 70 funds due to increased enrollment. Therefore, the costs of full-day kindergarten will need to be absorbed by general Chapter 70 and Town funding increases.

School Committee Chairman Shannon Scully’s summary of key School Committee issues, including the budget, is in the Chairs’ Letters section of this report (Section V).

PROPERTY TAX IMPACT OF THE FY2022 BUDGET

Because the FY2022 average assessed value of single-family residential property will not be known until the fall, and because the Select Board uses that valuation to set the tax rate, our estimation of next year’s tax increase shown below is only that: an estimate. A property tax increase of 3.7% is estimated for the average single-family tax bill.

IF ALL THE WARRANT ARTICLES FUNDED BY TAXATION ARE PASSED AT TOWN MEETING AS PRESENTED, THE AVERAGE SINGLE-FAMILY RESIDENTIAL PROPERTY TAX BILL IS PROJECTED TO INCREASE BY 3.7%.				
FY2021 AVERAGE ASSESSED VALUE	FY2021 TAX	FY2022 ESTIMATED TAX	PERCENT INCREASE	DOLLAR INCREASE
\$695,153	\$10,629	\$11,022	3.7%	\$393

More detailed projections and explanations may be found in Section I of this report.

For FY2021, there are a total of 8,715 single family homes.

- 64% or 5,579 of single family homes are *below* the average.
- 36% or 3,136 of single family homes are *above* the average.

The Town Manager develops his annual budget in accordance with Proposition 2 ½ while making reasonable assumptions regarding new growth, local receipts, and State Aid. It should be noted that Article 7 and Article 15, if approved, will be funded by debt which is exempt from Proposition 2 ½. This borrowing will not affect FY2022 tax bills; the impact would peak in FY2024. The estimated tax increase may be found in the financial impact box below each article in the Warrant (Section IV) of this report.

NAVIGATING THE TOWN MEETING WARRANT

The final Warrant was voted on by the Select Board on May 3, 2021 and contains a total of 38 articles. The Warrant and recommendations are found in Section IV of this report. Note that numbering of Warrant articles changed from the preliminary Warrant to the final Warrant.

As we introduced last year, a few housekeeping articles have been consolidated into a ‘consent agenda.’ A consent agenda is a voting practice that groups routine appropriations into one Warrant article. The consent agenda may then be moved in one single vote, rather than voting on each line item separately. These articles are typically not controversial and are usually voted on quickly. The opportunity for questions and clarification of the individual items is always available at Town Meeting. Article 6 groups financial housekeeping Articles A-H, Article 8 groups minor financial Articles A-D, and Article 9 groups general housekeeping Articles A-G.

Capital projects have been reorganized in the Warrant based on funding source rather than presented as individual articles. Article 23 lists capital projects from general fund borrowing. Article 24 lists capital projects from free cash. Article 25 lists capital projects from Water and Sewer Enterprise funds.

IN CONCLUSION

As this report goes to print and vaccinations continue to propel us toward herd immunity, the Town and country are slowly returning to normal, although it will likely be a ‘new normal’. Budgets were developed mid-pandemic and incorporated assumptions of how Town and School activities are likely to forge ahead. These assumptions may not prove to be true and adjustments may be needed for future budgets. As mentioned above, the FinCom supports the Town Manager’s general budget for the Town and School as well as Articles 7 and 15 which comprise the Integrated Financing Plan. The FinCom recommends voting yes for the Pension Obligation Bond in Article 7 and West Elementary/Shawsheen Preschool in Article 15 at Town Meeting on June 5th. Voting no on Article 7 does not remove our obligation to fund our retiree pension and would require the funding to come at the expense of town-wide services. Voting no on Article 15 will result in a more costly School building project in the future.

The FinCom would like to acknowledge the Town and School’s senior management and department heads for keeping our community safe and for maintaining continuity of service during a time of crisis and much uncertainty. They are a highly committed and professional group.

We appreciate the concerted effort made by our colleagues who worked collaboratively through the budget development process. Constant re-evaluation of rapidly changing data required persistence and patience. Thank you to all who made themselves and their data available to assist us in the preparation of this report. Please note that the numbers used in this report were current when it went to print, and may differ from the published Town Manager's budget. Changes are ongoing and additional changes may occur, and these will be identified and explained at Town Meeting.

We would also like to acknowledge the contributions made by three members of the FinCom who will retire on June 30 after several years of dedicated service. The Town of Andover was fortunate to have the diligence that Janie Moffitt, Linn Anderson and Spiro Christopoulos brought to the committee for so many years.

Please join us at Town Meeting on June 5, 2021. Your participation is important.

The Finance Committee

Eugenie M. Moffitt, Chair
Andrew Betts, Vice-Chair

Linn N. Anderson
Mary Ellen Logee

John Barry
Paul Monticciolo
Paul F. Russo, Jr.

Spiro A. Christopoulos
Kevin O'Handley

UNFUNDED PENSION LIABILITY WARRANT ARTICLE 7

ARTICLE 7 asks voters to appropriate funds for the purpose of partially funding the unfunded pension liability of the retirement system of the Town through a debt exclusion. This article, in conjunction with Article 15, represent the Integrated Financing Plan (IFP) as presented by the Town Manager. This Integrated Financing Plan proposes to address the unfunded pension liability through the issuance of Pension Obligation Bonds (POBs), which are bonds that will allow the Town to partially fund our obligation while ensuring a predictable liability in the form of debt service over the life of the bond. Without this option, the Town's annual payment to the unfunded liability would need to steadily increase in order to fully fund our obligation by the mandated 2040 date. The unfunded liability will not go away – it is a liability that the Town has incurred and it must be fully funded by 2040. POBs provide the potential for substantial tax savings while also providing a predictable appropriation to fulfill the Town's obligation. A more detailed explanation of POBs can be found below.

The issuance of Pension Obligation Bonds as part of the Integrated Financing Plan will provide multiple benefits to the Town. Some key benefits include:

- Pension debt will be paid by 2040 per Massachusetts General Law (MGL).
- Allows for fixed payments over the remaining eighteen-year time horizon in conjunction with a reduced annual funding schedule as calculated by the actuary.
- Preserves service levels by alleviating budget pressures created by increasing pension costs.
- Allows for the Town to partially fund the current unfunded liability of the pension system AND fund the building of two new Andover Schools (WESP Project) for approximately the same projected cost of funding the UAAL under the existing funding plan.

The Finance Committee unanimously recommends approval of Article 7.

ANDOVER RETIREMENT SYSTEM OVERVIEW

Andover's Contributory Retirement System (ACRS) provides pension, disability and death benefits to plan members and beneficiaries. Most employees are members of the plan, with the notable exception of public school teachers and certain school administrators who are covered by the Massachusetts Teachers Retirement system (MTRS), a state plan, to which the Town is not required to contribute. Eligible members of the ACRS are required to contribute a fixed percentage of their annual covered compensation. The current contribution rate is 9%.

The ACRS is managed by the Andover Retirement Board (ARB). The ARB has the fiduciary responsibility to manage retirement funds for active and retired Town employees, and certain school employees. The ARB is a five-member board which meets monthly. It is comprised of two elected members, an appointed member by the Select Board, an Ex-Officio member (Town Accountant) and a fifth member voted by the other members of the ARB. If the existing members of the ARB cannot agree on the fifth member, then that member is appointed by the Select Board. The Town Manager also plans to appoint an "Investment Advisory Committee" to work closely with and advise the ARB on the investment of potential POB funds, as well as existing funds invested currently in the ACRS.

State law mandates that the Town pay its share of the pension costs according to an actuarially based funding schedule adopted by the ARB and approved by the Public Employee Retirement Administration Commission (PERAC), a state agency. On July 30, 2020, the ARB voted to lower the discount rate to 6.25% and to extend the "fully funded" date until 2037. The unfunded liability increased by approximately \$17M as a result of these changes.

The Andover Contributory Retirement System provides qualified members with a defined benefit plan (i.e. a pension). Employees hired after July 1, 1996 contribute 9% of gross pay, plus an additional 2% on compensation over \$30,000, which is required of all members hired after January 1, 1979. Note: Municipal employees neither pay into nor receive Social Security benefits.

Pensions are calculated by factoring the age of the retiree and years of service, and can range from 14.50% of the average salary of the employee's highest three years of compensation to 80% of the average salary of the employee's highest three years of compensation.

The Town's pension benefit payments exceed employer/employee contributions. The ratio of active to retired employees has been decreasing each year. History suggests that approximately 30-40% of active employees will retire over the next 10-15 years, and the ratio of active to retired will be close to 1:1 within a decade.

The ACRS currently has an approximate unfunded liability of \$175M, but is required to be fully funded by 2040 under MGL. The ACRS currently serves 755 active Town and School employees and 497 beneficiaries. To meet the 2040 mandatory funding date, Andover must increase its contributions to the ACRS by at least 8.35% every year -- currently \$8.87M with the annual amount increasing to \$31M by 2040.

The Town's unfunded liabilities are the most significant threat to the Town's long-term ability to meet all of its financial obligations while maintaining an adequate level of services desired by voters. In 2001, the Town's pension plan was 82% funded. By 2007, funding levels had shrunk to 65%. Today, the Town's pension plan is 48% funded, despite an extended period of market gains. As unfunded liabilities rise, the potential for the deterioration of the Town's credit rating increases. Investors may require higher interest costs to compensate for higher risks driven by unfunded liabilities, thus threatening the Town's affordable access to the capital markets. While the Town has for many years successfully maintained its AAA bond rating (the highest rating given), **Standard & Poor's (S&P) noted in its 2019 report that Andover's large pension and OPEB obligation, "...without a plan in place to sufficiently address the obligation in the short-to-medium term, is a credit weakness."** In essence, the bond rating agency is stating that if Andover does not deal with these large liabilities, the Town's credit rating could go down. The resulting lower credit rating would increase the interest rate on all future Town borrowing, thus increasing the overall debt service cost to the Town.

WHAT ARE PENSION OBLIGATION BONDS?

Pension Obligation Bonds (POBs) are debt instruments issued by a municipality with the proceeds to be invested in pension fund assets to reduce or eliminate the Unfunded Accrued Actuarial Liability (UAAL). The UAAL is the difference between pension assets plus assumed future earnings less the payments to be made to the retirees, as modeled by an actuary. One may think of the UAAL as the present value of the pension systems equity or net position.

From a cash flow perspective, POBs are a mechanism whereby the municipality substitutes a fixed debt payment schedule (periodic principal and interest payment) for the contribution to a pension board for amortization of an UAAL. The municipality would continue to contribute for its share of the cost of the pension benefits accrued each year for the current payroll, known as the Employer Normal Cost. In layman's terms, this means that instead of having a steadily increasing and uncertain payment schedule which represents the Town's required contribution to the UAAL, the Town would have a predictable, fixed debt service schedule based upon the interest rate of the bond.

POBs are to the Town's benefit if the rate of return on the funds invested in the pension system exceeds the interest rate on the bonds. If the other assumptions, except the rate of the return of the assets, in the actuarial calculation are fixed, then there are three (3) potential outcomes at the maturity of the POBs:

1. The rate of return on the invested funds meets or exceeds the actuarial assumption: The Town will have saved the cash difference between the POB repayment schedule and the actuarial determined

contribution for the amortization of the UAAL at the time of issuance. Any funds generated through the excess returns could be used to reduce future normal cost or reduce the risk in the investment portfolio.

2. The rate of return is less than actuarial assumption but equal to or greater than the interest rate on the bonds: the further the rate of return of the assets is below the actuarial assumption, the more the savings/benefit are eroded by the creation of an additional UAAL. This risk is also present without the POBs, however no other benefits were realized. If the rate of return on the invested funds from the POBs exceeds the borrowing rate, then there is still a benefit/reduction of cost to the Town.
3. The rate of return on the invested funds from the POBs is less than their interest cost: No benefit to the Town as it is still obligated to pay interest on the bond plus the increased accrued UAAL resulting from lower-than-expected returns.

PENSION REFORM

The most recent pension reform instituted by the State occurred in 2012, which among other changes, increased the earliest retirement age from 50 to 60 for employees hired after April 2, 2012. Employees hired prior to April 2, 2012 are eligible to retire at age 55, with at least 10 years of service, or 20 years of service at any age. Employees hired after April 2, 2012 are eligible to retire at 60 years of age with at least 10 years of service. Public safety employees are classified in a separate group with different eligibility standards.

Recently, the ARB held two public hearings to discuss both a change of eligibility for new employees in the retirement plan, as well as the potential for eliminating buybacks. The ARB voted to approve both reforms to the ACRS discussed at these public hearings. These reform votes raised eligibility for membership to 30 hours (up from 20) and eliminated buybacks from the ACRS. Note – these changes only apply to potential new employees who currently do not work in the Town. The financial impact of these policy changes will be positive on both future pension obligations and OPEB as it will help slow the growth rate of these liabilities.

PENSION OBLIGATION BONDS AS PART OF THE IFP

As part of the IFP, Andover will issue Pension Obligation Bonds to partially fund the ACRS and remove a significant portion of the existing UAAL. The bonds will be issued with an eighteen-year borrowing term. The Town is only allowed to amortize the bonds up until the 2040 funding date set by Massachusetts General Law.

To help reduce the amount of the debt exclusion associated with the Pension Obligation Bonds, the Town will increase its annual pension appropriation from \$8.87M to \$11M in FY 2022. This serves to keep a large portion of the debt service payment within the levy limit and decrease the overall amount of the Debt Exclusion required to fund POBs (www.andoverma.gov/IFP).

The Town will establish a reserve fund from active employee contributions and any exempt revenue surplus to offset losses and/or reconcile any new unfunded liabilities created in future years. Contributions would total approximately \$5.7M over 18 years.

WHAT IS THE IMPACT TO THE TAXPAYER

As of FY2021, the average single family house value in Andover was \$695,153, with an average tax bill of \$10,629.

Modeling is still ongoing and final tax impacts will be presented at Town Meeting. Depending on the percentage of liability funded, the discount rate, and interest rates at the time the bond is issued, the estimated annual impact could range from \$116 to \$230. Note that this increase would be in addition to the 3.70% anticipated increase for the average single family tax bill forecast for FY2022 within Proposition 2 ½ -- which is estimated to add \$393 to the average tax bill. Although there are increases to taxpayers in the short-term to help finance the debt service of the Pension Obligation Bonds, the long-term savings to Andover taxpayers could be significant.

In an attempt to help further reduce costs to Andover taxpayers, The Town Manager has proposed an Integrated Financing Plan to help lessen the impact to the taxpayer through two articles proposed for Annual Town Meeting. If both Articles 7 and 15 (West Elementary School Design and Construction) are approved, the resulting increase to the average single family tax bill (above Proposition 2 ½) would be \$512.

WHAT IS THE PROCESS FOR APPROVAL?

To authorize this, two separate votes are required.

The first vote will occur at Annual Town Meeting, where a yes vote on Article 7 would authorize the Town to borrow and appropriate funds to fund the ACRS. Voters at Town Meeting must approve Article 7 by a two-thirds (2/3) vote.

If Article 7 passes, a second vote will be needed, this one at the ballot at a subsequent Special Town Election on June 15, 2021.

Why is a second vote needed? The principal and interest (debt service) payments on the Pension Obligation Bonds for a project this large cannot be supported within the tax levy without exceeding the limits of Proposition 2 ½.

Proposition 2 ½ allows a community to assess taxes in excess of its levy limit for the payment of specified debt service costs. An override for this purpose is referred to as a ‘debt exclusion.’ A debt exclusion override is a *temporary*, multi-year increase in the taxable levy limit used to pay for a specific large capital project. The amount of the exclusion does not become a permanent part of the levy limit base, as is the case with a general override. The increase will only remain in place for the eighteen-year term of the debt. More information on Proposition 2 ½ is located at www.andoverma.gov/FinComReport.

A majority vote is required on June 15 to finalize the Proposition 2 ½ debt exclusion.

Both votes must pass for Pension Obligation Bonds to be issued.

RECOMMENDATION

Continuing to wait on executing a strategy to deal with Andover’s unfunded liability comes with many risks. Waiting another year (or more) to approve and issue POBs increases the risk of higher borrowing costs as interest rates begin to rise from their historic lows. It also reduces the amortization schedule of the POBs by another year – which has a material impact to Andover taxpayers. As stated previously, the Town must eliminate its unfunded liabilities with or without the issuance of Pension Obligation Bonds. Current market conditions have provided the Town of Andover with the opportunity to deal with the large unfunded pension liability at a lower cost to its taxpayers.

While this decision to issue POBs does not come without risk, the Finance Committee believes that the potential risks associated with the issuance of these bonds are more than offset by the opportunity to generate material savings to Andover taxpayers and provide the best opportunity to maintain Town services at their current levels.

WEST ELEMENTARY SCHOOL DESIGN AND CONSTRUCTION WARRANT ARTICLE 15

ARTICLE 15 asks voters to appropriate funds to construct two new schools on the campus of the existing West Elementary School at 58 Beacon Street. These new schools will replace two of Andover's most functionally obsolete schools: West Elementary and the Shawsheen Preschool. It will also have the capacity to alleviate crowding in Andover's other elementary schools through redistricting.

The Finance Committee unanimously recommends approval of Article 15.

BACKGROUND

Since 2016, the Shawsheen Preschool has housed the district's only PreK population, serving children ages 3-5. In addition to programming for typically developing children, special education is provided for students with severe autism, developmental delays, and other significant disabilities. School districts are required by law to provide developmentally appropriate early childhood special education programs and services for children beginning at 3 years of age.

West Elementary serves students in grades K-5, and also hosts Andover's Bridge Autism Program and Excel Programs for students who are developmentally delayed or have other complex learning needs.

Although preliminary discussions occurred over several years, this project was formalized in 2017 when the School Committee first submitted a "Statement of Interest" (SOI) to the Massachusetts School Building Authority (MSBA). The MSBA partners with Massachusetts communities to provide financial and technical support for the design and construction of public-school facilities. To receive partial project reimbursements, the community must adhere to a multi-year/multi-step process of planning, document submission, plan review, vendor selection, and negotiations with the MSBA.

The SOI submitted in 2017 initially included only the West Elementary School. More recently, the scope of the project was expanded to include the Shawsheen Preschool. MSBA approved this change, allowing Andover to replace two schools, although the square footage of the Shawsheen classrooms is not reimbursable under MSBA guidelines.

As part of the MSBA process, the seventeen-member West Elementary School Building Committee (WESBC) was formed in 2018 to oversee the project's development. For over three years, the WESBC scrutinized and refined plans for the new schools. Community outreach was extensive and thorough. There was ongoing broad stakeholder involvement in all areas, including educational planning, site design, exterior and interior design, physical plant systems and sustainability.

Comprehensive project information is available on the Town website at andoverma.gov/WESP. The Frequently Asked Questions (FAQ) link on the site is particularly helpful. Voters are encouraged to familiarize themselves with the information on the website as construction and site design details are not included in this report.

DOES ANDOVER NEED THIS NEW SCHOOL?

Yes. The existing Shawsheen Preschool (c. 1923) and West Elementary (c. 1951) are both well past their expected 50-year functional life.

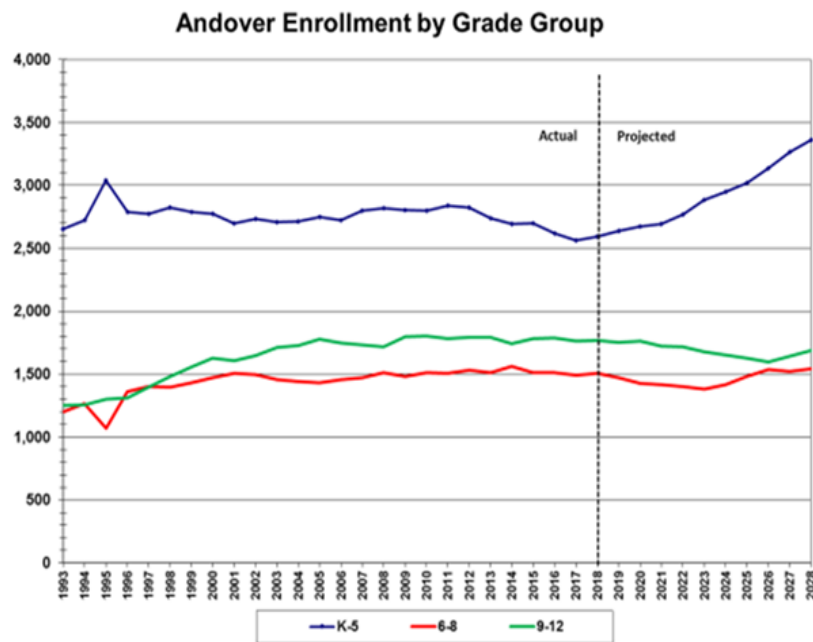
In January of 2016, Andover contracted with MGT of America Consulting, LLC (MGT) to develop a ten-year facility master plan. MGT evaluated every Town and School building in Andover. The Shawsheen School and West Elementary were scored 'poor' or 'unsatisfactory' in the following areas: existing building condition,

educational suitability, grounds condition, and technology readiness. MGT’s full report may be found at <https://andoverma.gov/DocumentCenter/View/4912/Andover-Facility-Master-Plan>.

There are structural and system deficiencies in both schools. Neither is fully code compliant. They have inefficient heating and ventilating systems due to remodeling and reconfiguration over many years. They are not able to fully accommodate students with disabilities to the extent needed. Neither school can adequately support current programming requirements or learning systems needed to educate Andover’s students in the 21st century. Remediation or remodeling are not feasible options.

Demographic analysis by Barry Bluestone in 2013, and last year by the MSBA, both projected increased future enrollment for Andover’s elementary school population. Although public school enrollment across the Commonwealth decreased during the pandemic, enrollment is expected to normalize back to pre-pandemic levels over the next two years. The proposed new school will be able to accommodate 130 PreK students and 925 students in grades K-5. Several of Andover’s other elementary schools are also overcrowded; Sanborn Elementary School is currently using external trailers to accommodate students. There will be a redistricting plan developed in conjunction with the proposed new school construction which will alleviate this overcrowding and provide room for future enrollment to increase as forecast.

MSBA Enrollment Projections for Andover



Additional playing fields are part of the approved plan, adding to the community benefit. The proposed new schools, totaling 191,028 square feet, will be energy-efficient, safe, clean and able to educate our students well into the future.

WHAT’S THE TOTAL PROJECT COST?

The total project budget, including contingencies, is \$151,661,968.

At its April 14, 2021 meeting, the MSBA Board voted to approve the West Elementary project budget. The maximum facilities grant from MSBA is \$37,457,769.

The Town of Andover will be responsible for the difference, or \$114,204,199.

HOW WILL ANDOVER FUND ITS SHARE?

Andover will issue bonds to fund our share of the construction. To authorize this, two separate votes are required.

The first vote will occur at Annual Town Meeting, where a yes vote on Article 15 would authorize the Town to borrow and appropriate funds for the construction of a new school. Voters at Town Meeting must approve Article 15 by a two-thirds (2/3) vote.

If Article 15 passes, a second vote will be needed, this one at a Special Town Election to be held on June 15.

Why is a second vote needed? The principal and interest (debt service) payments on the bonds for a project this large cannot be supported within the tax levy without exceeding the limits of Proposition 2 ½. To construct a new school or other large capital project, Proposition 2 ½ allows a community to assess taxes in excess of its levy limit for the payment of specified debt service costs. An override for this purpose is referred to as a ‘debt exclusion.’ A debt exclusion override is a *temporary*, multi-year increase in the taxable levy limit used to pay for a specific large capital project. The amount of the exclusion does not become a permanent part of the levy limit base, as is the case with a general override. The increase will only remain in place for the 30-year term of the debt. The debt service (principal and interest) is called ‘exempt debt’, meaning that it is excluded from the limitations of Proposition 2 ½.

A simple majority vote is required to finalize the Proposition 2 ½ debt exclusion.

Both votes must pass for the new school to be built.

HOW WILL THIS IMPACT MY TAX BILL?

The FY2021 average single family house value in Andover is \$695,153, and the average single family tax bill is \$10,629. The proposed FY2022 budget within Proposition 2 ½ would increase the average single family tax bill by 3.7% (\$393) to \$11,022.

If Article 15 passes, there will be no additional impact to your FY2022 tax bill. Borrowing will not begin until FY2023, with the full impact of the additional debt service realized in FY2024. At that time, the average annual single family tax bill is estimated to increase by an additional \$396. The actual amount will depend on cash flow requirements as well as interest rates at the time the bond is issued.

The Town Manager has proposed an Integrated Financing Plan (IFP) to help mitigate the impact to taxpayers of two exempt debt articles proposed for Annual Town Meeting. If both Article 7 (Pension Obligation Bonds) and Article 15 (West El) are approved, the IFP proposes to offset the combined borrowing costs for the two articles beginning in FY2022. This creative financing structure could significantly reduce the overall impact to taxpayers, and is explained further at www.andoverma.gov/IFP. If only Article 15 passes, no such reduction of the tax burden would be possible.

CONCLUSION

Andover needs to address long-overlooked improvements to its buildings and infrastructure. This project replaces two schools on one campus, solving multiple problems in one project. It will alleviate capacity issues and balance enrollment across the district. Is it expensive? Yes, but failure to pass this article will make it even more so. We would risk losing \$37M in MSBA funding, increased interest rates on the bond issue, and increased per square foot construction costs. The need to replace two schools will remain, but Andover might have to pay 100% of the costs. This is a rare opportunity to take advantage of MSBA funding to make a much needed, overdue investment in Andover’s future.

LAND ACQUISITION WARRANT ARTICLE 35

ARTICLE 35 asks voters to appropriate funds of \$4,025,000 for the purchase of approximately 44.41 acres at 138 and 140 Chandler Road through non-exempt debt service (within the planned 5.72% Capital Improvement Plan (CIP) portion of the budget) for the purpose of developing a multi-use community space, potentially to include multi-purpose athletic fields, walking trails, a dog park, playground, community gardens, picnic area, etc. A map of the property under consideration is shown below in Figure 1.

The Finance Committee unanimously recommends approval of Article 35.

The Town of Andover has demonstrated its commitment to making outdoor spaces and resources available to its citizens, yet the need exists for more athletic fields and areas that support multiple activities for broader segments of the community. This is a unique property for several reasons, including sufficient size to co-locate multiple uses at one site, existing road frontage, and abutting town and AVIS conservation land. This property has been under consideration by the Town for approximately two years. The property was previously used by the Park family for agricultural purposes, and it is the Park family's desire to sell the property to the Town of Andover.

Over the past year, discussions with the Park family progressed and the Town secured an environmental study of the property conducted by CDM Smith, Inc. The October 2020 report from CDM (www.andoverma.gov/Article35) indicated that there was no negative environmental impact found on this property from the farming activities or from the adjacent Ledge Road landfill. This information gave the Town Manager and the Select Board confidence to further explore this opportunity and continue discussions with the Park family through executive sessions.

A tentative agreement was reached between the Town and the Park family, which led to the first public mention of these discussions on April 20, 2021. There is not a signed Purchase and Sale Agreement. However, contract terms are close to completion and will comply with the financial limits authorized by the Select Board. Approval by a Town Meeting vote is a condition of the purchase.

If approved at Town Meeting, the property will be purchased as a 'unique acquisition' under the procurement laws, the same process that was used to acquire the parcel of land next to the Ballardvale Fire Station. If approved, the annual impact to the average residential tax bill will be approximately \$15.75 for 30 years. Converting the site for community and athletic use will require future investments to build athletic fields, facilities, and parking lots.

If not approved, it is unlikely that the Park family would be willing to postpone the sale of their property until a subsequent Town Meeting was held and the acquisition approved.

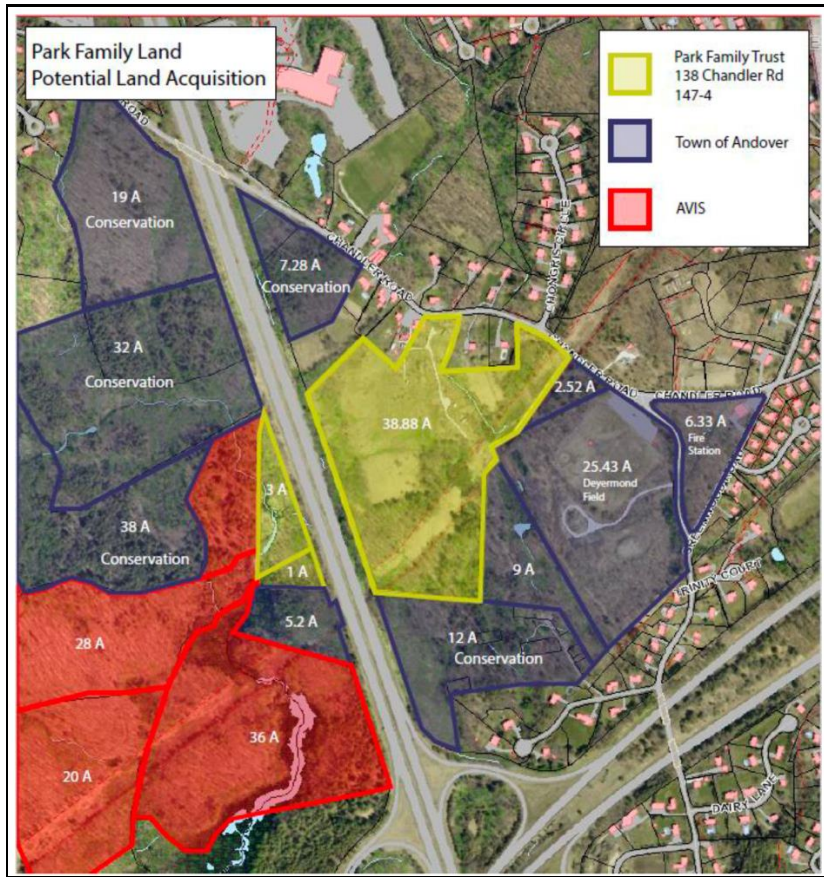


Figure 1: Park Family Land off Chandler Road

SECTION I
TAX CALCULATIONS AND PROJECTIONS

TAX BILL PROJECTION AND HISTORY

Estimating the FY22 Property Tax Increase

There are many variables affecting property tax rates and residential property tax bills.

The table below shows what would happen if the average residential property tax bill required to fund Town and School budgets within Proposition 2½ escalates at 3.65% per year – a reasonable estimate based on historical trends.

The table below illustrates the impact of maintaining a \$300,000 excess levy capacity for FY2022 through FY2024. If new growth is more than what is currently projected and this results in additional excess levy capacity, the average residential property tax bill increases could be lower.

