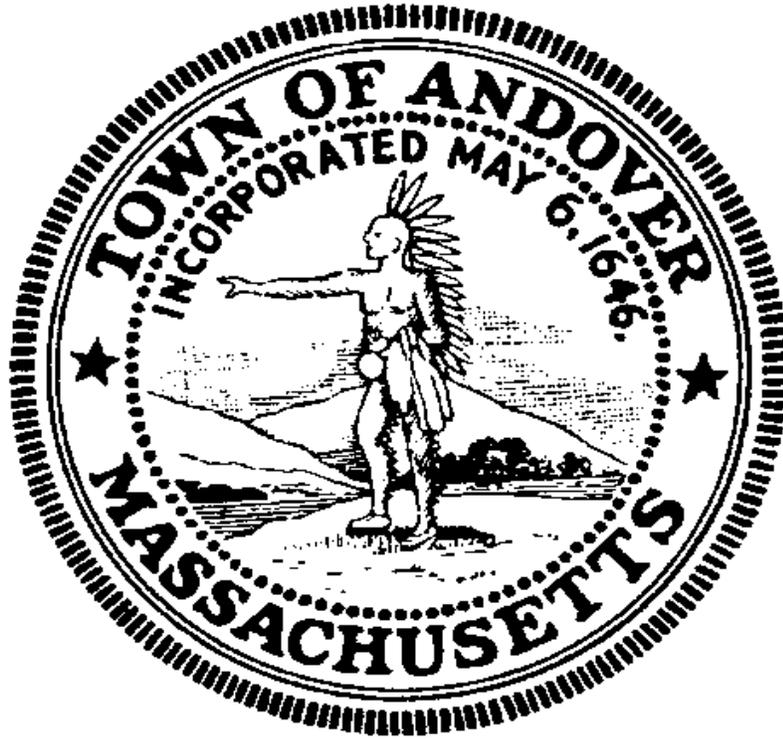


FINANCE COMMITTEE REPORT



APRIL 29, 2019
ANNUAL TOWN MEETING

ANNUAL TOWN MEETING

PLAN TO ARRIVE EARLY

All Town Meeting attendees must be checked into the meeting in the lobby of the Collins Center for the Performing Arts on April 29th. Voters must check in at their precinct table. Visit the Town website at www.andoverma.gov and click on "Town Clerk's Office" under the "Departments" tab and click on "Elections" to search for your precinct under the "Precinct Search" tab. To avoid delays at check in, please check your precinct prior to Town Meeting.

Voters: Only voters who registered by the deadline (April 10th) will be allowed to vote at this Town Meeting. Voters will receive a sticker that must be worn in a visible location on their person to vote.

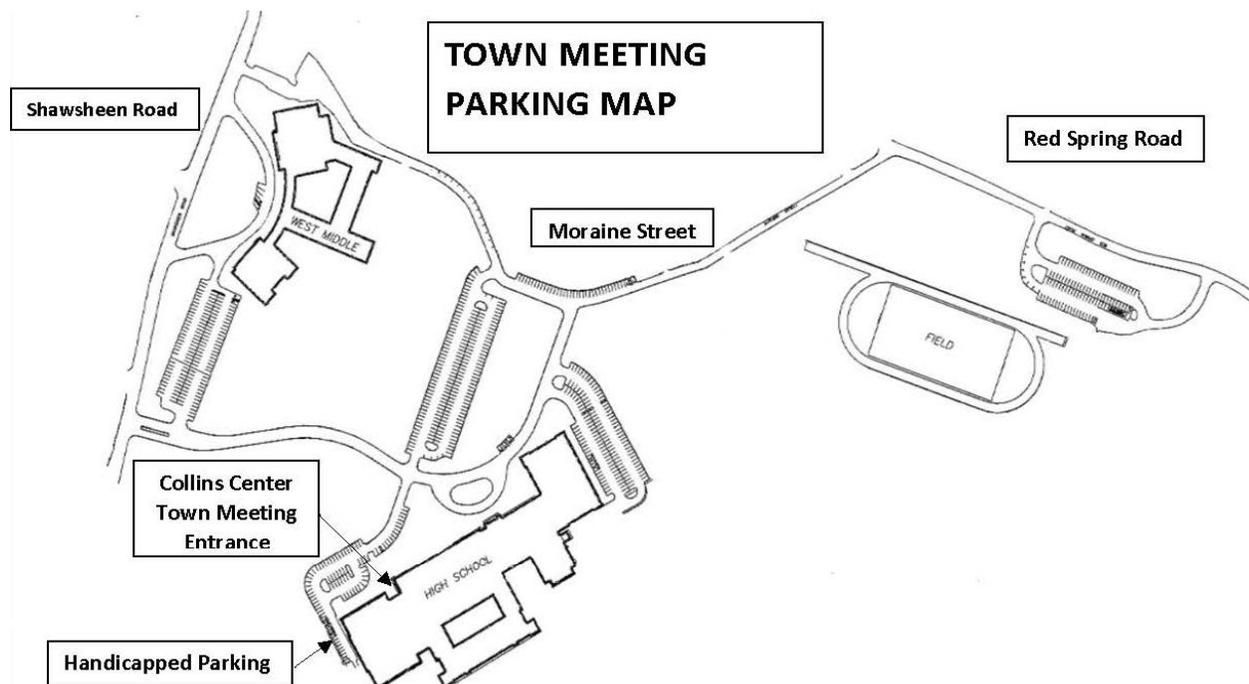
Non-Voters: Non-voters may attend Town Meeting and will be seated in a special section. Non-voters must check in at the Town Clerk's table in the lobby to register before being seated. Please be aware that non-voters will not be seated until after 7:00 P.M. when they are voted admittance by Town Meeting.

Overflow Seating: If meeting attendance exceeds the capacity of the Collins Center, voters and non-voters may be directed to sit in the High School cafeteria. The cafeteria is linked by video and audio feed to the Collins Center. Participants in both areas will be able to speak to the meeting and vote.

Children: Children may enter the meeting as non-voters. *See above.* Parents must attend small children during the meeting and sit with them in the designated non-voter section. Voters (with visible stickers) may vote from the non-voter section. Please notify the section counter if you are a voting member. No children or non-voters may sit in the registered voter sections.

Parking: There are several parking lots available:

1. Collins Center Lot
2. Main Lot at the High School
3. West Middle School Lot
4. Lot beside the Field House
5. Red Spring Road



WELCOME TO ANDOVER'S 2019 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 this meeting.

Section I of the report contains written matter, graphs, charts and explanations to help you understand Andover's proposed FY2020 budget, and how it is likely to affect your taxes. Historical information is provided in some cases to help you understand trends. This section may be found on pages 12-20.

Section II of the report begins on page 40 and contains the actual Warrant. There are 66 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 we expect certain articles will be withdrawn, we are still obligated to print them in their entirety. To conserve paper, we have reduced the font size drastically for articles that will be moved to be withdrawn.

Section III of the report contains letters from Shannon Scully, School Committee Chairperson and Alex Vispoli, Chairman of the Board of Selectmen.

Section IV of the report contains a financial summary taken from Andover's 2018 Annual Report, and a cover letter from Andrew Flanagan, Andover Town Manager.

Section V contains a message from Sheila Doherty, Town Moderator, followed by information about Town Meeting processes and procedures.

Closing our report is the **Appendix**.

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

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

April 5, 2019

To the Citizens of Andover:

The Finance Committee recommendations and supporting documentation in this report are meant to provide voters with information necessary to make well-informed decisions at our Annual Town Meeting starting on April 29, 2019. Our goal is to recommend a budget that is fiscally responsible, sustainable, and clearly communicated.

The Finance Committee has reviewed the Town Manager's proposed balanced FY2020 budget and recommends approval. We were fortunate this year to have unexpected increased revenues from Chapter 70 State Aid, and a lower than expected increase in healthcare costs. These two factors relieved some of the usual budgetary pressures, at least temporarily. However, continued Town and School department budget growth and unfunded obligations are major concerns that should be addressed. Furthermore, two potential school construction projects will have a significant impact on the Town budget within the next one-to-three years. In the pages immediately following this Finance Committee letter, recommendations are put forth for the FY2021 budget planning process to help policymakers address the Town's near- and long-term financial concerns.

Proposed FY2020 Budget Highlights

The Town Manager's proposed FY2020 budget anticipates revenues from all sources in the amount of \$200,758,228. This total represents an increase of \$7,012,055 (3.62%) over FY2019. The budget is balanced, and the Board of Selectmen, the School Committee, and the Finance Committee all recommend approval. The Finance Committee estimates that the resulting average residential single-family property tax increase will be 3.83%.

FY2020 budget highlights are summarized as follows:

- (1) Major estimated revenue sources are Property Taxes (73.89%), Water and Sewer Enterprise Funds (7.32%), State Aid (6.86%), and General Local Revenues (6.48%).
- (2) Major estimated expense categories are School Department (42.80%), Town Departments (20.97%), Health Insurance (10.62%), Debt Service (7.55%), Retirement (5.68%), and Water and Sewer (4.15%).
- (3) Town and School Department budget increases are 3.75% (\$1,522,100) and 4.14% (\$3,419,150), respectively. See page 15 of this report for a detailed revenue and expense statement.
- (4) Health Insurance was held to a 4.8% increase as opposed to the projected 8%, thus requiring a lower appropriation than anticipated for this budget line item.
- (5) Chapter 70 State Aid increased by approximately 8% instead of the projected 2% resulting in \$646,569 in additional revenue.
- (6) Reconciliation of the available funds due to (4) and (5) above led to the following recommended FY2020 additional appropriations: Andover Contributory Retirement System (\$300,000), Full Day Kindergarten (\$75,000), Fire Department Ladder Aide position (\$70,000), School Department operating budget (\$250,000), and Library Staffing (\$23,000).
- (7) To mitigate the effects of the Andover Retirement System not meeting its expected investment return for the year ended December 31, 2018, the FY2020 budget contains an additional one-time \$300,000 contribution to the System as noted in (6) above.

- (8) Article 24 proposes to appropriate \$4,500,000 from the combination of Free Cash and General Fund Borrowing toward renovations to the Senior Center.
- (9) Unexpected costs incurred as a result of the Columbia Gas explosion necessitated expenditures in excess of our approved FY2019 budget. Two separate waivers were granted by the Department of Revenue to allow the Town to do this, pending the expected reimbursement in full by Columbia Gas.
- (10) Other Post Employment Benefits (OPEB) has an unfunded liability of \$145,707,756 on this year's Town balance sheet.

Property Tax Impact of the FY2020 budget

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. Because we do not yet know the FY2020 average assessed value of single-family residential property until the fall, and because the Board of Selectmen uses that valuation to set the tax rate, our estimation of next year's tax increase shown below is only that: an estimate.

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 3.83%.				
FY 19 Average Assessed Value	FY2019 Tax	FY2020 Estimated Tax	Percent Increase	Dollar Increase
\$653,104	\$9,973	\$10,354	3.83%	\$382
More detailed projections may be found on pages 24 and 25 of this report				
This year's budget maintains \$300,000 in excess levy capacity as seen in prior years. If taxed to the levy limit, we estimate the average residential property tax bill would increase by 4.03% to \$10,374.				

In addition to the 3.83% increase predicted above, your tax bill will reflect another increase. At the 2018 Annual Town Meeting, voters approved Article 37, the Senior Citizen Property Tax Exemption. This authorized a program to provide limited property tax relief for qualified seniors, and will be implemented in FY2020. The financial tax relief given to qualified seniors will be borne by other taxpayers, who will see an increase in their property tax bills. This is the first year of the program; we do not know how many will qualify, and therefore we cannot yet accurately predict what that increase will be. Based on data from other communities with similar programs, an additional increase of \$20-\$35 per household may be expected.

School Department Budget Highlights and Trends

The proposed FY2020 School Department budget is \$85,929,808 with details found on pages 35-39 of this report and in the *Andover Public Schools Preliminary Budget* (www.andoverma.gov/schoolbudget). This represents a one-year increase of 4.14%. The budget includes \$75,000 from the additional Chapter 70 funds specifically allocated to offset fees for Full Day Kindergarten. The proposed School Department budget not only provides for level services, it also adds new programming. Even with the transfer of four IT employees to the Town operating budget, the total School Department increase is higher than the Town Manager's recommended 3.75%.

School Department Full-Time Employees (FTE's) paid for through the department's Operating Budget, Grants, and Revolving accounts have risen from 993.04 (the FY2019 Annual Town Meeting number) to 1009.62. Some of this increase can be attributed to longer school days, increased English Language Learning demands, and reductions in class size. Salaries, which are directly correlated with FTE levels, account for approximately 80% of this Department's budget (other personnel-related costs such as health insurance are in the Town operating budget) and continue to increase. Associated contractual agreements are the principal driver with Cost of Living Adjustments (COLA) alone growing by 2.85% in FY2020. Note that the School Superintendent's contract and all school collective bargaining agreements will expire in FY2020.

Two important adjustments to the FY2020 budget versus previous years are the transfer of four IT employees from the School Department to the Town operating budget and the transfer of textbook costs from the Capital Improvement Plan (CIP) to the School Department operating budget. The IT transfers should provide greater efficiencies through a more coherent organizational structure and personnel usage. The textbook budget line item (\$220,000) completes the two-year transfer from the CIP to the operating budget.

Over the next several years the School Department has identified several key initiatives and challenges that will impact Andover Town finances. These include:

- (1) The forthcoming West Elementary School construction project will increase long-term debt. The project has been accepted by the Massachusetts School Building Authority (MSBA) thus allowing for a likely 60/40 cost sharing between the Town and the State. Budget estimates are likely to be available in twelve-eighteen months. Construction would commence after Town Meeting approval and a Town-wide debt exclusion vote.
- (2) Likewise, a potential Andover High School project will have long-term debt implications. The Andover High School project was *not* accepted by the MSBA during its recent proposal evaluation process. In Article 55, the Andover School Committee has requested \$210,000 in the FY2020 budget for a Feasibility Study which will provide information on site conditions and space planning that would be required for future construction with or without state aid. The Finance Committee recommends approval of this article.
- (3) A plan to institute tuition-free Full Day Kindergarten will be considered during the FY2021 budget planning process. A portion of the increased FY2020 Chapter 70 funding has been applied to further reduce this year's tuition cost by \$200 per child.
- (4) Changing demographics will place additional demands on English Language Learning teaching capabilities while the potential increase in school-age population will influence class sizes and required teaching personnel.
- (5) Special Education-related funding requirements continue to increase. Currently, 20% of students as of October 2018 are on individual education plans (IEPs).

Town Budget Highlights and Trends

The proposed FY2020 Town Departments budget is \$42,107,545 with details found on page 35-39 of this report and in the *Town Manager's Recommended FY2020 Budget & Financial Plan* (www.andoverma.gov/FY2020budget). The proposed budget represents a one-year increase of 3.75%. Even without the transfer of four IT employees into the Town operating budget, the total Town Departments increase is higher than the Town Manager's recommended 2.75%.

Some key highlights addressed in Warrant Articles 4, 5, 24, and 25 include:

- (1) The proposed Capital Improvement Program (CIP) budget is \$27,231,297 which is sourced from a combination of General Fund Revenue, Free Cash, General Fund Borrowing, Special Dedicated Funds, and Water & Sewer Enterprise funds.
- (2) Senior Center renovations will require the following appropriations: \$2,000,000 from Free Cash, \$2,500,000 from General Borrowing, and \$700,000 from the Elder Services Stabilization Fund (see Warrant Articles 24 and 25 for more details.)