Fiscal Year	Tax to Levy Limit within Prop 2 ½	Tax Due to Debt Exclusion*	Projected Avg. Single Family Tax Bill	% Increase	Projected Avg. Single Family Tax Bill (\$300k Below Levy)	% Increase
FY2022	\$10,838	\$204	\$11,042	3.89%	\$11,022	3.70%
FY2023	\$11,234	\$182	\$11,416	3.38%	\$11,396	3.39%
FY2024	\$11,644	\$156	\$11,800	3.36%	\$11,780	3.37%

**Does not incorporate debt service related to West Elementary/Shawsheen Pre- School or Pension Obligation Bonds*

To give taxpayers reasonable estimates of how the decisions on the budgets and warrant articles may affect their individual tax bills, several assumptions are made:

- Since the work of the Board of Assessors establishing property values is not complete until fall, new growth cannot be certified until valuations are complete, and because the Select Board does not vote on tax classification until November, it is not possible to calculate the exact impact of Town Meeting decisions on individual tax bills prior to Town Meeting.
- Therefore, the process for calculating the impact on future years’ tax bills is done by using a “Tax Levy Growth Rate” (based on historical averages) and applying it to the real numbers from FY2021.
- All other figures used for projected future tax bills are taken from the Town Manager’s long-range projections. This is done because there is no reliable way of predicting the impact of any shift in the tax burden due to either the revaluation of property or the Select Board’s annual vote on tax classification.
- It is also important to note that for FY2021, of the 8,715 residential parcels in Andover, approximately 65% of households are below the average single family assessed value/tax bill.

Calculating an Estimated Impact on Your Individual Tax Bill

By using this approach of projecting a percentage increase, voters have the ability to estimate the impact on their individual property tax bills by simply multiplying the projected percentage increase by their current year’s (FY2021) property tax bill, as follows:

To estimate your total FY2022 property tax bill: Multiply your FY2021 property tax bill by 1.037

(The 3.7% projected tax increase assumes Andover stays \$300,000 below its levy limit).

For example, if your property has an assessed value of \$500,000:

Your FY2021 property tax bill = \$500 x \$15.29 = \$7,645

(where \$15.29 is the FY21 residential tax rate per \$1,000)

Your FY2022 estimated property tax increase = \$7,645 x 0.037 = \$283

Your FY2022 estimated property tax bill = \$7,645 + \$283 = \$7,928

Examples of estimated FY2022 single family residential property tax bills are shown here for several different property values, assuming that the total property tax levy is \$300,000 below the levy limit:

If your assessed property value is ...	\$300,000	\$500,000	\$695,153	\$900,000	\$1,200,000
FY2021 property tax bill	\$4,587	\$7,645	\$10,629	\$13,761	\$18,348
FY2022 projected property tax bill increase	\$170	\$283	\$393	\$509	\$679
FY2022 projected property tax bill	\$4,757	\$7,928	\$11,022	\$14,270	\$19,027

\$695,153 represents the average Single-Family residence assessed value for FY2021

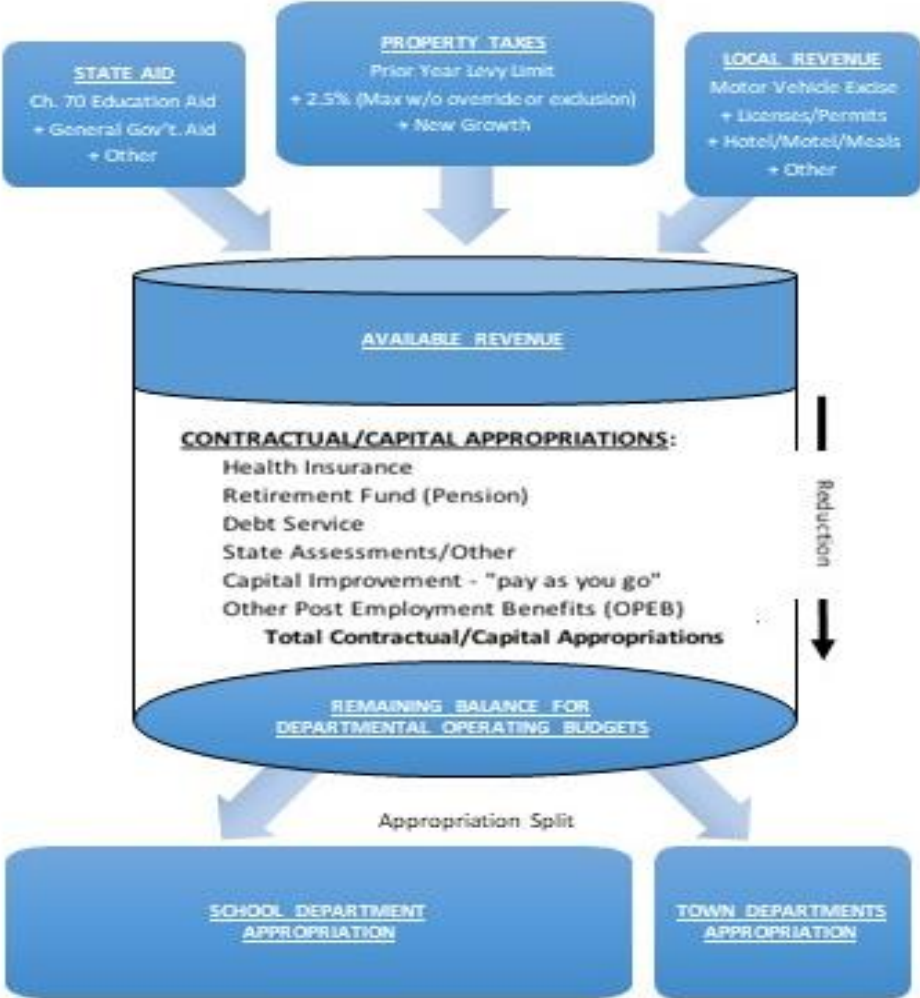
Does not incorporate debt service related to West Elementary/Shawsheen Pre- School or Pension Obligation Bonds

Historic Average Single Family Residence Assessed Value and Tax Bill

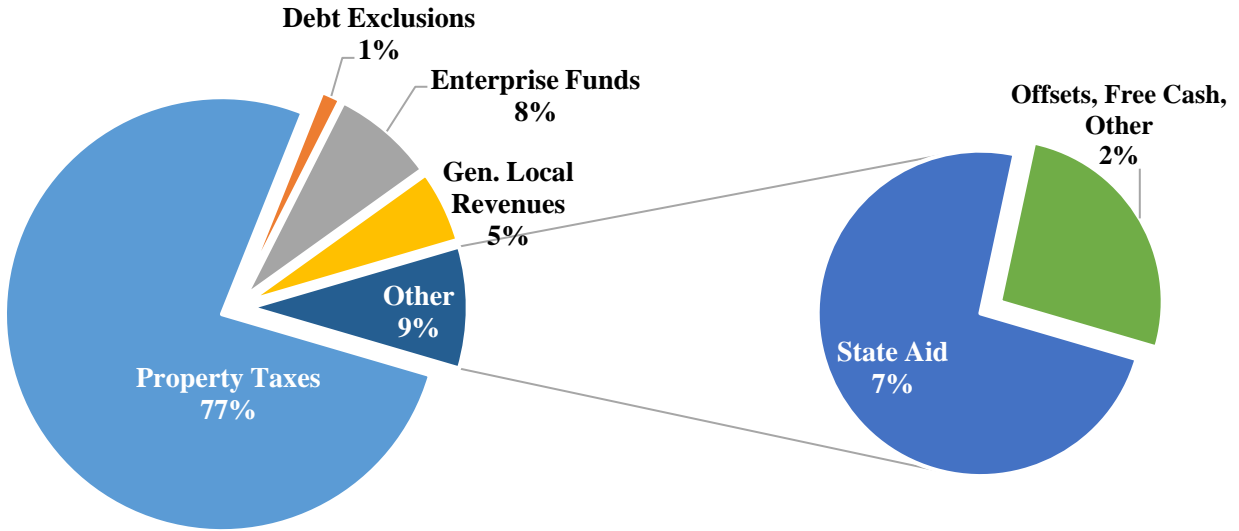
Fiscal Year	Tax Rate	Average Single Family Residence Assessed Value	Average Single Family Tax Bill	Dollar Increase	Tax % Increase	Tax Within 2 ½ Limit	Tax Due To Debt Exclusions
FY2021	15.29	\$695,153	\$10,629	\$406	3.97%	\$10,407	\$222
FY2020	15.01	\$681,094	\$10,223	\$250	2.51%	\$9,972	\$251
FY2019	15.27	\$653,104	\$9,973	\$382	3.98%	\$9,707	\$266
FY2018	15.64	\$613,261	\$9,591	\$421	4.60%	\$9,313	\$278
FY2017	15.18	\$604,053	\$9,170	\$225	2.51%	\$8,922	\$248
FY2016	14.82	\$603,550	\$8,945	\$297	3.43%	\$8,643	\$302
FY2015	14.97	\$577,689	\$8,648	\$305	3.65%	\$8,334	\$314
FY2014	15.18	\$549,622	\$8,343	\$376	4.72%	\$8,111	\$232
FY2013	14.51	\$549,070	\$7,967	\$181	2.35%	\$7,800	\$167
FY2012	14.15	\$550,129	\$7,786	\$306	4.06%	\$7,575	\$211
FY2011	14.12	\$529,775	\$7,480	\$241	3.33%	\$7,276	\$204
FY2010	13.19	\$548,860	\$7,239	\$185	2.63%	\$7,022	\$217

SECTION II
OVERVIEW OF REVENUE AND EXPENSES

**Town of Andover Budget Model
(Excluding Water/Sewer/Offset Local Receipts)**

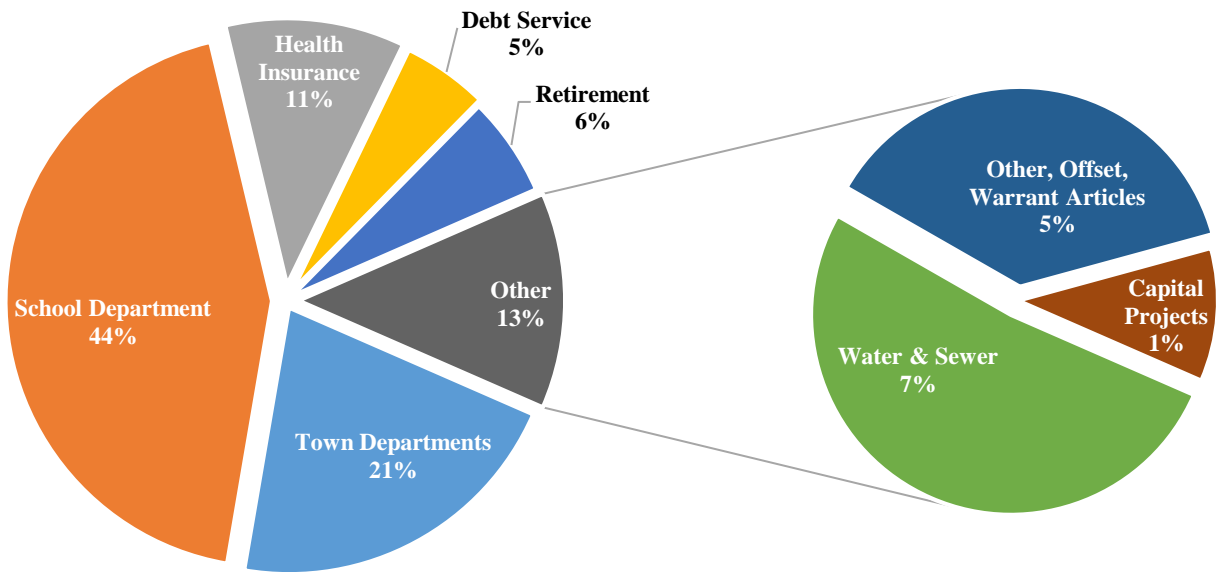


Sources of Funds – FY2022



Property Taxes	\$162,600,814	76.53%
Debt Exclusions	\$3,003,961	1.41%
Enterprise Funds	\$16,224,886	7.64%
Gen. Local Revenues	\$11,398,551	5.36%
State Aid	\$14,221,482	6.69%
Offsets, Free Cash, Other	\$5,040,228	2.37%
	\$212,489,922	100.00%

Uses of Funds – FY2022



Town Departments	\$44,923,264	21.14%
School Department	\$92,593,452	43.58%
Health Insurance	\$23,147,462	10.89%
Debt Service	\$11,057,553	5.20%
Retirement	\$12,897,390	6.07%
Water & Sewer	\$14,413,546	6.78%
Other, Offset, Warrant Articles	\$10,447,255	4.93%
Capital Projects	\$3,010,000	1.42%
	\$212,489,922	100.00%

HOW THE AVERAGE SINGLE-FAMILY TAX BILL WILL BE ALLOCATED

	<i>Share of Tax Bill</i>	<i>% of Tax Bill</i>
School Department Operating Budget	\$5,513	50.1%
Health Insurance Current Town and School employees and retirees	\$1,354	12.3%
Public Safety: Police and Fire	\$1,003	9.1%
DPW and Facilities (Municipal Services) Highway, snow removal, solid waste, street lighting, Town and School buildings and grounds maintenance, Spring Grove Cemetery, vehicle maintenance, capital projects management, engineering, etc.	\$775	7.0%
Retirement Fund	\$741	6.7%
General Government Town Administration, Town Clerk, Town and School Information Technology, Community Development and Planning, Veterans Services, Compensation and Reserve Fund	\$547	5.0%
Other OPEB, state assessments, overlay, vocational school assessment, general insurance, unemployment, warrant articles funded from taxation	\$309	2.8%
Exempt Debt Bancroft, Public Safety Center, other school building projects funded outside the Proposition 2½ levy limit	\$209	1.9%
Capital Improvement Plan Article 5	\$179	1.6%
Library	\$178	1.6%
Community/Youth/Elder Services	\$112	1.0%
Non-Exempt Debt Service Principal and interest for previously approved projected funded within the Proposition 2 ½ levy limit	\$102	0.9%
	\$11,022	100%

TOWN OF ANDOVER
Long Range Projection
FY2022-FY2026

	FY 2021	Dollar Change	Percent Change	FY 2022	Dollar Change	Percent Change	FY 2023	Dollar Change	Percent Change	FY 2024	Dollar Change	Percent Change	FY 2025	Dollar Change	Percent Change	FY 2026	Dollar Change	Percent Change
I REVENUE																		
A. Property Taxes	150,531,621	7,930,671	5.56%	157,043,309	6,511,689	4.33%	162,900,814	5,857,505	3.73%	168,904,756	6,003,942	3.69%	175,058,707	6,154,041	3.64%	181,366,689	6,307,882	3.60%
Prior Year Levy	3,163,281	196,267	5.56%	3,926,083	162,192	4.33%	4,072,520	146,438	3.73%	4,222,619	150,699	3.69%	4,376,170	153,951	3.64%	4,534,167	151,667	3.60%
2 1/2% Increase	2,146,388	(1,617,249)	-37.04%	1,931,422	(1,931,422)	-91.73%	1,931,422	(1,931,422)	-99.99%	1,931,422	(1,931,422)	-99.99%	1,931,422	(1,931,422)	-99.99%	1,931,422	(1,931,422)	-99.99%
New Growth	(1,084,769)	1,617,966	-59.66%	(300,000)	784,769	-72.34%	(300,000)	784,769	-72.34%	(300,000)	784,769	-72.34%	(300,000)	784,769	-72.34%	(300,000)	784,769	-72.34%
Unused Excess Levy Capacity	3,530,110	(252,879)	-6.66%	3,003,961	(526,149)	-14.90%	2,661,726	(322,235)	-10.73%	2,292,609	(369,117)	-14.51%	2,211,907	(80,702)	-3.52%	2,136,077	(75,830)	-3.43%
Event Debt Service	159,488,650	7,876,716	5.20%	165,604,715	6,116,125	3.83%	171,286,482	5,687,079	3.43%	177,051,406	5,764,924	3.37%	183,278,936	6,227,190	3.52%	189,660,356	6,389,759	3.49%
B. State Aid	13,995,924	24,045	0.17%	14,221,462	227,558	1.56%	14,497,301	276,019	1.94%	14,779,041	281,590	1.94%	15,066,211	287,170	1.94%	15,359,125	292,914	1.94%
C. Local Receipts	11,063,618	(2,022,520)	-15.46%	11,396,551	334,933	3.03%	12,122,338	723,787	6.35%	12,620,019	147,217	1.21%	12,423,404	153,849	1.25%	12,584,451	161,048	1.30%
D. Free Cash for CIP & Articles	3,428,870	818,870	0.00%	1,983,372	(1,445,498)	0.00%	2,866,639	883,267	0.00%	2,520,019	1,768,509	885,242	1,768,509	885,242	1,768,509	885,242	1,768,509	885,242
E. Other Revenues - Indirects, Cable, Bond Prem	2,162,080	10,448	0.49%	2,055,726	(106,354)	-4.92%	2,118,006	62,580	-3.04%	2,183,076	(4,301,362)	203.06%	2,250,983	(4,433,659)	203.09%	2,320,046	(4,570,629)	203.09%
TOTAL REVENUES	190,143,152	6,707,619	3.66%	195,263,906	5,120,754	2.69%	202,891,267	7,627,361	3.91%	208,803,097	5,857,815	2.89%	214,787,303	3,119,792	1.49%	221,220,119	(404,266)	-0.19%
II APPROPRIATIONS - Debt/Obligations/Capital																		
A. Capital & Debt Service	7,224,376	618,501	7.73%	7,988,629	764,253	10.56%	8,453,869	465,270	5.82%	9,577,503	1,123,604	13.29%	10,699,000	1,121,497	11.71%	11,232,425	539,425	4.99%
Non-Exempt Debt Service	3,601,449	(257,661)	-6.66%	3,086,924	(532,529)	-14.79%	2,740,312	(328,612)	-10.71%	2,344,818	(985,494)	-41.43%	2,297,739	(67,079)	-3.71%	2,175,532	(82,207)	-3.64%
Exempt Debt Service	1,911,108	(2,052,590)	-57.76%	3,010,000	1,098,682	57.50%	3,000,000	(10,000)	-0.33%	2,320,000	(770,000)	-28.67%	1,450,000	(1,450,000)	-34.96%	1,250,000	(200,000)	-13.79%
Cash Capital Outlay	12,736,933	(1,757,750)	-12.33%	14,067,553	1,330,620	10.45%	14,194,211	126,656	0.90%	14,152,321	(41,890)	-0.30%	14,406,739	254,418	1.80%	14,657,957	251,218	1.74%
B. Obligations - Fixed Costs	13,610,301	2,198,946	19.28%	12,897,380	(712,911)	-5.24%	14,117,850	1,220,460	9.46%	15,296,680	1,178,840	7.63%	16,573,364	1,277,274	8.35%	17,957,880	1,383,926	8.35%
Retirement	1,225,921	161,447	15.17%	1,240,000	14,079	1.15%	1,364,000	1,240,000	100.00%	1,500,400	136,400	10.00%	1,650,400	150,000	10.00%	1,815,484	165,084	10.00%
Insurance/Workers Comp	160,000	0.00%	160,000	0.00%	160,000	0.00%	164,000	4,000	2.50%	168,000	4,000	2.50%	172,303	4,202	2.50%	176,610	4,308	2.50%
Unemployment Compensation	385,014	1,255,870	5.55%	24,742,244	867,230	3.59%	26,721,623	1,979,379	8.00%	28,859,353	2,137,730	8.00%	31,168,101	2,308,748	8.00%	33,661,549	2,493,448	8.00%
Health Insurance	(951,054)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	(999,079)	
Less: Retiree Savings To OPEB	(985,703)	997,415	4.67%	(595,703)	(389,998)	-39.24%	(942,166)	(346,463)	-36.22%	(1,040,000)	(94,834)	-9.11%	(1,123,028)	(82,928)	-7.38%	(1,168,781)	(45,753)	-3.92%
Total Health Insurance	22,338,257	16,584	0.07%	23,147,462	809,205	3.62%	24,740,475	1,593,013	6.88%	26,387,705	1,647,230	6.66%	28,625,408	2,237,703	8.48%	31,045,526	2,420,118	8.45%
OPEB Original	679,949	16,584	2.50%	696,947	16,999	2.50%	714,371	17,424	2.50%	732,230	17,859	2.50%	750,536	18,306	2.50%	769,300	18,763	2.50%
OPEB Additional Retiree Savings	951,054	44,860	4.95%	999,079	48,025	5.05%	1,039,942	39,963	4.00%	1,080,604	41,562	4.00%	1,123,928	43,224	4.00%	1,168,781	44,953	4.00%
Total General Fund Obligations	51,702,414	4,676,122	9.34%	53,208,431	1,532,051	2.96%	56,333,350	3,163,239	5.63%	59,318,051	3,163,239	5.31%	63,303,218	3,163,239	4.97%	67,391,548	3,163,239	4.69%
C. State Assessments	734,586	16,384	2.28%	807,721	73,135	9.96%	827,914	20,193	2.50%	848,612	20,698	2.50%	869,827	21,215	2.50%	891,573	21,746	2.50%
D. Offset Aid - Assistance to Libraries	56,035	9,314	19.94%	56,035	56,035	100.00%	56,035	56,035	100.00%	56,035	56,035	100.00%	56,035	56,035	100.00%	56,035	56,035	100.00%
E. Technical School Assessment	740,000	92,851	14.35%	800,000	60,000	8.11%	824,000	24,000	3.00%	848,730	24,730	3.00%	874,182	25,452	3.00%	900,407	26,225	3.00%
F. Overlay Reserve	706,453	(662,743)	-44.34%	700,000	(6,453)	-0.91%	900,000	200,000	28.57%	900,000	0.00%	0.00%	1,200,000	300,000	33.33%	900,000	(300,000)	-33.33%
G. Warrant Articles - From Taxation	31,000	(2,000)	-6.45%	17,000	(14,000)	-82.35%	31,000	14,000	41.18%	31,000	0.00%	0.00%	31,000	0.00%	0.00%	31,000	0.00%	
H. Warrant Articles - From Free Cash	3,428,870	818,870	0.00%	1,983,372	(1,445,498)	0.00%	2,866,639	883,267	0.00%	2,520,019	(346,620)	0.00%	1,768,509	(751,510)	0.00%	1,288,140	(480,369)	0.00%
I. Other - Court Judgments & Deficits	-	-	0.00%	174,631	174,631	100.00%	150,000	(24,631)	-14.05%	150,000	150,000	100.00%	150,000	150,000	100.00%	150,000	150,000	100.00%
Total Debt/Obligations/Capital	57,939,358	5,048,798	9.11%	57,147,190	(792,168)	-1.38%	61,989,538	6,095,095	10.55%	64,972,437	4,892,519	7.64%	68,252,771	5,634,665	8.71%	71,808,702	5,799,162	8.50%
III APPROPRIATIONS - Town & School Operations																		
Town	43,497,094	1,389,549	3.30%	44,893,264	1,196,170	2.75%	45,922,329	1,229,065	2.75%	47,185,193	1,262,864	2.75%	48,482,786	1,297,593	2.75%	49,816,062	1,333,277	2.75%
Unfunded Liability Offset	-	-	0.00%	230,000	230,000	100.00%	230,000	230,000	100.00%	230,000	230,000	100.00%	230,000	230,000	100.00%	230,000	230,000	100.00%
Total Town	43,497,094	1,389,549	3.30%	44,893,264	1,196,170	2.75%	45,922,329	1,229,065	2.75%	47,185,193	1,262,864	2.75%	48,482,786	1,297,593	2.75%	49,816,062	1,333,277	2.75%
School	89,246,701	3,316,893	3.88%	92,593,452	3,346,751	3.75%	96,065,106	3,472,254	3.75%	99,668,170	3,602,464	3.75%	103,405,127	3,737,556	3.75%	107,283,441	3,877,715	3.75%
TOTAL APPROPRIATIONS	132,743,795	4,706,442	3.68%	137,516,716	4,542,921	3.42%	141,988,035	4,701,319	3.42%	146,853,363	4,865,328	3.43%	151,888,512	5,035,149	3.43%	157,099,504	5,210,991	3.43%
BALANCE	190,143,153	9,755,239	5.32%	195,263,906	4,417,983	2.32%	202,891,267	8,713,667	4.46%	211,525,800	7,548,227	3.70%	220,141,383	8,615,483	4.07%	228,908,206	8,166,923	3.98%

(b)

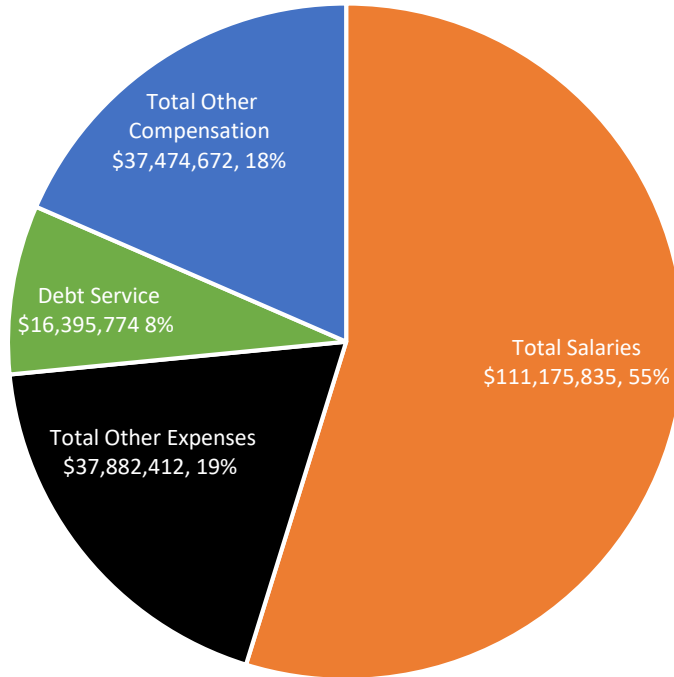
Projection models New Growth at 10 Year Adj Average, Cherry Sheet FY22 H1 Chap 70 1.4%UGGA Inc 3.5%, Local Receipts based on trend analysis on base with COVID Reductions, Town at 2.75% (plus .55% ULO), School at 3.75% FY22 CIP \$3,010,000 - 5.62% - \$300,000 Under Levy Limit, Retirement 8.35% Escalation (6.25% - 2037)/Health 5.62%

SECTION III

**HOW YOUR TAXES ARE SPENT
TOWN AND SCHOOL OPERATING BUDGETS**

TOWN AND SCHOOL OPERATING BUDGET
ARTICLE 4
\$202,928,693

The \$148,650,507 budgeted for salaries and other compensation accounts for 73% of the funds to be appropriated in Article 4.



Total Salaries include Personnel Services appropriations for Town and School Departments and Water and Sewer Enterprise Funds. Positions funded with grants and revolving funds are not included in Article 4.

Total Other Compensation includes employee health insurance, pension funding for the current fiscal year, OPEB, Medicare taxes, workers' compensation, unemployment and other employee benefits.

Total Other Expenses is the amount needed to cover all other costs not included in Total Compensation including Town and School Other Expenses, the vocational school assessment and general insurance.

Debt Service is the appropriation for Andover's annual principal and interest costs associated with capital projects funded by borrowing.

SECTION IV
THE WARRANT: ARTICLES

2021 ANNUAL TOWN MEETING

Saturday, June 5, 2021

WEST MIDDLE SCHOOL OPEN AIR TENT

CALL TO ORDER 9:30AM

OPENING PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

ADMITTANCE OF NON-VOTERS

**MOTION TO DISPENSE WITH READING OF WARRANT AND RETURN OF SERVICE
BY TOWN COUNSEL**

**MOTION TO PERMIT MODERATOR TO REFER TO WARRANT ARTICLES BY
NUMBER AND BY SUBJECT MATTER**

ANNUAL TOWN ELECTION

ARTICLE 1. Annual Town Election: Moderator for one year, two Select Board members for three years, two School Committee members for three years, one Housing Authority member for five years, one Greater Lawrence Regional Vocational Technical School District Commission member for three years and two Punchard Free School Trustees for three years, or take any other action related thereto.

All of the above candidates are to be voted on one ballot. The polls will be open from seven o'clock AM to eight o'clock PM.

After the final action on the preceding Article One, the said meeting shall stand adjourned by virtue of Chapter 39, Section 20 of the Massachusetts General Laws, to Saturday, June 5, 2021 at nine-thirty o'clock AM in the West Middle School Open Air Tent, 70 Shawsheen Road, in said Andover, then and there to begin acting upon articles that follow in this warrant.

On request of the Town Clerk

ELECTION NOT REQUIRED BY BALLOT

ARTICLE 2. To elect all other officers not required by law to be elected by ballot, or take any other action related thereto.

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The John Cornell Fuel Assistance Fund was established by Article 17 of the 1893 Annual Town Meeting. Five thousand dollars was left to the Town to be used for the needy and poor to purchase wood or coal. In 1995 the Trust documents were modified by the Probate Court of Massachusetts to permit the use of these funds for all types of fuel for heating, cooking or electrical purposes. Three trustees administer the funds. They are chosen on a staggered basis by vote at the Annual Town Meeting.

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

On request of the Town Clerk

SALARIES OF ELECTED OFFICIALS

ARTICLE 3. To establish the salaries of the elected officers for the ensuing year, or take any other action related thereto.

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The 1998 Annual Town Meeting voted to establish the following salaries for elected officials effective July 1, 1999: \$1,500 for each member of the Select Board and the School Committee, and \$1,800 for each chairperson. The Moderator is paid \$250 for the Annual Town Meeting and \$60 for each Special Town Meeting. These salaries are not specified by Town bylaw, and therefore must be voted each year by Town Meeting.

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Financial Impact of Article 3	
<u>Approval</u> Funds are budgeted in Article 4. Accounts for approximately \$1 of the FY2022 average residential property tax bill.	<u>Disapproval</u> FY2022 average residential property tax bill reduced by approximately \$1.

Your Vote: Yes ___ No ___

The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Town Clerk

FISCAL YEAR 2022 BUDGET

ARTICLE 4. To see if the Town will vote to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022, or take any other action related thereto.

Motions for these FY2022 operating budgets are on the following two pages:

- | | |
|---------------------------------|--|
| Public Safety | Unclassified Expenses (Compensation & Reserve Funds) |
| General Government | Andover Public Schools |
| Department of Public Works | Sewer |
| Department of Public Facilities | Water |
| Library | Technical Schools |
| Community Services | Obligations |

The total spent by any department cannot exceed the amount voted by Town Meeting. The amount voted for “other expenses” must be spent only on departmental expenses and cannot be used to pay for “personal services” (compensation), and vice versa, except for the school budget. The school budget is voted as a single number and may be spent as needed.

Your Vote: Yes__ No__

The SELECT BOARD 5-0 voted to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval of the School budget.

On request of the Town Manager

**ARTICLE 4
FY 2022
OPERATING BUDGET**

5/7/21

LINE ITEM	DEPARTMENT	EXPENDED FY2019	EXPENDED FY2020	BUDGET FY2021	TM REC FY2022	% CHANGE FY21-FY22
<u>PUBLIC SAFETY</u>						
1	PERSONNEL SERVICES	15,203,790	16,042,109	16,397,465	16,719,036	
2	OTHER EXPENSES	1,556,452	1,394,956	1,577,450	1,590,850	
	TOTAL	16,760,242	17,437,065	17,974,915	18,309,886	1.86%
<i>Includes \$151,960 Parking Receipts; \$60,000 Detail Fees; and \$1,250,000 Ambulance Collections</i>						
<u>GENERAL GOVERNMENT / IT / CD&P</u>						
3	PERSONNEL SERVICES	6,020,370	6,470,054	6,950,662	7,167,854	
4	OTHER EXPENSES	2,194,651	2,096,186	2,176,126	2,233,880	
	TOTAL	8,215,021	8,566,240	9,126,788	9,401,734	3.01%
<i>Includes \$25,000 Wetland Filing Fees</i>						
<u>DEPARTMENT OF PUBLIC WORKS</u>						
5	PERSONNEL SERVICES	3,380,670	3,719,903	3,720,377	3,814,578	
6	OTHER EXPENSES	4,831,922	5,293,633	5,635,949	5,921,832	
	TOTAL	8,212,592	9,013,536	9,356,326	9,736,410	4.06%
<i>Includes \$60,000 Cemetery Revenues</i>						
<u>PUBLIC FACILITIES</u>						
7	PERSONNEL SERVICES	2,272,636	2,333,699	2,453,849	2,508,336	
8	OTHER EXPENSES	1,396,212	1,130,406	1,375,450	1,325,450	
	TOTAL	3,668,848	3,464,105	3,829,299	3,833,786	0.12%
<i>Includes \$20,000 Rental Receipts and \$8,000 AYF Gift</i>						
<u>LIBRARY</u>						
9	PERSONNEL SERVICES	2,124,655	2,125,313	2,255,543	2,321,710	
10	OTHER EXPENSES	617,387	564,239	659,987	660,687	
	TOTAL	2,742,042	2,689,552	2,915,530	2,982,397	2.29%
<u>COMMUNITY SERVICES</u>						
11	PERSONNEL SERVICES	1,708,768	1,597,721	1,808,993	1,819,520	
12	OTHER EXPENSES	593,433	567,506	680,690	605,675	
	TOTAL	2,302,201	2,165,227	2,489,683	2,425,195	-2.59%
<i>Includes \$393,510, \$25,000 and \$52,000 in User Fees, \$54,000 Grants and \$22,000 AYF Gift</i>						
<u>UNCLASSIFIED</u>						
13	COMPENSATION FUND	-	-	174,718	155,326	
14	RESERVE FUND	inc above	inc above	200,000	200,000	
	TOTAL			374,718	355,326	
<u>TOWN DEPTS. TOTAL</u>						
	PERSONNEL SERVICES	30,710,889	32,288,799	33,761,607	34,506,360	
	OTHER EXPENSES	11,190,057	11,046,926	12,305,652	12,538,374	
	<i>Less Budgeted Revenues</i>	<i>(2,773,935)</i>	<i>(2,274,072)</i>	<i>(2,570,166)</i>	<i>(2,121,470)</i>	
	NET TOTAL	39,127,011	41,061,653	43,497,093	44,923,264	3.28%

**ARTICLE 4
FY 2022
OPERATING BUDGET**

LINE DEPARTMENT ITEM	EXPENDED FY2019	EXPENDED FY2020	BUDGET FY2021	5/7/21	
				TM REC FY2022	% CHANGE FY21-FY22
<u>ANDOVER SCHOOL DEPT</u>					
PERSONNEL SERVICES	66,754,471	69,958,598	72,500,278	75,239,845	
OTHER EXPENSES	15,756,187	15,971,210	16,668,527	17,353,607	
KINDERGARTEN FEE OFFSET-PERSONAL SERVICES	-	-	77,895	-	
15 TOTAL	82,510,658	85,929,808	89,246,700	92,593,452	3.75%

LINE DEPARTMENT ITEM	EXPENDED FY2019	EXPENDED FY2020	BUDGET FY2021	TM REC FY2022	% CHANGE FY21-FY22
<u>SEWER</u>					
16 PERSONNEL SERVICES	254,166	270,379	346,903	355,912	
17 OTHER EXPENSES	2,372,448	2,353,765	2,842,076	2,846,281	
18 DEBT SERVICE *	-	-	-	2,090,486	
TOTAL	2,626,614	2,624,144	3,188,979	5,292,679	65.97%
<u>WATER</u>					
19 PERSONNEL SERVICES	2,015,425	2,224,831	2,178,805	2,338,139	
20 OTHER EXPENSES	3,215,857	3,322,908	3,323,000	3,534,993	
21 DEBT SERVICE *	-	-	-	3,247,735	
TOTAL	5,231,282	5,547,739	5,501,805	9,120,867	65.78%
TOTAL	7,857,896	8,171,883	8,690,784	14,413,546	

LINE DEPARTMENT ITEM	EXPENDED FY2019	EXPENDED FY2020	BUDGET FY2021	TM REC FY2022	% CHANGE FY21-FY22
<u>OBLIGATIONS</u>					
22 TECHNICAL SCHOOLS	592,235	673,805	740,000	800,000	8.11%
23 DEBT SERVICE *	14,479,615	14,972,601	16,873,972	11,057,553	-34.47%
24 GENERAL INSURANCE	1,370,445	1,064,473	1,225,921	1,240,000	1.15%
25 UNEMPLOYMENT COMP.	160,000	160,000	160,000	160,000	0.00%
26 RETIREMENT FUND	10,371,338	11,410,355	13,610,301	12,897,390	-5.24%
27 HEALTH INSURANCE FUND	20,662,075	21,340,842	22,338,257	23,147,462	3.62%
28 OPEB	1,416,888	1,569,559	1,631,003	1,696,026	3.99%
TOTAL	49,052,596	51,191,635	56,579,454	50,998,431	-9.86%
<i>Includes \$64,963 from Premium Reserve</i>					

GRAND TOTAL	181,322,096	188,629,051	200,584,197	205,050,163	
Less Budgeted Revenues	(3,013,572)	(2,513,709)	(2,759,166)	(2,121,470)	
NET TOTAL	178,308,524	186,115,342	197,825,031	202,928,693	2.58%

*FY22 Water and Sewer Debt moved from Debt Service to the respective enterprise fund

FISCAL YEAR 2022 CAPITAL PROJECTS FUND

ARTICLE 5. To see if the Town will vote to raise by taxation and appropriate a sum of money for the purpose of funding the Fiscal Year 2022 appropriation for the Capital Projects Fund, or take any other action related thereto.

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The Capital Projects Fund is considered to be part of the FY2022 budget, but it is voted in a separate warrant article. This allows any balance in the fund at the end of a fiscal year to be carried forward to finish projects not completed by year-end. The use of a separate warrant article also makes it easier to track projects and spending. The appropriation is from taxation. During the course of the year, these projects may change as a result of costs and priorities. For details on specific proposed projects, see the *Town Manager's Capital Improvement Plan* at www.andoverma.gov/CIP2022.

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FY2022 CAPITAL PROJECTS FUND RECOMMENDED BY TOWN MANAGER

TM-1	Participatory Capital Budgeting	\$20,000
CDP-1	Master Plan Compilation and Completion	\$30,000
CDP-14	Shawsheen River Master Plan	\$40,000
SUS-1	Climate and Sustainability Action Plan	\$47,000
POL-1	Police Vehicle Replacement	\$205,000
POL-2	Mobile Camera Trailer System	\$50,000
FR-2	Radio Box Repeater System	\$38,000
FR-5	Multiband Portable Radios	\$50,000
DPW-7a	Public Works Vehicles - Small	\$145,000
DPW-28	Spring Grove Cemetery Improvements	\$20,000
FAC-1	Town Projects - Buildings	\$400,000
FAC-2	Town Projects – Mech. & Electrical	\$325,000
FAC-3	Town & School Security Projects	\$125,000
FAC-4	Town Vehicle Replacement	\$70,000
FAC-5	Town Park and Playground Improvements	\$260,000
SCH-1	School Projects – All Schools	\$735,000
SCH-2	School Projects – By Building	<u>\$450,000</u>
Total from General Fund Revenue		\$3,010,000

Your Vote: Yes ___ No ___

The SELECT BOARD 5-0 voted to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Town Manager

FINANCIAL HOUSEKEEPING ARTICLES (A THROUGH H)

ARTICLE 6. To see if the Town will vote the following consent articles, or take any other action related thereto.

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These articles are general financial housekeeping articles that Town Meeting is asked to approve every year by law and are routinely voted without discussion. If Town Meeting approves these in a group vote, it will cut down on the number of votes required at Town Meeting. The Town Moderator will ask the Town Meeting voters if anyone would like to hold on a specific article and, if so, that article will be held out for discussion and a separate vote will be taken. Otherwise, there will be a single vote for 6A-6H.

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BUDGET TRANSFERS

ARTICLE 6A. To see if the Town will vote to transfer from amounts previously appropriated at the April 2020 Annual Town Meeting as authorized by Massachusetts General Laws Chapter 44, Section 33B, or take any other action related thereto.

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This article authorizes the transfer of funds appropriated by the 2020 Town Meeting from certain departmental budgets with projected surpluses to other departments to cover costs not anticipated in preparation of the FY2020 Budget.

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Your Vote: Yes ___ No ___

The SELECT BOARD will make its recommendation at Town Meeting.
The FINANCE COMMITTEE will make its recommendation at Town Meeting.

On request of the Finance Director

SUPPLEMENTAL BUDGET APPROPRIATIONS

ARTICLE 6B. To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations voted at the April 2020 Annual Town Meeting, or take any other action related thereto.

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This article requests monies be appropriated from Free Cash to supplement the FY2021 budget.

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Your Vote: Yes ___ No ___

The SELECT BOARD will make its recommendation at Town Meeting.
The FINANCE COMMITTEE will make its recommendation at Town Meeting.

On request of the Town Manager

**STABILIZATION FUND
Expected to be Withdrawn**

ARTICLE 6C. To see if the Town will vote to appropriate and raise from taxation or available funds a sum of money to the Stabilization Fund in accordance with Massachusetts General Laws Chapter 40, Section 5B, as amended by Chapter 46, Sections 14 and 50 of the Acts of 2003 and Chapter 218 of the Acts of 2016, or take any other action related thereto.

On request of the Town Manager

FREE CASH
Expected to be Withdrawn

ARTICLE 6D. To see what amount the Town will vote to permit the Assessors to use in Free Cash to reduce the Fiscal Year 2022 tax rate and to affect appropriations voted at the 2021 Annual Town Meeting, or take any other action related thereto.

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Andover’s policy is to not use Free Cash for operating budgets, but only for nonrecurring emergency expenditures, capital and equipment purchases, or for appropriation to a stabilization fund to provide financial stability. By adhering to this Free Cash policy, the Town avoids the creation of future operating deficits by using one-time revenues to fund ongoing expenditures.

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On request of the Finance Director

UNEXPENDED APPROPRIATIONS
Expected to be Withdrawn

ARTICLE 6E. To see what disposition shall be made of unexpended appropriations and Free Cash in the treasury, or take any other action related thereto.

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Unexpended balances in Special Article accounts are carried forward from year to year as contrasted with the budget account balances that are usually lapsed at the end of the fiscal year into Free Cash. When the purpose for which a Special Article appropriation was made has been accomplished, the balance remains in the account until it is either re-appropriated or lapsed into surplus revenue. In either case, a specific vote of the Town Meeting is required. The motion will list specific transfers.

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On request of the Finance Director

UNEXPENDED APPROPRIATIONS CAPITAL PROJECTS FUND

ARTICLE 6F. To see what disposition shall be made of unexpended appropriations in the Capital Projects Fund, or take any other action related thereto.

~ ~ ~ ~ ~

Unexpended balances in Special Article accounts are carried forward from year to year as contrasted with the budget account balances that are usually lapsed at the end of the fiscal year into Free Cash. When the purpose for which a Special Article appropriation was made has been accomplished, the balance remains in the account until it is either re-appropriated or lapsed into surplus revenue. In either case, a specific vote of the Town Meeting is required. The motion will list specific transfers.

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Finance Director

FY2022 REVOLVING ACCOUNTS

ARTICLE 6G. To see if the Town will vote to authorize the following revolving funds for certain Town departments under Massachusetts General Laws Chapter 44, Section 53E½ for the fiscal year beginning July 1, 2021, or take any other action related thereto.

Revolving Fund	FY2022 Limit
Community Development & Planning Department	\$20,000
Memorial Hall Library-Lost/Damaged Materials	\$20,000
Health Clinic	\$60,000
Division of Recreation	\$750,000
Division of Youth Services	\$400,000
Field Maintenance	\$150,000
Division of Elder Services	\$225,000
Police Communications	\$50,000
School Photocopy Fees	\$10,000
Compost Program	\$60,000
Solid Waste	\$40,000
Stormwater Management	\$5,000
Fire Rescue	\$100,000
Health Services	\$100,000
Professional Development Institute	\$50,000
<i>On request of the Finance Director</i>	

Your Vote: Yes ___ No ___

The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

PEG ACCESS AND CABLE RELATED FUND EXPENSES

ARTICLE 6H. To see if the Town will vote to appropriate cable franchise fees and other cable-related revenues to support PEG access services, cable related expenses, and oversight of the cable franchise agreements for fiscal year 2022, which begins on July 1, 2021, or take any other action related thereto.

~ ~ ~ ~ ~
 This article is a request to appropriate \$394,250 from the revenues received from the Comcast and Verizon cable franchise license agreements to pay for expenses related to the Town of Andover’s grant agreement with Andover Community Access and Media (also known as AndoverTV) and other cable-related expenses.
 ~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Finance Director

UNFUNDED PENSION LIABILITY

ARTICLE 7. To see if the Town will appropriate a sum of money for the purpose of funding the unfunded pension liability, so-called, of the retirement system of the Town, and for the payment of all costs incidental or related thereto; to determine whether this amount shall be raised by borrowing or otherwise provided that no amounts shall be borrowed or expended hereunder unless the Town shall have voted to exclude the amounts required to repay any indebtedness authorized by this vote from the limitations on property taxes set forth in G.L. c. 59, §21C.; to determine whether a reserve fund shall be established in connection with the undertaking of any such borrowing, or take any other action related thereto.

~ ~ ~ ~ ~

This article would authorize the town to issue pension obligation bonds to address the unfunded pension liability. The current pension funding schedule will cost taxpayers approximately \$346M over the next 18 years. The annual increase in pension costs will likely result in impacts to service delivery and will continue to represent the greatest threat to the Town’s overall financial condition. The proposed plan for pension obligation bonds has been designed to reduce the overall impact of fully funding the pension system by the legally required mandatory funding date of 2040. Based on conservative assumptions, the cost of funding the pension system through pension obligation bonds will cost approximately \$259M and may result in as much as \$90M in savings over the next 18 years. The total savings will be determined by actual market conditions and by the amount borrowed as a percentage of the total liability. The Town Manager will appoint an Investment Advisory Committee in May, which will be charged with developing recommendations for how to proceed with the issuance of pension obligation bonds and will advise the Retirement Board on matters relating to investment decisions. Funding pension obligation bonds and establishing a reserve fund will require a debt exclusion outside of the limits of Proposition 2 ½ and requires both Town Meeting and Ballot Box approval. This article only authorizes the borrowing authorization and allows the Town to continue to analyze market conditions and review the recommendations of the Investment Advisory Committee. This article does not require the Town to proceed with borrowing the funds should the market conditions and recommendations of the Investment Advisory Committee suggest otherwise. For more information visit www.andoverma.gov/IFP

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Financial Impact of Article 7	
<p><u>Approval</u> No FY2022 tax bill impact. Pension appropriation is budgeted in Article 4. FY2023 will be first year of exempt debt service. Modeling of borrowing structure on-going. Exempt debt may range from \$116 to \$230 depending on total amount borrowed. Projections assume a discount rate of 6.25%</p>	<p><u>Disapproval</u> No FY2022 tax bill impact. Pension appropriation is budgeted in Article 4. Future year pension appropriation will increase.</p>

Your Vote: Yes ___ No ___

- The SELECT BOARD 5-0 voted to recommend approval.**
- The FINANCE COMMITTEE voted 9-0 to recommend approval.**
- The REVENUE AND EXPENDITURE TASK FORCE voted 6-0 to recommend approval.**
- The SCHOOL COMMITTEE voted 5-0 to recommend approval.**

On request of the Town Manager and the Finance Committee

MINOR FINANCIAL ARTICLES (A THROUGH D)

ARTICLE 8. To see if the Town will vote the following consent articles, or take any other action related thereto.

~ ~ ~ ~ ~

These articles are general financial housekeeping articles that Town Meeting is asked to approve every year by law and are routinely voted without discussion. If Town Meeting approves these in a group vote, it will cut down on the number of votes required at Town Meeting. The Town Moderator will ask the Town Meeting voters if anyone would like to hold on a specific article and, if so, that article will be held out for discussion and a separate vote will be taken. Otherwise, there will be a single vote for 8A-8D.

~ ~ ~ ~ ~

OVERLAY SURPLUS TRANSFER

ARTICLE 8A. To see if the Town will vote to transfer \$10,000 from Overlay Surplus to fund expenses related to the FY2022 valuation of personal property accounts of locally assessed gas distribution companies, or take any other action related thereto.

~ ~ ~ ~ ~

This article requests funding to hire an outside consultant to value locally assessed gas distribution properties in the Town of Andover as required by the Massachusetts Department of Revenue. The valuation was previously performed by the Department of Revenue. The source of the funding is from overlay surplus as declared by the Board of Assessors.

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Financial Impact of Article 8A	
<u>Approval</u> Reduces Overlay Account balance by \$10,000. No FY2022 tax bill impact.	<u>Disapproval</u> \$10,000 available in the Overlay Account for future years.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Finance Director

ELDERLY/DISABLED TRANSPORTATION PROGRAM

ARTICLE 8B. To see if the Town will vote to appropriate and raise by taxation a sum not to exceed \$12,000 for the purpose of continuing to provide for an elderly and disabled transportation subsidy program, or take any other action related thereto.

~ ~ ~ ~ ~

The Town provides certain transportation subsidies for our elderly and disabled citizens. These subsidies currently allow seniors 60 years of age and older and disabled persons to ride free on the MVRTA shuttle bus. This article will continue to provide critical transportation benefits to our senior and disabled residents.

~ ~ ~ ~ ~

Financial Impact of Article 8B	
<u>Approval</u> \$12,000 from taxation. Included in projected FY2022 tax bill.	<u>Disapproval</u> Increases excess levy capacity by \$12,000. Reduces projected FY2022 tax bill by less than \$1.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Council on Aging

SUPPORT FOR ANDOVER DAY

ARTICLE 8C. To see if the Town will vote to appropriate and raise by taxation or transfer from available funds a sum not to exceed \$5,000 for the purpose of paying a portion of the municipal costs associated with Andover Day in the downtown, or take any other action related thereto.

~~~~~  
This article will provide \$5,000 to pay for overtime costs incurred by Town departments during civic events such as Andover Day when Main Street and associated side streets must be closed.  
~~~~~

Financial Impact of Article 8C	
<u>Approval</u> \$5,000 from taxation. Included in projected FY2022 tax bill.	<u>Disapproval</u> Increases excess levy capacity by \$5,000. Reduces projected FY2022 tax bill by less than \$1.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Town Manager

SPRING GROVE CEMETERY MAINTENANCE

ARTICLE 8D. To see if the Town will vote to transfer the sum of \$6,000 from the Spring Grove Cemetery Perpetual Care reserve account and appropriate the sum of \$6,000 for the purpose of cemetery maintenance, including costs incidental and related thereto, or take any other action related thereto.

~~~~~  
This article will provide \$6,000 for Spring Grove Cemetery repairs including roadway paving, masonry work to the historic stone wall and support for the Cemetery Master Plan. Funding for this article comes from interest on the Spring Grove Cemetery Perpetual Care fund.  
~~~~~

Financial Impact of Article 8D	
<u>Approval</u> Reduces Cemetery Fund balance by \$6,000. No FY2022 tax bill impact.	<u>Disapproval</u> \$6,000 available for spending by a future Town Meeting for cemetery improvements.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Director of Public Works

GENERAL HOUSEKEEPING ARTICLES (A THROUGH G)

ARTICLE 9. To see if the Town will vote the following consent articles, or take any other action related thereto:

~~~~~  
These articles are general financial housekeeping articles that Town Meeting is asked to approve every year by law and are routinely voted without discussion. If Town Meeting approves these in a group vote, it will cut down on the number of votes required at Town Meeting. The Town Moderator will ask the Town Meeting voters if anyone would like to hold on a specific article and, if so, that article will be held out for discussion and a separate vote will be taken. Otherwise, there will be a single vote for 9A-9G.  
~~~~~

GRANT PROGRAM AUTHORIZATION

ARTICLE 9A. To see if the Town will vote to authorize the Select Board and/or the Town Manager to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Andover by the Commonwealth of Massachusetts or the U.S. Government under any State or Federal grant program, or take any other action related thereto.

~~~~~  
This article authorizes Town Officials to apply for and to accept Federal or State grants requiring Town Meeting approval that might become available during the coming fiscal year. Without Town Meeting authorization, these grants could be lost or jeopardized due to the delay resulting from either having to call a special Town Meeting or wait for the next Annual Town Meeting for approval.  
~~~~~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Town Manager

ROAD CONTRACTS

ARTICLE 9B. To see if the Town will vote to authorize the Town Manager to enter into a contract with the Massachusetts Highway Department Commissioners or the Federal Government for the construction and maintenance of public highways in the Town of Andover for the ensuing year, or take any other action related thereto.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Town Manager

TOWN REPORT

ARTICLE 9C. To act upon the report of the Town officers, or take any other action related thereto.

~~~~~  
This article refers to the Annual Town Report prepared by the Town Manager. As the result of a bylaw passed by the 1984 Annual Town Meeting, a summary of the 2020 Annual Report has been included at the end of the Finance Committee Report.  
~~~~~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.

On request of the Town Manager

PROPERTY TAX EXEMPTIONS

ARTICLE 9D. To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 to allow an additional property tax exemption for Fiscal Year 2021 for those persons who qualify for property tax exemptions under Massachusetts General Laws Chapter 59, Section 5, or take any other action related thereto.

~~~~~  
Annually, Town Meeting has voted to adopt a state law providing for property tax exemptions for older citizens, surviving spouses, minor children of deceased parents or the blind who meet specific income eligibility and/or medical requirements. This article would allow these exemptions to be increased, under certain conditions, to provide some protection from large increases in property taxes.  
~~~~~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Board of Assessors

CONTRACTS IN EXCESS OF THREE YEARS

ARTICLE 9E. To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b) to authorize the Town Manager or the Superintendent of Schools to solicit and award contracts for terms exceeding three years but no greater than five years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interests of the Town by a vote of the Select Board or the School Committee, as appropriate, or take any other action related thereto.

~~~~~

Contracts for goods and services which are entered into under the provisions of Massachusetts General Laws Chapter 30B (The Uniform Procurement Act) cannot exceed three years unless authorized by Town Meeting. If an opportunity arises for a longer-term contract which is in the best interests of the Town, the opportunity may be lost if the Town has to wait until the next Town Meeting for approval of the contract. This article would authorize such contracts up to five years upon approval of the appropriate elected body.

~~~~~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Town Manager

ACCEPTING EASEMENTS

ARTICLE 9F. To see if the Town will vote to authorize the Select Board and the School Committee to accept grants of easements for streets, water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Town Manager

**RESCINDING BOND AUTHORIZATIONS
Expected to be Withdrawn**

ARTICLE 9G. To see if the Town will vote to rescind unissued bond authorizations from prior Town Meetings, or take any other action related thereto.

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When a project is complete and funds voted for long-term borrowing no longer need to be borrowed, the borrowing authorization can be rescinded by Town Meeting. There are no borrowing authorizations to be rescinded at the 2021 Annual Town Meeting.

~~~~~

On request of the Finance Director

UNPAID BILLS

ARTICLE 10. To see if the Town will vote to transfer from available funds a sum of money to pay unpaid bills for which obligations were incurred in prior fiscal years, or take any other action related thereto.

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In order for a bill to be paid in the normal course of events, it must be submitted during the fiscal year in which the Town obligation was incurred or shortly thereafter. If a vendor fails to follow this procedure the bill must be presented to a Town Meeting for its approval before payment. A four-fifths (4/5) majority vote is required for the bill to be paid.

~ ~ ~ ~ ~

Requires a four-fifths (4/5) vote

Financial Impact of Article 10

Approval
Reduces Free Cash by \$6,673.19.
No FY2022 tax bill impact.

Disapproval
\$6,673.19 available for spending by a
future Town Meeting.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Town Accountant

CHAPTER 90 AUTHORIZATIONS

ARTICLE 11. To see if the Town will vote to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements, or take any other action related thereto.

Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Town Manager

GRANTING EASEMENTS

ARTICLE 12. To see if the Town will vote to authorize the Select Board and the School Committee to grant easements for water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Town Manager

STABILIZATION FUND BOND PREMIUM

ARTICLE 13. To see if the Town will vote to transfer the sum of \$100,000 from the Bond Premium Stabilization Fund to the General Fund to offset non-exempt debt interest payments, or take any other action related thereto.

Requires a two-thirds 2/3 vote

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Finance Director

WATER TREATMENT PLANT MAINTENANCE

ARTICLE 14. To see if the Town will vote to appropriate the sum of \$300,000 in the Water Enterprise Fund for the purpose of paying various maintenance costs related to the water distribution system and the Water Treatment Plant, including any other costs incidental and related thereto, or take any other action related thereto.

~~~~~

This article supports continued maintenance work at the Water Treatment Plant. Previous inventory assessments were conducted evaluating assets resulting in short- and long-range projections of maintenance and replacement projects. Life spans of assets can range from four (4) years to forty-five (45) years.

~~~~~

Financial Impact of Article 14	
<u>Approval</u> Factored into FY22 water rates.	<u>Disapproval</u> No change in FY22 water rates

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Director of Public Works

WEST ELEMENTARY SCHOOL DESIGN AND CONSTRUCTION

ARTICLE 15. To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the West Elementary School Building Committee for the design and construction of a new Pre-K through Grade Five Elementary School with an approximate square footage of 191,000 square feet located at 58 Beacon Street, Andover, Massachusetts inclusive of abatement and demolition of the existing school structures on said property, new parking lots, multi-purpose fields, and all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 40.47 percent (40.47%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½) and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Andover and the MSBA, or take any other action related thereto.

~~~~~

West Elementary School, though well maintained, has reached the end of its useful life and lacks appropriate spaces for a breadth of teaching and learning, including special education and other curricular programs. Additionally, for more than a decade the district has considered numerous options for moving students out of Shawsheen Preschool to a more suitable educational space. To assist with those needs, this project was

accepted to the highly competitive Massachusetts School Building Authority (MSBA) program in 2017. Through that process, multiple project options were explored before a preferred solution was determined, which is to construct a new 925-student kindergarten through fifth-grade school with a conjoined 130-student preschool. The proposed new school will be constructed adjacent to the existing West Elementary School at 58 Beacon Street. It will feature three-story academic wings located on the existing fields. Approximately 300 parking spaces will be provided, at least three age-appropriate separate play areas (PreK/K, ages 2-5; 5-12), and natural and synthetic turf field areas for physical education, recess and community use outside of school hours. The existing school can remain in full operation during the construction, with the new building erected behind the current building. Upon completion of the new facility, the current West Elementary will be removed from the site and the future use of the current Shawsheen Preschool facility will be determined through a community-wide process. Through partnership with the MSBA, the state will contribute approximately \$38 million to the construction of the new \$152 million school, an effective reimbursement rate of 25.4%. The warrant article before Town Meeting seeks funding of the Town's \$114 million cost of construction, which will be financed through a debt exclusion. The debt exclusion requires two favorable votes: by two-thirds at Town Meeting and by a majority of voters at the polls during the June 15th special town election.

~~~~~  
Requires a two-thirds (2/3) vote

Financial Impact of Article 15	
<u>Approval</u> Town borrows \$114,000,000 to be repaid over 30 years. Exempt debt service payments begin in FY2023. Peak year of exempt debt service in FY2024 would require an appropriation of \$5,816,196. Would add approximately \$396 to the average residential tax bill.	<u>Disapproval</u> No increase in tax bill. Potential loss of MSBA grant.

Your Vote: Yes ___ No ___

- The SELECT BOARD voted 5-0 to recommend approval.**
- The FINANCE COMMITTEE voted 9-0 to recommend approval.**
- The SCHOOL COMMITTEE voted 5-0 to recommend approval.**
- The PLANNING BORD voted 5-0 to recommend approval.**
- The COUNCIL ON AGING voted 11-0 to recommend approval.**

On request of the School Committee

INTEREST ON LATE PAYMENTS

ARTICLE 16. To see if the Town will vote to add to the general bylaws the following:

“Pursuant to General Laws Chapter 40, Section 21E due dates for water and sewer bills and charges shall be thirty days after the bills and charges are mailed. For all water and sewer bills and charges which remain unpaid after the due date, interest at the rate of 14 per cent per annum shall accrue” or take any other action related thereto

~~~~~

Currently the Town does not charge interest on water or sewer bills that are not paid by the due date. This article will ask voters to approve establishing a bylaw that will allow the Town to charge interest on water and sewer bills that are not paid within 30 days of the issuance of the bill. It is estimated that this will generate approximately \$60,000 in revenues for the water enterprise fund and \$25,000 in revenues for the sewer enterprise fund on an annual basis.

~~~~~

Your Vote: Yes ___ No ___

- The SELECT BOARD voted 5-0 to recommend approval.**
- The FINANCE COMMITTEE voted 9-0 to recommend approval.**

On request of the Finance Director

**AUTHORIZE ELECTRICITY SUPPLY / ON-BILL CREDIT
PURCHASE AGREEMENTS AT SANBORN SCHOOL**

ARTICLE 17. To see if the Town will vote to authorize the School Committee to enter into one or more electricity supply, on-bill credit or similar agreements with the owner(s) of solar voltaic facilities to be installed at the Sanborn School for such terms of years, and on such other terms and conditions, as the School Committee deems in the best interests of the Town, or take any other action related thereto.

~ ~ ~ ~ ~

This article authorizes the School Committee to enter into a long-term power purchase and other related agreement(s) with a third-party developer, and apply any excess renewable electricity generated by the Sanborn rooftop solar system as an on-bill credit and/or solar net metering credit to other Andover school utility account(s), as consistent with Title 225 of the Code of Massachusetts Regulations, Section 20 for Solar Massachusetts Renewable Target (SMART) Program and/or General Law 164, Section 137 Net Metering provisions for Public Entities.

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Director of Facilities

**AUTHORIZE LEASE OF LAND/ROOFTOP SPACE AT
SANBORNSCHOOL FOR SOLAR PHOTOVOLTAIC FACILITIES**

ARTICLE 18. To see if the Town will vote to transfer the care, custody and control of the land and buildings located at 90 Lovejoy Road shown on Assessors Map 153 as Lot 3 and known as the Sanborn School, to the School Committee for school-related purposes and for the purpose of (i) leasing building rooftop space and any unused, open-land areas for installation of solar voltaic facilities and (ii) granting easements on, over and under said parcels of land in connection with such solar photovoltaic facilities, with such leases and easements to be for such terms of years, and on such other terms and conditions, as the School Committee deems in the best interests of the Town, or take any other action related thereto.

~ ~ ~ ~ ~

This article authorizes the School Committee to enter into a long-term rooftop space leasing and other related agreement(s) with a third-party developer for the purpose of designing, constructing and maintaining the Sanborn solar system, installing any related equipment, and making any necessary property modifications required for electricity generation, power grid interconnection and on-site power use.

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.
The PLANNING BOARD voted 5-0 to recommend approval.

On request of the Director of Facilities

**AUTHORIZE AGREEMENTS FOR PAYMENT IN LIEU OF TAXES
AT SANBORN SCHOOL**

ARTICLE 19. To see if the Town will vote to authorize the Select Board to enter into one or more agreements for payment in lieu of taxes pursuant to G.L. c. 59 s.38H(b) with the owner(s) of solar voltaic facilities to be installed at the Sanborn School for such terms of years, and on such terms and conditions, as the Select Board deems in the best interests of the Town, or take any other action related thereto.