- (3) The Town Manager has requested \$3,963,698 to be appropriated for capital projects itemized in Warrant Article 5 (see page 46 in this report for details). This regular budgeting action smooths out the costs for non-exempt capital projects.
- (4) Solid Waste and Recycling costs are expected to increase by \$252,731 (37%) due to changes in global recycling markets and environmental policy changes in China.
- (5) Four Information Technology FTE's are to be transferred from the School Department to the Town in FY2020 at a salary cost of \$313,000.
- (6) The Town Treasurer has put into place a tax title policy and a more active investment strategy, which has resulted in more receipts from interest and investment income than in the past.
- (7) The North Reading water agreement approved at last year's Special Town Meeting has been signed with implementation fully underway. North Reading is in the process of securing the required DEP permits to make Andover their sole water provider. They are already purchasing more water resulting in increased revenue.

Summary

This letter provides FY2020 budget highlights and identifies important financial trends, both of which were derived from information obtained from meetings with the Town Manager and department heads as well as several key Town budget documents (links listed on page 113). Much of this information can be found within other sections of the Finance Committee Report. The Committee recommends approval of the Town Manager's proposed FY2020 budget and offers several recommendations for the FY2021 budget planning process in the pages immediately following this letter.

As this report goes to print, the Finance Committee has been informed that there is a possibility that a new warrant will be signed by the Board of Selectmen asking voters to authorize Tax Incentive Financing (TIF) for Vicor Corporation. If this occurs, the Finance Committee will publish and mail a separate report to households which will explain the terms of the TIF and contain our recommendation. Also, please note that the numbers used within this report were current when it went to print, and may differ from the published Town Manager's budget. A reconciliation may be found on page 114. Additional changes may occur, and these will be identified and explained at Town Meeting.

The Finance Committee would like to acknowledge the concerted effort made by all the Boards and Committees to collaborate, reach agreement and to take votes in a timely manner. We commend the Boards and appreciate their efforts. We are grateful to the Town's senior management, department heads, financial team, and administrative staff, all of whom made themselves and their data available to assist us in the preparation of this report. They are a highly committed and professional group.

Please join us at Town Meeting beginning on April 29th at 7:00 P.M. and continuing April 30th at 7:00 P.M. in the J. Everett Collins Center Auditorium at the Andover High School. Town meeting will continue on May 6th and May 7th if necessary. Your participation is important.

The Finance Committee

Eugenie M. Moffitt, Chair
 John J. Barry, Jr., Vice-Chair

Linn N. Anderson	Spiro A. Christopoulos	Blackwell O. J. Taylor
Bonita J. Zahorik	Paul F. Russo, Jr.	Paul Monticciolo
	Andrew Betts	

FINANCE COMMITTEE RECOMMENDATIONS

Below are the Finance Committee's recommendations to Town management, our elected officials and voters.

Highest Priority

The most urgent matter the Town should address is Andover's unfunded obligations and retiree health insurance (OPEB) and retirement costs (pension). Prior efforts to address these obligations have not sufficiently reduced Andover's unfunded liability. These two expenses are estimated to be \$32,751,197, which is 16.31% of the total FY2020 Town revenues, and growing, crowding out funding for departmental operating budgets. The Committee unanimously agreed that the FY2020 proposed appropriations for retirement and OPEB are inadequate, and do not do enough to address the growth of these under-funded obligations. We strongly recommend that a more aggressive funding schedule be implemented immediately.

Changes in the Governmental Accounting Standards Board treatment of unfunded liabilities are fully phased in. Andover now has a negative balance sheet due to these changes. Those communities which have funded their liabilities have often passed overrides to do so, and Andover may have to consider this option in the future.

The Retirement Board should address eligibility requirements and do everything possible to contain costs. The Retirement Board should also be required to perform a risk assessment of the current Pension Fund asset allocation at least every two years and vote accordingly to achieve its 2040 full-funding goals mandated by the State.

The newly formed Revenue and Expenditure Task Force should review the Town Manager's five-year long-range plan assumptions as well as provide recommendations on the management of Andover's unfunded pension and OPEB liabilities.

The School department does not have a five-year operating budget plan (despite the Finance Committee's prior recommendations.) The School department should develop this budget plan based on realistic budgeting assumptions for the next five years and be prepared in time for the FY2021 budget planning cycle.

The Board of Selectmen, School Committee and Town Manager should all develop conservative budgets, shaping financial plans that can survive economic uncertainty, manage tax growth, continue to provide essential services, and be robust to economic uncertainty. Potential downturns from the current strong economy could negatively impact major revenue sources.

Additional concerns

Two potential School construction projects will have a significant impact on taxpayers. It is still early in the process, but the Finance Committee recommends that possible tax-impact scenarios be developed and communicated to residents as soon as possible.

The Comprehensive Annual Financial Report identified areas where the School procurement procedures could be improved. The Finance Committee agrees with this recommendation.

The possible consolidation of certain Town and School accounting functions should be explored as a means to improve efficiencies. The recent IT consolidation could provide a benchmark for the process.

Current budget development protocol begins with the prior year's budget as a starting point and builds from there. Care must be taken to not allow one-time transfers into any departmental operating budget to be incorporated into next year's base as this artificially inflates next year's starting balance.

Absent extenuating circumstances, the Finance Committee expects that capital projects would have clearly defined budgets and schedules in place before we will recommend approval at Town Meeting. A not-to-exceed threshold is not a substitute for carefully scrutinized cost estimates.

Certain capital improvement projects approved by Town Meeting in prior years have remaining balances. We recommend these be reviewed to identify and reappropriate dormant funds.

A process should be established to determine distribution of unexpected additional revenues. Windfall savings and revenues should not flow to operating budgets where they may not be able to be sustained.

The Planning Department should provide estimates of how much New Growth might be reasonably achieved moving forward. Accurate financial forecasting and careful analysis will be needed from major development projects such as the Historic Mill District.

**FINANCE COMMITTEE RECOMMENDATIONS
2019 ANNUAL TOWN MEETING FINANCIAL ARTICLES**

ARTICLE / TITLE	ARTICLE AMOUNT	TAX LEVY/ GEN. FUND	FREE CASH/ STAB. FUND	BONDING	TRANS./ OTHER	FINANCE COMMITTEE RECOMMENDATIONS NOTES
4 FY-2020 Budget	\$190,183,487	\$187,478,572			\$2,704,915	Approved
5 FY-2020 Capital Projects Fund Appropriation	\$3,963,698	\$3,963,698				Approved
6 Budget Transfers	\$0					W/D
7 Supplemental Budget Appropriations	\$400,000		\$400,000			Approved
8 Stabilization Fund	\$0					W/D
9 Free Cash	\$0					W/D
10 Unexpended Appropriations	\$0					W/D
11G Rescinding Bond Authorizations	\$172,353					Approved
13 Unpaid Bills	\$0					W/D
15 Jerry Silverman Fireworks	\$14,000	\$14,000				Approved
18 PEG Access and Cable Related Fund Expenses	\$377,108				\$377,108	Approved
19 Overlay Surplus Transfer for Property Revaluation	\$32,000				\$32,000	Approved
20 Elderly/Disabled Transportation Program	\$14,000	\$14,000				Approved
21 Support for Civic Events	\$5,000	\$5,000				Approved
22 Spring Grove Cemetery Maintenance	\$6,000	\$6,000			\$6,000	Approved
23 Stabilization Fund Bond Premium	\$100,000				\$100,000	Approved
24 Senior Center at Punchard Renovation and Construction	\$4,500,000		\$2,500,000			Approved
25 Elder Services Program Stabilization Fund Transfer	\$700,000				\$700,000	Approved
27 Rental of Electronic Voting System	\$25,000		\$25,000			Approved
28 Water and Sewer Vehicles	\$225,000				\$225,000	Approved
29 Water Main Replacement	\$4,000,000			\$4,000,000		Approved
30 Sewer Inflow and Infiltration Reduction Project (Re-Purpose)	\$284,934			\$284,934		Approved
31 Hydrant Replacement Program	\$100,000				\$100,000	Approved
32 Water Treatment Plant Parking Area Reconstruction	\$110,000				\$110,000	Approved
33 Water Treatment Plant Granular Activated Carbon Replacement	\$450,000				\$450,000	Approved
34 Public Works Vehicles - Large	\$380,000			\$380,000		Approved
35 Fire Apparatus Replacement	\$360,000			\$360,000		Approved
36 Major Town Building Projects	\$650,000			\$650,000		Approved
37 Town and School Energy Initiatives	\$420,000			\$420,000		Approved
38 Major School Projects	\$920,000			\$920,000		Approved
39 Public Safety Microwave Communication System	\$300,000			\$300,000		Approved
40 Town Bridge Maintenance and Evaluation	\$500,000			\$500,000		Approved
41 Parking and Hardscape Improvements	\$400,000			\$400,000		Approved
42 Student Device Refresh	\$372,870				\$372,870	Approved
43 Parking Vehicle Replacement	\$40,000			\$40,000		Approved
53 Columbia Gas Reimbursement of Costs Incurred	TBD					Approved
55 Andover High School Feasibility Study Committee	\$210,000		\$210,000			Approved
59 Free Cash	\$1,761,582		\$1,761,582			Disapproved
60 Sanborn School Site Improvements	\$319,000			\$319,000		Approved
62 Greenwood Road Sidewalks	\$888,000					Disapproved
63 Dascomb Road Sidewalks	\$800,000					Disapproved

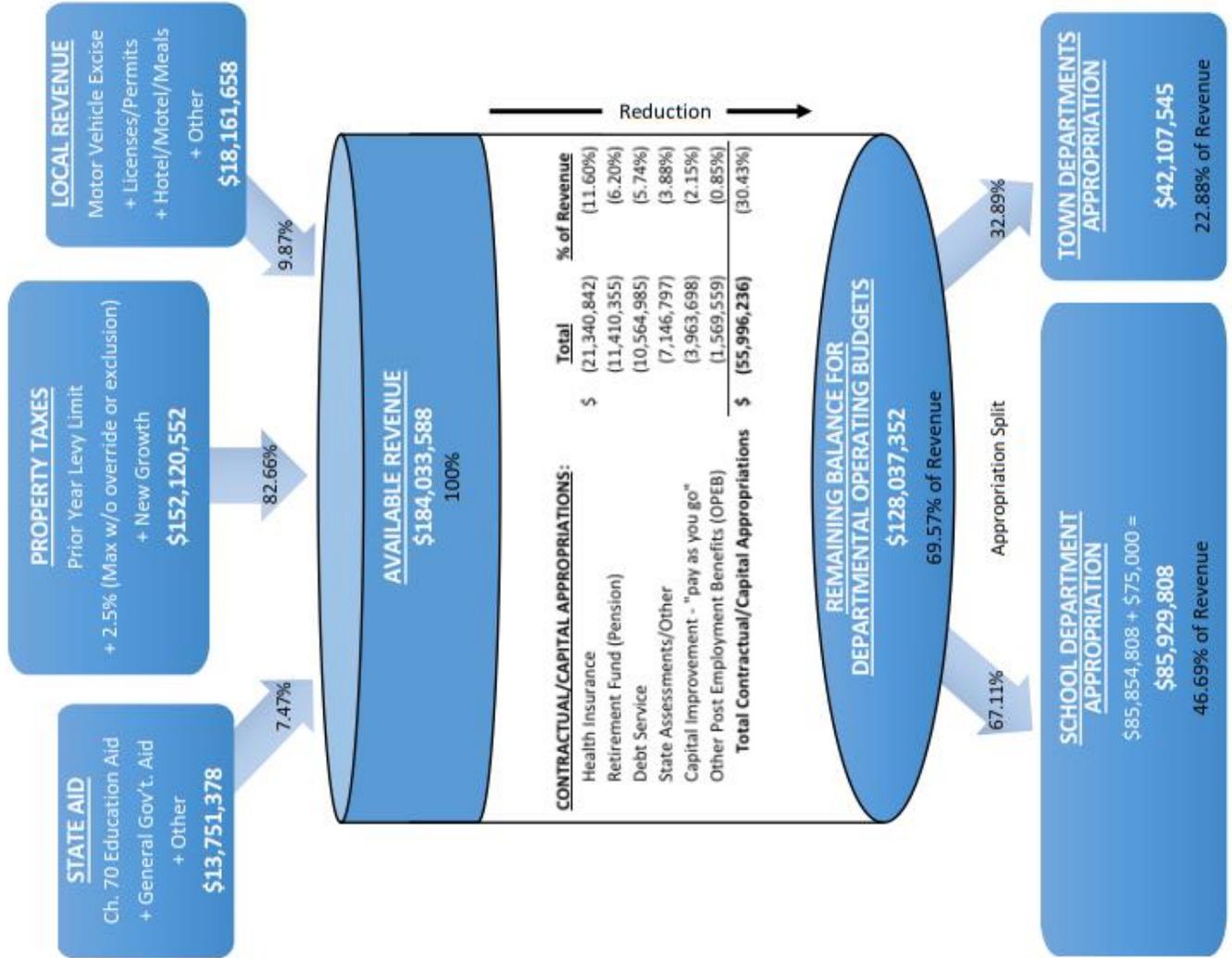
SECTION I

PART 1: OVERVIEW OF REVENUE AND EXPENSES

If the Recommended FY2020 Budgets are approved, how the average single family tax bill will be allocated:

School Department Operating Budget	\$4,966
Health Insurance	\$1,210
Current Town and School employees and retirees	
Public Safety: Police and Fire	\$911
DPW and Facilities	\$689
Highway, snow removal, solid waste, street lighting, Town and School building and grounds maintenance, Cemetery, vehicle maintenance, capital projects management, engineering, etc.	
Retirement Fund	\$634
General Government	\$526
Town administration, Town Clerk, Town and School Information Technology, Community Development and Planning, Veterans Services, compensation and reserve fund	
Non-Exempt Debt Service	\$372
Principal and interest for previously approved projects funded within the Proposition 2½ levy limit	
Other	\$306
OPEB, State Assessments, Overlay, Vocational School assessment, general insurance, unemployment, warrant articles funded from taxation	
Exempt Debt	\$248
Bancroft, Public Safety Center, other school building projects funded outside the Proposition 2½ levy limit	
Capital Improvement Plan Article 5	\$229
Library	\$164
Community/Youth/Elder Services	\$99
Total	\$10,354