~~~~~  
This article authorizes the Town to generate revenue in the form of the Payment in Lieu of Taxes (PILOT) from the Sanborn solar development as consistent with Massachusetts General Law Chapter 59, Sections 2B and 38H(b).  
~~~~~

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Director of Facilities

ANDOVER HIGH SCHOOL DESIGN

ARTICLE 20. To see if the Town will vote to appropriate the sum of \$1,238,419.73 by repurposing funds remaining from Article 1 of the 2013 Special Town Meeting so that such funds may, instead, be used to pay costs for the Andover High School Design project, including all costs incidental and related thereto, or take any other action related thereon.

~~~~~  
This article authorizes the Town to use the funds left over from the Bancroft School construction project for the purpose of the analysis of the options to alleviate the overcrowding issues at Andover High School.  
~~~~~

Financial Impact of Article 20	
<u>Approval</u> No FY2022 tax bill impact.	<u>Disapproval</u> Funds available for repurposing at future Town Meeting.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 4-0-1 to recommend approval.
The FINANCE COMMITTEE voted 6-3 to recommend disapproval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Town Manager

RETAIL PACKAGE STORE QUOTA

ARTICLE 21. To see if the Town will vote to authorize the Town Manager to petition the legislature for a special act to authorize the Town to grant seven additional licenses for the sale of all alcoholic beverages not to be drunk on the premises pursuant to section 15 of chapter 138 of the General Laws and the licenses shall be subject to all of said chapter 138 except section 17, provided that the legislature may reasonably vary the form and substance of the required legislation within the scope of the general public objectives of the petition, or take any other action related thereto.