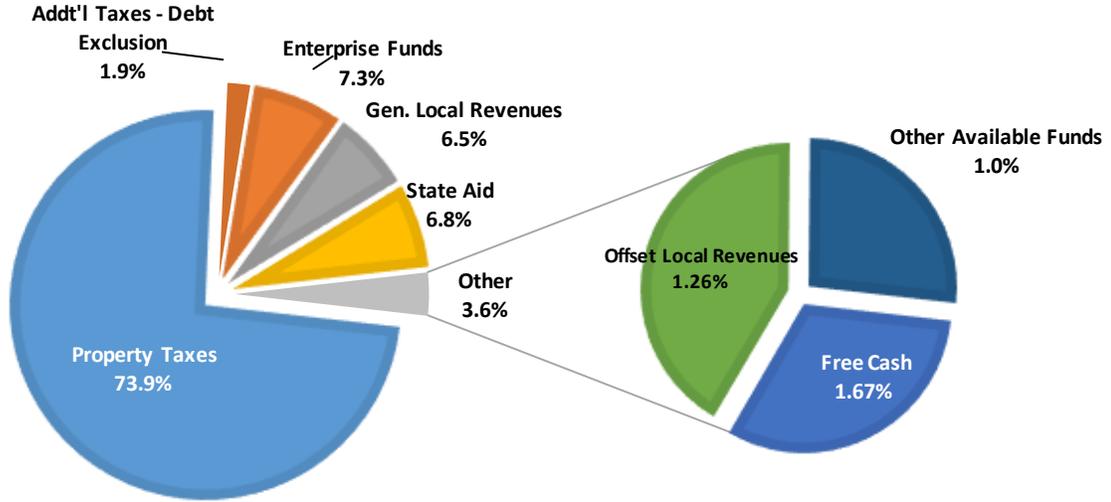
Town of Andover Budget Model



Long Range Financial Projection
FY2020 - FY2024

	FY 2019 RECAP	FY 2020	Percent Change	FY 2021	Percent Change	FY 2022	Percent Change	FY 2023	Dollar Change	FY 2024	Percent Change
I REVENUE											
A. Property Taxes											
Prior Year Levy	136,417,582	142,600,950	4.53%	148,637,563	4.23%	154,825,092	4.16%	161,167,308	6,342,217	167,668,081	4.03%
2 1/2% Increase	3,410,440	3,565,024	4.53%	3,715,939	4.23%	3,870,627	4.16%	4,029,183	158,555	4,191,702	4.03%
New Growth	2,772,929	2,471,589	-10.87%	2,471,589	0.00%	2,471,589	0.00%	2,471,589	-	2,471,589	0.00%
Unused Excess Levy Capacity	(1,133,565)	(300,000)	-73.53%	(300,000)	0.00%	(300,000)	0.00%	(300,000)	-	(300,000)	0.00%
Exempt Debt Service	3,902,896	3,782,989	-3.07%	3,530,110	-6.68%	3,003,961	-14.90%	2,681,726	(322,235)	2,292,609	-14.51%
Total Property Taxes	145,370,281	152,120,552	4.64%	158,055,202	3.90%	163,871,269	3.68%	170,049,807	6,178,537	176,323,981	3.69%
B. State Aid	12,830,454	13,751,378	7.18%	14,004,861	1.84%	14,277,233	1.94%	14,555,053	277,819	14,838,429	1.95%
C. Local Receipts	12,250,042	13,010,017	6.20%	13,014,083	0.03%	13,021,975	0.06%	13,030,064	8,089	13,038,355	0.06%
D. Free Cash for CIP & Articles	4,714,000	3,000,000	0.00%	1,200,000	0.00%	-	0.00%	-	-	-	0.00%
E. Other Revenues - Indirects, Cable, Bond Prem	2,068,088	2,151,642	4.04%	2,162,092	0.49%	2,154,315	-0.36%	2,093,532	(4,247,847)	2,156,820	203.02%
TOTAL REVENUES	177,232,865	184,033,589	3.84%	188,436,238	2.39%	193,324,792	2.59%	199,728,455	2,216,598	206,357,584	1.76%
II APPROPRIATIONS - Debt/Obligations/Capital											
A. Capital & Debt Service											
Non-Exempt Debt Service	6,139,679	6,705,875	9.22%	7,648,316	14.05%	8,328,587	8.89%	8,646,909	318,322	9,096,938	5.20%
Exempt Debt Service	3,981,010	3,859,110	-3.06%	3,601,449	-6.68%	3,068,924	-14.79%	2,740,312	(328,612)	2,344,818	-14.43%
Cash Capital Outlay	3,265,077	3,963,698	21.40%	5,698,077	43.76%	4,321,018	-24.17%	3,381,789	(939,229)	3,420,528	1.15%
Total General Fund Capital	13,385,766	14,528,683	8.54%	16,947,842	16.65%	15,718,529	-7.25%	14,769,010	(949,519)	14,862,284	0.63%
B. Obligations - Fixed Costs											
Retirement	10,371,337	11,410,355	10.02%	11,910,301	4.38%	12,771,561	7.23%	13,694,754	923,193	14,680,776	7.20%
Insurance/Workers Comp	967,703	1,064,473	10.00%	1,170,921	10.00%	1,288,013	10.00%	1,416,814	128,801	1,568,495	10.00%
Unemployment Compensation	160,000	160,000	0.00%	160,000	0.00%	160,000	0.00%	160,000	-	160,000	0.00%
Health Insurance	21,592,695	22,629,144	4.80%	24,439,476	8.00%	26,394,634	8.00%	28,506,204	2,111,571	30,786,701	8.00%
Less: Retiree Savings To OPEB	(769,703)	(906,194)		(951,054)		(999,079)		(1,039,042)		(1,080,604)	
Less: New Employee Contribution Split	(160,917)	(382,108)		(595,703)		(942,106)		(1,391,044)		(1,418,869)	
Total Health Insurance	20,662,075	21,340,842	3.29%	22,892,719	7.27%	24,453,449	6.82%	26,076,118	1,622,670	28,287,232	8.48%
OPEB	1,416,888	1,569,559	2.50%	1,631,003	2.50%	1,696,026	2.50%	1,753,413	17,424	1,812,834	2.50%
OPEB Original	647,185	663,365	17.73%	679,949	4.95%	696,947	5.05%	714,371	39,963	732,230	4.00%
OPEB Additional Retiree Savings	769,703	906,194	17.73%	951,054	4.95%	999,079	4.95%	1,039,042	39,963	1,080,604	4.00%
Total General Fund Obligations	46,963,769	50,073,912	6.62%	54,712,785	8.05%	56,087,578	8.33%	57,870,109	4,843,621	61,361,621	9.81%
C. State Assessments	836,811	828,625	-0.98%	849,341	2.50%	870,574	2.50%	892,338	21,764	914,647	2.50%
D. Offset Aid - Assistance to Libraries	46,474	45,508	-2.08%	45,508	0.00%	45,508	0.00%	45,508	-	45,508	0.00%
E. Technical School Assessment	628,300	647,149	3.00%	666,563	3.00%	686,560	3.00%	707,157	20,597	728,372	3.00%
F. Overlay Reserve	830,407	1,200,000	44.51%	900,000	-25.00%	900,000	0.00%	900,000	-	900,000	0.00%
G. Warrant Articles - From Taxation	117,000	33,000	-71.79%	33,000	0.00%	33,000	0.00%	33,000	-	33,000	0.00%
H. Warrant Articles - From Free Cash	4,714,000	3,000,000	0.00%	1,200,000	0.00%	-	0.00%	-	-	-	0.00%
I. Other - Court Judgements & Deficits	0	168,042	0.00%	150,000	-10.74%	150,000	0.00%	150,000	-	150,000	0.00%
Total Debt/Obligations/Capital	54,136,761	55,996,236	3.48%	58,557,197	3.49%	58,773,220	5.81%	60,598,113	4,885,983	64,133,148	9.44%
III APPROPRIATIONS - Town & School Operations											
Town	40,585,445	42,107,545	3.75%	43,265,502	2.75%	44,455,304	2.75%	45,677,824	1,222,521	46,933,965	2.75%
School	82,510,658	85,854,808	4.05%	89,074,363	3.75%	92,414,652	3.75%	95,880,201	3,465,549	99,475,709	3.75%
Kindergarten Fee Offset-Personal Services	-	75,000		75,000		75,000		75,000	-	75,000	
Total Appropriations for Operations	123,096,104	128,037,352	3.95%	132,414,865	3.42%	136,944,955	3.42%	141,633,025	4,688,070	146,484,673	3.43%
TOTAL APPROPRIATIONS	177,232,865	184,033,589	3.84%	190,972,063	3.44%	195,718,175	4.15%	202,231,138	6,512,963	210,617,821	4.15%
BALANCE	(0)	(0)		(2,535,824)		(2,393,383)		(2,502,684)		(4,260,238)	

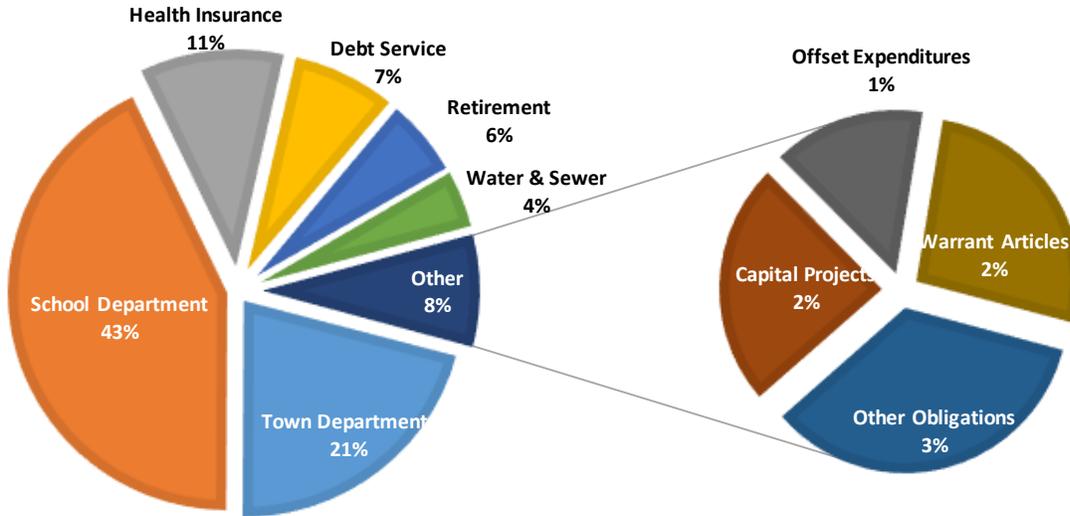
SOURCES OF FUNDS – FY2020



FY20 REVENUES - 3/19/19

Property Taxes	\$148,337,563	73.89%
Addt'l Taxes - Debt Exclusion	\$3,782,989	2.00%
Enterprise Funds	\$14,686,689	7.32%
Gen. Local Revenues	\$13,010,017	6.48%
State Aid	\$13,751,378	6.86%
Free Cash	\$2,273,992	1.13%
Offset Local Revenues	\$3,000,000	1.49%
Other Available Funds	<u>\$1,915,600</u>	0.94%
	\$200,758,228	100%

USES OF FUNDS – FY2020



FY20 EXPENSES - 3/19/19

Town Departments	\$42,107,545	20.97%
School Department	\$85,929,808	42.80%
Health Insurance	\$21,340,842	10.62%
Debt Service	\$15,149,625	7.55%
Retirement	\$11,410,355	5.68%
Water & Sewer	\$8,335,066	4.15%
Other Obligations	\$5,683,354	2.83%
Capital Projects	\$3,963,698	1.97%
Offset Expenditures	\$2,469,065	1.23%
Warrant Articles	<u>\$4,368,870</u>	2.19%
	\$200,758,228	100.0%

TOTAL COMPENSATION

The table below shows the costs of compensating active Andover employees in the FY2020 budget and the annual amount accruing to future liabilities. As with other public and private employees, there are many elements in addition to salaries that are associated with personnel costs. Again, some of these costs are funded in the current year, while others become a future obligation.

FY2020 Town of Andover - Total Personnel Compensation Expense							
Compensation Cost Item	Town	Water/Sewer	School	Total	% of TOTAL	Change from FY2019	
						\$	%
Salaries	\$ 32,631,444	\$ 2,389,141	\$ 70,381,403	\$ 105,401,988	80.1%	\$ 5,041,928	5.0%
Health Insurance	5,556,446	449,039	15,335,357	21,340,842	16.2%	678,767	3.2%
Retirement Fund - Employer Normal Cost	1,825,091	24,827	882,771	2,732,689	2.1%	202,629	8.0%
Employee Benefits - primarily Medicare tax	487,166	35,668	1,015,910	1,538,744	1.2%	62,515	4.2%
General Insurance - Workers Comp	150,561	11,023	324,739	486,323	0.4%	44,211	10.0%
Unemployment Compensation	49,534	3,627	106,839	160,000	0.1%	-	0.0%
TOTAL	\$ 40,700,242	\$ 2,913,325	\$ 88,047,019	\$ 131,660,586	100.0%	\$ 6,030,050	4.8%

It is important to note that the non-salary costs change at a different rate than salaries. For the first time in many years, salaries increased at a greater rate than non-salary compensation mainly due to the addition of employees in the schools and slower growth in the cost of health care.

FY2020 Town of Andover - Personnel Compensation: Salary vs. Non-salary				
Compensation Cost Category	Total	% of TOTAL	Change from FY2018	
			\$	%
Salaries - in department operating budgets	\$ 105,401,988	80.1%	\$ 5,041,928	5.0%
Non-Salary Compensation	26,258,598	19.9%	988,122	3.9%
TOTAL Compensation Cost	\$ 131,660,586	100.0%	\$ 6,030,050	4.8%

As shown in the above table, the FY2020 total compensation increased by 4.8%, which was split between:

- 5.0% in salary costs, and
- 3.9% in non-salary items.

As these numbers indicate, total compensation costs should be considered when departments add employees, when the Town negotiates labor contracts and when Town Meeting appropriates funds to departments.

FIXED COSTS: A LOOMING CRISIS

In recent years, the Finance Committee has mentioned its concern that certain Town costs, namely retirement expenses and healthcare costs, are increasing at rates faster than revenue increases. There is no existing mechanism to rein in the large annual increases in these costs. As these costs continue to rise, they consume more and more of the Town’s available funds. The result is that there will be less and less available funds for the operating budgets of the Town’s departments.

The *Town Manager’s Recommended Fiscal 2020 Budget & Financial Plan* has a revenue and expense forecast that clearly shows that we face a looming crisis. Per this forecast, the available funds for Town departments will be insufficient to fund the projected operating costs over the four years from FY2021-FY2024. In other words, we would have operating deficits. As the Town Manager’s long-range projection model shows, the deficits grow in FY2021 through FY2024. However, since the Town must have a balanced budget, we will need to offset the deficits with:

- Layoffs
- Reductions in services, or
- Higher taxes via a Proposition 2 ½ override.

If the resolution to meet these projected operating deficits would solely be overrides, we would need to raise the following amounts by year. *Note: This is an exercise to demonstrate the issue, not a recommendation of expected course of action:*

	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>
Unused Levy Capacity	-	(198,337)	(146,329)	-
Override	2,235,825	-	-	1,552,499

Due to the compounding effect of adding to each year’s levy, the actual amount of additional taxes paid by Andover taxpayers over the four years of overrides would be \$10,492,133 to meet the modeled appropriations for Town and School operations of which are annual increases of 2.75% and 3.75%, respectively. In percentage terms, the overrides would result in an average 4.71% increase in the tax levy over four years versus 4.12% without overrides.

This analysis does not include any additional amounts for debt exclusions to fund major capital projects. A more detailed analysis is in the appendix on pages 112-118.

FREE CASH

Free Cash is the term used for the portion of a community’s fund balance that is available for appropriation by Town Meeting. It may also be used to reduce the tax rate. The balance in Free Cash increases when actual collected revenues are in excess of budgeted revenues, and/or when actual expenditures are less than appropriated expenditures. The balance in Free Cash is reduced when it is appropriated by Town Meeting. It is also reduced by property tax receivables and any deficits.

The balance in our Free Cash account must be certified annually by the Department of Revenue (DOR) before any funds can be appropriated. Andover’s FY2018 Free Cash was certified 11/27/18 in the amount of \$8,807,910. This amount was reduced by a \$1M appropriation at the Special Town Meeting on 11/27/18 for the purchase of land and construction of the Ballardvale Fire Station.

Andover’s policy is to use Free Cash for nonrecurring or emergency expenditures, for capital and equipment purchases or for appropriation to a stabilization fund, and to maintain the combined balance of Free Cash and the Stabilization Fund at 3%-7% of General Fund revenues. Free Cash is not to be used to balance operating budgets.

Funding for private warrant articles approved at Town Meeting that are not integrated into the Town’s financial forecasting and budget must be funded, typically from Free Cash. Depending on the amount of the requested appropriation, approval of these articles may reduce Free Cash balances below our recommended policy levels.

Recent History of Use of Free Cash

	FY2015 Budget	FY2016 Budget	FY2017 Budget	FY2018 Budget	FY2019 Budget
<i>Special & Annual Town Meetings</i>	2014	2015	2016	2017	2018
Certified Free Cash	3,963,320	5,761,265	4,843,241	5,062,537	8,912,647
Supplemental Appropriation	400,000	1,000,000	0	1,250,000	2,200,000
Other Capital Projects	400,000	810,767	1,025,000	500,000	1,500,000
Purchase/Campanelli Dr	0	0	2,500,000	0	0
Trans to Stabilization Fund	500,000	0	0	0	0
Trans for Landfill Fund	1,000,000	1,000,000	0	0	0
Trans for Bond Prem Fund	0	768,000	268,000	0	0
Trans for OPEB Fund	1,000,000	1,248,316	0	0	0
Other	0	66,000	0	75,000	14,000
Operating Budgets	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Spent Town Meeting	<u>3,300,000</u>	<u>4,893,083</u>	<u>3,793,000</u>	<u>1,825,000</u>	<u>3,714,000</u>
Balance After Town Meeting	663,320	868,182	1,050,241	3,237,537	5,198,647

- Beginning with FY2017 a policy decision was made to include OPEB funding in annual operating budgets.
- The Ledge Road Landfill Stabilization Fund was closed in FY2017. The balance was appropriated for landfill capping.
- In November 2016, state statute changed the accounting for non-exempt bond premiums so Free Cash will no longer be used.

SECTION I

PART 2: TAX CALCULATIONS AND PROJECTIONS

PROPOSITION 2 ½ AND ANDOVER

WHAT IS PROPOSITION 2½?

Proposition 2 ½ refers to a Massachusetts law enacted in 1980 that places strict limits on the amount of property tax revenue a community can raise through real and personal property taxes. This revenue is called the **Tax Levy**, or just **Levy**. Proposition 2 ½ limits how much the levy can be increased from year-to-year. The maximum amount a community can levy in any given year is called the **Levy Limit**.

Under Proposition 2 ½, a community's levy limit increases automatically by two factors: 1) an incremental increase of 2.5% of the prior year's levy limit (hence the law's nickname); and 2) a dollar amount derived from the value of new construction and other growth in the local tax base since the previous year. This second factor is called **New Growth**. The 2 ½% increase and new growth number are both added to the prior year's levy limit to reach the current year's levy limit.

It is important to understand that the 2 ½% increase limitation applies only to the Levy Limit, and not to your property tax bill. It is a common misconception that Proposition 2 ½ restricts the amount your property tax bill can increase to 2 ½%. Increases in New Growth will also impact your property tax bill. Andover's New Growth history is shown on the next page.

A community may not tax in excess of its Levy limit, but it may tax an amount lower than the Levy Limit. The difference is called Excess Levy capacity. For the past several years, Andover's Board of Selectmen have voted to tax below the levy limit, holding \$300,000 as excess levy capacity. This reduces the increase in property taxes and the burden to the taxpayer. For additional detail on your tax projections, please see pages 24-25 of this report.

A community cannot exceed its levy limit without voter approval. If Town Meeting votes to spend more than the Town can expect to collect in revenues, Proposition 2½ provides local options for increasing the Levy Limit by passing, by majority vote in an election, an override, capital outlay exclusion, or debt exclusion. **The Levy Limit can be increased only by popular vote in a referendum, not by Town Meeting.**

By passing an **Override** a community can assess a specific amount of property taxes in addition to its Levy Limit. The ballot question can specify the use of these additional revenues for the first year. An override results in a permanent increase in the Levy Limit. It is intended for funding ongoing programs. No overrides have successfully been approved by voters in Andover.

By passing a **Debt Exclusion** a community can assess additional taxes to pay the debt service (principal and interest costs) for a specific capital project. The additional amount is added to the Levy Limit for the life of the debt only. Each year that a payment must be made for that project, the Levy Limit is first calculated as usual and then the extra amount from the debt exclusion is added. Unlike overrides, exclusions do not become part of the base used to calculate future years' levy limits. Andover voters have approved debt exclusion overrides for the construction of new school buildings.

By passing a **Capital Outlay Expenditure Exclusion** a community can assess additional taxes to pay for a specific project or major equipment purchase. The additional amount to pay for the project is added to the Levy Limit only for the year in which the project is undertaken. The amounts excluded for these one-time expenditures do not become part of the base. Capital outlay exclusions can only be used for expenditures that could be bonded.

The Massachusetts Department of Revenue has published an excellent, easy to understand publication entitled Levy Limits: A Primer on Proposition 2 ½. This publication is on the Town of Andover website at this link: www.andoverma.gov/prop2half

NEW GROWTH AND ANDOVER'S PROPERTY TAX LEVY CALCULATION

	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Prior Year Levy Limit	\$ 119,797,140	\$ 124,996,152	\$ 130,709,372	\$ 136,417,582	\$ 142,600,951
+2 1/2% Increase	2,994,929	3,124,904	3,267,734	3,410,440	3,565,024
+ New Growth	2,204,083	2,588,316	2,440,476	2,772,929	2,471,589
Andover's Levy Limit	124,996,152	130,709,372	136,417,582	142,600,951	148,637,564
+ Exempt Debt Service	4,304,490	3,597,424	4,040,852	3,902,896	3,782,989
Total Allowed by Prop 2 1/2	129,300,642	134,306,796	140,458,434	146,503,847	152,420,553
- Excess Levy Capacity	(1,603,771)	(1,323,436)	1,105,875	(1,133,565)	(300,000)
Actual Property Tax Levy	\$ 127,696,871	\$ 132,983,360	\$ 141,564,309	\$ 145,370,282	\$ 152,120,553

TAX GROWTH FROM NEW CONSTRUCTION ACTIVITIES

<u>FISCAL YEAR</u>	<u>RESIDENTIAL / OPEN SPACE</u>	<u>COMMERCIAL / INDUSTRIAL</u>	<u>PERSONAL PROPERTY</u>	<u>NEW GROWTH FINAL</u>
2019	1,470,670	371,791	930,468	2,772,929
2018	1,132,911	478,376	829,189	2,440,476
2017	682,379	59,777	1,846,160	2,588,316
2016	852,206	353,649	998,228	2,204,083
2015	692,776	122,768	1,536,599	2,352,143

TAX BILL PROJECTION AND HISTORY

Estimating the FY20 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 3½% per year – a reasonable estimate based on historical trends.

After including the additional taxes to pay for approved debt exclusions and taxing up to the Proposition 2½ levy limit after a year with \$1.134 million in excess levy capacity results in a projected **4.03% increase for the average single-family property tax bill.**

However, the Town Manager’s recommended budget maintains \$300,000 in excess levy capacity, resulting in a projected 3.83% increase for the average single-family property tax bill.

The table also shows the impact of maintaining a \$300,000 excess levy capacity for FY2021 and FY2022. 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 Projected	Tax Due to Debt Exclusion	Tax to Levy Limit: Projected Average	%	At \$300,000 Below Levy Limit: Projected Average	%
	Tax Within Prop 2½		Single Family Tax Bill		Single Family Tax Bill	
FY2020	10,126	248	10,374	4.03%	10,354	3.83%
FY2021	10,481	231	10,712	3.45%	10,692	3.26%
FY2022	10,848	196	11,043	3.29%	11,024	3.10%

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:

- Because the work of the Board of Assessors establishing property values is not complete until Fall, because new growth cannot be certified until valuations are complete, and because the Board of Selectmen 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 FY2019.
- 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 Board of Selectmen’s annual vote on tax classification.

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 (FY2019) property tax bill, as follows:

To estimate your total FY2020 property tax bill: Multiply your FY2019 property tax bill by 1.0383
 (where 0.0383 is the 3.83% projected tax increase assuming Andover stays \$300,000 below its levy limit).

For example, if your property has an assessed value of \$500,000:
 Your FY2019 property tax bill = \$500 x \$15.27 = \$7,635
 (where \$15.27 is the FY19 residential tax rate per \$1,000)
 Your FY2020 estimated property tax increase = \$7,635 x 0.0383 = \$292
 Your FY2020 estimated property tax bill = \$7,635 + \$292 = \$7,927

Examples of estimated FY2020 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	\$800,000	\$1,200,000
FY2019 property tax bill	\$4,581	\$7,635	\$12,216	\$18,324
FY2020 projected property tax bill increase	\$175	\$292	\$468	\$702
FY2020 projected property tax bill	\$4,756	\$7,927	\$12,684	\$19,026

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
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
FY2009	12.16	580,087	7,054	255	3.80%	6,825	229

SECTION I

**PART 3: HOW YOUR TAXES ARE SPENT
CONTRACTUAL/CAPITAL APPROPRIATIONS**

HEALTH INSURANCE FUND

The Town has established a health insurance trust fund in accordance with M.G.L. Chapter 32B, Section 3A to pay for health insurance claims and premiums. This budget covers health insurance costs for active and retired Town and School employees.

On January 9, 2012 the Board of Selectmen accepted the new Municipal Health Insurance Reform Act (Chapter 69 of the Acts of 2011.) This act allowed the Town to adjust its health insurance plan design to match a benchmark plan within the General Insurance Commission (GIC.)

On July 1, 2015 the Town became self-funded for health insurance. A deductible plan was implemented along with a 50% HRA reimbursement resulting on a 0% rate increase. On January 9, 2016 the Board of Selectmen voted, for the second time, to change health insurance benefits under M.G.L. Chapter 32B, Sections 21 and 22, as added by Chapter 69 of the Acts of 2011. This generated estimated savings of over \$1,400,000 and for the second year in a row resulted in a 0% rate increase. In April, 2016 the Andover Board of Selectmen voted to systematically increase the health insurance premium contribution split for retirees under the age of 65 to 50% by FY2020 and appropriate the savings to the OPEB Trust Fund, which is estimated at \$906,194 for FY2020. The FY2018 health insurance budget increased by 7.55% which included a 5.1% rate increase. Beginning in FY2018, all new employees pay 30% toward the cost of their health insurance. This is estimated to save the Town \$160,917 in FY2019 and more in future years.

The Town Manager’s preliminary recommended FY2020 appropriation for employee and retiree health insurance is \$21,340,842. This budget recommendation is based on an estimated increase in plan renewal rates effective July 1, 2018. The Town anticipates receiving the actual renewal rate proposal prior to the 2019 Annual Town Meeting, which may warrant an adjustment in the recommended appropriation.

	BUDGET HEALTH INSURANCE	BUDGET RETIRED TEACHERS	TOTAL
FY2020 – TM Recommended	21,340,842		21,340,842
FY2019	20,662,075		20,662,075
FY2018	19,257,000		19,257,000
FY2017	17,905,037		17,905,037
FY2016	17,052,416		17,052,416
FY2015	15,670,957	* 214,134	15,885,091
FY2014	14,000,000	2,235,835	16,235,835

**As of 9/1/2015 the town assumed responsibility for retired teachers' health insurance from the GIC*

EMPLOYEE RETIREMENT BENEFITS

Massachusetts municipalities are required to provide retirement (pension) and retiree health insurance benefits (OPEB) to eligible employees. For many years, Andover only budgeted and paid the amount estimated to cover costs for current retirees in a given year rather than also putting aside the amount needed to cover the full cost of all current and future retirement benefits. This resulted in a significant “unfunded liability” for the Town. In recent years, a concerted effort has been made to reduce this liability.

It is crucial for Andover’s long-term financial health that we responsibly address these liabilities. Government regulations and GASB accounting rules have changed over time, and municipalities are now required to include the full amount of these long-term obligations, including unfunded liabilities, on their balance sheet. As a result, Andover has a negative position of <\$65 million> on our balance sheet, which is \$12 million greater than 2017. While many municipalities are in this situation and there is no quick fix, our Town must develop a plan to address this situation. The Revenue and Expenditure Task Force will be looking further into these obligations and associated expenses.

Retirement (Pensions)

Andover’s Contributory Retirement System 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 a state plan. Members are required to contribute a fixed percentage of their annual covered compensation.

State law mandates that the Town pay its share of the pension costs according to an actuarially based funding schedule adopted by the Andover Contributory Retirement Board and approved by PERAC, a state agency. On May 24, 2018 the Retirement Board adopted a discount rate of 7.0% and established a funding schedule that fully funds the liability by 2035 (ahead of the state mandated deadline of 2040). Under this new schedule, Town contributions were to increase 7.13% in FY2020 and each subsequent year (versus a 10% increase in FY2019). However due to poor asset performance in 2018, the FY2020 contribution has been budgeted at \$300,000 above the plan which is a 10% increase over FY2019.

The resulting required FY2020 Retirement Fund appropriation (Article 4, line 24) is \$11,410,355

The funding schedule can be found in the pages following Article 4 of this book and the full actuarial report is available on the town website at www.andoverma.gov/retirementvaluations.

Other Post Employment Benefits (OPEB)

Other Post Employment Benefits (OPEB) refers to benefits that retirees receive in addition to their pensions, primarily health insurance. While employees do not pay anything toward funding future OPEB costs while employed, they do pay a portion of the health insurance premiums when they receive health benefits in retirement. FY20 is the final year of a phased in approach to bring retiree premium contributions to 50%.

Major factors that impact the future cost of this benefit for the Town are the number of eligible employees, rising health insurance costs and the portion of the premium that is paid by the Town. Andover’s most recent OPEB actuarial valuation determined a net OPEB liability of \$145.7 million as of June 30, 2018. A summary is provided following Article 4 in this book and the full actuarial report is available on the Town’s website.

The FY2020 OPEB total appropriation is \$1,971,134 including the following:

- \$1,569,559 in Article 4, Line 26 of the Operating Budget made up of \$663,365 from the General Fund (2.5% greater than FY19), plus \$906,194 from additional retiree health insurance savings.
- \$401,575 from Water and Sewer Enterprise Funds. (Note that these Enterprise Funds, supported by water and sewer rates, fully fund the estimated future liabilities for their employees.)