~~~~~  
This article authorizes the Town to petition the State legislature for special legislation increasing by seven Andover's available allotment (i.e., "quota") of all alcoholic retail "package store" licenses. This is necessary because the Town has issued all of its allotted such licenses and wishes to have the discretion to issue additional licenses when deemed in the best interests of the community. If approved, this article does not automatically issue any licenses; the Select Board issues licenses only after a public hearing.

~~~~~  
Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The SELECT BOARD voted 4-0-1 to recommend approval.

On request of the Select Board

MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION

ARTICLE 22. To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law substantially as provided below. The Legislature may make clerical or editorial changes in form only to the bill, unless the Select Board approves amendments to the bill before enactment by the Legislature. The Select Board is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF ANDOVER TO ESTABLISH A MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION

SECTION 1. With respect to each qualifying parcel of real property classified as class one, residential in the town of Andover there shall be an exemption from the property tax in an amount to be set annually by the Select Board as provided in section 3. The exemption shall be applied to the domicile of the taxpayer only. For the purposes of this act, "parcel" shall be a unit of real property as defined by the board of assessors under the deed for the property and shall include a condominium unit. The exemption provided for herein shall be in addition to any other exemptions allowed by the General Laws.

SECTION 2. Real property shall qualify for the exemption under this act if all of the following criteria are met:

- (a) The qualifying real property is owned and occupied by a person who qualified and received the circuit breaker income tax credit the previous year under subsection (k) of section 6 of chapter 62 of the General Laws;
- (b) The qualifying real property is owned by a single applicant age 65 or older at the close of the previous year or owned jointly by persons either of whom is age 65 or above at the close of the previous year and if the joint applicant is 60 years of age or older;
- (c) The qualifying real property is owned and occupied by the single applicant or joint applicants as their domicile;
- (d) The single applicant or at least 1 of the joint applicants has been domiciled and owned a home in the town of Andover for at least the 10 consecutive years preceding the filing of an application for the exemption;
- (e) The maximum prior year assessed value of the domicile is not greater than the prior year's maximum assessed value for qualification for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws as adjusted annually by the Department of Revenue; and
- (f) The board of assessors has approved the application.

SECTION 3. The Select Board shall annually set the exemption amount provided for in this act, provided that the amount of the exemption shall be up to a 100% match, and not less than a 50% match, of the amount of the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws for which the applicant received in the previous year. The total amount exempted by this act shall be allocated proportionally within the tax levy on all residential taxpayers.

SECTION 4. A person who seeks to qualify for the exemption under this act shall, before the deadline established by the board of assessors, file an application, on a form to be adopted by the board of assessors, along with the supporting documentation of the filed income tax return of the applicant showing the circuit breaker tax credit. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. No exemption shall be granted under this act until the department of revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

SECTION 6. The exemption provided for in this act shall begin in fiscal year 2023 and shall expire after five years; or take any other action with respect thereto.

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Providing property tax relief for low-income seniors has long been a priority at both the state and local levels. Numerous programs have been created and adopted over the last few decades to help seniors stay in their homes. Most are based on federal poverty-level standards, which do not necessarily account for local living costs. Since 2000, the MA Senior Circuit Breaker Tax Credit has set a long-term goal that low-income residents should not pay more than 10% of their income toward property tax. Unfortunately, Social Security increases have been almost non-existent for the last decade, while food, healthcare, fuel, property taxes and other expenses have increased dramatically. Many seniors on fixed incomes have been caught in a financial squeeze. This property tax exemption will help provide tax relief to some seniors who are not being reached by the current exemptions. This article authorizes a program and ideas approved by town meeting in 2018 and that have been tested and found to be successful.

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Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.

The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Council on Aging

CAPITAL PROJECTS FROM GENERAL FUND BORROWING

ARTICLE 23. To see if the Town will vote to raise by taxation, borrowing, transfer from available funds or by any combination thereof and appropriate the sum of \$6,595,000 to pay costs of purchasing capital equipment, making infrastructure improvements, or for purchasing services and materials related to capital improvements, as more particularly described below, including the payment of any other costs incidental and related thereto, or take any other action related thereto.

CIP #	Project	Amount	Statutory Citation
CDP-4	Historic Mill District-Circulation and Street Construction	\$500,000	C 44 Sec 7(1)
LIB-1	Ground Level Renovation - Makerspace	\$225,000	C 44 Sec 7(1)
FR-1	Fire Apparatus Replacement	\$360,000	C 44 Sec 7(1)
FR-4	Public Safety Bi-Directional Amplifier System	\$200,000	C 44 Sec 7(1)
DPW-7b	Public Works Vehicles – Large	\$400,000	C 44 Sec 7(1)
TM-2	Sidewalk Program	\$950,000	C 44 Sec 7(1)
FAC-6	Major Town Projects	\$605,000	C 44 Sec 7(1)
FAC-7	Town and School Energy Initiatives	\$530,000	C 44 Sec 7(1)
SCH-5	Major School Projects	\$2,825,000	C 44 Sec 7(1)

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This article authorizes borrowing for Historic Mill District Street Design and Reconstruction of the Essex Street/Shawsheen Road/Red Spring Road intersection, renovation of a portion of the ground floor at the Memorial Hall Library for the creation of a makerspace, replacement of a thirteen-year old ambulance, installation of a bi-directional amplifier system at the Doherty Middle School, replacement of a large public works vehicle used in plowing and road treatment, the Town-wide sidewalk program including the installation of new sidewalks and the replacement/repair of existing sidewalks, major town building projects, upgrades to the Town's energy efficient building systems and lighting and major school projects including front lot and roadway paving and replacement of the roof at the Sanborn Elementary School, replacement of carpet and repairs to the elevator at Andover High School, and the addition of air conditioning to the library at the Doherty Middle School.

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Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Town Manager, Director of Planning, Library Director, Police Chief, Fire Chief, Director of Public Works, and Director of Facilities

CAPITAL PROJECTS FROM FREE CASH
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ARTICLE 24. To see if the Town will vote to transfer from available funds and appropriate the sum of \$1,983,372 to pay costs of purchasing capital equipment, infrastructure, or for purchasing services and materials related to capital improvements, as more particularly described below, including any other costs incidental and related thereto, or take any other action related thereto.

CIP #	Project	Amount
IT-1	Annual Staff Device Refresh	\$627,744
IT-2	Annual Student Device Refresh	\$418,128
IT-3	IT Platforms and Infrastructure	\$687,500
DPW-2	Minor Sidewalk Repairs	\$250,000

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This article authorizes using free cash to fund the annual refresh of staff and student devices and updating and replacing technology infrastructure such as projectors at various schools, purchase of a new utility billing software module, acquiring technology and services required to upgrade IT's data center and continue IT's migration to cloud based systems/software.

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Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Chief Information Officer and Director of Public Works

CAPITAL PROJECTS FROM WATER AND SEWER ENTERPRISE FUNDS

ARTICLE 25. To see if the Town will vote to raise by taxation, borrowing, transfer from available funds or by any combination thereof and appropriate the sum of \$9,375,000 to pay costs of purchasing capital equipment, making infrastructure improvements, and purchasing services and materials related to making capital improvements, as more particularly described below, including the payment of any other costs incidental and related thereto, or take any other action related thereto.

ARTICLE 17 CAPITAL PROJECTS FROM WATER AND SEWER ENTERPRISE FUNDS											
Approval											
CIP #	Purpose	Amount Borrowed	Amount from Reserves	Type of Reserve	Borrowing Term-Years	Peak Year Debt Service	Peak Year Appropriation	Impact on			
								FY2022 Water/Sewer Rates	Total Principal	Total Interest	Total Debt Service
DPW-12	Water & Sewer Vehicles	\$ 125,000	\$ 125,000	Water				No Impact			\$ -
DPW-14	Water Main Replacement Projects	\$6,000,000			20	2024	\$ 540,000	No Impact	\$6,000,000	\$2,520,000	\$8,520,000
DPW-20	Water Treatment Plant Generator	\$2,500,000			20	2023	\$ 225,000	No Impact	\$2,500,000	\$1,050,000	\$3,550,000
DPW-24	Minor Sanitary Sewer Collections System Imp	\$ 100,000	\$ 100,000	Sewer				No Impact			\$ -
DPW-29	Fish Brook Intake Replacement	\$ 500,000			5	2023	\$ 120,000	No Impact	\$ 500,000	\$ 58,000	\$ 558,000
DPW-30	Inflow/Infiltration (I/I) Removal Program	\$ 150,000	\$ 150,000	Sewer				No Impact			\$ -
Disapproval											
Water/Sewer Reserves available for future Water/Sewer Department Needs											
No change in Water/Sewer Rates if borrowing not approved											

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This article requests funding for various water and sewer projects from borrowing and reserves. Based on a vehicle and equipment replacement program/schedule, a percentage of our Water and Sewer vehicles/equipment are replaced annually. This program maintains the integrity of the fleet. We are currently in the process of replacing all unlined cast iron water mains. The Water Main Replacement project is scheduled in FY22 for a \$6 million-dollar investment to continue the accelerated program. The current focus is within the gas impacted area, coordinated with the repaving program. The Water Treatment Plant needs to replace the 1972 era generator with a new 4,160 volt, 2,500 KW generator that will enable the Plant to run at full capacity in the event of a power outage. Minor Sanitary Sewer collection and the I/I Removal Program are ongoing projects. This project protects our collection system and addresses our commitment to the water quality of the Merrimack River. The Fish Brook Pumping Station needs replacement, the project includes the intake piping into the plant. This request funds the design and permitting to supply water to the station, replacing 2 existing pumps, resulting in an annual savings of \$20,000/year.

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Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Director of Public Works

ESTABLISH NEW REVOLVING FUND – STUDENT TECHNOLOGY RENTAL

ARTICLE 26. To see if the Town will vote to amend General ByLaw Article XII Section 48.5 by establishing, authorizing and adding a new Revolving Fund entitled “Student Technology Rental” with the Chief Information Officer authorized to spend from the fund monies received by the Information Technology Department from families of Andover Public School students to rent computing equipment to assist them in their course of studies, and to authorize expenditures from the fund to pay the cost of acquiring and maintaining the equipment for fiscal year 2020 in the amount of \$12,800, and to authorize the amount of \$200,000 to be expended in fiscal year 2021 and subsequent years.

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This article will amend the Town bylaws to allow for the establishment of a new revolving fund entitled “Student Technology Rental.” This revolving fund would establish a mechanism for students to rent computing equipment from the Town to assist them in their course of studies.  
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Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Finance Director

DEFICIT REDUCTION

ARTICLE 27. To see if the Town will vote to appropriate a sum of money from available funds to cover deficits in special revenue and capital project funds, or take any action relative thereto.

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This article would authorize using free cash to cover unexpected deficits created in prior years in special revenue and capital project accounts.  
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Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.

On request of the Finance Director

AUTOMATIC SPRINKLERS

ARTICLE 28. To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 148, Section 26 H, relating to automatic sprinklers, or take any other action related thereto.

Your Vote: Yes ___ No ___

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To adopt Massachusetts General Law Chapter 148 Section 26H that will allow the acceptance of the provisions within the section that every lodging house or boarding house within the Town of Andover be protected throughout with an adequate system of automatic sprinklers in accordance with the state building code.  
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The SELECT BOARD voted 5-0 to recommend approval.

On request of the Fire Chief and the Inspector of Buildings

STREET ACCEPTANCE – MONARCH LANE

Expected to be Withdrawn

ARTICLE 29. To see if the Town will vote to accept and name as a public way the following street: Monarch Lane as further described below, and to accept deeds to the streets and all related easements:

Monarch Lane, as shown on a plan approved by the Andover Planning Board entitled “DEFINITIVE SUBDIVISION (FORM C) SPECIAL PERMIT FOR CLUSTER DEVELOPMENT & EARTH MOVEMENT PLAN FOR MONARCH WOODS ANDOVER, MASS’ dated August 30, 2016 last revised August 8, 2017, sheet 4 of 15 (Recordable sheet 1 of 1) being recorded in the Essex North District Registry of Deeds as Plan Number 17784 and further shown as Lot 130 on Land Court Plans filed as Plan Number 10362N; or take any other action related thereto.

On request of the Select Board

**MERRIMACK RIVER SOLID WASTE COLLECTION AND REMOVAL
PROJECT FROM FREE CASH**

ARTICLE 30. To see if the Town will vote to transfer from available funds and appropriate the sum of \$75,000 to pay the costs for purchasing services for the collection and removal of floatable solid waste debris from the Merrimack River, and any tributaries thereto including immediately adjacent upland areas from where improperly discarded solid waste may fall into and/or otherwise enter these waterways, as well as the sorting, handling and ultimate recycling or proper disposal of such removed solid waste, including any other costs incidental and related thereto, or take any other action related thereto.

The following explanation was submitted by Petitioner(s): This warrant article requests approval to make the Merrimack River cleanup Andover's top priority. The Merrimack River borders five miles of Avis walking and biking trails and is littered with plastic bottles, broken glass, oil cans, rusting car parts, styrofoam, bubble wrap, paint cans, refrigerators, TV sets, hypodermic needles and much more. This debris is extremely dangerous for our citizens, pets and children. The Merrimack River feeds drinking water to roughly 600,000 and is home to local and loved species like deer, bald eagles, red tail hawks, coyotes and others. Neighboring towns of Methuen, Lawrence, Lowell, Haverhill, Chelmsford and Groveland have allocated funds and taken immediate action to clean their banks and shorelines, and we MUST do our part. Andover residents pay high taxes for a good school system, clean, environment and a local government we can trust to keep us safe. We pride ourselves on being environmentally conscious and must act. Petition for immediate and clear plan to remove hazardous debris from the river and shoreline before residents get hurt.

Your Vote: Yes ___ No ___

**The SELECT BOARD voted 5-0 to recommend disapproval.
The FINANCE COMMITTEE voted 9-0 to recommend disapproval.**

On petition of Lindsay Concemi and others

TOWN ELECTION DATE

ARTICLE 31. To see if the Town will vote to approve and amend the day and month in Bylaw Article II, Section 1 for our Town local elections to be held from fourth Tuesday in March to second Tuesday in June.

Current Article II, Section 1:

The Annual Town Meeting for the election of town officers and for other purposes shall be held on the fourth Tuesday of March in each year at such place or places within the town as the Select Board may designate in its notice thereof.

Proposed Article II, Section 1:

The Annual Town Meeting for the election of town officers and for other purposes shall be held on the second Wednesday of June in each year at such place or places within the town as the Select Board may designate in its notice thereof.

The following explanation was submitted by Petitioner(s): Approval of this article sends a clear message that Town Meeting supports the effort to increase voter turnout and respects a more inclusive democratic process for all registered voters. Moving the date to June would enable voters young and old, single or married an opportunity to cast their vote without worrying about inclement March weather and reducing potential conflicts related to their children’s scholastic or athletic events. Furthermore, it enables elected officials seeking re-election and our Town government to focus on the budget rather preparing to hold elections and/or running for office. Additionally, having Town election in March makes it difficult for newly elected officials to get up to speed on budget details in 30 days or so prior to scheduled Annual Town Meeting.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend disapproval.

On the petition of Jose Albuquerque and others

TERMS FOR BOARDS, COMMITTEES AND COMMISSIONS

ARTICLE 32. To see if the Town will vote to amend the Town Charter, Section 4 to include the following language on term limits for appointed officials:

The limit of tenure for all boards, committees, and commissions shall be three (3) consecutive, three-year terms for a total of nine (9) years to a single board, committee or commission. The limit of tenure for the Planning Board shall be two (2) consecutive, five-year terms for a total of ten (10) years. A member who has served the aforementioned consecutive terms shall not be eligible for reappointment. Regardless of tenure, each board, committee, or commission member shall serve until their successor shall be appointed. No board, committee, or commission member shall serve as chairperson for more than two consecutive years.

The following explanation was submitted by Petitioner(s): Citizen participation on boards, commissions, and committees is an integral part of local government. Term limits allow opportunity for nurturing of new community leaders regularly, increasing community involvement and more active resident participation in the processes of self-government, and encouraging diversity and inclusiveness. Term limits are the first step to a more well-rounded, representative government that will better serve all Andover residents. Furthermore, change of chair will also prevent one member having considerable influence and full control of a board, committee or commission.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend disapproval.
The PLANNING BOARD voted 5-0 to recommend disapproval.

On the petition of Jose Albuquerque and others

FORM OF GOVERNMENT BALLOT QUESTION

ARTICLE 33. To see if the Town will authorize the Select Board to add the following ballot question on the form of government in the Town of Andover for the next Town local election:

Ballot Question:

Please select what form of government that you are in favor of for the Town of Andover’s future:

- *Open Town Meeting*
All voters eligible to vote on budgets, bylaws an all matters brought before town meetings and approve indebtedness. Town meeting acts as legislative body while Select Board and Town Manager act together as the executive branch.
- *Representative Town Meeting*
Limited number of voters are elected, usually by precinct/district, to represent all voters in a representative town meeting (RTM). Representatives vote on bylaws and all matters brought before Town Meeting and approve indebtedness. RTM is legislative body while Select Board and Town Manager act as executive branch.

- *Council/Manager*
Voters elect Council and the Council appoints a Town Manager. Council is the legislative body. Town Manager is chief executive, appoints key officials, prepares budget, approves contracts, negotiates with unions, and oversees administrations.
- *Town Council/Mayor*
Voters directly elect a mayor and council. Council is legislative body. Mayor is chief executive who appoints key officials and all or some boards, and prepares budgets, approves contracts, negotiates with unions and oversees administration.

The following explanation was submitted by Petitioner(s): Town Meeting approval of this article would authorize the Select Board to add this non-binding ballot question to be placed on the next Town local election. This would enable more residents to participate in this important advisory process for what form of government that voters prefer for our Town’s future. This would increase public participation and awareness on this critical matter that affects everyone and will aid Town Governance Study Committee’s ongoing work and shape future recommendations.

Your Vote: Yes ___ No ___

**The SELECT BOARD voted 5-0 to recommend disapproval.
The PLANNING BOARD voted 4-0 to recommend disapproval.**

It is Town Counsel’s opinion that this Article is invalid because a ballot question requires a vote of “Yes” or “No” and not a multiple choice ranking as stated in this Article.

On the petition of Jose Albuquerque and others

NOISE AND VIBRATION STANDARDS BYLAW

ARTICLE 34. To see if the Town will vote and approve the following noise and vibration standard bylaw:

1.0 Applicability.

This Bylaw shall pertain to, but not be limited to, activity associated with the construction of Major Non-Residential Projects and Special Residential Projects as defined by Sections 10.00 and Section 7.0 Special Residential Regulations, of the Andover Zoning Bylaw. Specifically, this bylaw regulates outdoor sound amplifying equipment, motor vehicles, trucks, construction and demolition equipment, industrial and commercial sources of sound, and other manmade sounds that cause noise.

1.01 Definitions.

Except as may be specified herein, acoustical terminology used throughout this Bylaw is that approved as American National Standard Acoustical Terminology [ANSI S1.11994] by the American National Standards Institute (ANSI). The following words, phrases and terms as used in this bylaw shall have the meanings as indicated below:

- (a) “Background sound level” shall mean the sound level associated with a given environment, being a composite of sounds from all sources excluding the alleged Intruding Noise, at the location and approximate time at which a comparison with the alleged offensive noise is to be made.
- (b) “Construction” shall mean those activities requiring a building permit. Construction shall also include any site preparation, seismic surveys, grading, assembly, erection, substantial repair, alteration or similar action, including demolition, for or of public or private right-of-way, structures, utilities or similar property.
- (c) The abbreviation dBA shall mean the A-weighted sound pressure level expressed in decibels and referenced to 20 micropacals.
- (d) “Emergency vehicle” shall mean any vehicle operated in an effort to protect, provide or restore public safety, including DPW Vehicles, ambulances, police vehicles and fire vehicles.
- (e) “Emergency work” shall mean any work performed in an effort to protect, provide or restore public safety, or work by private or public utilities when restoring utility service.
- (f) “Enforcing person” shall mean any police officer of the Town or any other Town employee designated by the Selectmen for this purpose. For complaints under this bylaw an enforcing person shall also include any authorized employee of the Office of Community Development & Planning.
- (g) “Intruding noise” shall mean the total sound level created, caused, maintained by, or originating from an alleged offensive source at a specified location while the alleged offensive source is in operation.
- (h) “Leq” equivalent sound level, is the level of a constant sound which, in a given situation and time period, would convey the same sound energy as does the actual time varying sound during the same period, as measured with a sound level meter measuring Leq.
- (i) “L10 Level” shall mean the A-Weighted sound level exceeded ten percent of the time.

- (j) "Person" shall mean an individual or individuals, firm, association, co-partnership, joint venture, corporation or any entity recognized by applicable law, public or private in nature.
- (k) "Pure tone" means any sound which can be distinctly heard as a single pitch or a set of single pitches, as defined by the Environmental Protection Agency (EPA).
- (l) "Sound level" shall mean the instantaneous A weighted sound pressure level, in decibels, as measured with a sound level meter set to the "A" weighting scale, slow response.
- (m) "Sound level meter" shall mean an instrument meeting American National Standard S1.41983 for Type 1 or Type 2 sound level meters or an instrument and the associated recording and analyzing equipment which will provide equivalent data.

1.02 Designated land use areas.

The properties hereinafter described are hereby assigned to the following noise zones:

Land Use Area I:	All Residential Zoning Districts and the grounds of any school, day care, hospital or similar health care institution, house of worship or library while the same is in use, and any Cemetery.
Land Use Area II:	All other properties.

1.03 Exterior Noise Standards.

It shall be a violation of this bylaw for a Major Non-Residential or Special Residential Construction project, as defined by paragraph 1.00, to create Intruding Noise, or to allow the creation of any noise, on property owned, leased, occupied or otherwise controlled by such entity, which causes a sound level which exceeds the limits set forth for the receiving land use category in Table 1, without prior written approval from the Special Permit Granting Authority, when measured at or within the property boundary of the receiving land use. Daytime measurements are to be determined at an L10 level provided that at no time shall the exterior sound level in Land Use Area I exceed 90dBA or cause a PURE TONE condition for the receiving land use category.

Table I. Maximum Allowable Exterior Sound Level

Land Use Area	Daytime level 7:00 AM to 6:00 PM	Nighttime level 6:00 pm to 7:00 AM
Land Use Area I	70 dBA	55 dBA
Land Use Area II	N/A	N/A

If the intruding noise is continuous and cannot reasonably be discounted or stopped for a time period whereby the background sound level can be determined, the measured sound level obtained while the source is in operation shall be compared directly to the maximum allowable exterior sound level outlined in Table I.

1. Construction and Demolition

Notwithstanding the provisions of Section 1.03, the following are the maximum noise levels that may be permitted by the Special Permit Grating Authority for Construction and Demolition purposes:

- a. Unless otherwise permitted by the Special Permit Granting authority, the cumulative noise level of all construction and demolition on one site at any one time shall not exceed 90 dBA. No individual piece of equipment shall exceed a maximum noise level of 90 dBA. Noise levels shall be measured at or within the property boundary of the receiving land use.

1.04 Site Plan Review and Special Permit Requirements.

Prior to the issuance of a Special Permit under section 10.00 Major Non-Residential Projects, or Special Residential Projects under Section 7.0 of the Andover Zoning Bylaw, approval of any potentially nuisance generating facility with potential to impact any Land Use Area I receptor, the applicant shall be required to demonstrate to the Special Permit Granting Authority the unlikelihood of noncompliance with such Noise Limits and Standards, or that proper mitigation measures will be taken as a condition of permit issuance.

The Special Permit Granting Authority may, at its discretion, require pre-construction background sound level readings during the daytime, night time and weekend hours from the applicant at the time of the public hearing. Pre-construction background noise levels are to be recorded with a sound level meter by a professional trained in providing such documentation.

1.05 Special provisions.

Limitation of Construction Activity: Noise associated with Construction is only permitted between 7:00AM and 6:00PM on weekdays and 8:00AM to 6:00PM on Saturdays, unless otherwise approved by the Special Permit Granting Authority.

Noise associated with the following activities shall be exempted from the provisions of this bylaw:

- (a) Emergency Work or Emergency Vehicles.

- (b) Activities, other than construction, conducted in public parks and playgrounds, and on public or private school grounds so long as authorized by the appropriate jurisdiction including but not limited to school athletic and school entertainment events, and on church grounds, including but not limited to, bells or chimes.
- (c) Occasional outdoor gatherings, public dances, shows, and sporting entertainment events provided said events are conducted pursuant to a permit or license issued by the appropriate jurisdiction relative to the staging of said events;
- (d) The maintenance of real property (not Construction), such as temporary use of power tools and equipment such as lawn mowers, snow blowers, chain saws and similar equipment, provided said activities take place between the hours of 7:00 AM and 10:00 PM on any day. The use of snow blowers during an active snow storm shall be exempt.
- (e) Motor vehicle back-up alarms required for site safety.

1.06 Vibration Limits and Standards.

No party owning, leasing, or otherwise controlling a facility within the Town of Andover shall be allowed to:

1. Produce vibration which exceeds the combine-axis one-third octave band vibration accelerations of ANSI §3.29, Guide to the evaluation of human exposure to vibration in buildings. (Table one, as read in (meters/second)).
2. Produce sound levels in the 31.5 Hz octave band, and in lower bands, that exceed 65dB.
3. Exceptions: The above performance standards shall not apply to noise and vibration emitted during and associated with the following:
 - a. Parades, public gatherings, sporting or special short duration events.
 - b. Emergency, police, fire and ambulance vehicles.
 - c. Police, fire, and civil and national defense activities.
 - d. Temporary construction activity associated with a permitted facility, operating within normal daytime hours.

1.07 Prima facie violation.

Any measured noise exceeding the sound level standards as specified in Sections 1.03 Exterior Noise Standards shall be deemed to be prima facie evidence of a violation of the provisions of this Bylaw.

1.08 Penalties for violations.

- (a) Violations under this Noise Bylaw, in the discretion of the enforcing person, may be enforced by noncriminal disposition as provided in Chapter 40, Section 21D of the Massachusetts General Laws (“Section 21D”).
- (b) The penalty for a violation under 1.03 Exterior Noise Standards shall be a written warning for a first offense; \$100 for a second offense; \$200 for a third offense; and \$300 per offense, without limit, for each succeeding offense. Each day or part thereof shall constitute a separate offense.
- (c) Additionally under Section 1.03, at the discretion of the enforcing officer, all construction activities may be suspended following:
- (d) initial warning until the violation is cleared to the reasonable satisfaction of the enforcing officer, or Special Permit Granting Authority.
- (e) An enforcing officer investigating a violation of this Bylaw, or any rule or regulation adopted hereunder, shall give the offender a written notice for the noncriminal disposition thereof in accordance with the provision of Chapter 40, Section 21D of the Massachusetts General Laws. The provisions of Section 21D are incorporated by this reference.

1.09 Manner of enforcement.

- (a) The enforcing officer(s) may include the Andover Police, Town of Andover Building and/or Health Officials, as necessary.
- (b) Violations of this Chapter shall be prosecuted in the same manner as other violations of the Andover General ByLaws provided, however, that in the event of an initial violation of the provision of this bylaw, a written notice shall be given the alleged violator which specifies the time by which the condition shall be corrected. No complaint or further action shall be taken in the event the cause of the violation has been removed or fully corrected within the time period specified in the written notice.
- (c) In the event the alleged violator cannot be located in order to serve the notice of intention to prosecute, the notice as required herein shall be deemed to be given upon mailing such notice by registered or certified mail to the alleged violator at his last known address or at the place where the violation occurred in which event the specified time period for abating the violation shall commence at the date of the day following the mailing of such notice. Subsequent violations of the same offense shall result in the immediate filing of a complaint.

1.10 Severability.

The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision hereof.