Unlike with the Retirement Fund, there is not a statutory requirement that a municipality fully fund its OPEB liability within a specified timeframe. Based on the current contribution approach, including the application of savings from increasing retiree premium contributions, the Town is expected to fully fund its OPEB obligation in approximately 35 years. Increasing OPEB funding in the near term would significantly reduce the future liability but would reduce funds available to provide services now. The OPEB Advisory Committee report issued March 31, 2016 included 21 recommendations that could reduce the future liability. The Board of Selectmen have taken action on those under their control. More information, including the list noting actions taken is available at www.andoverma.gov/FinCom

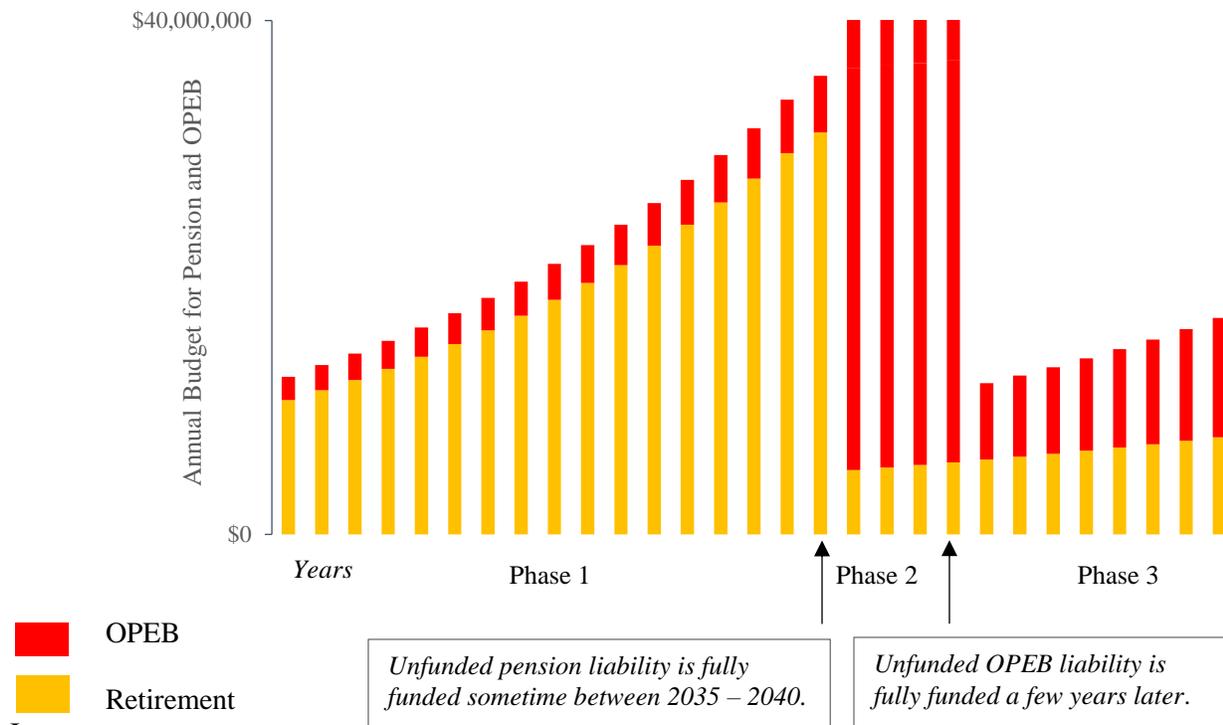
Conceptual Long Term Funding Approach for Retirement and OPEB Liabilities

This is an illustration of a conceptual plan. Changes will be required as underlying factors change.

Phase 1: Funding the pension unfunded liability: Based on the committed schedule, the Town’s annual contributions increase rapidly so as to fully fund the unfunded retirement plan liability, more than tripling before the unfunded liability is funded. This will require a strong commitment from Andover residents, as these pension payments will put a major constraint on Town and School services for years to come.

Phase 2: Funding the OPEB unfunded liability: Once the pension liability is fully funded, money previously budgeted for the unfunded pension liability would shift to funding the unfunded OPEB liability.

Phase 3: Avoiding future unfunded liabilities: Once the pension and OPEB unfunded liabilities are fully funded, the Town continues contributing money to the pension and OPEB funds to cover both the current and future costs for current employees. This funding is referred to as the “normal cost.”



Important notes:

- The projections shown here are estimates based on currently available numbers and actions taken or planned. These are not actuarial projections and actual funding details are likely to differ.
- The pension contributions shown here only reflect the projected Town contributions and do not include the contributions made by employees.

RETIREMENT FUND

This account includes the annual appropriation requirement established by the Public Employee Retirement Administration Commission (PERAC) based upon the Andover Retirement Board's approved funding schedule. A five-member board administers the retirement program for all retired town, Andover Housing Authority and school employees (excluding school teachers, who retire under the Massachusetts Teachers' Retirement System.) The Board is comprised of the Town Accountant, two members elected by the members of the retirement system, an appointee of the Board of Selectmen, and a member appointed by the other four Board members. The Andover Retirement Board updates its actuarial valuation every two years, at which time a new funding schedule is established. The latest approved funding schedule is shown below. This actuarial valuation schedule is as of 1/1/18. This funding schedule fully amortizes the unfunded actuarial liabilities by 2035.

Funding Schedule

(1) Fiscal Year Ended June 30	(2) Employer Normal Cost	(3) Amortization of Remaining Unfunded Actuarial Accrued Liability	(4) Actuarially Determined Contribution (2) + (3)	(5) Unfunded Actuarial Accrued Liability at Beginning of Fiscal Year	(6) Percent Increase in Appropriation
2019	\$2,630,751	\$7,833,814	\$10,464,565	\$150,057,091	--
2020	2,732,689	8,485,324	11,218,013	151,107,575	7.20%
2021	2,838,555	9,187,155	12,025,710	151,541,379	7.20%
2022	2,948,500	9,943,061	12,891,561	149,692,994	7.20%
2023	3,062,680	10,757,074	13,819,754	147,092,153	7.20%
2024	3,181,259	11,633,517	14,814,776	145,943,249	7.20%
2025	3,304,404	12,577,036	15,881,440	143,781,400	7.20%
2026	3,432,290	13,592,614	17,024,904	140,464,332	7.20%
2027	3,565,099	14,685,598	18,250,697	135,834,511	7.20%
2028	3,703,020	15,861,727	19,564,747	129,717,685	7.20%
2029	3,846,249	17,127,160	20,973,409	121,921,298	7.20%
2030	3,994,988	18,488,506	22,483,494	112,232,764	7.20%
2031	4,149,450	19,952,856	24,102,306	100,417,581	7.20%
2032	4,309,853	21,527,819	25,837,672	86,217,291	7.20%
2033	4,476,424	23,221,560	27,697,984	69,347,245	7.20%
2034	4,649,401	25,042,838	29,692,239	49,494,182	7.20%
2035	4,829,027	26,462,375	31,291,402	26,313,594	5.39%
2036	5,015,558	0	5,015,558	0	-83.97%

Notes: Contributions are assumed to be paid August 1.
 Item (2) reflects 3.5% growth in payroll as well as a 0.15% adjustment to total normal cost to reflect the effects of mortality improvements due to the generational mortality assumption.
 Projected normal cost does not reflect the future impact of pension reform for future hires.
 Projected unfunded actuarial accrued liability reflects deferred investment gains and losses.
 Assumes contribution of budgeted amount for fiscal 2019.

Section 2: Actuarial Valuation Results as of January 1, 2018 for the
 Town of Andover Contributory Retirement System

 Segal Consulting

CAPITAL PROJECTS FUND AND OTHER APPROPRIATIONS

The total FY2020 budget for the Town of Andover is \$200,758,228. The largest component is Article 4 - The Operating Budget which totals \$190,183,487 and includes funding for Town and School departments, Health Insurance, Retirement, OPEB, Debt Service for bonded capital projects and other obligations.

The other components are as follows:

Article 5 – Capital Projects Fund (see warrant for details): **\$ 3,963,698**

Includes appropriations for capital projects to be funded out of general fund revenue (as opposed to debt.) Funds are appropriated separately from department operating budgets because projects may last more than one year.

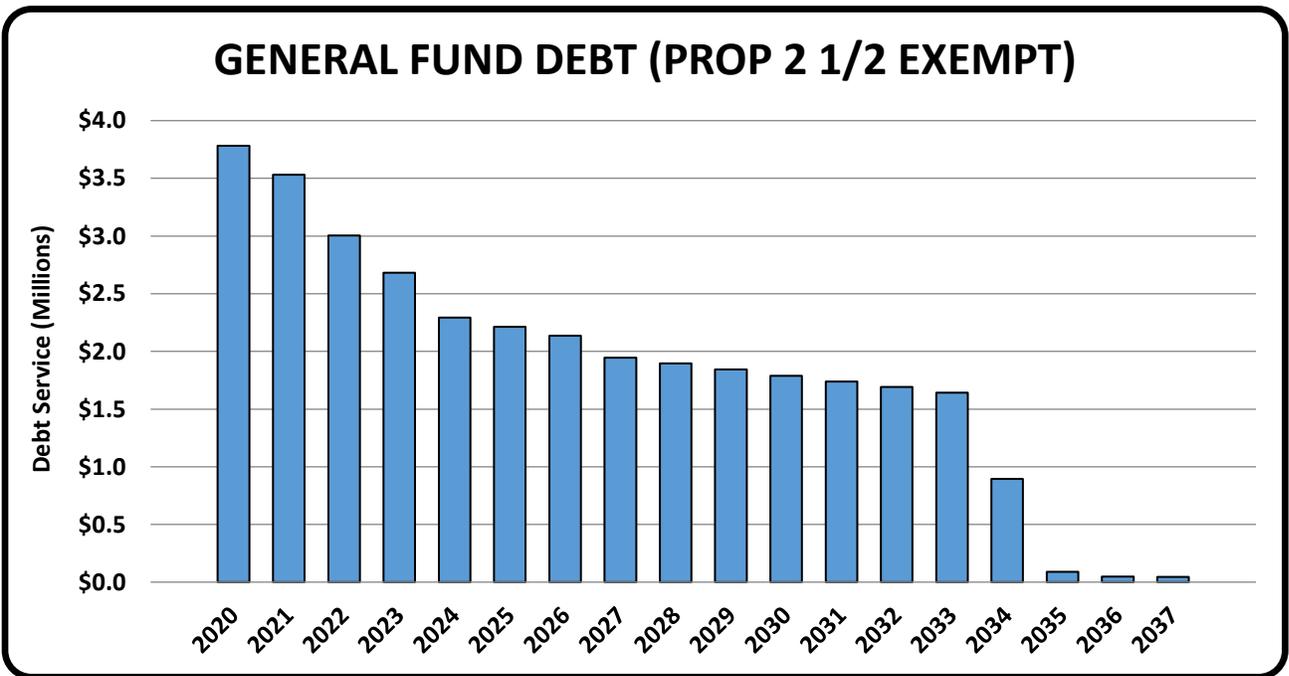
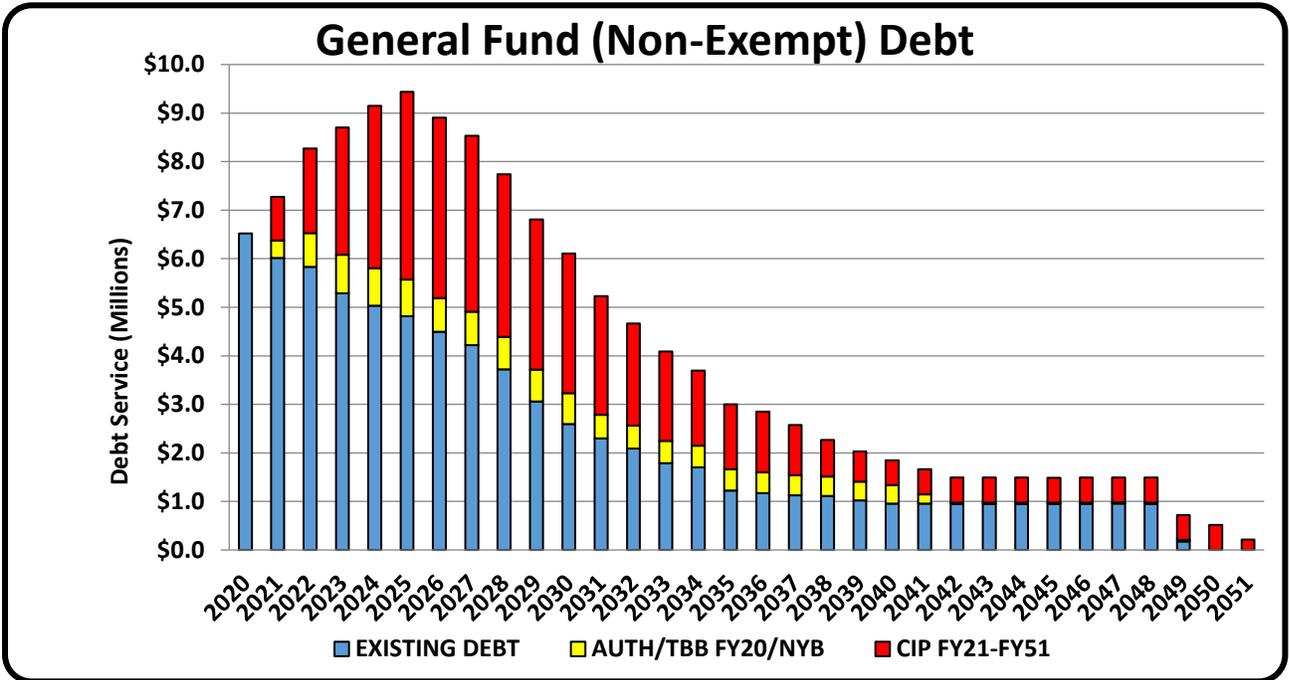
Other Warrant Articles (see below): **\$ 4,368,870**

Includes separate articles funded out of Free Cash, General Revenue, or Dedicated Reserves as noted below.

Costs not appropriated but must be raised (see below): **\$ 2,242,173**

<u>Article #</u>	<u>Other Warrant Articles</u>	
From Free Cash		\$3,000,000
STM 1	Ballardvale (appropriated at Spec Town Mtg)	1,000,000
24	Senior Center	2,000,000
From Water/Sewer Reserves		\$885,000
28	Water/Sewer Vehicles	225,000
31	Hydrant Replacement	100,000
32	WTP Parking	110,000
33	WTP GAC Replacement	450,000
From Parking Funds		\$40,000
43	Parking Vehicle Replacement	40,000
From Taxation		\$33,000
15	Fireworks	14,000
20	Elderly Transportation	14,000
21	Civic Events	5,000
From other Sources		\$410,870
19	Personal Prop Revaluation (Overlay Reserve)	32,000
22	Spring Grove Cemetery Reserve	6,000
42	Student Device Refresh (Cable Funds)	372,870
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		\$4,368,870
<u>Non Appropriated Costs</u>		
	State Assessments	828,625
	Reserve for Abatements and Exemptions (Overlay)	1,200,000
	Reserve for Direct Expenses	45,506
	Other Local Expenditures	168,042
		<hr style="width: 100%; border: 0.5px solid black;"/>
		\$2,242,173

NON-EXEMPT AND EXEMPT DEBT EXPENSE



DEBT SERVICE

The Debt Service appropriation provides funding for the principal and interest costs associated with capital projects approved by prior Town Meetings. Borrowing allows payments for major infrastructure improvements or large equipment purchases to be spread over multiple years to make them more affordable and require that future taxpayers, who benefit from the use of the asset, pay a share of the cost. State law defines the purposes for which a town can borrow and sets a maximum maturity for each type of project.