The following explanation was submitted by Petitioner(s): Whereas the Town of Andover does not have such a bylaw, this proposed noise and vibration standards bylaw establishes exterior noise and vibration limits, guidelines, and enforcement to activities associated with the construction of Major Non-Residential Projects and Special Residential Projects as defined by Sections 10.00 and Section 7.0 Special Residential Regulations, of the Andover Zoning Bylaw. Specifically, this bylaw regulates outdoor sound amplifying equipment, motor vehicles, trucks, construction and demolition equipment, industrial and commercial sources of sound, and other manmade sounds that cause noise. It creates reasonable parameters to prevent excessive sound and vibrations, which may jeopardize the health, welfare, and safety of its citizens and/or degrade the quality of life.

Your Vote: Yes ___ No ___

The SELECT BOARD voted 4-1 to recommend disapproval.

On the petition of Jose Albuquerque and others

LAND ACQUISITION

ARTICLE 35. To see if the Town will vote to appropriate the sum of Four Million Twenty Five Thousand (\$4,025,000.00) Dollars for the acquisition of the land with the buildings thereon, and for costs related to such acquisition including but not limited to costs of demolition and removal of property from the buildings and land, such land and buildings being described as follows: The land with the buildings thereon known as a portion of 138 Chandler Road and a portion of Assessors Map 147, Lot 4, shown as Lot 1 on Page 1 of Plan of land entitled “Plan of Land in Andover, Mass., Prepared for the Town of Andover, Date: April 26, 2021, Scale: 1”=80’,” by Andover Consultants, Inc., which Plan is on file with the Town Clerk, containing 1,617,193 square feet, more or less, as shown on said Plan; the land with the buildings thereon known as 140 Chandler Road and Assessors Map 147, Lot 5, shown as Lot B-1 on Page 1 of said Plan, containing 79,196 square feet, as shown on said Plan; and the land known as 0 Cross Street and Assessors Map 170, Lot 1 and Map 170, Lot 2, shown as Lot 2 on Page 2 of said Plan, containing 239,375 square feet, more or less, as shown on said Plan, for municipal purposes, and for any other costs incidental and related thereto, and to authorize the Select Board to acquire such land with the buildings thereon, by gift, option, purchase or eminent domain, upon terms and conditions deemed by the Select Board to be in the best interest of the Town and to determine whether the amount appropriated by the Town under this Article shall be raised by taxation, transfer from available funds, borrowing, or otherwise provided, or to take any other action related thereto.

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Article 35 seeks to appropriate \$4,025,000 within the Capital Improvement Plan (CIP) for the purchase of approximately 44.41 acres at 138 and 140 Chandler Road. Known as the Park Family Property, purchase of this land would allow for a community process to develop a comprehensive multi-use community space, potentially to include multi-purpose athletic fields, walking trails, dog park, playground, pickleball, community gardens, picnic areas and outdoor education stations. This is a unique property for a number of reasons, including sufficient size to co-locate multiple uses at one site, existing road frontage, and abutting existing town and AVIS conservation land. The Town of Andover has completed appraisals as well as comprehensive environmental studies on the property. The October 2020 report from CDM indicated that there was no negative environmental impact from the farming activities or the adjacent Ledge Road landfill on this property.

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Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The PLANNING BORD voted 3-0 to recommend approval.
The CONSERVATION COMMSSION voted 7-0 to recommend approval.

On request of the Town Manager

**AMENDMENT OF OPEN SPACE LAND ACQUISITION
BONDING APPROPRIATIONS**

ARTICLE 36. To see if the Town will vote to appropriate \$1,215,270.75 to pay costs of acquiring all or any portion of certain additional listed parcels of real property or interest in such real property for conservation and open space purposes under the provisions of Chapter 40, Section 8C of the Massachusetts General Laws, and for expenses incidental or related thereto, together with any buildings that may be thereon, consisting of the acres, more or less, of land above or below water or both together with all flowage and other rights and easements which may exist, which parcels are described as follows:

2014 List of Approved Open Space Parcels

<u>Assessors Map</u>	<u>Lot</u>	<u>Address</u>	<u>Acreage</u>
183	11	83 Lowell Junction Road	3.08
123	30	25 Willard Circle	1.48
123	31	23 Willard Circle	0.90
125	2	57R River Road	7.80
24	4	12 Woodland Road	35.46
24	7	22 Woodland Road	24.60
24	8	28 Woodland Road	9.40
24	9	Woodland Road	8.93
24	10	Woodland Road	7.67
25	12	50 Woodland Road	14.67
25	30	74 Salem Street	18.00
25	44	Route 125	1.88
25	45	Route 125	10.60
25	45A	Route 125	3.56
95	1	141 Abbot Street	53.04

2020 List of Open Space Parcels To Be Added

<u>Assessors Map</u>	<u>Lot</u>	<u>Address</u>	<u>Acreage</u>
72	1	18 Red Spring Road	1.40
72	2	Red Spring Road	0.33
138	23	204 Andover Street	1.04
159	10A	Lowell Junction Road	3.00
159	10	Lowell Junction Road	1.00
158	1	Tewksbury Street	5.00
74	95	Lupine Road	0.10
158	2	Tewksbury Street	2.22
158	8	84 Tewksbury Street	3.50
158	8C	86 Tewksbury Street	1.04
182	4	92 Tewksbury Street	4.38
182	5	4 Pine Cone Lane	1.03
182	5B	3 Pine Cone Lane	1.10
10	4A	15 Tucker Road	10.00
54	14	20 Stevens Street	3.44
54	13T	10 Stevens Street	6.62
54	48A	81 Gradall Lane	2.45
54	48	Essex Street	0.53
60	4B	320 South Main Street	12.80
60	4C	3 West Knoll Road	5.62
60	4D	320 South Main Street	2.01
73	17A	St. Augustine Cemetery	18.87
55	27	Essex Street	0.21
25	43	Route 125	1.00
228	4D	439 River Road	11.80

And

(i) to authorize the Select Board and Conservation Commission to acquire the property or interest in the property described herein by gift, purchase, or eminent domain, and to use such funds to acquire all or any portion of such real

property or interest in such real property for conservation and open space purposes under the provisions of Chapter 40, Section 8C of the Massachusetts General Laws on terms and conditions they deem to be in the best interest of the Town,

(ii) to meet this appropriation, (a) the Treasurer, with the approval of the Select Board, is hereby authorized to borrow \$1,200,000 and premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and (b) \$15,270.75, representing unexpended proceeds of bonds issued in December 2004 to fund a land acquisition project that is now complete or abandoned and for which no further liability remains, is hereby authorized to be transferred; and

(iii) to rescind the authorized yet unissued balances of (a) \$800,000 appropriated under Article 12 of the 2001 annual town meeting, as amended by Article 56 of the 2014 annual town meeting for land acquisition, and (b) \$400,000 appropriated under Article 23 at the 2002 annual town meeting for land acquisition; or take any other action related thereto.

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This article seeks to update Article 56, passed at 2014 Annual Town Meeting, which authorized funds to purchase identified parcels that would enhance the Town’s open space inventory and trail network. This article rescinds the previous authorization and re-appropriates the approved open space land acquisition bond authorizations originally passed at Town Meeting in 2001 and 2002, in the amount of \$1,215,270.75. Since 2014, AVIS has acquired two of those parcels: 26 acres of the former Franciscan land along the Merrimack River and 11 acres, formerly owned by Tisbert along the Shawsheen River. Town funding authorizations were not used for either of those acquisitions and are still available. The Open Space Task Force was reconvened and held its first meeting in November 2020. Its initial focus has been on updating the 2014 list by protecting and improving access to the Shawsheen River. More than 75% of the new parcels are along the Shawsheen River. In many cases, the Town hopes to acquire just a small portion of the parcel listed. The Town has reached out to the owners of all parcels on this list to inform them of the Town’s potential interest. No property will be pursued without the consent of the property owner. This article repurposes funds that have already been authorized by previous Town Meeting votes. No additional funds are requested in this article.

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Your Vote: Yes ___ No ___

- The SELECT BOARD voted 4-0-1 to recommend approval.**
- The FINANCE COMMITTEE voted 9-0 to recommend approval.**
- The PLANNING BOARD voted 4-0 to recommend approval.**
- The CONSERVATION COMMISSION voted 6-0 to recommend approval.**
- The OPEN SPACE TASK FORCE voted 7-0 to recommend approval.**

On request of the Open Space Task Force

**GENERAL BYLAW AMENDMENT – OUTDOOR DINING
OR RETAIL LICENSE BYLAW**

ARTICLE 37. To see if the Town will vote to amend the General Bylaws of the Town Article XI Section 9, as follows:

OUTDOOR DINING OR RETAIL LICENSE BYLAW

SECTION 1 - LICENSE

Section 1.1 Purpose, Scope, Authority

The purpose of this bylaw is to provide for the licensing on public property of outdoor dining areas and the placement of retail furniture, products and/or fixtures of appropriate design, configuration, and appearance that will be an amenity to the Town during the spring, summer and fall. The Select Board may issue annual outdoor dining and retail licenses which shall be for or within the period from March 1 to November 30. Licenses shall be valid for one season and must be renewed annually. If a licensee previously issued an outdoor dining or outdoor retail license by the Select Board wishes to renew that license for activities substantially identical to those previously licensed, the Town Manager may issue the renewal license without action by the Select Board, provided the licensee submits all necessary materials required for renewal.

Section 1.2 Conditions of the License

The Select Board shall impose such conditions on each license as the Board determines to be appropriate and in the best interest of the Town. License fees shall be established by the Select Board. The Select Board may also make such

regulations governing the outdoor dining or retail licenses as the Board considers to be necessary or appropriate to carry out the purposes of this bylaw.

Section 1.3 Design and Appearance

The outdoor dining placement of tables and chairs containing nine (9) or more seats shall be separated from their surroundings by a perimeter fence or barrier. No such fences or barriers may damage the public property. Perimeter treatments, umbrellas, furniture and trash receptacles shall be supplied by the licensee and shall be maintained in a safe and sanitary manner by the licensee. All trash receptacles shall be covered and trash removed nightly. All perimeter treatments, umbrellas, furniture and trash receptacles placed by the licensee must be removed at the end of each season.

Section 1.4 Pedestrian and Wheelchair Passage

In no event shall the placement of furniture, fixtures, products, umbrellas, perimeter fences or barriers create a pedestrian or wheelchair passage width of less than what is required by 521 CMR.

Section 1.5

Outdoor food preparation shall not be allowed unless approved by the Board of Health in accordance with its procedures and regulations.

Section 1.6 Other Licenses and Approvals

Approval of an outdoor dining or retail license shall not be construed as an approval of any other license or an approval for the alteration or extension of premises where alcoholic beverages are served. The serving or consumption of alcohol outside of premises duly licensed for the service of alcohol is expressly forbidden unless approved by the Select Board.

Section 1.7 Temporary Seating

Due to the seasonal and temporary nature of outdoor dining areas, the seating allowed by an outdoor dining license will not be considered an increase in the number of seats serving a business establishment, and will not be counted toward any off-street parking requirement.

SECTION 2 – SUBMISSION AND APPROVAL OF APPLICATION

Section 2.1 Filing Procedure

Application for an outdoor dining or retail license shall be made to the Select Board and a copy shall be submitted to the Inspector of Buildings, Board of Health, Andover Fire Rescue and the Andover Police Department for their reviews. When located within the General Business and Mixed Use Zoning Districts, the applicant shall consult with the Design Review Board prior to seeking a license. Each application will include the name, address and telephone number of the business owner, the proposed dates and times of operation, and a plan meeting the requirements of Section 2.2 below. The application shall be signed by the owner of the building or owner's representative or attorney.

Section 2.2 Plan Requirements

A neatly drawn scaled plan and seven (7) copies shall be submitted with the application depicting the precise dimensions and location of the temporary and seasonal placement of outdoor dining areas and placement of retail furniture and fixtures; the arrangement of furniture, perimeter fencing, umbrellas, and any other obstruction, and the width of sidewalk/parking space/other public area to be used, and a description of the area available for pedestrian and wheelchair passage. The plan will also include a written description of the colors and materials to be used. Photographs or samples of proposed furniture and materials shall be provided upon request of the Select Board or Design Review Board.

Section 2.3 Insurance

The licensee shall carry or require that there be carried Workers' Compensation Insurance for all employees and those of its contractors and/or subcontractors engaged in work at the business or dining facility, in accordance with the State Workers' Compensation Laws. The licensee shall, prior to the issuance of the license, furnish a certificate of insurance with associated endorsements to the Town evidencing coverage for all insurance required by the Town. In addition, the licensee shall carry Commercial General Liability Insurance and, if applicable, liquor liability insurance, to cover the licensee and its contractors and subcontractors against claims due to accidents which may occur or result from operations under the license. Such insurance shall cover the use of all equipment related to the provision of temporary and seasonal outdoor services. The Commercial General Liability Policy shall insure against all claims and demands for bodily injury and property damage with respect to the temporary and seasonal outdoor dining facilities and retail services, and shall be in such form and amount as determined by the Select Board. The Town shall be named as an "additional insured" in all policies for such insurance. All insurance policies shall be primary and noncontributory and shall contain a waiver of subrogation in favor of the Town. The licensee (and their heirs, successors and assigns in interest) shall also agree to hold harmless, defend and indemnify the Town of Andover and its employees and agents from any responsibility, liability and claims arising out of or related to the operations under the license. Where such insurance is renewed or replaced the licensee shall furnish the Town with a certificate of insurance and endorsements evidencing the same.

Section 2.4 Approval

The Select Board may approve an outdoor dining or retail license after determining that the design and location is suitable to its environs, and that all other requirements of the license have been met. The Select Board shall consider any comments made by the Inspector of Buildings, Board of Health, Andover Fire Rescue, Andover Police Department, Planning Division or the Design Review Board prior to rendering a decision.

Upon approval of an outdoor dining or retail license by the Select Board, the owner and operator of the business and the Select Board shall sign a License Agreement prepared for these purposes by Town Counsel and shall pay any applicable license fee prior to the commencement of any activities under the license.

SECTION 3 – SEVERABILITY

Section 3.1

If any provisions, paragraphs, sentence, or clause of this bylaw shall be held invalid for any reason, all other provisions shall continue in full force and effect; or take any action related thereto.

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The purpose of this article is to update the bylaw to allow for additional outdoor uses on public property. Given the recent success of outdoor dining on public property, this article will allow outdoor dining on certain public property where a license is issued after conditions are met, expand the operative season from March 1st to November 30th, allow retail establishments to use certain public property where a license is issued after conditions are met, and expand the zoning districts in which a license can be issued.

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Your Vote: Yes ___ No ___

The SELECT BOARD voted 5-0 to recommend approval.
The PLANNING BOARD voted 5-0 to recommend approval.

On request of the Planning Board

AMEND ANDOVER ZONING BYLAW ARTICLE VIII

ARTICLE 38. To see if the Town of Andover will vote to amend Section 3.2.1 to the Andover Zoning Bylaw, Article VIII and amend the Andover Zoning Bylaw, Article VIII, Section 3.1.3 Table of Use Regulations Appendix A Table 1, and Section 10 Definitions by adding the following:

Amend Section 3.2.1 Specific Accessory Uses by adding a number 6 to read as follows:

6. Temporary and Seasonal Placement of Tables and Chairs and Retail Fixtures

A permitted commercial structure may place tables and chairs or retail fixtures and products on public or private property for the convenience of patrons as a use incidental and accessory to a permitted food or retail sales establishment where the principal activity is the service or sale of food for consumption on or off the premises, or the retail sale of merchandise. An application for temporary and seasonal placement of tables and chairs or for retail fixtures on private property shall be made to the Building Division on an annual basis and a copy shall be submitted to the Board of Health and Public Safety Officer for their respective reviews. The annual permit shall be issued by the Inspector of Buildings for or within the period from March 1st to November 30th. An application for public property placement shall be made in accordance with the General Bylaw Article XI Section 9 Outdoor Dining or Retail License Bylaw and Regulations.

Amend Section 10 Definitions by deleting Temporary and Seasonal Placement of Tables and Chairs and replacing it with Temporary and Seasonal Placement of Tables and Chairs and Retail Fixtures and further amend the definition to read as follows:

TEMPORARY AND SEASONAL PLACEMENT OF TABLES AND CHAIRS AND RETAIL FIXTURES

The temporary and seasonal placement of tables and chairs or retail fixtures and products outside a permitted commercial structure for the convenience of patrons as a use incidental and accessory to a permitted food or retail sales establishment where the principal activity is the service or sale of food for consumption on or off the premises, or the retail sale of merchandise. Outdoor tables and chairs or retail fixtures shall not interfere with pedestrian access or access for emergency purposes.

Amend Appendix A Table 1 F.8 by replacing “Temporary and seasonal placement of tables and chairs” with “Temporary and seasonal placement of tables and chairs and retail fixtures,” and further amend BA to Y:

F. Accessory Uses (See Section 3.2)	SRA	SRB	SRC	APT	LS	OP	GB	MU	IG	IA	ID	ID2
8. Temporary and seasonal placement of tables and chairs and retail fixtures	N	N	N	N	Y	N	Y	Y	Y	Y	Y	Y

or take any action related thereto.

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The purpose of this article is to update the zoning bylaw to allow for additional outdoor uses on private property. This article will allow for a permit to be issued by the Inspector of Buildings with public safety review, expand the operative season from March 1<sup>st</sup> to November 30<sup>th</sup>, allow retail establishments to apply for a permit and expand the zoning districts in which a permit can be issued.

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Requires a two-thirds (2/3) vote

Your Vote: Yes <input type="checkbox"/> No <input type="checkbox"/>

The SELECT BOARD voted 5-0 to recommend approval.
The PLANNING BOARD voted 5-0 to recommend approval.

On the request of the Planning Board

SECTION V
LETTERS FROM THE CHAIRS



TOWN OF ANDOVER

36 Bartlet Street
Andover, MA 01810
(978) 623-8215
www.andoverma.gov

April 30, 2020

To the Andover Community:

Last summer, when my term as Select Board Chair began, there was a growing sense of hope in our community that the spread of COVID-19 was slowing. Case counts were down, businesses had re-opened, and residents were emerging from their homes to shop and enjoy outdoor dining along Main Street. Now, after a harrowing fall and winter resurgence of the virus, we are again seeing hope return to Andover — this time buoyed by the availability of the vaccine and a sense that things truly are beginning to return to normal. Throughout this long period, two things have remained constant: our community’s resilience, and our Town’s commitment to serving its residents, businesses and visitors.

From the start of the pandemic, Andover’s response has been laser-focused on helping residents and businesses navigate this unprecedented time. Elder Services doubled its Meals on Wheels Program, the Recreation and Youth Services Divisions reimaged their programming, the Facilities and IT Departments helped schools implement a hybrid learning plan...the list goes on. At Town Offices staff quickly mobilized an outdoor customer service center to safely conduct transactions with the public. This unique service option was well received and we are excited to explore ways to continue this model of “one-stop-shopping” moving forward.

The pandemic has also afforded us the opportunity to look at our downtown differently. To support our businesses, Town staff quickly developed options and the Select Board approved policies to expand opportunities for restaurants to place tables and serve customers on downtown streets and on private property. The response was overwhelming: residents and visitors flocked to downtown Andover to dine in creative outdoor spaces, enjoying flower baskets, strings of lights, and the historic beauty of downtown. What began as a response to indoor restrictions has now become the new standard for warm-weather dining in Andover.

After several postponements, the 2020 Annual Town Meeting was ultimately held as a one-day outdoor meeting in September in order to mitigate the risks of COVID-19. Under a tent spanning 80,000 square feet, voters authorized the Town to sell 11 Lewis Street (the Old Town Yard), a landmark vote allowing Andover to move forward with the development of the Historic Mill District. Town Meeting also approved Community Choice Aggregation, allowing the Town to participate in a state-regulated program to purchase energy on behalf of Andover residents and most small businesses, and to provide vetted options so that residents can choose local sources of renewable power at competitive prices. This alternative electricity supply will offer consumers both protections and savings, while also supporting Andover’s sustainability goals.

Nothing has been more important to the Select Board during the past year than our ongoing work to make Andover a more inclusive and welcoming community. Our commitment is reflected in the Board’s adopted goals for 2020-2021, which include a range of objectives focused specifically on diversity, equity, and inclusion. In addition to conducting a town-wide survey and appointing a new Commission on Diversity, Equity and Inclusion, during the past year the Town engaged with a consultant to host 23 focus groups reflecting a variety of constituencies of residents, business owners, and town employees in order to assess Andover’s cultural and racial climate. The final report from these activities will serve as an important guide to understanding all aspects of our Town’s future program of work. We all look forward to continuing this collaborative process.

Financially, Andover remains committed to addressing the greatest challenge posed to its long-term financial stability: our unfunded pension liability. After a series of reforms during recent years, including the successful establishment of a first-of-its kind program of employee contributions to unfunded liabilities, Andover is well-positioned to take the next step toward fully funding our pension fund. The Select Board is confident that the Town Manager's proposed Integrated Financing Plan will successfully solve an issue that, while not unique to Andover, can no longer be left unaddressed.

On behalf of the Select Board, I would like to express our deep appreciation to the Town Manager, his administrative team, Department and Division heads, and all our employees throughout the organization who have worked so tirelessly and creatively during the pandemic to keep the Town moving forward in such a positive direction. We are also grateful for the hard work and remarkable fortitude of the School Department during a year filled with unprecedented pandemic challenges. From our dedicated Town and School employees to our engaged residents and talented volunteers, we are lucky indeed to play a role in our Town's governance. As we look ahead to Andover's 375th celebrations, the motto chosen by the Anniversary Committee seems particularly apt: "Andover Thrives at 375."

Sincerely,

Annie Gilbert, Chair
Andover Select Board



ANDOVER PUBLIC SCHOOLS

36R Bartlet Street
Andover, MA 01810
(978) 247-7010

SCHOOL COMMITTEE

Shannon I. Scully- Chairperson
Susan K. McCready- Vice Chairperson
Lauren M. Conoscenti, Ph.D.
Paul Murphy
Tracey Spruce, Esq.

Claudia L. Bach, Ed.D
Interim Superintendent

To the Andover Community,

May 3, 2021

At the outset, the School Committee wants to thank Andover parents, guardians and students for your partnership in what has been a difficult year for our schools, community and world. We also want to recognize the tremendous work of Andover teachers, instructional assistants, administrators, administrative assistants, bus drivers and coordinators, crossing guards, custodians, facility managers, food service workers, health and public safety personnel, HVAC experts, IT professionals, nurses, psychologists, principals, program coordinators, therapists, social workers and other staff – in both Town and School organizations – who have come together to support Andover students over this past year. It is not hyperbole to say that for most in our schools, it has been the hardest year of their careers, and we are thankful for the creativity, grit and patience that allows us to persevere through such trying times.

In preparation for fiscal year 2022 (FY22), the School Committee has developed and will recommend for approval by voters at Town Meeting an operating budget of \$92,593,452, which represents a 3.75% increase over the previous year. This is the lowest percent increase in a school department budget since FY16, and the budget has a favorable recommendation from the Town Manager, Select Board and Finance Committee.

More than 80 pages of detail can be found in the Andover Public Schools FY22 Preliminary Budget Book available at www.aps1.net/budget. As a summary, the budget includes these important components:

Staffing and Collective Bargaining. As in most school districts, the operating budget is heavily driven by personnel costs, which make up about 82% of FY22 spending. One of the major drivers for FY22 is step and track changes which account for approximately \$1.3 million of the budget increase. Collective bargaining agreements with several unions, including Andover teachers, are beyond expiration. The Committee has been negotiating new agreements with these unions for more than a year, and though final costs remain undetermined, FY22 includes funding to support fair and responsible settlements.

Support for Pandemic Health & Safety. The FY22 budget provides for continued spending in important areas of health and safety, and allows flexibility for evolving circumstances, including work to bring all students back to typical in-person learning. As with FY21, there is an expectation that funding for COVID-related items will come from grants in addition to the operating budget. Continued expenditures are expected in the areas of personal protective equipment and cleaning supplies and, importantly, HVAC costs have increased by more than \$400,000 per year in order to provide appropriate ventilation of school buildings.

State Aid (Chapter 70 Funding). Andover is one of the 78% of Massachusetts districts receiving only the minimum increase in Chapter 70 state aid in FY22, which is \$30 per student or \$168,840. Available state funding has been impacted by the pandemic, which has also delayed implementation of significant portions of the Student Opportunity Act, passed in November 2019 to update the complex state formula by which local school districts receive aid for education.

Full-Day Kindergarten Tuition Offset. Starting with the 2020/2021 school year, families are no longer charged tuition for their children to attend full-day kindergarten (FDK) in Andover. This decision was made prior to the COVID pandemic, and the school department expected the loss in tuition revenue to be covered by the normal and expected benefit in the state aid formula for changing from half-day to FDK. Instead, with Andover Chapter 70 aid being at an unexpected and minimal level for FY22, \$306,098 of FDK staff salaries will be paid from the FY22 operating budget and approximately \$400,000 from funds carried over from the FDK revolving account.

Mitigating Student Learning Gaps. Similar to other districts across the country, Andover intends to place a strong emphasis on regaining learning loss that came as a result of the pandemic. The district has developed a thoughtful approach to targeted investments in the FY22 budget to best support student learning. First, existing staff will be maintained in order to keep student-to-teacher ratios as low as practicable, and allow the district to absorb any students returning to APS from homeschool or private school programs. Second, the budget adds 3.0 FTEs in music teachers which will impact each level of learning (K-12) and provide scheduling flexibility to increase time on learning for core subjects, particularly in middle schools. There is currently a reliance on shared band/orchestra/chorus (BOC) teachers across schools and between levels, creating significant constraints on class schedules. By adding more teachers in this area, the middle school schedule will have flexibility to add learning time for core subjects (math, ELA, science and/or social studies), the high school will be able to add to its course of studies, and elementary schools will be able to provide equity across schools by bringing BOC into the school day, rather than as an extra-curricular activity.

Additional Budgetary Adjustments. The budget also includes increases in hours for limited existing staff, bringing a high school guidance counselor from 0.6 to 1.0 FTE, and (following a successful pilot program) two elementary math coaches from 0.5 to 1.0 FTE each. Also added is a full-time school nurse for West Elementary, at least a portion of which we expect to be subsidized through COVID grant money in the near-term. In order to offset these and other increases, the budget recognizes savings in the areas of out-of-district special education tuition expenses (plus \$332,342 shifted to circuit breaker revenue), athletics (\$50,000), custodial overtime (\$15,000), and transportation (\$10,000). Additionally, the budget anticipates savings of approximately \$50,000 from staff turnover and replacement of experienced retirees at the top of the pay scale with newly hired staff at the other end of the pay scale.

Building Projects. Separate from the operating budget, there are two articles on the Town Meeting warrant that help improve school facilities. First, in Article 15, the Town has an opportunity to approve funding for the construction of a new West Elementary and Shawsheen Preschool facility to replace two school buildings long past their useful lives. This project has partnership with the Massachusetts School Building Authority (MSBA) program, which will offset more than \$38 million of the \$152 million total cost, for an effective reimbursement rate of 25.4%. Second, in Article 20, Town Meeting will consider reallocating approximately \$1.2 million left from the Bancroft construction project to continue work on improving the overcrowding conditions at Andover High School. The reallocation proposed in this article would have no cost to taxpayers, and would allow refinement of options with community input toward schematic design. Any additional expenses – such as funding for an addition, renovation or new construction – would come back to Town Meeting at a later date.

On July 1, 2021, Andover will welcome Dr. Magda Parvey as the new Superintendent of Schools. We are looking forward to her leadership and we extend thanks to the two Superintendents, Shelley Berman and Claudia Bach, who guided the district through this past school year. Most importantly, the Committee thanks the Andover community for their continued support of the school budget and their strong commitment to Andover Public Schools and our students.

Sincerely,

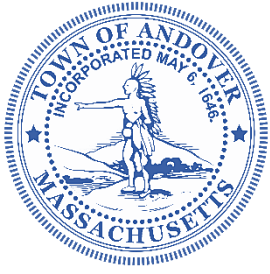


Shannon Scully, Chairperson
Andover School Committee

SECTION VI

TOWN OF ANDOVER

2020 ANNUAL REPORT SUMMARY



TOWN OF ANDOVER

TOWN MANAGER'S OFFICE
36 BARTLET STREET
ANDOVER, MA 01810
(978) 623-8200
WWW.ANDOVERMA.GOV

Andrew P. Flanagan
Town Manager

May 7, 2021

Fellow Residents:

I am pleased to submit my annual letter to the community as I prepare to begin my seventh year as Town Manager this fall. The Annual Report provides me with the opportunity to reflect on the past year and consider the organization's performance and its responsiveness to the changing demands of our community.

Andover's ability to meet the everchanging needs of our community was on full display this past year. The pandemic presented historic challenges and required Town leadership to reimagine how we provide even the most basic services. My commitment to remaining open and available to the public throughout the pandemic remained paramount and drove the decision-making process over this past year. Andover Town employees rose to the challenge and I could not be prouder of the men and women who work for our organization.

Whether the challenge came in the form of a gas disaster or a pandemic, the goals for our organization have remained unchanged. The entire team remains focused on our mission and continues to provide exceptional services while demonstrating creativity in developing effective solutions. I continue to appreciate and value the Select Board's leadership and the community's support as we work together to move Andover forward.