A traditional municipal debt schedule has equal principal payments with the interest on the balance declining each year. In addition to lower total interest cost, this type of debt schedule recognizes that a town will continue to need to invest in capital improvements. As debt service payments decline, new debt can be added.

Typically, the first principal and interest payment is one to two years after the project is approved. **None of the projects recommended for approval by this year's Town Meeting will impact the debt expense in FY2020 budgets or the tax rate.** They will become fixed obligations for future years.

Total Debt Service of \$15,149,625 for FY2020 is comprised of:

Non-Exempt Debt \$6,520,877

- Funded with property taxes and other general fund revenues available within Andover's Proposition 2 ½ Levy Limit
- New non-exempt debt does not increase property tax bills
- New non-exempt debt reduces the amount available within Proposition 2 ½ for future operating budgets or other capital projects
- \$235,850 from Cable Franchise Fees funds the debt service for the \$2.5 million in bonds issued for spending on technology

Water and Sewer Debt \$4,549,638

- Funded with water or sewer revenues
- New water or sewer debt could affect water or sewer rates
- New water or sewer debt could impact water or sewer operating budgets or funding available for other water or sewer projects

Exempt Debt \$3,859,110

- Funded with property taxes outside Proposition 2 ½ Levy Limit
- New exempt debt increases property taxes
- New exempt debt does not impact operating budgets or funding available for other purposes

Interest on BANS and other debt issue expenses \$220,000

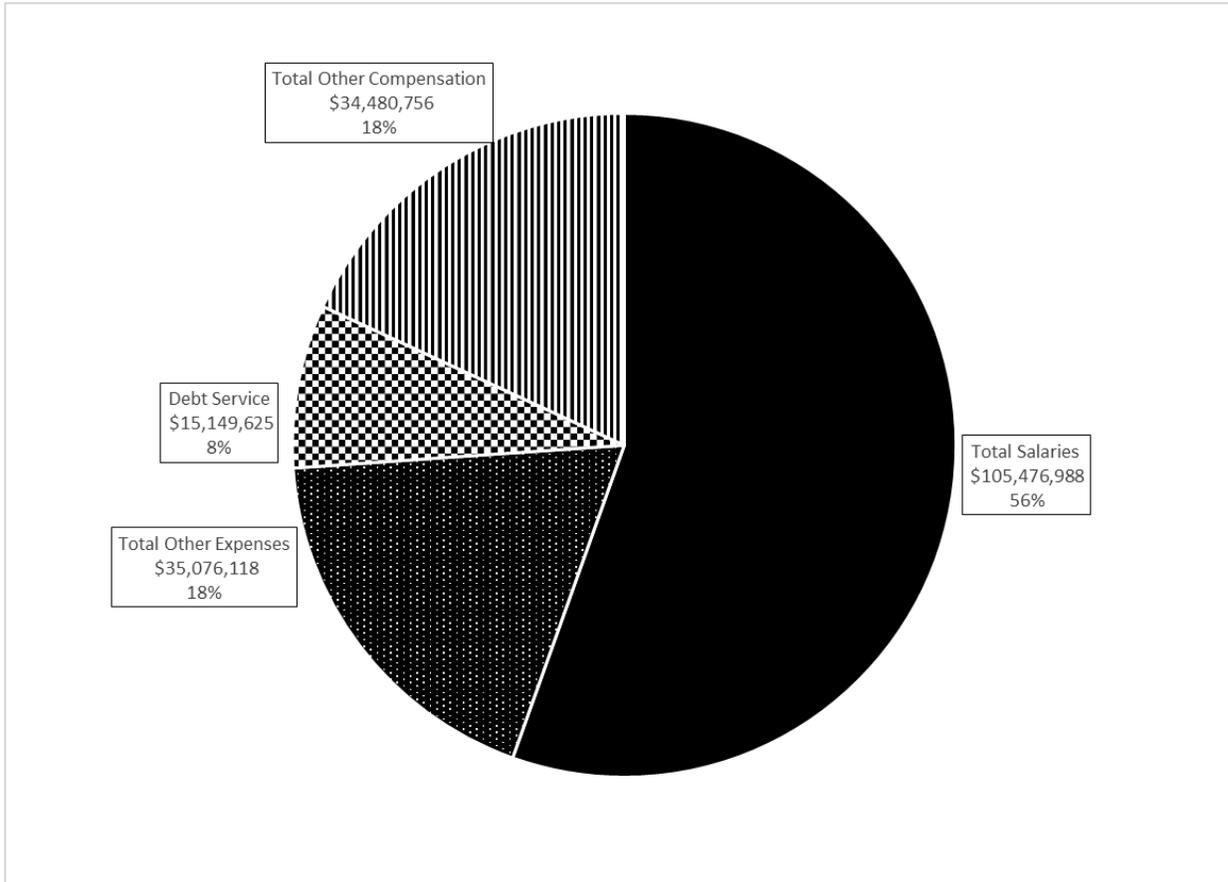
Andover's Debt Analysis Tool is an interactive spreadsheet developed to help Town and School officials estimate the annual appropriation needed to fund capital projects, show the impact on future budgets, and explain the costs to Andover taxpayers. Policymakers can plug in debt schedules for capital projects and then experiment with changes in interest rates and the number, projected cost and timing of projects. A current Debt Schedule can be found in the Annual Report section at the end of this report. A Financial Impact box outlines the financing plans for each bonded article on the warrant.

SECTION I

**PART 4: HOW YOUR TAXES ARE SPENT
TOWN AND SCHOOL OPERATING BUDGETS**

TOWN AND SCHOOL OPERATING BUDGET
ARTICLE 4
\$190,183,487

The \$139,957,744 budgeted for salaries and other compensation accounts for 74% of the funds to be appropriated in Article 4.



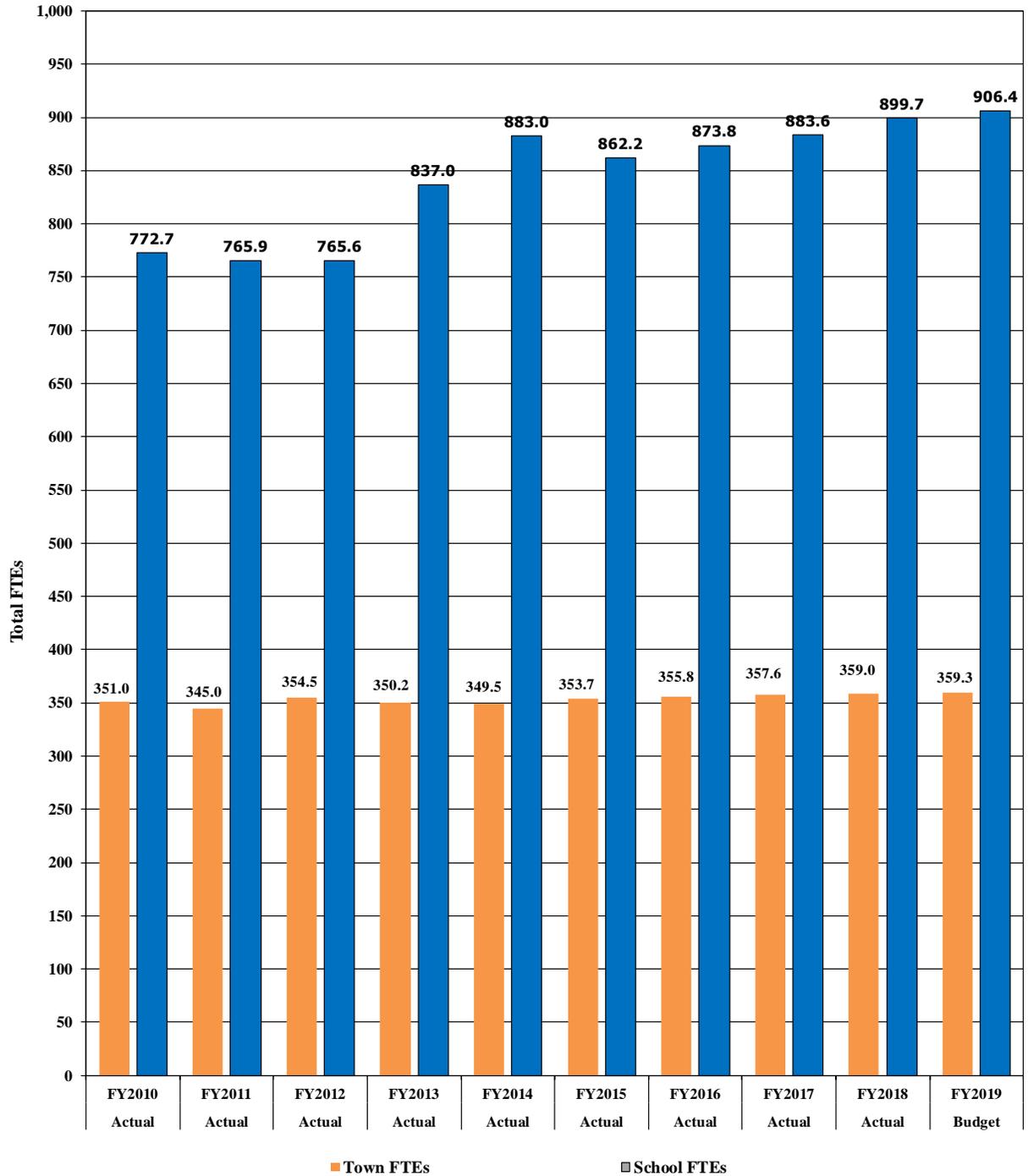
Total Salaries include Personal Services appropriations for Town and School Departments and Water and Sewer Enterprise Funds. Positions funded with grants and revolving funds are not included in Article 4.

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.

Town & School Employees (FTEs) FY2010 - FY2019



	Actual FY2010	Actual FY2011	Actual FY2012	Actual FY2013	Actual FY2014	Actual FY2015	Actual FY2016	Actual FY2017	Actual FY2018	Budget FY2019	Actual 10-Yr FTE Change
Town FTEs	351.0	345.0	354.5	350.2	349.5	353.7	355.8	357.6	359.0	359.3	8.3
School FTEs	772.7	765.9	765.6	837.0	883.0	862.2	873.8	883.6	899.7	906.4	133.6
Total FTEs	1,123.7	1,110.8	1,120.1	1,187.2	1,232.5	1,215.9	1,229.6	1,241.2	1,258.6	1,265.6	141.9

STAFFING CHANGES

A full-time equivalent (FTE) can be one full-time worker, two half-time workers, or any combination of hourly employees that add up to full-time.

<u>DEPARTMENT</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Public Safety	145.0	145.0	144.5	144.5
General Government	63.4	64.7	65.3	69.4
Public Works	39.0	39.0	41.0	41.1
Public Facilities	32.5	32.5	30.5	30.5
Library	26.9	26.9	26.9	26.9
Community Services	24.0	23.8	24.1	23.6
Total Town*:	330.8	331.9	332.3	336.0
Water	23	23	23	23
Sewer	4	4	4	4
Total Water/Sewer:	27	27	27	27
Superintendent	2.4	2.4	3.0	3.0
Assistant Superintendent	3.5	3.8	3.8	3.8
Human Resources	4.9	4.9	4.9	3.9
Business Services	10.6	11.4	11.4	8.7
Supervisory	21.0	20.6	20.6	20.6
Principals	39.9	40.1	40.1	40.1
Teaching	691.4	703.5	709.8	726.2
Library/Media	14.9	16.2	17.2	17.2
Guidance	26.2	26.3	26.3	26.3
Evaluation/Therapy	5.3	7.2	7.9	7.9
Health Services	14.0	14.0	14.0	15.0
Transportation - Regular Education	7.0	7.0	7.0	7.0
Athletics	1.6	2.0	2.0	2.0
Building Security	1.0	1.0	1.0	1.0
Custodial	39.5	39.5	39.5	39.5
Total Schools:	883.12	899.65	908.36	922.09

* Retirement staff FTEs, reported previously within this schedule, have been removed as they are (and have always been) paid from the Contributory Retirement System and not the Town of Andover.

TOWN DEPARTMENTS

- The increase in General Government was primarily attributed to a transfer of 4 employees (3.6 FTEs) from the School Department (Human Resources and Business Services line items) to the IT department in an effort to centralize services and increase efficiencies.

SCHOOL DEPARTMENT

- The decrease in Human Resources was attributed to a transfer of 1 employee (1 FTE) to the Town General Government Department (IT department) line item in an effort to centralize services and increase efficiencies.
- The decrease in Business Services was attributed to a transfer of 3 employees (2.6 FTEs) to the Town General Government Department (IT department) line item in an effort to centralize services and increase efficiencies.
- Most of the increase in teaching FTE is due to an increase in work hours for employees paid hourly, including Instructional Assistants (IAs). IA FTEs will increase by 15.0 without adding any headcount in order to reflect the additional instructional time added to each school day.

WHAT IS AN FTE?

A Full-Time Equivalent, or FTE, is a measurement of personnel resources within the organization. In most cases within Town Departments, 1.0 FTE represents one individual, however in some cases an FTE may be composed of more than one person (0.5 and 0.5) depending on how human resources are allocated within a department. In the School Department, fractional FTEs are not uncommon. Therefore the number of FTEs may not necessarily equal headcount.

School Employees Composition of 1.0 FTE		
Employee Group	FY19 FTE Definition	FY20 FTE Definition
Teachers	184 days per year, daily hours vary based on level*	184 days per year, daily hours vary based on level *
Instructional Assistants	184 or 182 days per year, 7 hours per day	184 or 182 days per year, 7 hours per day
Food Services	180 days per year, 35 hours per week	180 days per year, 35 hours per week
Custodians	5 days per week, 8 hours per day	5 days per week, 8 hours per day
Administrative Assistants	52 weeks per year, 7 hours per day	(under negotiation)
Asst. Principals & Program Directors	220 or 204 days per year	220 or 204 days per year
OTs and PTs	184 days per year, 7 hours per day	184 days per year, 7.25 hours per day
LPNs	184 days per year, 40 hours per week	184 days per year, 40 hours per week

Note: This chart does not include non-union contracts. Employees with these individual contracts include Assistant Superintendents, Principals, and other central office staff.

Work/Learning Time Comparisons		
Teacher/Student	FY19	FY20
* Elementary Teacher	7 hours	7 hours 10 minutes
* Middle Teacher	7 hours 5 minutes	7 hours 15 minutes
* High School Teacher	7 hours 6 minutes	7 hours 16 minutes
Elementary Student	6 hours	6 hours 30 minutes
Middle Student	6 hours 20 minutes	6 hours 35 minutes
High School Student	6 hours 21 minutes	6 hours 36 minutes

Note: CBA allows teachers to leave at same time as students on Fridays, so lessens Friday work day by a half hour

Town Employees		
Employee Group	Pay Structure	FY20 FTE Definition
DPW and Facilities Non-Management	hourly rate	40 hours per week
Firefighters	annual salary	42 hours per week
General Government Employees	annual salary	36.25-37.5 hours per week
Police Patrol Officers	annual salary	38.5 hours per week
Police Superior Officers	annual salary	37.5 hours per week
Police and Fire Dispatch Personnel	annual salary	37.5 hours per week
Town Non-Union Management	annual salary	36.25 hours per week

EXPENDITURES BY TOWN FOR SCHOOL DEPARTMENT

Andover funds some items that the State Department of Education considers to be school expenditures in non-school departmental budgets. Shown here are additional DOE defined school expenses that are not included in the school budget line in Article 4.

<u>Categories</u>	<u>EXPENDED</u> <u>FY 2016</u>	<u>EXPENDED</u> <u>FY2017</u>	<u>EXPENDED</u> <u>FY2018</u>	<u>BUDGET</u> <u>FY2019</u>
Finance and Administrative Services	\$ 202,309	\$ 171,670	\$ 194,268	\$ 181,502
Human Resources and Benefits	55,609	56,722	57,572	59,007
School Security	4,588	4,000	4,000	4,000
Heating of School Buildings (school offices)	18,726	20,291	23,310	49,950
School Utility Services (electricity, water, sewer, trash, recycling)	272,203	286,670	321,948	372,760
Maintenance of School Grounds (grounds, fields, snow, sweeping)	99,902	210,854	220,872	226,968
Maintenance of School Buildings (Plant and Facilities)	776,958	783,594	800,217	3,288,634
Maintenance of School Equipment (Plant and Facilities, Public Safety)	105,329	110,584	113,933	124,828
Extraordinary Maintenance (Plant and Facilities)	1,964,967	2,286,866	2,629,896	1,629,019
Networking & Telecommunications	234,213	253,408	285,210	294,875
Technology Maintenance	1,087,248	1,011,657	1,026,832	1,010,725
Employer Retirement Contributions	2,328,833	1,887,913	2,180,738	2,398,812
Insurance for Active Employees	9,058,300	8,320,732	10,624,177	12,065,778
Insurance for Retired School Employees (1)	2,710,559	2,638,492	2,744,032	2,445,197
Other Non-Employee Insurance - Prop and Casualty	383,368	549,193	471,980	523,709
Short Term Interest	6,464	11,901	27,387	2,200
Purchase of Land & Buildings	-	-	-	
Capital Technology	1,287,788	1,449,955	2,568,609	
Long Term Debt Retirement/School Construction	5,479,733	4,542,133	3,995,667	4,174,433
Long Term Debt Service/School Construction	2,068,692	1,884,309	1,825,790	1,777,646
Regional School Assessment	569,335	578,780	610,000	628,300
TOTAL:	\$ 28,715,124	\$ 27,059,724	\$ 30,726,438	\$ 31,258,343

NOTES

The above report is submitted at year end as a part of the School Department End of Year Financial Report.

This section reports expenditures for the School Department that are not included in the School Department budget.

Categories and some allocations are determined by DOE regulations and/or joint agreement for services to School Department

FROM: MASSACHUSETTS DEPARTMENT OF EDUCATION
END OF YEAR PUPIL AND FINANCIAL REPORT

(1) Retired teachers were brought back into the Town from the GIC in FY15

TOWN AND SCHOOL SHARES OF FUNDS AVAILABLE FOR ANNUAL OPERATING BUDGETS

	Total Operating Budgets	School Operating Budget	School % of Total	Town Operating Budget	Town % of Total
FY2015	\$ 107,232,998	\$ 70,904,452	66.12%	\$ 36,328,546	33.88%
FY2016	\$ 110,621,891	\$ 73,296,591	66.26%	\$ 37,325,300	33.74%
FY2017	\$ 114,536,592	\$ 76,099,203	66.44%	\$ 38,437,389	33.56%
FY2018	\$ 118,775,274	\$ 79,143,171	66.63%	\$ 39,632,103	33.37%
FY2019	\$ 123,096,103	\$ 82,510,658	67.03%	\$ 40,585,445	32.97%
FY2020	\$ 128,037,353	\$ 85,929,808	67.11%	\$ 42,107,545	32.89%

SECTION II
THE WARRANT: ARTICLES

2019 ANNUAL TOWN MEETING

Monday, April 29, 2019

J. EVERETT COLLINS CENTER AUDITORIUM

ANDOVER HIGH SCHOOL

CALL TO ORDER 7:00 PM

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 Selectmen for three years, two School Committee members for three years, one Housing Authority Member for five years, and one Punchard Free School Trustee 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 Monday, April 29, 2019 at seven o'clock PM in the J. Everett Collins Center Auditorium, Andover High School, 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 Board of Selectmen 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.

Financial Impact of Article 3

Approval
Funds are budgeted in Article 4.
Accounts for approximately \$1 of the FY2020 average residential property tax bill.

Disapproval
FY2020 average residential property tax bill reduced by approximately \$1.

Your Vote: Yes ___ No ___

The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Town Clerk

FISCAL YEAR 2020 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, 2019 and ending June 30, 2020, or take any other action related thereto.

Motions for these FY2020 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 BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 9-0 to recommend approval.
The SCHOOL COMMITTEE voted 4-0-1 to recommend approval of the School budget.
The BOARD OF HEALTH voted 2-0 to recommend approval.

On request of the Town Manager

ARTICLE 4
FY2020
OPERATING BUDGET

					3/27/19	
LINE	DEPARTMENT	EXPENDED	EXPENDED	BUDGET	FINCOM	%
ITEM		FY2017	FY2018	FY2019	FY2020	CHANGE
						FY19-FY20
	<u>PUBLIC SAFETY</u>					
1	PERSONAL SERVICES	14,323,621	15,738,420	15,405,213	15,780,079	
2	OTHER EXPENSES	<u>1,483,286</u>	<u>1,459,955</u>	<u>1,616,557</u>	<u>1,573,950</u>	
	TOTAL	15,806,907	17,198,375	17,021,770	17,354,029	1.95%
<i>Includes \$140,073 Parking Receipts; \$90,000 Detail Fees; and \$1,350,000 Ambulance Collections</i>						
	<u>GENERAL GOVERNMENT / IT / CD&P</u>					
3	PERSONAL SERVICES	5,725,854	5,967,447	6,168,793	6,510,793	
4	OTHER EXPENSES	<u>2,119,544</u>	<u>2,139,842</u>	<u>2,209,706</u>	<u>2,160,275</u>	
	TOTAL	7,845,398	8,107,289	8,378,499	8,671,068	3.49%
<i>Includes \$25,000 Wetland Filing Fees</i>						
	<u>DEPARTMENT OF PUBLIC WORKS</u>					
5	PERSONAL SERVICES	3,288,818	3,443,530	3,447,728	3,464,080	
6	OTHER EXPENSES	<u>5,788,509</u>	<u>5,372,453</u>	<u>4,965,663</u>	<u>5,272,339</u>	
	TOTAL	9,077,327	8,815,983	8,413,391	8,736,419	3.84%
<i>Includes \$60,000 Cemetery Revenues</i>						
	<u>PUBLIC FACILITIES</u>					
7	PERSONAL SERVICES	2,265,684	2,294,615	2,317,184	2,374,145	
8	OTHER EXPENSES	<u>1,315,695</u>	<u>1,282,239</u>	<u>1,459,534</u>	<u>1,398,600</u>	
	TOTAL	3,581,379	3,576,854	3,776,718	3,772,745	-0.11%
<i>Includes \$80,000 Rental Receipts and \$8,000 AYF Gift</i>						
	<u>LIBRARY</u>					
9	PERSONAL SERVICES	1,988,844	2,057,011	2,163,080	2,177,076	
10	OTHER EXPENSES	<u>637,792</u>	<u>647,020</u>	<u>666,012</u>	<u>667,312</u>	
	TOTAL	2,626,636	2,704,031	2,829,092	2,844,388	0.54%
	<u>COMMUNITY SERVICES</u>					
11	PERSONAL SERVICES	1,593,678	1,664,177	1,712,735	1,735,271	
12	OTHER EXPENSES	<u>586,647</u>	<u>615,815</u>	<u>671,115</u>	<u>672,690</u>	
	TOTAL	2,180,325	2,279,992	2,383,850	2,407,961	1.01%
<i>Includes \$583,510, \$4,482 and \$47,000 in User Fees, \$59,000 Grants and \$22,000 AYF Gift</i>						
	<u>UNCLASSIFIED</u>					
13	COMPENSATION FUND	-	-	-	590,000	
14	RESERVE FUND	inc above	inc above	<u>200,000</u>	<u>200,000</u>	
	TOTAL			200,000	790,000	
	<u>TOWN DEPTS. TOTAL</u>					
	PERSONAL SERVICES	29,186,499	31,165,200	31,214,733	32,631,444	
	OTHER EXPENSES	11,931,473	11,517,324	11,788,587	11,945,166	
	<i>Less Budgeted Revenues</i>	<u>(2,562,311)</u>	<u>(2,523,948)</u>	<u>(2,417,875)</u>	<u>(2,469,065)</u>	
	NET TOTAL	38,555,661	40,158,576	40,585,445	42,107,545	3.75%

**ARTICLE 4
FY2020
OPERATING BUDGET**

3/27/19					
LINE DEPARTMENT ITEM	EXPENDED FY2017	EXPENDED FY2018	BUDGET FY2019	FINCOM FY2020	% CHANGE FY19-FY20
<u>ANDOVER SCHOOL DEPT</u>					
PERSONAL SERVICES	61,697,244	64,225,606	66,753,383	70,381,403	
OTHER EXPENSES	14,401,959	15,111,565	15,757,275	15,473,405	
KINDERGARTEN FEE OFFSET-PERSONAL SERVICES	-	-	-	75,000	
15 TOTAL	76,099,203	79,337,171	82,510,658	85,929,808	4.14%

LINE DEPARTMENT ITEM	EXPENDED FY2017	EXPENDED FY2018	BUDGET FY2019	FINCOM FY2020	% CHANGE FY19-FY20
<u>SEWER</u>					
16 PERSONAL SERVICES	310,013	339,738	329,123	333,049	
17 OTHER EXPENSES	<u>2,246,951</u>	<u>2,272,411</u>	<u>2,537,257</u>	<u>2,654,975</u>	
TOTAL	2,556,964	2,612,149	2,866,380	2,988,024	4.24%
<u>WATER</u>					
18 PERSONAL SERVICES	1,995,639	2,037,457	2,062,821	2,056,092	
19 OTHER EXPENSES	<u>3,400,683</u>	<u>3,004,495</u>	<u>3,199,600</u>	<u>3,290,950</u>	
TOTAL	5,396,322	5,041,952	5,262,421	5,347,042	1.61%
TOTAL	7,953,286	7,654,101	8,128,801	8,335,066	

LINE DEPARTMENT ITEM	EXPENDED FY2017	EXPENDED FY2018	BUDGET FY2019	FINCOM FY2020	% CHANGE FY19-FY20
<u>OBLIGATIONS</u>					
20 TECHNICAL SCHOOLS	578,780	581,967	628,300	647,149	3.00%
21 DEBT SERVICE	14,564,001	14,048,506	14,568,902	15,149,625	3.99%
22 GENERAL INSURANCE	1,186,573	901,405	967,703	1,064,473	10.00%
23 UNEMPLOYMENT COMP.	160,000	160,000	160,000	160,000	
24 RETIREMENT FUND	8,581,696	9,428,488	10,371,338	11,410,355	10.02%
25 HEALTH INSURANCE FUND	17,905,037	19,257,000	20,662,075	21,340,842	3.29%
26 OPEB	<u>1,127,572</u>	<u>1,264,338</u>	<u>1,416,888</u>	<u>1,569,559</u>	<u>10.78%</u>
TOTAL	44,103,659	45,641,704	48,775,206	51,342,003	5.26%
<i>Includes \$235,850 from Cable Funds, \$76,121 from Premium Reserve</i>					

GRAND TOTAL	169,274,120	175,315,500	182,417,985	190,183,487	
<i>Less Budgeted Revenues</i>	<u>(3,003,509)</u>	<u>(2,841,118)</u>	<u>(2,657,512)</u>	<u>(2,704,915)</u>	
NET TOTAL	166,270,611	172,474,382	179,760,473	187,478,572	4.29%

FISCAL YEAR 2020 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 2020 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 FY2020 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/CIP2020.

~ ~ ~ ~ ~

FY2020 CAPITAL PROJECTS FUND RECOMMENDED BY TOWN MANAGER

<u>Project Item</u>	<u>Amount</u>
Viewpoint Permitting/Licensing Software Upgrade	\$100,000
HMD Circulation and Street Design Implementation	\$50,000
Castle Heights ADA Project	\$15,000
Conservation Dog Park – Grant Match	\$25,000
Conservation Land Management	\$12,000
Merrimack River Reservation Access Design Plan	\$60,000
MUNIS Software	\$40,000
IT Staff Device Refresh	\$504,598
IT Platforms and Infrastructure	\$237,500
Library Circulation Desk Replacement	\$10,000
Police Vehicle Replacement	\$195,000
Minor Sidewalk Repairs	\$200,000
Public Works Vehicles – Small	\$200,000
Spring Grove Cemetery Improvements	\$20,000
Town Projects – Buildings	\$380,000
Town Projects – Mechanical and Electrical	\$280,000
Town and School Security Projects	\$100,000
Town Vehicle Replacement	\$123,000
Town Park and Playground Improvements	\$400,000
School Projects – All Schools	\$585,000
School Projects By Building	\$426,600
Total from General Fund Revenue	\$3,963,698

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN 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

BUDGET TRANSFERS
Expected to Be Withdrawn

ARTICLE 6. To see if the Town will vote to transfer from amounts previously appropriated at the April, 2018 Annual Town Meeting as authorized by Massachusetts General Laws Chapter 44, Section 33B, or take any other action related thereto.

~ ~ ~ ~ ~

This article authorizes the transfer of funds appropriated by the 2018 Town Meeting from certain departmental budgets with projected surpluses to other departments to cover costs not anticipated in preparation of the FY2019 Budget. No transfers are anticipated.

~ ~ ~ ~ ~

On request of the Finance Director

SUPPLEMENTAL BUDGET APPROPRIATIONS

ARTICLE 7. To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations voted at the April, 2018 Annual Town Meeting, or take any other action related thereto.

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This article requests \$400,000 be appropriated from free cash to supplement the FY2019 General Insurance budget. Worker’s Compensation claims are over the amount budgeted, therefore additional funds are needed to pay the insurer.

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Financial Impact of Article 7	
<u>Approval</u> Reduces Free Cash by \$400,000. No FY2020 tax bill impact.	<u>Disapproval</u> \$400,000 available for spending by a future Town Meeting.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.

On request of the Town Manager

STABILIZATION FUND
Expected To Be Withdrawn

ARTICLE 8. 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, or take any other action related thereto.

~ ~ ~ ~ ~

This article authorizes a transfer of funds to the Town’s General Stabilization Fund. The Stabilization Fund is used to accumulate amounts for future spending purposes. The current balance in the Fund is \$6,472,447 which is well within our policy of 3-7% of General Fund Revenue. Bond rating agencies, such as Standard and Poor’s, consider the balance in the Stabilization Fund when they are rating the Town before bonds are issued. A high stabilization fund balance is looked upon more favorably as it means the Town has some reserves if needed for future spending. Appropriations to the Stabilization Fund require a majority vote of Town Meeting. Appropriations taken out of the Stabilization Fund require a two-thirds (2/3) vote.