The process of reimagining Town services strengthened our partnership with the business community. The Town was able to mobilize quickly and approve expanded outdoor dining opportunities by dedicating space on Main Street and throughout the community. This new dynamic created a vibrant downtown during the summer and into the fall and it was amazing to watch the community come together to support our restaurants and local businesses. This partnership with the business community was recognized by the Massachusetts Municipal Association as a best practice for meeting the business-related challenges created by the pandemic. Moving forward, I am excited for outdoor dining to remain a staple of downtown and a seasonal tradition.

It is no secret that our downtown is the heart of our community and brings us together for special occasions. While outdoor dining changed the atmosphere throughout the summer and fall months, we were able to make a statement with holiday lighting beginning in November and throughout the holidays. While we were unable to come together in-person this past year, we made every effort to create a true sense of place for our community. I look forward to resuming many of our Town traditions later this year. I want to thank our team at the Department of Public Works for skillfully caring for our downtown over this past year and maintaining it as a welcoming space for both residents and visitors.

At our 2020 Annual Town Meeting, which was held in September of 2020, a major milestone was met for the development of the Historic Mill District. With nearly unanimous support, Town Meeting voted to authorize the Town to move forward with the sale of the Old Town Yard and solicit proposals to re-develop this property. Through a community authored process, we issued a request for proposals and received nine responses from the development community. The Town Yard Selection Committee will meet over the next several months and evaluate the proposals based on criteria that captures the community's vision for this area. I want to thank Town Clerk and Chief Strategy Officer Austin Simko and Land Use and Planning Director Paul Materazzo, as well as the hundreds of residents that participated in the process that led us to this point.

In addition to the focus on downtown and the Historic Mill District, the Town Manager and Select Board's goals for this past year have included developing a funding plan for the Town's unfunded pension liability, continuing to make forward progress on our capital projects and reaffirming our commitment to open space, sustainability and

diversity, equity, and inclusion. I am pleased to report that we have made progress in all these areas. We have developed an Integrated Financing Plan that provides a solution for funding our pension liability and the construction of a new West Elementary and Shawsheen Preschool. The plan is sensitive to the impacts to the taxpayer and considerate of future priorities that will need to be considered in the coming years. I am hopeful that residents will vote to approve both the pension funding plan and the construction of the new schools at the Annual Town Meeting on June 5th and at the ballot box on June 15th.

This spring we have moved into the newly renovated and expanded Robb (Senior) Center. This space will provide Elder Services with the opportunity to expand programming and to better serve and meet the needs of our senior community. In June, we expect to begin moving into the new BallardVale Fire Station which will be named in honor of the late Fire Department Chief William Downs. The new station provides the space necessary to ensure that Andover Fire Rescue can provide equitable services throughout the community for future generations. In addition to these two major building projects, work will soon begin on physical improvements to the Town Offices building. These improvements will ensure accessibility compliance throughout the building, expand public meeting spaces, and create a customer service center that will be unique to Andover.

We will soon begin a master planning process for the Shawsheen River. This work will provide us with a roadmap for future improvements, including potential river crossings and access points, along the river. The design process for the public access way to the Merrimack River continues with the goal of beginning construction later this year. This access way will provide the public with direct access to the Merrimack River and enhance recreational opportunity along the river.

This past year was our first full year of having a Sustainability Coordinator. The results of adding this resource have been immediate and positive, with two currently pending Municipal Vulnerability Program (MVP) grants, and a successful award of a tree management grant from the Department of Conservation and Recreation. The Sustainability Coordinator has been instrumental in advancing the priorities of the Andover Green Advisory Board, including Community Choice Aggregation which was approved at the 2020 Annual Town Meeting.

At the forefront of our work this past year has been an organizational commitment to becoming a community that embodies the values of diversity, equity and inclusion. Over the past year, close to 2,000 residents engaged in a community assessment process that was designed to evaluate Andover's areas for improvement and make recommendations for how we can most effectively move forward. I appointed Andover's first Commission on Diversity, Equity and Inclusion this winter and it will be charged with analyzing the results of the assessment and making recommendations for how we can best implement the necessary actions to make Andover the most inclusive community that it can be. I want to thank Jemma Lambert, Director of Community Services, who has gracefully led this process and community discussion over the past year.

To help guide our work to be a more inclusive Andover, we have spent the last ten months assessing Andover's racial and cultural climate. This work has involved thousands of survey responses, over two dozen focus group conversations, and countless hours of work from staff and volunteers. This process will guide us moving forward. It is incumbent on us all to play a role in this, and I look forward to being a part of it.

I want to thank the members of the Select Board for their partnership in this work. Their leadership and confidence have served as a compass for our Town. My gratitude extends to our employees: through their dedication and creativity, we are able to thrive as an organization and community. It is a pleasure to lead such a capable and competent team that is extraordinarily focused on serving the community well.

To the community, I am grateful for your continued partnership and support. It remains my honor to serve as your Town Manager and I look forward to continuing to work together to move Andover forward.

We have accomplished a great deal over the last year, and the next year will surely allow us to capitalize on our momentum and the shared belief that together we will keep moving Andover forward.

Sincerely,

Andrew P. Flanagan
Town Manager

Town of Andover								
Combined Balance Sheet - All Fund Types and Account Groups								
as of June 30, 2020								
(Unaudited)								
	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
ASSETS								
Cash and cash equivalents	25,600,126.89	23,521,602.87	25,522,867.04	7,837,365.73	11,327,705.42	27,324,456.28		121,134,124.23
Investments								0.00
Receivables:								
Personal property taxes	281,106.07							281,106.07
Real estate taxes	1,916,554.01							1,916,554.01
Deferred taxes	316,708.33							316,708.33
Allowance for abatements and exemptions	(2,832,013.58)							(2,832,013.58)
Special assessments	2,277.80			3,433,197.39				3,435,475.19
Tax liens	2,593,869.17							2,593,869.17
Tax foreclosures	259,091.68							259,091.68
Motor vehicle excise	609,609.37							609,609.37
User fees				2,167,904.52				2,167,904.52
Utility liens added to taxes				47,321.02				47,321.02
Departmental						4,807.92		4,807.92
Other receivables	347,479.81			645,491.41	1,497,571.96	57,154.23		2,547,697.41
Amounts to be provided - payment of bonds							108,745,619.00	108,745,619.00
Total Assets	29,094,809.55	23,521,602.87	25,522,867.04	14,131,280.07	12,825,277.38	27,386,418.43	108,745,619.00	241,227,874.34
LIABILITIES AND FUND EQUITY								
Liabilities:								
Warrants payable	1,317,099.73	317,119.50	478,181.34	210,556.46	181,417.50	144,736.60		2,649,111.13
Accrued payroll and withholdings	6,560,950.47	150,170.50						6,711,120.97
IBNR					1,825,391.00			1,825,391.00
Other liabilities	10,404.31	191,069.41		10,395.67				211,869.39
Agency Funds						608,795.98		608,795.98
Deferred revenue:								
Real and personal property taxes	(634,353.50)							(634,353.50)
Deferred taxes	316,708.33							316,708.33
Special assessments	2,277.80			3,194,755.62				3,197,033.42
Tax liens	2,593,869.17							2,593,869.17
Tax foreclosures	259,091.68							259,091.68
Motor vehicle excise	609,609.37							609,609.37
User fees				2,453,666.91				2,453,666.91
Other receivables	347,479.81			645,491.41		57,154.23		1,050,125.45
Bonds payable							108,745,619.00	108,745,619.00
Notes payable			3,416,000.00					3,416,000.00
Total Liabilities	11,383,137.17	658,359.41	3,894,181.34	6,514,866.07	2,006,808.50	810,686.81	108,745,619.00	134,013,658.30
Fund Equity:								
Reserved for encumbrances	1,490,231.98	8,399,104.82	15,292,436.98	550,233.06	193,152.45			25,925,159.29
Reserved for continuing appropriations	55,708.24			596,000.51				651,708.75
Reserved for COVID-19 deficit		112,311.39						112,311.39
Reserved for debt service	453,579.57							453,579.57
Undesignated fund balance	15,712,152.59	14,351,827.25	6,336,248.72		10,625,316.43	26,575,731.62		73,601,276.61
Unreserved retained earnings				6,470,180.43				6,470,180.43
Total Fund Equity	17,711,672.38	22,863,243.46	21,628,685.70	7,616,414.00	10,818,468.88	26,575,731.62	0.00	107,214,216.04
Total Liabilities and Fund Equity	29,094,809.55	23,521,602.87	25,522,867.04	14,131,280.07	12,825,277.38	27,386,418.43	108,745,619.00	241,227,874.34

TOWN OF ANDOVER, MASSCHUSETTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
FOR THE FISCAL YEAR ENDING JUNE 30, 2020

	General Fund	Water Enterprise	Sewer Enterprise	Capital Projects	Special Revenue	Internal Service	Expendable Trusts	Total
Revenues								
Motor Vehicle Excise	5,962,009	-	-	-	-	-	-	5,962,009
Meals Taxes	601,416	-	-	-	-	-	-	601,416
Hotel Motel Taxes	1,807,513	-	-	-	-	-	-	1,807,513
Penalties and Interest on Taxes and Excises	557,100	-	-	-	-	-	-	557,100
Payments in Lieu of Taxes	422,306	-	-	-	-	-	-	422,306
Fees	60,489	-	-	-	-	-	-	60,489
Charges for Services - Water	-	8,938,892	-	-	-	-	-	8,938,892
Charges for Services - Sewer	-	-	4,159,628	-	-	-	-	4,159,628
Departmental Revenue - School Medicare	190,256	-	-	-	-	-	-	190,256
Other Departmental Revenue	750,817	-	-	238,048	8,039,350	-	8,586,988	17,615,203
Utility Liens	-	77,838	54,676	-	-	-	-	132,514
Licenses and Permits	3,206,452	-	-	-	-	-	-	3,206,452
Special Assessments	1,247	-	769,991	-	-	-	-	771,238
Fines and Forfeits	232,746	-	-	-	-	-	-	232,746
Investment Income	1,129,174	68,379	43,564	296	3,591	73,114	700,043	2,018,161
Other								
Intergovernmental	13,926,749	-	5,586	291,953	7,444,925	-	-	21,669,213
Real/Personal Property Taxes	150,309,422	-	-	-	-	-	-	150,309,422
Tax Titles	224,975	-	-	-	-	-	-	224,975
Offset								
Recreation	390,434	-	-	-	-	-	-	390,434
Elder Services	148,998	-	-	-	-	-	-	148,998
Rentals	66,912	-	-	-	-	-	-	66,912
Off Duty Admin Fee	60,483	-	-	-	-	-	-	60,483
Cemetery Internment Fees	58,964	-	-	-	-	-	-	58,964
Ambulance Fees	1,357,804	-	-	-	-	-	-	1,357,804
Bond Premium & Debt Paydown Proceeds	-	-	-	849,000	1,824	-	-	850,824
Trust Fund and other	-	-	-	-	-	21,731,243	-	21,731,243
Total Revenues	181,466,265	9,085,109	5,033,445	1,379,297	15,489,690	21,804,357	9,287,031	243,545,195
Expenditures								
General Government	8,617,973	-	-	1,006,620	1,723,187	-	37,465	11,385,245
Community Services	2,165,290	-	-	11,877	1,425,403	-	8,246	3,610,817
Facilities	3,488,531	-	-	6,505,856	298,416	-	1,530	10,294,333
Public Safety	17,373,450	-	-	1,072,888	202,714	-	5,988	18,655,041
Water Enterprises	-	5,372,305	-	5,096,987	-	-	-	10,469,292
Sewer Enterprise	-	-	2,624,365	552,659	-	-	-	3,177,024
Public Works	8,761,776	-	-	1,824,518	3,758,994	-	-	14,345,287
Library	2,684,046	-	-	3,763	52,164	-	-	2,739,973
School	85,591,842	-	-	1,394,516	9,051,421	-	127	96,037,906
Technical Schools	673,805	-	-	-	-	-	-	673,805
Insurance	1,013,338	-	-	-	-	9,233	-	1,022,571
Health Insurance	21,340,842	-	-	-	-	18,012,360	-	39,353,202
Debt Service	14,972,601	-	-	-	-	-	-	14,972,601
Unemployment Comp	126,296	-	-	-	-	-	-	126,296
Retirement	11,410,355	-	-	-	-	-	-	11,410,355
State and County Assessments	769,672	-	-	-	-	-	-	769,672
Total Expenditures	178,989,817	5,372,305	2,624,365	17,469,683	16,512,299	18,021,593	53,357	239,043,419
Other Financing Sources (Uses)								
Long Term Bond Issuance	-	-	-	10,970,000	-	-	-	10,970,000
Art 5, 2019 Taxation to Capital Projects	(3,963,698)	-	-	3,963,698	-	-	-	-
OPEB Appropriation	(1,569,559)	(334,950)	(66,625)	-	-	-	1,971,134	-
General Insurance Appropriation Balance	(51,135)	-	-	-	-	51,135	-	-
Art 4, 2019 Cable Funds	235,850	-	-	-	(235,850)	-	-	-
Art 4, 2019 Wetland Filing Fees	25,000	-	-	-	(25,000)	-	-	-
Art 4, 2019 Parking Receipts	140,073	-	-	-	(140,073)	-	-	-
Art 4, 2019 AYS	4,482	-	-	-	(4,482)	-	-	-
Art 42, 2019 Cable Fund to Student Device	-	-	-	372,870	(372,870)	-	-	-
Gas Funds to Robb Center	-	-	-	700,000	(700,000)	-	-	-
Water Enterprise Indirect Costs	3,637,159	(3,637,159)	-	-	-	-	-	-
Sewer Enterprise Indirect Costs	2,763,271	-	(2,763,271)	-	-	-	-	-
Net Other Financing Sources and Uses	1,221,443	(3,972,109)	(2,829,896)	16,006,568	(1,478,275)	51,135	1,971,134	10,970,000
Excess (Deficiency) of Revenues over (under) Expenditures and Other Financing Sources (Uses)	3,697,891	(259,305)	(420,816)	(83,818)	(2,500,884)	3,833,899	11,204,809	15,471,775
Fund Balance July 1, 2019	14,013,782	4,869,762	3,426,773	21,712,504	25,364,127	6,984,570	22,545,960	98,917,478
Fund Balance June 30, 2020	17,711,673	4,610,457	3,005,957	21,628,686	22,863,243	10,818,469	33,750,769	114,389,253

TOWN OF ANDOVER, MASSACHUSETTS											
RECAP OF GENERAL FUND - BUDGET- FUND LEVEL											
FISCAL YEAR ENDED JUNE 30, 2020											
	RES FOR	PPROPRIATIO	COMP	RESERVE	OTHER	ATM SUPPL	TOTAL	EXPENDED	RES FOR	TRANS TO	
	ENCUM	(ORIGINAL)	FUND	ACCOUNTS	(STM)	& OTHER	AVAILABLE		ENCUM	UNRES FD BL	
GENERAL GOVERNMENT											
Personal Services	22,559	6,510,793	165,316	-	-	-	6,698,668	6,446,223	26,831	225,614	
Other Expenses	167,817	2,160,275	-	-	-	-	2,328,092	2,106,511	123,315	98,265	
	190,376	8,671,068	165,316	-	-	-	9,026,760	8,552,734	150,146	323,880	
COMMUNITY SERVICES											
Personal Services	435	1,735,271	30,206	-	-	46,000	1,811,912	1,597,720	-	214,192	
Other Expenses	9,026	672,690	-	-	-	-	681,716	558,721	12,184	110,811	
	9,461	2,407,961	30,206	-	-	46,000	2,493,628	2,156,441	12,184	325,002	
FACILITIES											
Personal Services	-	2,374,145	42,804	-	-	-	2,416,949	2,333,699	-	83,250	
Other Expenses	162,771	1,398,600	-	60,000	-	-	1,621,371	1,154,832	24,366	442,173	
	162,771	3,772,745	42,804	60,000	-	-	4,038,320	3,488,531	24,366	525,423	
PUBLIC SAFETY											
Personal Services	24,237	15,780,079	187,815	-	-	-	15,992,131	16,013,156	28,954	(49,979)	
Other Expenses	68,757	1,573,950	-	-	-	-	1,642,707	1,360,294	94,510	187,902	
	92,994	17,354,029	187,815	-	-	-	17,634,838	17,373,450	123,464	137,923	
DEPARTMENT OF PUBLIC WORKS											
Personal Services	11,487	3,464,080	84,530	-	103,483	-	3,663,580	3,706,411	13,491	(56,322)	
Other Expenses	532,637	5,272,339	-	-	-	-	5,804,976	5,055,364	592,513	157,099	
	544,124	8,736,419	84,530	-	103,483	-	9,468,556	8,761,776	606,004	100,777	
LIBRARY											
Personal Services	-	2,177,076	38,063	-	-	-	2,215,139	2,125,313	-	89,826	
Other Expenses	-	667,312	-	-	-	-	667,312	558,733	5,506	103,073	
	-	2,844,388	38,063	-	-	-	2,882,451	2,684,046	5,506	192,899	
SCHOOL											
Personal Services	-	70,166,040	-	-	-	(207,442)	69,958,598	69,958,598	-	-	
Other Expenses	192,976	15,763,768	-	-	-	207,442	16,164,186	15,633,244	-	530,942	
	192,976	85,929,808	-	-	-	-	86,122,784	85,591,842	-	530,942	
UNCLASSIFIED											
Compensation Fund	-	590,000	(548,734)	-	-	-	41,266	-	-	41,266	
Reserve Fund	-	200,000	-	(60,000)	-	-	140,000	-	-	140,000	
	-	790,000	(548,734)	(60,000)	-	-	181,266	-	-	181,266	
FIXED EXPENSES											
Technical Schools	-	647,149	-	-	-	26,656	673,805	673,805	-	0	
Debt Service	-	15,149,625	-	-	-	(176,139)	14,973,486	14,972,601	-	885	
Insurance	-	1,064,473	-	-	-	-	1,064,473	1,064,473	-	-	
OPEB	-	1,569,559	-	-	-	-	1,569,559	1,569,559	-	-	
Health Insurance Fund	-	21,340,842	-	-	-	-	21,340,842	21,340,842	-	-	
Unemployment Comp	-	160,000	-	-	-	-	160,000	126,296	33,704	(0)	
Retirement	-	11,410,355	-	-	-	-	11,410,355	11,410,355	-	-	
	-	51,342,003	-	-	-	(149,483)	51,192,520	51,157,931	33,704	885	
TOTAL	1,192,701	181,848,421	-	-	103,483	(103,483)	183,041,122	179,766,751	955,373	2,318,998	
SEWER ENTERPRISE FUND											
Personal Services	-	333,049	-	-	-	-	333,049	270,379	-	62,670	
Other Expenses	129,317	5,418,246	-	-	-	-	5,547,563	5,183,882	91,527	272,154	
	129,317	5,751,295	-	-	-	-	5,880,612	5,454,261	91,527	334,824	
WATER ENTERPRISE FUND											
Personal Services	-	2,056,092	-	-	-	-	2,056,092	2,224,832	-	(168,740)	
Other Expenses	300,307	6,928,109	-	-	-	-	7,228,416	6,778,627	353,193	96,596	
	300,307	8,984,201	-	-	-	-	9,284,508	9,003,459	353,193	(72,143)	
TOTAL ENTERPRISE	429,624	14,735,496	-	-	-	-	15,165,120	14,457,720	444,720	262,680	
GRAND TOTAL	1,622,326	196,583,917	-	-	103,483	(103,483)	198,206,243	194,224,471	1,400,093	2,581,678	

TOWN OF ANDOVER
GENERAL FUND SPECIAL ARTICLES
JUNE 30, 2020

ORG CODE	OBJ CODE	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROPRIATION	TOTAL AVAILABLE	EXPENDED	ENCUMBRANCE	CONTINUED APPROPRIATION
02133	571064	FIREWORKS FUND	9,751	14,000	23,751	11,911	-	11,840
02133	571083	SUPPORT FOR CIVIC EVENTS	7,198	5,000	12,198	3,828	-	8,370
			16,949	19,000	35,949	15,739	-	20,210
02141	571065	PROPERTY VALUATION	63,878	-	63,878	49,500	-	14,378
			63,878	-	63,878	49,500	-	14,378
02171	571012	WETLAND BYLAW	0	-	0	-	-	0
			0	-	0	-	-	0
02541	571080	ELDERLY DISABLED TRANSPORT (T)	19,886	14,000	33,886	8,849	3,917	21,120
			19,886	14,000	33,886	8,849	3,917	21,120
			100,713	33,000	133,713	74,088	3,917	55,709

TOWN OF ANDOVER														
SPECIAL REVENUE/GRANTS ROLLFORWARD														
FISCAL YEAR ENDING JUNE 30, 2020														
MUNIS		Available					Depart-	Total	Personal	Other	Total		Total	Available
ACCT	FUND/TITLE	Balance	Encumbrance	Inter govntal	Interest	OFS	Mental	Available	Services	Expenses	Expenditures	OFU	Encumbrance	Balance
		07/01/19											OFU/Encumb	06/30/20
5248	FY03 TRAFFIC ENFORCEMENT	(3,209)	-	7,665	-	-	-	4,456	2,349	3,300	5,649	-	-	(1,193)
5284	UNDERAGE ALCOHOL	327	-	-	-	-	-	327	-	-	-	-	-	327
	FEDERAL PUBLIC SAFETY GRANTS	(2,882)	-	7,665	-	-	-	4,783	2,349	3,300	5,649	-	-	(866)
3005	SPED ENTITLEMENT	-	-	1,039,496	-	-	-	1,039,496	1,260,409	62,917	1,323,326	-	5,036	(288,866)
3006	SPED ENTITLEMENT	(157,583)	9,781	401,022	-	-	-	253,220	185,880	67,340	253,220	-	-	0
3010	EARLY CHILDHOOD EDUCATION	-	-	17,699	-	-	-	17,699	24,188	-	24,188	-	-	(6,489)
3011	EARLY CHILDHOOD ALLOCATION	(1,943)	-	7,240	-	-	-	5,297	4,857	440	5,297	-	-	(0.0)
3020	RADAR GRANT	300	-	-	-	-	-	300	-	300	300	-	-	-
3022	CVRF SCHOOL REOPENING	-	-	-	-	-	-	-	-	38,662	38,662	-	4,032	(42,694)
3060	LEP SUPPORT	1,396	-	3,482	-	-	-	4,878	2,131	(1,086)	1,045	-	-	3,834
3061	FY21 TITLE III LEP SUPPORT	-	-	-	-	-	-	-	-	-	-	-	2,300	(2,300)
3161	FY19 TITLE III LEP SUPPORT 180	844	2,837	33,315	-	-	-	36,996	23,135	12,810	35,945	-	-	1,051
3206	TITLE I READING	(15,131)	-	34,243	-	-	-	19,112	18,899	213	19,112	-	757	(757)
3225	TITLE I	(0)	-	120,605	-	-	-	120,605	139,730	16,556	156,286	-	-	(35,681)
3305	PROFESSIONAL DEVELOPMENT	0	-	23,469	-	-	-	23,469	19,970	20,969	40,939	-	38,000	(55,470)
3306	PROFESSIONAL DEVELOPMENT/TEACHER QUALITY	(11,401)	-	11,756	-	-	-	355	-	715	715	-	-	(360)
3711	ESSER CARES	-	-	-	-	-	-	-	-	690	690	-	-	(690)
3725	TITLE IV	(1,142)	-	1,142	-	-	-	-	-	-	-	-	-	-
3726	TITLE IV	-	-	1,312	-	-	-	1,312	10,000	-	10,000	-	-	(8,688)
	FEDERAL EDUCATION GRANTS	(184,659)	12,618	1,694,781	-	-	-	1,522,740	1,689,198	220,527	1,909,725	-	50,126	(437,111)
5020	CARES GRANT	-	-	271,740	-	-	-	271,740	9,696	31,070	40,766	-	24,445	206,529
5021	FEMA COVID 19	-	-	-	-	-	-	-	173,526	131,098	304,624	-	-	(304,624)
5200	HEALTHY COMMUNITY	11,998	88	93,333	-	-	-	105,420	69,275	47,727	117,002	-	5,489	(17,072)
5296	BALMORAL DAM REMOVAL	(13,410)	3,488	-	-	-	-	(9,922)	-	-	-	-	3,488	(13,410)
5836	FDA RETAIL STANDARDS	75	-	5,904	-	-	-	5,979	-	4,651	4,651	-	-	1,328
5837	NAT ASSN CNT/CITY HEALTH OF	9,806	-	-	-	-	-	9,806	-	1,515	1,515	-	-	8,291
	FEDERAL OTHER GRANTS	8,470	3,576	370,977	-	-	-	383,023	252,496	216,062	468,558	-	33,422	(118,957)
5258	BULLETT VEST PARTNERSHIP	6,775	-	-	-	-	-	6,775	-	-	-	-	-	6,775
5272	STUDENT AWARE OF FIRE EDUCATION	7,053	-	-	-	-	-	7,053	640	4,174	4,814	-	-	2,239
5280	FY09 911 PSAP SUPPORT	-	-	104,055	-	-	-	104,055	103,811	244	104,055	-	-	-
5281	DEPARTMENT TRAINING GRANT	1,627	-	4,280	-	-	-	5,907	1,018	1,145	2,163	-	-	3,744
5288	PSAP LEADERSHIP SCHOLARSHIP	0	-	-	-	-	-	0	-	-	-	-	-	0
5289	SENIOR AWARENESS FIRE EDU	3,050	-	-	-	-	-	3,050	640	1,840	2,480	-	-	570
5306	PEDESTRIAN, BIKE, TRAFFIC ENFORCMENT	2,803	-	-	-	-	-	2,803	-	-	-	-	-	2,803
5314	WASHER-TRACTOR GRANT	-	-	-	-	-	-	-	-	13,022	13,022	-	-	(13,022)
5525	DISASTER REIMBURSEMENTS	4,444	-	-	-	-	6,510	10,954	6,414	7,034	13,448	-	-	(2,494)
5624	ALTERNATIVE SENTENCING	300	-	-	-	-	-	300	-	-	-	-	-	300
5835	EMERGENCY COVID 19	-	-	30,000	-	-	-	30,000	17,042	337	17,380	-	-	12,620
	STATE PUBLIC SAFETY GRANTS	26,052	-	138,335	-	-	6,510	170,897	129,566	27,796	157,362	-	-	13,535
5000	CHAPTER 90	(1,504,170)	1,025,652	1,834,260	-	-	-	1,355,742	4,518	1,470,040	1,474,558	-	1,803,122	(1,921,939)
5010	WINTER RAPID RECOVERY ROAD PRG	5,521	-	-	-	-	-	5,521	-	-	-	-	-	5,521
5015	SEWALK FUND PLANNING BOARD	73,784	-	-	-	-	6,252	80,036	-	-	-	-	-	80,036
5528	PWED	97,446	-	-	-	1,265	-	98,711	-	-	-	-	-	98,711
	STATE PUBLIC WORKS GRANTS	(1,327,419)	1,025,652	1,834,260	1,265	-	6,252	1,540,009	4,518	1,470,040	1,474,558	-	1,803,122	(1,737,671)
5840	LIBRARY AID CH 78 SEC 19A	144,490	-	45,651	-	-	-	190,141	-	40,980	40,980	-	4,369	144,791
5842	LIBRARY AID CH 139	30	-	-	-	-	-	30	-	-	-	-	-	30
	STATE LIBRARY GRANTS	144,520	-	45,651	-	-	-	190,170	-	40,980	40,980	-	4,369	144,821
5014	ANDOVER HISTORIC MILL DISTRICT EARMARK	-	6,950	-	-	-	-	6,950	-	5,949	5,949	-	-	1,001
5241	NEW HORIZONS FOR YOUTH	7	-	-	-	-	-	7	-	-	-	-	-	7
5247	FY03 COA FORMULA GRANT	8,994	-	77,364	-	-	-	86,358	60,917	17,675	78,591	-	-	7,767
5254	LAHEY CLINIC NUTRITION GRANT	5,295	-	-	-	-	-	5,295	-	5,295	5,295	-	-	(0)
5275	GREATER RIVER NUTLEY MRC	469	3,541	-	-	-	24,397	28,407	20,320	3,203	23,523	-	-	4,884
5277	ENERGY EDUCATION ELDER SERVICES	1,141	-	-	-	-	-	1,141	-	-	-	-	-	1,141
5287	GREEN COMMUNITIES	(106,786)	63,422	106,969	-	-	-	63,605	-	63,422	63,422	-	-	183
5290	43D TECH ASSIST GRANT	10,128	-	-	-	-	-	10,128	-	-	-	-	-	10,128
5297	INTERGENERATIONAL COLLAB	3,633	-	-	-	-	-	3,633	-	3,633	3,633	-	-	(0)
5301	CLEAN ENERGY CHOICE	1,976	-	-	-	-	-	1,976	-	-	-	-	-	1,976
5315	MASSWORKS INFRASTRUCTURE PROGRAM	-	-	-	-	-	-	-	112,940	112,940	112,940	-	474,584	(587,524)
5565	CRM CUSTOMER SERVICE	99,000	-	-	-	-	-	99,000	-	17,482	17,482	-	39,092	42,426
5566	MERRIMACK RIVER ACCESS PROJECT	-	-	20,000	-	-	-	20,000	-	-	-	-	-	20,000
5633	ARTS LOTTERY COUNCIL	9,016	-	-	-	-	9,000	18,016	-	5,724	5,724	-	-	12,292
5634	RIGHT TO KNOW	973	-	-	-	-	-	973	-	-	-	-	-	973
5839	SECONDHAND SMOKE INITIATIVE	1,000	-	-	-	-	-	1,000	-	-	-	-	-	1,000
	OTHER STATE GRANTS	34,847	73,913	204,333	-	-	33,397	346,490	81,237	235,322	316,559	-	513,676	(483,745)
5500	CEMETERY SALE OF LOTS FUND	5,227	-	-	-	-	-	5,227	-	-	-	-	-	5,227
5501	SALE OF REAL ESTATE	18,321	-	-	-	-	-	18,321	-	-	-	-	-	18,321
5541	WETLAND PROTECTION ACT	61,557	-	-	-	-	4,358	65,914	-	-	-	-	-	65,914
5548	BUILD FIRE CODE CH 148A, SEC 5	4,100	-	-	-	-	100	4,200	-	-	-	-	-	4,200
5549	INSURANCE RECOVERY >\$150,000	500	-	-	-	-	-	500	-	-	-	-	-	500
5551	WETLAND FILING FEES	100,435	660	-	-	-	10,586	111,681	-	1,714	1,714	25,000	660	84,307
5563	TNC SURCHARGE - RRFPA	20,196	-	-	-	-	15,237	35,433	-	-	-	-	-	35,433
5606	OFF STREET PARKING	672,424	-	-	-	-	222,475	894,899	-	18,376	18,376	140,073	-	736,450
5999	RESERVE FOR BOND PREMIUM	129,056	-	-	-	-	1,824	130,880	-	-	-	-	-	130,880
7499	RESERVE FOR PREM - WATER	144,080	-	-	-	-	-	144,080	-	-	-	-	-	144,080
	RECEIPTS RESERVED FOR APPROPRIATION	1,155,896	660	-	-	-	254,580	1,411,135	-	20,090	20,090	165,073	660	1,225,312

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARD
FISCAL YEAR ENDING June 30, 2020

FUND/TITLE	Available				Depart- Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OFS/OFU	Available Balance 06/30/19
	Balance 06/30/18	Encumbrance	nter govmenta	Interest									
4010	LEA REVOLVING	98,372	-	-	-	-	264,228	362,601	62,804	-	-	62,804	-
4015	EARLY CHILDHOOD REV	47,650	490	-	-	-	146,415	194,556	127,781	819	128,600	-	-
4111	SCHOOL DAMAGE Ch 55 sec 53 1/2	3,375	-	-	-	-	-	3,375	-	-	-	-	-
4115	COMMUNITY A.S.K. REVOLVING	1,163	-	-	-	-	-	1,163	-	-	-	-	-
4120	PARENT TO PARENT REVOLVING	18,945	-	-	-	-	6,400	25,345	-	2,893	2,893	-	-
4125	ANDOVER C.A.R.E.S.	4,361	-	-	-	-	-	4,361	-	-	-	-	-
4150	ALL DAY KINDERGARTEN	1,219,306	3,475	-	-	-	720,576	1,943,357	600,698	122,013	722,711	-	-
4210	EXTRA CURRICULAR REV	20,979	-	-	-	-	198,038	219,018	170,428	3,469	173,898	-	-
4260	STUDENT CHROMEBOOK RENTAL	-	-	-	-	-	15,210	15,210	-	-	-	-	-
4300	INSTRUMENTAL MUSIC REVOLVING	1,314	-	-	-	-	2,900	4,214	2,828	-	2,828	-	-
4310	FINE ARTS	41,513	-	-	-	-	56,894	98,406	3,200	34,841	38,041	-	-
4315	PHYS ED REVOLVING	770	-	-	-	-	975	1,745	-	610	610	-	-
4350	LOST BOOKS	28,781	-	-	-	-	739	29,521	-	4,333	4,333	-	-
4355	SEPAC	3,578	-	-	-	-	-	3,578	-	652	652	-	-
4365	TUITION REVOLVING	17,689	-	-	-	-	22,400	40,089	15,438	-	15,438	-	-
4370	COLLINS CTR REVOLVING	81,293	-	-	-	-	155,983	237,276	120,769	20,795	141,565	-	-
4375	OUTSIDE ACTIVITIES REV	153,441	-	-	-	-	119,511	272,952	108,632	39,659	148,291	-	-
4400	TRANSPORTATION REVOLVING	444,204	-	28,648	-	-	321,465	794,317	-	392,727	392,727	-	-
4511	BANCROFT GIFTS AND DONATIONS	15,880	-	-	-	-	1,750	17,630	-	-	-	-	-
4512	SANBORN GIFTS AND GRANTS	10,589	-	-	-	-	3,400	13,989	-	1,828	1,828	-	-
4513	SHAWSHEEN GIFTS AND GRANTS	200	-	-	-	-	1,500	1,700	-	1,574	1,574	-	-
4514	SOUTH SCHOOL GIFTS AND GRANTS	12,724	-	-	-	-	1,104	13,828	-	1,146	1,146	-	-
4515	WEST ELEM GIFTS AND GRANTS	8,125	-	-	-	-	1,817	9,942	-	-	-	-	-
4516	HIGH PLAIN GIFTS AND GRANTS	9,511	-	-	-	-	50	9,561	-	1,200	1,200	-	-
4525	WOOD HILL GIFTS AND GRANTS	7,439	-	-	-	-	12,000	19,439	-	6,500	6,500	-	-
4526	DMS ENGINEERING GIFTS AND GRANTS	20,705	-	-	-	-	9,000	29,705	-	6,957	6,957	-	-
4527	WEST MIDDLE GIFTS AND GRANTS	23,744	-	-	-	-	7,917	31,660	-	10,362	10,362	-	-
4528	ANDOVER HIGH GIFTS AND GRANTS	35,248	-	-	-	-	21,079	56,327	-	21,434	21,434	-	-
	REVOLVING FUNDS EDUCATION	2,330,901	3,965	28,648	-	-	2,091,350	4,454,865	1,212,578	673,810	1,886,389	-	-
4200	ATHLETIC REVOLVING	86,754	-	-	-	-	583,302	670,056	94,550	329,165	423,715	-	-
	REVOLVING FUNDS ATHLETIC	86,754	-	-	-	-	583,302	670,056	94,550	329,165	423,715	-	-
5550	CH44 SEC 53E 1/2 LEGAL NOTICES	14,640	-	-	-	-	19,146	33,786	-	17,188	17,188	-	-
5552	CH44 SEC 53E 1/2 DCS REVOLVING	419,303	2,449	-	-	-	577,945	999,697	525,870	246,401	772,271	-	-
5553	CH44 SEC 53E 1/2 YOUTH SERVICES	231,530	19,389	-	-	-	262,137	513,056	182,671	126,392	309,063	4,482	-
5554	CH44 SEC 53E 1/2 ELDER SERVICES	189,534	3,278	-	-	-	91,147	283,959	29,463	77,708	107,171	-	-
5557	CH44 SEC 53E 1/2 TITLE V HEALTH CLINICS	41,618	-	-	-	-	33,979	75,597	8,457	40,796	49,253	-	-
5622	CH44 SEC 53E 1/2 FIELDS REVOLVING	63,116	55,376	-	-	-	33,360	151,852	-	83,745	83,745	-	-
5631	CH44 SEC 53E 1/2 LOST/DAMAGED BOOKS	17,958	-	-	-	-	3,405	21,364	-	7,282	7,282	-	-
5653	CH44 SEC 53E 1/2 POLICE ANTENNA	33,049	-	-	-	-	6,241	39,289	-	-	-	-	-
5666	CH44 SEC 53E 1/2 BALD HILL COMP	25,006	5,800	-	-	-	28,950	59,756	930	34,899	35,829	-	-
5667	CH44 SEC 53E 1/2 DPW CRT/HHW	47,282	-	-	-	-	24,734	72,015	-	13,925	13,925	-	-
5669	CH44 SEC 53E 1/2 FIRE	35,428	-	-	-	-	27,136	62,565	-	38,622	38,622	-	-
5670	CH44 SEC 53E 1/2 HEALTH SVCS	64,272	-	-	-	-	52,158	116,430	275	23,440	23,715	-	-
4500	CH44 SEC 53E 1.2 PROFESSIONAL DEVELOPMENT	-	-	-	-	-	21,600	21,600	-	18,881	18,881	-	-
4510	CH44 SEC 53E 1/2 COPY CENTER REVOLVING	20,916	-	-	-	-	7,164	28,080	-	-	-	-	-
	REVOLVING CHAPTER 44 53 E 1/2	1,203,653	86,292	-	-	-	1,189,102	2,479,047	747,666	729,278	1,476,944	4,482	-
5295	ENERGY REBATE FUND	31,013	5,000	-	-	-	133,666	169,679	-	45,818	45,818	-	-
5605	TOWN DAMAGE RESTITUTION	18,915	-	-	-	-	6,582	25,497	-	4,502	4,502	-	-
5613	FRONTAGE ROAD	3,856	-	-	-	-	-	3,856	-	-	-	-	-
5623	PUBLIC SAFETY DAMAGE REST	9,391	-	-	-	-	-	9,391	-	-	-	-	-
5629	PUBLIC WORKS DAMAGE REST	29,970	-	-	-	-	-	29,970	-	-	-	-	-
5652	P&F DAMAGE RESTITUTION	37,872	-	-	-	-	34,899	72,771	-	47,046	47,046	-	-
5709	CH44 SEC 53F 3/4 PEG ACCESS CABLE	305,846	-	-	-	-	773,836	1,079,682	-	331,178	331,178	608,720	-
	OTHER REVOLVING FUNDS	436,862	5,000	-	-	-	948,983	1,390,845	-	428,545	428,545	608,720	-
3000	FOREIGN LANGUAGE ASSISTANCE	11,633	-	-	-	-	-	11,633	-	11,633	11,633	-	-
3075	CIRCUIT BREAKER	1,147,849	-	2,318,480	-	-	-	3,466,329	-	2,126,530	2,126,530	-	-
3325	PUERTO RICO RELIEF	1,556	-	-	-	-	-	1,556	1,556	-	1,556	-	-
3361	AHS WORKFORCE GRANT	222	350	2,500	-	-	-	3,072	-	350	350	-	-
3380	DIGITAL LITERACY	-	-	1,974	-	-	-	1,974	-	1,974	1,974	-	-
3605	CSHS MODEL PROGRAM	-	-	100,000	-	-	-	100,000	58,699	21,323	80,022	-	-
3651	ESSENTIAL SCHOOL HEALTH SERV	3,164	1,007	-	-	-	-	4,171	3,164	1,007	4,171	-	-
3652	ESSENTIAL SCHOOL HEALTH YEAR 2	0	-	-	-	-	-	0	-	-	-	-	-
3705	STARS RESIDENCY	-	-	-	-	-	-	-	-	-	-	-	-
3900	CORPORATE GRANTS	279,443	51,652	-	-	-	106,716	437,810	-	89,382	89,382	-	-
3910	SUSPENSE REVOLVING	13,584	-	-	-	-	11,076	24,660	265	10,491	10,756	-	-
3920	OTHER GIFTS AND GRANTS	29,919	-	-	-	-	-	29,919	420	4,772	5,192	-	-
3925	ENGINEERING GRANT	25,912	6,791	-	-	-	28,000	60,703	4,664	22,781	27,445	-	-
3935	ASIA SOCIETY GRANT	29,735	1,545	-	-	-	22,900	54,180	-	6,464	6,464	-	-
	OTHER SPECIAL REVENUE FUNDS EDUCATION	1,543,016	61,344	2,422,954	-	-	168,692	4,196,007	68,768	2,296,708	2,365,476	-	-

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARD
FISCAL YEAR ENDING June 30, 2020

FUND/TITLE	Available	Encumbrance	Intergovntal	Interest	Depart- Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OFS/OFU	Available
	Balance 06/30/18												Balance 06/30/19
5011 GAS EVENT CLAIMS	598,216	-	-	-	-	-	89,947	688,163	7,832	34,566	42,398	645,765	-
5013 GAAS EVENT RESERVE ACCOUNT	-	-	-	-	-	645,765	-	645,765	-	-	-	-	-
5016 PLANNING BOARD COND OF PERMITS	37,000	-	-	-	-	-	-	37,000	-	-	-	-	-
5017 PLANNING GIFTS & DONATIONS	724	-	-	-	-	-	12	736	-	-	-	-	-
5018 GAS EVENT PAVING RESTORATION	14,565,000	-	-	-	-	-	-	14,565,000	23,648	2,210,997	2,234,644	-	-
5019 GAS EVENT PUBL FACILITIES PARKS	2,400,000	-	-	-	-	-	-	2,400,000	-	758,385	758,385	-	-
5233 PREMIUM ON BOND ISSUE	655,563	-	-	-	-	-	93,656	749,219	-	91,824	91,824	-	-
5291 SOUTH STREET SOLAR - NHESP	10,688	-	-	-	-	-	158	10,847	-	-	-	-	-
5299 ELDERLY FOOT CARE	5,945	-	-	-	-	-	17,650	23,595	-	9,805	9,805	-	-
5304 CANINE LOCKUP	512	-	-	-	-	-	3,163	3,675	-	3,517	3,517	-	-
5308 WELLNESS WEDNESDAYS	4,712	-	-	-	-	-	-	4,712	-	355	355	-	-
5309 NATL DEVELOPMENT SPECIAL PERMT - LDNSCP	5,000	-	-	-	-	-	-	5,000	-	-	-	-	-
5310 NATL DEVELOPMENT SPECIAL PERMT - WSTEWTR	5,000	-	-	-	-	-	-	5,000	-	-	-	-	-
5311 MUNI VULNERABILITY PREPAREDNESS GRANT	3,625	25,375	-	-	-	-	-	29,000	-	25,375	25,375	-	-
5312 MUNICIPAL DISCRETIONARY FUND	12,423	1,377	-	-	-	-	481,500	495,300	995	263,928	264,923	-	-
5313 CSH 141 ELM ST CONDITION 42	5,000	-	-	-	-	-	-	5,000	-	-	-	-	-
5316 MEALS ON WHEELS COVID 19 GIFT	-	-	-	-	-	-	10,980	10,980	-	4,061	4,061	-	-
5547 LOCK BOX DONATIONS	674	-	-	-	-	-	-	674	-	-	-	-	-
5558 VETERAN'S SERVICES GIFTS	4,760	-	-	-	-	-	2,484	7,244	-	75	75	-	-
5564 MIA FLEX GRANT	30	-	-	-	-	-	-	30	-	-	-	-	-
5600 GIFT - FIREWORKS	28,827	-	-	-	-	-	437	29,265	-	-	-	-	-
5603 SHED CONTRIBUTIONS	7,264	-	-	-	-	-	-	7,264	-	-	-	-	-
5604 OLD TOWN HALL RESTORATION	427	-	-	-	-	-	-	427	-	-	-	-	-
5609 TOWN GIFT & DONATIONS	4,790	-	-	-	-	-	-	4,790	-	-	-	-	-
5612 CONSERVATION GIFT	332	-	-	-	-	-	-	332	-	-	-	-	-
5614 CONSERVATION TRAIL ACCOUNT	338	-	-	-	-	-	-	338	-	-	-	-	-
5617 DCS-GIFT	46,914	-	-	-	-	-	18,777	65,691	-	4,272	4,272	-	-
5618 YOUTH SERVICES GIFTS/CONTRIBUTIONS	32,556	-	-	-	-	-	1,355	33,911	-	-	-	-	-
5619 COA SENIOR CONNECTIONS	107,359	70	-	-	-	-	82,400	189,829	41,056	50,823	91,879	-	-
5621 COA SCHOLARSHIPS	3,649	-	-	-	-	-	-	3,649	-	-	-	-	-
5632 LIBRARY GIFTS & DONATIONS	30,880	-	-	-	-	-	7,910	38,790	-	3,902	3,902	-	-
5635 ELECTION OT GRANT	30,274	-	-	-	-	-	-	30,274	-	-	-	-	-
5643 HOME FOR THE AGED GIFT	18,090	-	-	-	303	-	30,000	48,393	6,016	15,989	22,005	-	-
5645 DPW ADMIN GIFT	7,346	-	-	-	-	-	-	7,346	-	38	38	-	-
5647 CHOLESTEROL SCREENING	738	-	-	-	-	-	-	738	-	-	-	-	-
5654 POLICE GIFTS AND DONATIONS	15,695	-	-	-	-	-	5,200	20,895	-	2,478	2,478	-	-
5659 LOWELL ST/SHAW SHEEN TRAFFIC MITIGATION	5,000	-	-	-	-	-	-	5,000	-	-	-	-	-
5660 SHINGLES PREV VACCINATION	4,622	-	-	-	-	-	8,644	13,266	-	6,146	6,146	-	-
5661 GIFTS FIRE DEPARTMENT	67,260	4,140	-	-	-	-	5,313	76,713	-	25,558	25,558	-	-
5663 TH DONATIONS	49	-	-	-	-	-	-	49	-	-	-	-	-
5664 YOUTH FOUNDATION GIFT	28,509	-	-	-	-	-	30,000	58,509	-	30,000	30,000	-	-
5701 CH44 SEC 53G PEER REVIEWS	134,099	-	-	-	-	-	161,833	295,932	-	156,818	156,818	-	-
5702 CH44 SEC 53G PEER ZONE	190	-	-	-	-	-	-	190	-	-	-	-	-
5703 CH44 SEC 53G PEER PLANNING	14,663	-	-	-	-	-	4,791	19,454	-	8,146	8,146	-	-
5704 CH44 SEC53 DPW DETAIL	3,511	-	-	-	-	-	-	3,511	-	-	-	-	-
5862 FY19 ESSEX COMM FOUNDATION GRANT	30,000	-	-	-	-	-	-	30,000	-	-	-	-	-
5863 TAX COLLECTION FEES	-	-	-	-	-	-	253	253	-	384	384	-	-
5900 TIMOTHY HORNE - GIFT AYS	87,675	-	-	-	1,276	-	-	88,951	-	17,357	17,357	-	-
5910 MAIN ST UPKEEP GIFT	51,888	-	-	-	747	-	-	52,635	-	-	-	-	-
5911 PERFORMANCE GUARANTEE	19,032	-	-	-	-	-	-	19,032	-	-	-	-	-
OTHER SPECIAL REVENUE FUNDS	19,096,851	30,962	-	-	2,326	645,765	1,056,463	20,832,367	79,547	3,724,798	3,804,345	645,765	-
4250 FOOD SERVICES	183,633	645	1,709,305	-	-	-	697,322	2,590,904	1,157,514	1,289,720	2,447,235	-	-
OTHER SPECIAL REVENUE FUNDS SCHOOL LUNCH	183,633	645	1,709,305	-	-	-	697,322	2,590,904	1,157,514	1,289,720	2,447,235	-	-
4550 STUDENT ACTIVITY MGL 71/47	587,837	-	-	-	-	-	818,231	1,406,067	-	883,555	883,555	-	-
5607 MEALS TAX CAFETERIA	(308)	-	-	-	-	-	3,411	3,103	-	3,049	3,049	-	-
5626 POLICE OFF DUTY	(191,392)	-	-	-	-	-	1,022,002	830,610	887,765	-	887,765	-	-
5627 FIRE OFF DUTY	(13,568)	-	-	-	-	-	235,048	221,480	245,679	220	245,899	-	-
5648 FIREARMS PERMITS	5,804	-	-	-	-	-	16,200	22,004	-	18,475	18,475	-	-
5655 AMBULANCE AGENCY ACCOUNTS	14	-	-	-	-	-	38,766	38,779	-	37,858	37,858	-	-
5658 MEALS TAX ELDER SERVICES	229	-	-	-	-	-	1,599	1,827	-	1,647	1,647	-	-
5861 SCRPT WORKERS	-	-	-	-	-	-	258,556	258,556	247,484	-	247,484	-	-
5915 XTRA DUTY DETAIL	-	-	-	-	-	-	3,695	3,695	-	3,695	3,695	-	-
AGENCY ACCOUNTS	388,616	-	-	-	-	-	2,397,507	2,786,123	1,380,927	948,500	2,329,427	-	-
GRAND TOTAL	25,125,110	1,304,627	8,456,908	3,591	645,765	9,433,460	44,969,461	6,900,915	12,654,642	19,555,557	1,424,040	-	-

Town of Andover								
Capital Projects Funds								
Fiscal 2020								
DESCRIPTION	Fiscal 2020							
	07/01/19 Balance	ENCUMB*	LTBOND PROCEEDS	OFS	TOTAL AVAILABLE	TOTAL EXP	ENCUMB	06/30/20 Balance
ART 17 06 SCHOOL ROOF REPLACEMENTS	9,304	-	-	-	9,304	-	-	9,304
ART 27, 08 SCHOOL BLDG MAINT/RENOV	47,202	-	-	-	47,202	-	-	47,202
ART 56 09 SCHOOL BLDG MAINT/REPAIR	970	-	-	-	970	-	-	970
ART 38 12 WEST MIDDLE SCHOOL REPAIR	6,759	-	-	-	6,759	-	-	6,759
ART 18, 13 DOHERTY MIDDLE SITE IMPROVEMENTS	50,614	-	-	-	50,614	50,614	-	-
ART 32 13 AHS TENNIS COURTS	6,000	-	-	-	6,000	-	-	6,000
AHS MEDIA CENTER RENOVATION	263	-	-	-	263	-	-	263
B39 15 SCHOOL BLDG MAINT AND RENOVATION	622	-	-	-	622	-	-	622
ART 40, 15 SCH SITE IMPROVEMENTS - WEST ELEM	-	-	319,000	-	319,000	319,000	-	-
ART 29 16 COLLINS CTR FAÇADE REPLACEMENT	237,476	-	-	-	237,476	11,000	-	226,476
ART 34 16 SCHOOL BLDG MAINT AND IMPROVE	44,906	-	-	-	44,906	35,800	-	9,106
ART 47 17 MAJOR SCHOOL PROJECTS	8,397	-	-	-	8,397	-	-	8,397
ART 36 18 MAJOR SCHOOL PROJECTS	108,932	-	-	-	108,932	43,109	65,000	823
ART 38 19 MAJOR SCHOOL PROJECTS	-	-	-	-	-	214,164	201,238	(415,402)
ART 47 18 STUDENT DEVICE REFRESH	146,367	-	-	-	146,367	146,367	-	-
ART 45 18 WEST ELEM SCH FEAS STUD	1,187,400	-	-	141,953	1,329,353	632,532	436,737	260,084
ART 55 19 AHS FEAS STDY COMMITTEE	160,000	-	-	-	160,000	148,336	3,644	8,020
ART 42 19 STUDENT DEVICE REFRESH	-	-	-	372,870	372,870	164,713	41,306	166,851
TOTAL SCHOOL	2,015,212	-	319,000	514,823	2,849,035	1,765,635	747,925	335,475
BANCROFT REPLACEMENT								
STM 3 10 BANCROFT SCHOOL REPLACE	1,238,420	-	-	-	1,238,420	-	-	1,238,420
TOTAL BANCROFT	1,238,420	-	-	-	1,238,420	-	-	1,238,420
B3 12 STM YOUTH CENTER	454	-	-	-	454	-	-	454
A2 13 STM YOUTH CTR-WOOD TRUST	13,132	-	-	296	13,429	-	-	13,429
TOTAL YOUTH CENTER	13,587	-	-	296	13,883	-	-	13,883
ART 5 2007 2008 CIP (Effective 07/01/2007)	1,016	-	-	-	1,016	-	-	1,016
ART 8 2008 2009 CIP (Effective 07/01/2008)	17,658	-	-	-	17,658	34,316	908	(17,566)
ART 5 2009 2010 CIP (Effective 07/01/2009)	110	-	-	-	110	91	-	19
ART 5 2010 2011 CIP (Effective 07/01/2010)	4,944	-	-	-	4,944	1,019	3,925	-
ART 5 2011 2012 CIP (Effective 07/01/2011)	13,274	-	-	-	13,274	9,394	-	3,880
ART 5 2012 2013 CIP (Effective 07/01/2012)	96,664	-	-	-	96,664	85,989	10,673	2
ART 5 2013 2014 CIP (Effective 07/01/2013)	10,535	-	-	-	10,535	3,430	7,105	0
ART 5 2014 2015 CIP (Effective 07/01/2014)	147,823	-	-	-	147,823	68,699	9,638	69,486
ART 5 2015 2016 CIP (Effective 07/01/2015)	93,893	-	-	-	93,893	21,625	6,929	65,338
ART 5 2016 2017 CIP (Effective 07/01/2016)	173,117	-	-	-	173,117	32,056	5,094	135,967
ART 5 2017 2018 CIP (Effective 07/01/2017)	498,246	-	-	-	498,246	345,036	45,982	107,229
ART 5 2018 2019 CIP (Effective 07/01/2018)	1,911,541	-	-	-	1,911,541	1,524,047	81,201	306,293
ART 5 2019 2020 CIP (Effective 07/01/2019)	-	-	-	3,963,698	3,963,698	1,192,260	837,227	1,934,211
TOTAL CIP	2,968,821	-	-	3,963,698	6,932,519	3,317,961	1,008,682	2,605,876
ART 64 07 SHAWSHEEN PUMP STATION	302,218	-	-	-	302,218	-	-	302,218
ART 33 08 SHAWSHEEN RIVER OUTFALL SEWER	234,608	-	-	-	234,608	12,318	33,599	188,692
ART 32 10 SEWER MAIN CONST & RECONST	158,455	-	-	-	158,455	-	-	158,455
ART 37 12 SEWER MAINTENANCE VEHICLE	2,567	-	-	-	2,567	-	-	2,567
A60 14 SEWER MASTER PLAN STUDY	224	-	-	-	224	-	-	224
ART 32 17 MINOR SEWER COLL IMPROV	50,000	-	-	-	50,000	-	-	50,000
ART 37 17 SEWER I&I REDUCTION	182,421	-	-	-	182,421	-	4,421	178,000
ART 28 18 MINOR SEWER COLL IMPROV	50,000	-	-	-	50,000	-	-	50,000
ART 29 18 SEWER I&I REDUCTION	100,000	-	-	-	100,000	-	-	100,000
ART 30 19 SEWER I&I REDUCTION	96,243	-	-	-	96,243	-	-	96,243
TOTAL SEWER	1,176,736	-	-	-	1,176,736	12,318	38,020	1,126,398
ART 12 01 LAND ACQ LOWELL JCT ROAD	(11,118)	-	-	-	(11,118)	-	-	(11,118)
ART 23 02 CONSERVATION FUND	15,271	-	-	-	15,271	-	-	15,271
A74 17 STREAMGAUGING SYSTEM	52,500	-	-	-	52,500	18,750	-	33,750
ART 55 14 OPEN SPACE MANAGEMENT	885	-	-	-	885	300	-	585
TOTAL CONSERVATION	57,537	-	-	-	57,537	19,050	-	38,487
ART 44 99 LANDFILL CLOSURE	9,145	-	-	-	9,145	9,145	-	-
ART 43 06 LANDFILL CAP LEDGE ROAD	5,964	-	-	-	5,964	5,964	-	-
ART 31 08 LANDFILL CLOSURE	-	-	-	-	-	-	-	-
ART 25 16 LEDGE ROAD LANDFILL STABILIZATION	2,113,641	-	-	-	2,113,641	193,684	189,053	1,730,905
TOTAL LAND FILL STUDY	2,128,750	-	-	-	2,128,750	208,793	189,053	1,730,905

Town of Andover Capital Projects Funds Fiscal 2020								
DESCRIPTION	Fiscal 2020							
	07/01/19 Balance	ENCUMB	LTBOND PROCEEDS	OFS	TOTAL AVAILABLE	TOTAL EXP	ENCUMB	06/30/20 Balance
ART 48 02 MAIN ST IMPROVEMENTS	2,333	-	-	-	2,333	-	-	2,333
A21 14 GIS DATA UPDATE	30,000	-	-	-	30,000	-	-	30,000
ART 40 14 TECH HARDWARE/SOFTWARE	-	-	-	-	-	-	-	-
ART 41 17 PUB WORKS LARGE VEHICLES	74,465	-	-	-	74,465	28,116	3,975	42,374
ART 48 17 PARKING STUDY IMPLEMENTATION	123,000	-	-	-	123,000	117,920	-	5,080
ART 49 17 REC PK/POMPS SECURITY	21,938	-	-	-	21,938	-	-	21,938
ART 51 17 REDUNDANT FIBER	300,000	-	-	-	300,000	-	-	300,000
ART 38 18 PARKING STUDY IMPLEMENTATION	75,000	-	-	-	75,000	40,307	11,303	23,390
ART 39 18 DOWNTOWN IMPROVEMENTS	53,000	-	-	-	53,000	2,999	-	50,001
TOTAL OTHER	679,736	-	-	-	679,736	189,342	15,278	475,116
ART 27 96 REPAINT WATER	37,863	-	-	-	37,863	-	-	37,863
ART 30 00 WATER MAIN DISTRIBUTION	3,308	-	-	-	3,308	-	-	3,308
ART 20 03 WATER PLANT IMPROVEMENTS	79,876	-	-	-	79,876	79,876	-	-
ART 25 04 WATER METERS	23,357	-	-	-	23,357	-	-	23,357
ART 32 06 WATER METERS	95,994	-	-	-	95,994	40,496	9,987	45,510
ART 47 07 WATER PLANT PUMPS	2,398	-	-	-	2,398	-	-	2,398
ART 65 09 WATER PLANT ROOF REPLACE	161,721	-	-	-	161,721	-	-	161,721
ART 34 10 WATER PLANT HVAC & EQUIP	32,042	-	-	-	32,042	32,009	-	33
ART 42 11 WATER MAIN CONST/RECONST	900	-	-	-	900	-	900	-
ART 44 11 VARIABLE SPEED UMP	33	-	-	-	33	-	33	-
ART 35 12 MAJOR WATER MAIN REPLACEMENT	80,778	-	-	-	80,778	-	77,787	2,990
ART 36 12 WATER PLANT BACKWASH TANK	-	-	-	-	-	-	-	-
ART 42, 13 WATER DISTRIBUTION MAINT	90	-	-	-	90	-	-	90
ART 26, 13 HYDRANT INFRASTRUCTURE	8,569	-	-	-	8,569	-	8,569	-
ART 45 13 WATER DIST FLUSHING PROGRAM	9,038	-	-	-	9,038	-	-	9,038
A58 14 WATER/SEWER RATE STUDY	55,275	-	-	-	55,275	-	-	55,275
ART 57 15 WATER PLANT GAC REPLACEMENT	40,007	-	-	-	40,007	-	40,007	-
ART 56 WATER MAIN REPLACEMENT PROJECTS	392,567	-	-	-	392,567	253,553	139,014	-
ART 41 16 WATER MAIN REPLACEMENT	(217,053)	-	500,000	-	282,947	194,726	14,835	73,386
ART 44 16 WATER STORAGE TANK REPAIR	196,660	-	-	-	196,660	-	-	196,660
ART 41 16 WATER MAIN REPLACEMENT	226,497	-	-	-	226,497	-	26,787	199,710
ART 27 17 WATER MAIN PROJECT	(15,350)	-	597,000	403,000	984,650	303,489	188,407	492,754
ART 28 17 HYDRANT REPLACEMENT	100,000	-	-	-	100,000	64,896	12,561	22,543
ART 30 17 WTP ELECTRIC SUBS REPLACEMENT	326,276	-	-	-	326,276	126,267	9	200,000
ART 31 17 BANCROFT HIGH LIFT PUMPS	99,408	-	-	-	99,408	99,386	21	-
ART 38 17 WTP HEATING SYSTEM	200,000	-	-	100,000	300,000	196,791	103,209	-
ART 25 18 WATER MAIN REPLACEMENT	-	-	3,000,000	-	3,000,000	1,860,939	844,744	294,318
ART 26 18 HYDRANT REPLACEMENT PROG	100,000	-	-	-	100,000	-	-	100,000
ART 27 WATER TREATMENT SUBSTATION	-	-	-	-	-	-	-	-
ART 30 18 DALE STREET PUMP STATION	-	-	-	-	-	-	-	-
ART 29 19 WATER MAIN REPLACEMENT	-	-	2,000,000	-	2,000,000	1,231,500	292,198	476,302
ART 31 19 HYDRANT REPLACEMENT PROG	100,000	-	-	-	100,000	-	-	100,000
ART 32 19 WTP PARKING AREA RECONSTRUCTION	110,000	-	-	-	110,000	-	-	110,000
ART 33 19 WTP GAC REPLACEMENT	450,000	-	-	-	450,000	-	-	450,000
STM 2 19 WATER MAIN REPLACEMENT	-	-	-	-	-	-	-	-
TOTAL WATER	2,700,253	-	6,097,000	503,000	9,300,253	4,483,929	1,759,068	3,057,256
ART 26 17 WATER & SEWER VEHICLES	34,199	-	-	-	34,199	34,199	-	-
ART 29 17 ENMORE ST RECONSTRUCTION	722,267	-	-	-	722,267	905,463	67,678	(250,874)
ART 24 18 WATER & SEWER VEHICLES	195,000	-	-	-	195,000	25,080	-	169,920
ART 28 19 WATER & SEWER VEHICLES	225,000	-	-	-	225,000	140,575	-	84,425
TOTAL WATER/SEWER	1,176,466	-	-	-	1,176,466	1,105,317	67,678	3,471
ART 32 04 SENIOR CTR PLANS	1,716	-	-	-	1,716	1,716	-	-
ART 27 07 TOWN BLDG RENOVATION	0	-	-	-	0	-	-	0
ART 49 08 PARKS & GROUNDS BUILDING	13	-	-	-	13	-	13	-
ART 36 08 FIRE DPW VEHICLES	974	-	-	-	974	-	-	974
STREETLIGHT LED REPLACEMENT	-	-	-	-	-	-	-	-
ART 34 09 B'VALLE FIRE REPLACMENT	262	-	-	-	262	-	-	262
ART 55 09 TOWN BLDG MAINT/IMPROVE	5,882	-	-	-	5,882	-	-	5,882
ART 42 10 TOWN BLDG MAINTENANCE	1,500	-	-	-	1,500	-	-	1,500
ART 34 11 TOWN BUILDING MAINTENANCE	861	-	-	-	861	-	-	861
ART 18 11 MUNICIPAL SERVICE FACILITY	1,683	-	-	-	1,683	-	-	1,683
ART 38 11 SPRING GROVE MAINT	19,875	-	-	-	19,875	-	-	19,875
B22 12 TECH INFRASTRUCTURE	24,780	-	-	-	24,780	4,670	293	19,816
ART 45 13 PAY AND DISPLAY	18,493	-	-	-	18,493	-	-	18,493
ART 31 15 TWN & SCHOOL ENERGY INITIATIVES	167,225	-	-	-	167,225	138,209	-	29,016
ART 38 16 TOWN & SCHOOL ENERGY INITIATIVES	60,555	-	-	-	60,555	27,941	-	32,614
B39 14 TOWN & SCHOOL ENERGY	112	-	-	-	112	-	-	112
B43 14 BUILD & FACILITY MAINT	104,073	-	-	-	104,073	-	6,130	97,943
B52 14 SCHOOL BLDG MAINT/RENOV	1,172	-	-	-	1,172	860	-	312
B38 15 SAFETY & SECURITY COMM UPGRADES	272,176	-	-	-	272,176	127,808	35,002	109,366
ART 28 16 TOWN BLDG AND FACILITY MAINTENANCE	148	-	-	-	148	-	-	148
ART 57 16 MEMORIAL PLAYSTEAD	1	-	-	-	1	-	-	1
ART 33 17 MUNICIPAL SVCS FACILITY	497,129	-	500,000	-	997,129	668,178	185,953	142,999
ART 43 17 MAJOR TOWN BLDG PROJECTS	52,631	-	-	-	52,631	52,351	280	-
ART 44 17 TOWN & SCHOOL ENERGY	7,208	-	120,000	-	127,208	124,388	1,000	1,820
ART 45 17 HP/WH SCHL AIR COND	5,674	-	-	-	5,674	5,674	-	-
ART 46 17 SAFETY & COMM UPGRADE	268,264	-	-	-	268,264	-	-	268,264
ART 34 18 MAJOR TOWN BLDG PROJECTS	534,176	-	-	-	534,176	323,321	159,778	51,077
ART 35 18 TOWN & SCHL ENERGY INITI	515,500	-	-	-	515,500	359,924	120,470	35,106
ART 41 18 CNTR AT PUNCHARD DESIGN	2,500	-	-	-	2,500	250	-	2,250
ART 46 18 IT PLATFORM & INFRASTRUCTURE	188,802	-	-	-	188,802	33,034	-	155,768
ART 1 19STM BALLARDVALE FS LAND AND CONSTR	1,139,694	-	2,000,000	-	3,139,694	1,601,373	5,971,999	(4,433,679)
ART 24 19 SENIOR CTR DES SV/CONST	2,700,000	-	1,000,000	1,085,000	4,785,000	1,233,069	4,498,482	(946,551)
ART 36 19 MAJOR TOWN PROJECTS	-	-	-	-	-	139,920	255,440	(395,360)
ART 38 19 TOWN & SCHL ENERGY INITI	-	-	200,000	-	200,000	190,235	74,095	(64,330)
ART 40 19 TOWN BRIDGE EVAL/MAINT	-	-	-	300,000	300,000	179,854	15,156	104,990
ART 41 19 PARKING & HARDSCAPE IMPR PHI	-	-	-	-	-	-	-	-
ART 32 16 MUNI SVCS FACILITY DESIGN	1,000	-	-	-	1,000	-	-	1,000
ART 55 16 DEYERMOND FIELD LIGHTS	10	-	-	-	10	-	-	10
ART 52 17 BOS & SCH COMMITTEE ROOM UPGRADE	853	-	-	-	853	853	-	-
ART 54 17 WH HP ACCESSIBILITY	14,384	-	-	-	14,384	14,384	-	-
TOTAL MUNI BUILDING	6,609,323	-	3,820,000	1,385,000	11,814,323	5,228,013	11,324,091	(4,737,781)

Town of Andover Capital Projects Funds Fiscal 2020								
DESCRIPTION	Fiscal 2020							
	07/01/19 Balance	ENCUMB	LTBOND PROCEEDS	OFS	TOTAL AVAILABLE	TOTAL EXP	ENCUMB	06/30/20 Balance
ART 88 99 IMPROVE ESSEX/PEARSON	3,500	-	-	-	3,500	-	-	3,500
ART 66 00 SIDEWALK RESTORATION	6,988	-	-	-	6,988	-	-	6,988
ART 70 00 SIDEWALK CHESTNUT ST	71,175	-	-	-	71,175	-	-	71,175
ART 28 01 ACQ SMITHSHIRE EST	56,946	-	-	-	56,946	-	-	56,946
ART 44-2 02 GIS	29,904	-	-	-	29,904	-	-	29,904
ART 33 05 MORaine ST	6,153	-	-	-	6,153	-	-	6,153
ART 38 07 ACQUIRE GRANLI DRIVE	1,654	-	-	-	1,654	-	-	1,654
ART 39 07 PEDESTRIAN FOOT BRIDGE	15,000	-	-	-	15,000	-	-	15,000
ART 52 07 BRIDGE REPAIRS	24,144	-	-	-	24,144	-	-	24,144
ART 32 08 BRIDGE REPAIRS	247,047	-	-	-	247,047	-	-	247,047
ART 52 10 REPAIRS TO PUBLIC WAYS	15,634	-	-	-	15,634	-	-	15,634
ART 24 11 TOWN BRIDGE EVAL/REPAIR	81,798	-	-	-	81,798	-	-	81,798
ART 25 11 PEARSON ST PARKING LOT	2,253	-	-	-	2,253	-	-	2,253
ART 42 12 HIGHPLAIN FISHBROOK	183,466	-	-	-	183,466	-	-	183,466
ART 60 15 FINISH CHARLES CIRCLE	17,824	-	-	-	17,824	-	-	17,824
B20 14 HOLT RD SIDEWALK CONSTR	9,977	-	-	-	9,977	-	-	9,977
B22 14 HYDRANT MAINTENANCE	60,399	-	-	-	60,399	60,399	-	-
ART 44 MINOR STORM DRAIN IMPROVEMENTS	5,308	-	-	-	5,308	-	-	5,308
ART 45 SIDEWALK CONSTRUCTION - WOBURN	1,203	-	-	-	1,203	-	-	1,203
ART 62 SIDEWALK CONSTRUCTION - RIVER ST	1	-	-	-	1	-	-	1
ART 48 18 MINOR STRM DRAIN IMPROV	-	-	-	-	-	53,278	-	(53,278)
ART 40 19 TOWN BRIDGE EVAL & MAINTENANCE	-	-	-	-	-	-	-	-
TOTAL ROAD/STORM DRAIN	840,375	-	-	-	840,375	113,677	-	726,698
ART 47 99 PUB SAF ANTENNAS	3,921	-	-	-	3,921	-	-	3,921
ART 42 17 FIRE-REPLACE AMBULANCE	3,536	-	-	-	3,536	-	-	3,536
ART 32 18 PUBLIC WORKS VEHICLES	-	-	420,000	-	420,000	275,011	140,575	4,414
ART 33 18 LADDER TRUCK REPLACEMENT	9,803	-	-	-	9,803	7,588	-	2,215
ART 41 17 PUB WORKS LARGE VEHICLES	-	-	-	-	-	336,864	-	(336,864)
ART 35 19 FIRE APPARATUS REPLACEMENT	-	-	314,000	46,000	360,000	321,023	-	38,977
ART 43 19 PARKING VEH REPLACEMENT	40,000	-	-	-	40,000	36,112	2,068	1,820
STM 2 19 AED PLAYING FIELDS	50,000	-	-	3,048	53,048	49,050	-	3,998
ART 39 19 MICROWAVE COMM SYSTEM	-	-	-	-	-	-	-	-
TOTAL PUBLIC SAFETY	107,259	-	734,000	49,048	890,307	1,025,648	142,643	(277,984)
GRAND TOTAL	21,712,475	-	10,970,000	6,415,865	39,098,340	17,469,683	15,292,437	6,336,220

TOWN OF ANDOVER					
TRUST-CEMETERY -SPECIAL FUNDS					
IN CUSTODY OF TOWN TREASURER					
YEAR ENDING JUNE 30, 2020					
FUND	BALANCE				BALANCE
	July 1, 2019	DEPOSITS	INCOME	DRAWN	June 30, 2020
STABILIZATION	6,498,812	-	98,008	-	6,596,820
C.D. WOOD	-				-
OPEB ART 21, 2010	12,492,284	1,982,567	514,834	-	14,989,686
ESTATE S.P. WHITE	17,322	-	291	-	17,613
POLICE DRUG ACCOUNT	20,986	1,500	40	5,988	16,538
TOWN 400TH CELEBRATION	11,222	-	172	-	11,393
SENIOR CENTER PROGRAMS	12,938	-	399	-	13,337
STABILIZATIONFUND - BOND PREM	1,103,995	-	16,380	-	1,120,375
J. GREELEY	7,719	-	119	-	7,838
MARGARET G. TOWLE	345,826	-	-	-	345,826
MARGARET G. TOWLE	54,645	-	6,076	7,046	53,675
JOHN CORNELL	57,656	-	882	1,200	57,338
DAVID & LUCY SHAW	60,109	-	919	-	61,028
W.L. RAYMOND	68,062	-	1,041	-	69,103
A.J. LINCOLN	25,406	-	427	-	25,833
E.I. RAYMOND	3,687	-	56	-	3,743
TAYLOR	2,607	-	40	-	2,646
SPRING GROVE	1,261,594	21,431	28,212	-	1,311,237
SPRING GROVE FLOWERS	28,421	-	444	1,475	27,390
EMILINE LINCOLN	2,511	-	38	-	2,549
EMMA J. LINCOLN	1,375	-	21	-	1,396
CONSERVATION FUND	77,082	-	1,181	-	78,262
SMART	19,378	-	296	15	19,659
FARRINGTON	2,271	-	35	15	2,291
BALLARDVALE	1,465	-	23	25	1,463
ALLEN	140	-	2	15	128
EMS BELL LIBRARY TRUST	54,447	-	773	9,500	45,720
ELDERLY TAXATION FUND	24,577	821	-	-	25,398
MUNICIPAL AFFORDABLE HOUSING	208,264	-	12,346	27,150	193,461
POLICE FEDERAL DRUG ACCT	37,096	17,812	93	-	55,001
DOLLARS FOR SCHOLARS	-	915,659	16,227	800	931,086
DRAPER	21,613	-	331	-	21,943
RICHARDSON	1,913	-	30	-	1,943
A & AV LINCOLN	1,426	-	22	-	1,448
RAFTON (INTEREST)	8,568	296	131	-	8,995
RAFTON (PRINCIPAL)	599	-	-	-	599
CONROY	2,196	-	34	-	2,229
AMERICAN LEGION	1,619	-	25	-	1,644
CHRIS MAYNARD BOOKS	5,234	-	79	127	5,186
HOLT	985	-	15	-	1,000
	22,546,048	2,940,087	700,043	53,357	26,132,821
INTERNAL SERVICE FUNDS					
INSURANCE	114,992	-	1,828	9,233	107,587
UNEMPLOYMENT COMPENSATION	374,563	-	6,274	-	380,837
WORKERS COMPENSATION	197,563	51,135	-	-	248,698
TOWN INSURANCE HEALTH	6,297,452	21,731,243	65,011	18,012,360	10,081,346
TOTAL INTERNAL SERVICE FUNDS	6,984,570	21,782,378	73,114	18,021,593	10,818,469
GRAND TOTAL ALL TRUST FUNDS	29,530,617	24,722,465	773,157	18,074,949	36,951,290

TOWN OF ANDOVER, MASSACHUSETTS
ANALYSIS OF BONDS AUTHORIZED AND OUTSTANDING
ACTIVITY FOR FY 2020

ARTICLE	PROJECT NAME	AUTHORIZATION JULY 1, 2019	NEW AUTHORIZATION	BONDING	PAID DOWN	RESCIND	AUTHORIZATION JUNE 30, 2020
SEWER ENTERPRISE							
ART 64 2007	SHAWSHEEN PUMPING STATION	350,000.00					350,000.00
ART 33 2008	SHAWSHEEN RIVER OUTFALL SEWER	2,200,000.00					2,200,000.00
		2,550,000.00	0.00	0.00	0.00	0.00	2,550,000.00
WATER ENTERPRISE							
ART 36 2012	WATER PLANT BACKWASH TANK	300,000.00					300,000.00
ART 41 2016	WATER MAIN REPLACEMENT PROJECTS	500,000.00		500,000.00			0.00
ART27 2017	WATER MAIN REPLACEMENTS	1,000,000.00		597,000.00	403,000.00		0.00
ART 38 2017	WATER TREAT PLANT HEATING SYSTEM	100,000.00			100,000.00		0.00
ART 25 2018	WATER MAIN REPLACEMENT PROJECTS	3,000,000.00		3,000,000.00			0.00
ART 27 2018	WATER TREAT PLANT ELECTRIC SUBS REPLACE	5,000,000.00					5,000,000.00
ART 30 2018	DALE STREET PUMPING STATION REPLACE	360,000.00					360,000.00
ART 29 2019	WATER MAIN REPLACEMENTS	4,000,000.00		2,000,000.00			2,000,000.00
ART 2 2019	WATER MAIN REPLACEMENTS	2,000,000.00					2,000,000.00
		16,260,000.00	0.00	6,097,000.00	503,000.00	0.00	9,660,000.00
TOTAL ENTERPRISE FUNDS		18,810,000.00	0.00	6,097,000.00	503,000.00	0.00	12,210,000.00
GENERAL GOVERNMENT							
ART 31 2008	LANDFILL CLOSURE	6,695,000.00					6,695,000.00
		6,695,000.00	0.00	0.00	0.00	0.00	6,695,000.00
SCHOOL							
ART 40 2015	SCHOOL SITE IMP - WEST ELEMENTARY	319,000.00		319,000.00			0.00
		319,000.00	0.00	319,000.00	0.00	0.00	0.00
ROAD AND DRAINAGE							
ART 29 2017	ENMORE STREET RECONSTRUCTION	355,000.00					355,000.00
ART48 2018	MINOR STORM DRAIN IMPROVEMENTS	300,000.00					300,000.00
		655,000.00	0.00	0.00	0.00	0.00	655,000.00
CONSERVATION AND LAND ACQUISITION							
ART 12 2001	LAND ACQUISITION LOWELL JCT RD	800,000.00					800,000.00
ART 23 2002	CONSERVATION FUND	400,000.00					400,000.00
		1,200,000.00	0.00	0.00	0.00	0.00	1,200,000.00
TECHNOLOGY							
ART 40 2014	TECHNOLOGY HARDWARE & SOFTWARE	200,000.00					200,000.00
ART 39 2019	PUBLIC SAFETY MICROWAVE COMMUNICATION SYS	300,000.00			300,000.00		0.00
		500,000.00	0.00	0.00	300,000.00	0.00	200,000.00
TOWN BUILDINGS							
ART 33 2017	MUNICIPAL SERVICES FACILITY	500,000.00		500,000.00			0.00
ART 44 2017	TOWN & SCHOOL ENERGY INITIATIVES	120,000.00		120,000.00			0.00
ART 1 2019	BALLARDVALE FIRE STATION	7,000,000.00		2,000,000.00			5,000,000.00
ART 24 2019	CENTER AT PUNCHARD DESIGN/CONSTRUCTION	2,500,000.00		1,000,000.00			1,500,000.00
ART 36 2019	MAJOR TOWN BUILDINGS PROJECTS	650,000.00					650,000.00
ART 37 2019	TOWN & SCHOOL ENERGY INITIATIVES	420,000.00		200,000.00			220,000.00
ART 38 2019	MAJOR SCHOOL BUILDINGS PROJECTS	920,000.00					920,000.00
		12,110,000.00	0.00	3,820,000.00	0.00	0.00	8,290,000.00
MISCELLANEOUS							
ART32 2018	PUBLIC WORKS VEHICLES - LARGE	555,000.00		420,000.00			135,000.00
ART 34 2019	PUBLIC WORKS VEHICLES - LARGE	380,000.00					380,000.00
ART 35 2019	FIRE APPARATUS REPLACEMENTS	360,000.00		314,000.00	46,000.00		0.00
ART 40 2019	TOWN BRIDGE EVALUATION & MAINTENANCE	500,000.00					500,000.00
ART 41 2019	PARKING AND HARDSCAPE IMPROVEMENTS	400,000.00					400,000.00
		2,195,000.00	0.00	734,000.00	46,000.00	0.00	1,415,000.00
TOTAL GENERAL GOVERNMENT		23,674,000.00	0.00	4,873,000.00	346,000.00	0.00	18,455,000.00
GRAND TOTAL		42,484,000.00	0.00	10,970,000.00	849,000.00	0.00	30,665,000.00

SECTION VII
MODERATOR'S TOWN MEETING COMMENTS

To: *The Citizens of Andover*

From: *Sheila Doherty, Town Moderator*

Many of our citizens each year are new or recent transfers into our town from areas where the legislative body of the community is not governed by the Open Town Meeting. With this in mind, I feel that the following general information and guidelines will help meeting members as they deliberate the town meeting warrant.

INTRODUCTION TO TOWN MEETING

The Town Meeting is a distinctly New England institution. It traces its origins in the New World to the Mayflower Compact and has evolved from the parish meetings dating from the time when all inhabitants of the town were also members of the parish.

Each early parish meeting had a Moderator - a person chosen because of his knowledge, fairness and moderate temperament. His word and his decisions had a force and effect of law.

All Town Meetings in New England are alike - and no two are identical. Town Meeting is the legislative and principal policy making body for the Town of Andover. It convenes at least annually at the specific time, date and place designated by the Select Board.

The Annual Town Meeting considers and adopts operating budgets for town and schools for the coming fiscal year and makes many other decisions, which will affect the quality of life for the citizens of Andover. Capital projects, zoning changes, street acceptances, general bylaw changes, etc., all require votes of Town Meeting.

Any person registered to vote in Andover may participate and vote at Town Meeting.

THE WARRANT

The agenda of the meeting is the Warrant. It is the warning to all inhabitants of the articles which will be discussed and may be voted on at the meeting. Articles are included in the Warrant at the discretion of the Select Board and by citizen petition. The Select Board sets the order of the Warrant.

The final printed and published Warrant is given to the Moderator for discussion and action at the Meeting. No additional articles are permitted, and no changes are permitted which would materially change the content or intent of the article. The inhabitants would not have had proper warning. Articles are not taken out of order for the same reason.

THE DEBATE

Certain Rules observed by the Moderator flow from custom and tradition.

In order for an article to be considered, it must be moved and seconded. Proponents of the article are permitted to speak first.

1. Voters address the chair as Mr./Madam Moderator and when recognized, the voter should announce his/her name and address before proceeding to discuss a concern.
2. Any person having a monetary or equitable interest in any matter under discussion shall disclose the fact of that interest or employment before speaking.
3. Out of consideration to others, speakers should be brief, direct and concise. The Moderator will give everyone an opportunity to speak, but reserves the right to call for a vote to close debate if it is deemed that further discussion is no longer productive.
4. A motion from the floor to move the question can also close the debate. An affirmative vote on this motion closes debate and a vote on the main motion is taken. If the Moderator feels that the discussion has been cut too short, a decision may be made to continue the discussion until it is clear that the discussion is no longer productive.

AMENDMENTS

1. Only one amendment is permitted at a time. By custom, we do not allow amendments to amendments. This helps to keep the process simple and understandable for the meeting participants.
2. Amendments which would in effect kill an article are not permitted – a “no” vote will accomplish the same results.
3. Amendments, by custom, must be written in triplicate and presented to the Moderator. One copy goes to the Moderator to read to the meeting for action, another copy goes to the Town Clerk for the official record, and a third copy is kept by the person who requests the amendment. Triplicate copy forms are available from the Town Clerk or the Ombudsman (available at the meeting to assist participants with their amendments.)
4. After an amendment is seconded and discussed, the Moderator calls for a vote on the amendment only. Debate then continues on the original motion or other amendments. The final vote is taken on the original motion, as amended.

OTHER RULES

1. Motions to indefinitely postpone are not permitted. A proponent of an article should be given a fair hearing and leave the meeting with a decision.
2. Motions to reconsider are not permitted except in very rare instances where an error has occurred.
3. On matters of procedure, the Moderator’s decision is final. He/she may confer, however, with Town Counsel and request Town Counsel to explain any legal points to Town Meeting members.
4. Town meeting starts promptly on Saturday, June 5th at 9:30AM and will be completed *in toto*.

Town Meeting Time, a handbook on the principles directing Town Meeting, is available to the public at most bookstores and also at the Memorial Hall Library. Traditions built up over many years guide the conduct of Andover’s Town Meeting, modifying the principles set forth in the handbook.

Above all, the responsibility of the Moderator is:

- ♦ to keep the meeting orderly and moving;
- ♦ to protect the rights of those citizens who are unable, for whatever reason, to attend all segments of the meeting; and
- ♦ to assure that the will of the majority of those present and voting is secured.

I encourage you to participate in this treasure of New England.....

TOWARD A BETTER UNDERSTANDING OF TOWN MEETING

Town Meeting participation demands a commitment of time, energy, effort, imagination, a sense of humor, intelligence, a dose of common sense, fair play and a deep appreciation of self-government - rare commodities, perhaps, but if they can't be found at Town Meeting, where are we to look?

WHY TOWN MEETING

Town Meeting is the legislative and policy making body of the Town. It convenes, at least annually at the time and place designated by the Select Board. It considers and adopts an operating budget, and considers other matters which require Town Meeting action such as zoning changes, street acceptances, bylaw additions and amendments, or any other matter which affects the Town.

TOWN MEETING PROCEDURES

Town ByLaws specify few procedures. The Town Meeting Improvements Study Committee has reviewed the most common procedures used in the past and suggest the following:

ARTICLES - All articles presented for consideration must be moved and seconded. A voter may be recognized by standing and saying "Mr. Moderator" or "Madam Moderator." Before making any remarks the speaker must give name and address. All articles shall be taken up in the order in which they appear in the warrant.

BUDGET - Questions on the budget are encouraged. A voter may address the Moderator on any line item in the finance committee report. Amendments can be offered and will be voted on individually.

PRO & CON MICROPHONES – The Moderator will introduce the use of pro and con microphones for articles that the Moderator judges may benefit from this procedure.

AMENDMENTS & MOTIONS - Amendments must be presented to the Moderator in writing (three copies). After discussion on the amendment the Moderator calls for a vote on the amendment only. If passed the original motion as amended is voted upon. Amendments to amendments are usually ruled out of order. Motions or amendments which differ materially from that printed in the warrant must be given to the voters in writing at the time of consideration, or shown on a screen readable by all voters. Motions to table are used rarely.

VOTING REQUIREMENTS – Most motions require a majority vote to carry. The Moderator will clarify the type of vote needed to pass an article as the meeting moves along. All bonding articles, zoning articles and eminent domain considerations require a two-thirds (2/3) vote.

DECLARING THE VOTE - The Moderator may decide the sense of the meeting by a voice vote. If in doubt, or, if the decision is questioned, a standing vote may be called for. A voter may request a standing vote.

PRIVILEGED MOTIONS - A speaker may be interrupted only for a point of order, a question of the legality of a motion, or a question to clarify information.

PREVIOUS QUESTION, RECONSIDERATION AND DISPLAY - Previous question is a formal motion which, if passed, cuts off debate. The motion is not debatable. It is allowed when in the Moderator's judgment the matter has been adequately discussed. Reconsideration is rarely used and only to correct an oversight or an illegality. Voters who wish to show slides or present other visual material should make arrangements before the meeting. The Town Clerk or Town Manager can advise. An ombudsman is present to assist voters in wording amendments or to answer questions on procedures.

TOWN MEETING PROCEDURES (cont.)

ADJOURN/DISSOLVE - A meeting may adjourn to a later time and a different place, but when a meeting is dissolved it is finished. A meeting may not be dissolved until every article in the warrant has been acted upon.

TOWN MEETING MEMBERS

All registered voters may participate in Andover's Open Town Meeting. Participants display prominently ribbons or badges which are given out at the beginning of the meeting and returned at its conclusion.

The business of the meeting is contained in the warrant (warning) and includes all matters on which the Town must act. Articles are inserted in the warrant by the Select Board and by Citizen Petition. The order is determined by the Select Board.

THE MODERATOR - Presides over and conducts the meeting. This is an elected position.

TOWN CLERK - Is the chief election official, custodian of the Town's records, and recording secretary of the meeting.

SELECT BOARD - (5) Elected policy making body, appoints Town Manager and compiles the warrant.

TOWN MANAGER - Appointed by the Select Board, the Manager prepares the budget and submits it to the Selectmen and the Finance Committee on or before a date certain. A voter may direct questions to the Manager relating to the budget or to warrant articles.

FINANCE DIRECTOR - Has primary responsibility for the budget, reports to the Town Manager, and is an information resource at the meeting.

FINANCE COMMITTEE - (9) Appointed by the Moderator, it reviews the budget, makes recommendations on all financial matters, prepares and distributes to all Andover households a printed report of its recommendations and other relevant information to assist Town Meeting in making final decisions.

SCHOOL COMMITTEE - (5) Elected and responsible for the operation of the educational system, prepares the school budget, appoints the Superintendent and defines educational philosophy and policy.

SUPERINTENDENT OF SCHOOLS - Chief executive officer for implementing school committee policy and directives.

TOWN COUNSEL - Chief legal officer and legal advisor to the Town Meeting.

PLANNING BOARD - (5) Appointed by the Town Manager with the approval of the Select Board, it advises Town Meeting on a range of planning and zoning matters.

CONSERVATION COMMISSION - (7) Appointed by the Town Manager as custodian of Town owned conservation land. It recommends land acquisitions to the Meeting.

GREATER LAWRENCE TECHNICAL SCHOOL - (1) Member elected as Andover representative to that school's committee and explains Andover's share of operating costs.

STATUTORY CONSTRAINTS ON TOWN MEETING
(Refer to Chapter 39 of the General Laws for Precise Wording)

The annual Town Meeting shall be held in February, March, April, or May, unless otherwise directed by Executive Order of the Governor of the Commonwealth of Massachusetts.

The Select Board shall insert in the warrant all articles requested in writing by ten or more registered voters. The warrant shall be published and posted at least seven days before the meeting stating the time and the place of the meeting and the subjects to be acted on.

The Town may by bylaw establish the number of voters to constitute a quorum.

A Moderator must be elected to preside over the meeting, regulate proceedings, decide all questions of order and make public declaration of all votes. If a vote is questioned by seven or more voters, statute requires a standing vote. If the statutes require a standing vote the count shall be taken and the result shall be recorded by the Clerk. If the vote is unanimous the count need not be taken and the Clerk shall so record it.

No person shall address a Town Meeting without leave of the Moderator and all persons shall, at the request of the Moderator, be silent.

BYLAW CONSTRAINTS ON TOWN MEETING

MEETINGS - The annual Town Meeting for the election of officers shall be held on the fourth Tuesday in March, each year. Andover has regularly adjourned its Town Meeting after the election to a later time for consideration of the rest of the Warrant. Special Town Meetings may be held at such times and places as the Select Board may designate. Any meeting may be adjourned from time to time to any place in the Town.

WARRANTS - Attested copies of the Warrant shall be posted in or on the Town Hall and in at least one newspaper of general circulation within the Town fourteen days or more before the date of the meeting. The warrant for insertion of articles shall be open for not fewer than thirty-five consecutive calendar days, but the Select Board may reopen the warrant if required.

ANNUAL TOWN REPORT - At least seven days before the annual meeting the Town Manager shall make available to all registered voters an annual report. A summary of the report shall be delivered to each Andover household at least seven days before the Annual Meeting, or may be included in the Finance Committee's Report.

VOTE BY BALLOT - A motion for a secret ballot is in order and requires approval of 25% of those voting.

ADMISSION OF OTHER THAN REGISTERED VOTERS - **Only residents who are registered voters are allowed in the voting sections of Town Meeting.** Unregistered voters and non-residents may request admission by submitting their names and addresses to the Moderator through election officials at the entrance of Town Meeting. They may be admitted by a majority vote of those present. The Moderator shall designate a place set apart from the general assembly where such persons may sit. The Moderator shall also set apart a space where accredited representatives of the press shall sit.

DISCLOSURE OF INTEREST - Any person having a monetary or equitable interest in any matter under discussion at any Town Meeting or employed by another having such an interest shall disclose the fact before speaking thereon.

TWO-THIRDS VOTE – On matters requiring a two-thirds (2/3) vote by statute, a count need not be taken unless the vote so declared is immediately questioned by seven or more voters as provided in General Laws Chapter 39, Section 15. Before considering another warrant article the Moderator shall ask if the two-thirds (2/3) vote is questioned.

SECTION VIII

APPENDIX

LINKS TO RESOURCES

Supplemental information to the Finance Committee Report can be found at
www.andoverma.gov/FinComReport

We have provided the list of links below to the www.andoverma.gov website and other sites for those of you who would like more in-depth information on budget and capital improvement matters.

<i>Links to Resources and Documents</i>	
Town of Andover Charter and Bylaws	www.andoverma.gov/charter
Town of Andover FY2022 Budget	www.andoverma.gov/FY2022Budget
Town of Andover FY2022 Capital Improvement Plan	www.andoverma.gov/FY2022CIP
Andover Public Schools Budget Information	www.andoverma.gov/schoolbudget
Information on Proposition 2/ 1/2	www.andoverma.gov/prop2half
Andover Transparency	www.andoverma.gov/transparency
OPEB Valuations	www.andoverma.gov/OPEB
Retirement System Valuations	www.andoverma.gov/retirementvaluations
Comprehensive Annual Financial Reports	www.andoverma.gov/CAFR
Revenue and Expenditure Task Force	www.andoverma.gov/RevExpen
Annual Town Report	www.andoverma.gov/AnnualReport
COVID19 Information	www.andoverma.gov/Coronavirus
Andover TV Video Archives	www.andovertv.org/videoarchive

NOTES

NOTES

TOWN OF ANDOVER

TOWN MEETING PROCEDURE AT A GLANCE

To do this...	You say this.....	May you Interrupt Speaker?	Must you Be Seconded?	Is the Motion Debatable?	What vote is required?
Request Information	Point of Information	Yes	No	No	No Vote
Complain about noise, sound, general room conditions, etc....	Point of Privilege	Yes	No	No	No vote
Object to procedure or personal affront	Point of order	Yes	No	No	No vote Chair decides
Introduce Business <i>(a primary motion)</i>	I move that.....	No	Yes	Yes	Majority
Ask for a vote count to verify a vote	I call for a standing count...	No	No	No	No Vote
Amend a motion	I move to amend this motion	No	Yes	Yes	Majority
End Debate <i>Can be denied by Moderator at his/her discretion</i>	I move the question	No	Yes	No	2/3 vote
Reconsider something already disposed of	Meeting only reconsiders a vote if an error has occurred				Chair corrects with proper vote
Recess the meeting	I move that we recess until....	No	Yes	No	Majority
Adjourn the meeting	I move we adjourn	No	Yes	No	Majority

*Town of Andover
36 Bartlet Street
Andover, MA 01810*

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PLEASE BRING THIS REPORT WITH YOU TO TOWN MEETING

**Saturday, June 5, 2021
9:30AM**

WEST MIDDLE SCHOOL OPEN AIR TENT