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On request of the Town Manager

**FREE CASH
Expected To Be Withdrawn**

ARTICLE 9. To see what amount the Town will vote to permit the Assessors to use in Free Cash to reduce the Fiscal Year 2020 tax rate and to affect appropriations voted at the 2019 Annual Town Meeting, or take any other action related thereto.

~ ~ ~ ~ ~

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.

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

On request of the Finance Director

**UNEXPENDED APPROPRIATIONS
Expected To Be Withdrawn**

ARTICLE 10. 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 reappropriated 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

GENERAL HOUSEKEEPING ARTICLES

ARTICLE 11. 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 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 11A-11F.

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GRANT PROGRAM AUTHORIZATION

ARTICLE 11A. To see if the Town will vote to authorize the Board of Selectmen 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.  
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Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.
On request of the Town Manager

ROAD CONTRACTS

ARTICLE 11B. 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 BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

TOWN REPORT

ARTICLE 11C. 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 2018 Annual Report has been included at the end of the Finance Committee Report.  
~~~~~

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.

On request of the Town Manager

PROPERTY TAX EXEMPTIONS

ARTICLE 11D. 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 2020 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 BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Board of Assessors

CONTRACTS IN EXCESS OF THREE YEARS

ARTICLE 11E. 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 Board of Selectmen 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.

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Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Town Manager

ACCEPTING EASEMENTS

ARTICLE 11F. To see if the Town will vote to authorize the Board of Selectmen 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 BOARD OF SELECTMEN voted 5-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Town Manager

RESCINDING BOND AUTHORIZATIONS

ARTICLE 11G. 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. This article asks Town Meeting to authorize rescinding \$172,353 from the \$5,715,000 authorization, voted as Article 1 of the February 11, 2013 Special Town Meeting. Construction of the Bancroft School is complete and the remaining authorization does not need to be borrowed.

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Your Vote: Yes ___ No ___

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

On request of the Finance Director

GRANTING EASEMENTS

ARTICLE 12. To see if the Town will vote to authorize the Board of Selectmen 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.

Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.

On request of the Town Manager

**UNPAID BILLS
Expected To Be Withdrawn**

ARTICLE 13. 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.

~ ~ ~ ~ ~

On request of the Town Accountant

CHAPTER 90 AUTHORIZATIONS

ARTICLE 14. 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.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.

The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Town Manager

JERRY SILVERMAN FIREWORKS

ARTICLE 15. To see if the Town will vote to appropriate and raise by taxation or available funds the amount of \$14,000 for the Jerry Silverman Fireworks Program as part of the Fourth of July festivities, or take any other action related thereto.

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The sum of \$14,000 is requested as the Town's contribution for the fireworks celebration. The fireworks are named in honor of Jerry Silverman who, for over fifty years, took it upon himself to raise the funds necessary for the Town's annual fireworks celebration from both private and public sources.

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Financial Impact of Article 15	
<u>Approval</u> \$14,000 from taxation Included in projected FY2020 tax bill	<u>Disapproval</u> Increases excess levy capacity by \$14,000 Reduces projected FY2020 tax bill by less than \$1

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.

The FINANCE COMMITTEE voted 7-0 to recommend approval.

On request of the Town Manager

FY2020 REVOLVING ACCOUNTS

ARTICLE 16. 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, 2019, or take any other action related thereto.

Revolving Fund	Authorized to Spend	Use of Fund	Revenue Source	FY2020 Expenditure Limit
A. Community Development & Planning Department	Division Heads	Advertising legal hearing notice expenses for permit applications	Applicant Fees	\$30,000
B. Memorial Hall Library- Lost/Damaged Materials	MHL Director	Replacement of lost/damaged library materials	Restitution payments/charges to borrower or patron	\$20,000
C. Health Clinic	Public Health Director	Clinic supplies and other expenses	Clinic participant fees	\$60,000
D. Division of Recreation	Recreation Services Director	Trips, ticket sales and special programs and activities	Participant fees	\$625,000
E. Division of Youth Services	Youth Services Director	All programs and activities expenses, part-time help	Participant fees	\$500,000
F. Field Maintenance	Municipal Services - Plant and Facilities Director	Field maintenance, upgrade and related expenses	Field rental fees	\$150,000
G. Division of Elder Services	Elder Services Director	Senior programs, classes and activities	Participant fees	\$225,000
H. Police Communications	Chief of Police	Maintenance and purchase of public safety radio and antennae equipment	Lease agreements for antenna users	\$50,000
I. School Photocopy Fees	School Dept.	Photocopy Center Costs	External Private Groups	\$15,000
J. Compost Program	Municipal Services - Plant and Facilities Director	Offset Compost Monitoring and Cleanup Expenses	Contractor Permit fees, revenues from sale of compost	\$60,000
K. Solid Waste	Municipal Services -Public Works Director	Offset Trash and Recycling Costs	CRT, HHW and Trash fees	\$40,000
L. Stormwater Management	Planning Director	Consulting and Environmental Monitoring of Stormwater Management Applications and Permits	Applicant	\$5,000
M. Fire Rescue	Fire Chief	Training and Equipment	Service Fees	\$100,000
N. Health Services	Public Health Director	Health Dept. Inspections	Inspection Fees	\$100,000

~ ~ ~ ~ ~

The Town Moderator will ask Town Meeting voters if anyone would like to be heard on a specific revolving fund. If so, that fund will be held out for discussion and a separate vote will be taken. A revolving account allows user fees and donations collected by a specific department to be used for expenses related to that department without a specific appropriation by Town Meeting. For example, activity fees collected from participants in Community Services programs are used for tickets, related trip expenses and other program costs. State law requires that Town Meeting vote annually on this type of revolving account, setting a dollar limit and specifying who is authorized to make expenditures. In any fiscal year the limit on the amount that may be spent can be increased with the approval of both the Board of Selectmen and Finance Committee.

The following increases for FY2020 are requested:

- An increase from \$20,000 to \$30,000 for A) Community Development and Planning.
- An increase from \$400,000 to \$500,000 for E) Youth Services.
- An increase from \$10,000 to \$15,000 for I) School Photocopy Fees.

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The BOARD OF HEALTH voted 2-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Finance Director

SIGN SHOP REVOLVING FUND

ARTICLE 17. To see if the Town will vote to amend Section 48 of Article XII and establish and authorize a new revolving fund for use by certain town/city departments, boards, committees, agencies or officers under Massachusetts General Law Chapter 44, Section 53E 1/2, and amend the table of Authorized Revolving Funds by inserting a new row after "Health Services" to read:

Sign Shop	Director of Public Works	Sign Production Revenue	Sign Production and Supplies Expenses	Fiscal Year 2020 and Subsequent Years
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~ ~ ~ ~ ~

The Highway Division of the Department of Public Works (DPW) has an in-house sign-making shop and would like to extend the service to other Town Departments. The monies received would be used to buy materials for the signs. DPW believes that providing this service to other departments, as opposed to their purchasing from a private company, would help reduce their costs in this area. The FY2020 expenditure limit requested is \$10,000.

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Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Director of Public Works

PEG ACCESS AND CABLE RELATED FUND EXPENSES

ARTICLE 18. 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 2020, which begins on July 1, 2019, or take any other action related thereto.

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This article is a request to appropriate \$377,108 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 BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.

On request of the Finance Director

OVERLAY SURPLUS TRANSFER FOR PROPERTY REVALUATIONS

ARTICLE 19. To see if the Town will vote to transfer \$32,000 from Overlay Surplus to fund the FY2020 property tax revaluation, or take any other action related thereto.

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This article requests funding to perform a vital component of the Town’s revaluation of all properties in the Town of Andover as required by the Massachusetts Department of Revenue. The funds will be used to hire outside consultants to perform a complete reinspection of all personal property accounts. The source of the funding is from overlay surplus as declared by the Board of Assessors. Most of the revaluation work is done by inhouse staff. This is the only work done by consultants.

~ ~ ~ ~ ~

Financial Impact of Article 19	
<u>Approval</u> Reduces Overlay Account balance by \$32,000. No FY2020 tax bill impact.	<u>Disapproval</u> \$32,000 available in the Overlay Account for future years.

Your Vote: Yes__ No__

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Finance Director

ELDERLY/DISABLED TRANSPORTATION PROGRAM

ARTICLE 20. To see if the Town will vote to appropriate and raise by taxation a sum not to exceed \$14,000 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, and also provide transportation through a “call and ride” program called EZ-Trans. This article will continue to provide critical transportation benefits to our senior and disabled residents.

~ ~ ~ ~ ~

Financial Impact of Article 20

Approval

\$14,000 from taxation.
Included in projected FY2020 tax bill.

Disapproval

Increases excess levy capacity by \$14,000.
Reduces projected FY2020 tax bill by less than \$1.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The COUNCIL ON AGING voted 9-0 to recommend approval.

On request of the Council on Aging

SUPPORT FOR CIVIC EVENTS

ARTICLE 21. 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 civic events 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.

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Financial Impact of Article 21

Approval

\$5,000 from taxation.
Included in projected FY2020 tax bill.

Disapproval

Increases excess levy capacity by \$5,000.
Reduces projected FY2020 tax bill by less than \$1.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Town Manager

SPRING GROVE CEMETERY MAINTENANCE

ARTICLE 22. 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 22

Approval

Reduces Cemetery Fund balance by \$6,000.
No FY2020 tax bill impact.

Disapproval

\$6,000 available for spending by a future
Town Meeting for cemetery improvements.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.

On request of the Director of Public Works

STABILIZATION FUND BOND PREMIUM

ARTICLE 23. 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.

~ ~ ~ ~ ~

The Bond Premium Stabilization Fund was established for the purpose of using bond premiums to offset the interest on non-exempt outstanding debt. This article transfers \$100,000 from the Bond Premium Stabilization Fund to the General Fund to offset the interest costs of the bonds that generated bond premiums. The funds from this stabilization fund may be used when the coupon rate of interest is higher than the actual interest rate to mitigate the impact on the general fund budget.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Finance Director

SENIOR CENTER AT PUNCHARD RENOVATION AND CONSTRUCTION

ARTICLE 24. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$4,500,000 for the purpose of purchasing professional services related to the design, renovation and construction, and for the construction of the Senior Center at Punchard, including any other costs incidental and related thereto, or to take any other action related thereto.

~ ~ ~ ~ ~

This article would fund the renovation and expansion of the Senior Center at Punchard with \$2,000,000 from Free Cash with the remaining \$2,500,000 to be borrowed. This project dramatically improves functionality and ADA compliance and will provide the additional space necessary for current and expanded programming. This \$4,500,000 request would fund general construction, design and professional fees. The renovation includes the entire existing space, incorporates 21st century design standards, and adds 3,754 square feet of new senior center space. In addition, the new Senior Center at Punchard will house the Town's Veteran Services Office. The Friends of the Senior Center are committed to fundraising an additional \$500,000 to support furniture and fixtures. This project is funded completely within the confines of Proposition 2 ½ through the FY2020 Capital Improvement Program.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Financial Impact of Article 24	
<u>Approval</u> Reduces Free Cash by \$2,000,000. Town borrows \$2,000,000 in FY2021 and \$500,000 in FY2022 to be repaid over 30 years. No increase in FY2020 tax bill. Peak year of Debt Service in FY2022 would require an appropriation of \$135,929 which would account for approximately \$9 of the FY2022 average residential property tax bill. \$2,500,000 Appropriation + \$1,577,850 Projected Interest = \$4,077,850 Total Borrowing Cost +\$2,000,000 Appropriation from Free Cash - \$6,077,850 = Total Project Cost	<u>Disapproval</u> \$2,000,000 available for spending by future Town Meeting. No change in FY2021 tax bill. Funds not needed for debt service in future years would be available within Proposition 2 ½ for other Town/School needs.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.
The COUNCIL ON AGING voted 9-0 to recommend approval.
The PERMANENT TOWN BUILDING ADVISORY COMMITTEE voted 6-0 to recommend approval.
The ELDER SERVICES TASK FORCE, SENIOR COMMUNITY FRIENDS and
The PATRIOTIC HOLIDAY COMMITTEE voted unanimously to recommend approval.

On request of the Town Manager

ELDER SERVICES PROGRAM STABILIZATION FUND TRANSFER

ARTICLE 25. To see if the Town will authorize the transfer of the sum of \$700,000 from the Elder Services Program Stabilization Fund to fund the construction of the renovation of the Senior Center at Punchard or offset the borrowing costs of the Senior Center at Punchard renovation construction, or to take any action related thereto.

~ ~ ~ ~ ~

At a Special Town Meeting in 2013, the remaining \$1,400,000 of the William M. Wood Memorial Trust was voted to be allocated equally to the youth and seniors of Andover. At that Special Town Meeting, \$700,000 of the fund was approved to assist in the construction of the Cormier Family Youth Center. The remaining \$700,000 was placed into the Elder Services Program Stabilization Trust Fund. This article will transfer \$700,000 to assist in the funding of, or offset borrowing costs for, the renovation of the Center at Punchard.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Financial Impact of Article 25	
<u>Approval</u> Reduces Elder Services Program Stabilization Fund balance by \$700,000. No FY2020 tax bill impact.	<u>Disapproval</u> \$700,000 available in the Elder Services Program Stabilization Fund for future years.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.
The COUNCIL ON AGING voted 9-0 to recommend approval.
The PERMANENT TOWN BUILDING ADVISORY COMMITTEE voted 6-0 to recommend approval.
The ELDER SERVICES TASK FORCE and SENIOR COMMUNITY FRIENDS
voted unanimously to recommend approval.

On request of the Elder Services Task Force

ELECTRONIC VOTING

ARTICLE 26. To see if the Town will vote to amend Article II of the General Bylaws by adding the following as Section 5.2:

“Electronic Voting. Subject to the availability of a system to enable electronic voting by using wireless handheld mobile devices, the Moderator may count the vote on any matter before the Town Meeting by the use of such system.”

and further, that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of Bylaws, or take any other action related thereto.

The following explanation was submitted by Petitioner: The Electronic Voting Committee is requesting a change in the bylaw that specifically addresses the use of Electronic Devices as an option for any vote before Town Meeting. Currently, the bylaw defines a secret ballot as one that would require paper ballots be placed in a voting box. Since an electronic vote would be a secret/private vote, this addition would allow the option to the moderator to count the votes through an electronic means.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 4-0-1 to recommend approval.
The FINANCE COMMITTEE voted 6-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of Brian Major and others

RENTAL OF ELECTRONIC VOTING SYSTEM

ARTICLE 27. To see if the Town will raise by taxation or transfer from available funds or any combination thereof and appropriate \$25,000 to pay for the rental of an electronic voting system for the use at Annual and Special Town Meetings for Fiscal Year 2020, or take any other action related thereto.

The following explanation was submitted by Petitioner: The Electronic Voting Committee is requesting a change in the bylaw that specifically addresses the use of Electronic Devices as an option for any vote before Town Meeting. Currently, the bylaw defines a secret ballot as one that would require paper ballots be placed in a voting box. Since an electronic vote would be a secret/private vote, this addition would allow the option to the moderator to count the votes through an electronic means.

Financial Impact of Article 27	
<u>Approval</u>	<u>Disapproval</u>
Reduces Free Cash by \$25,000.	\$25,000 in Free Cash available for future Town Meeting needs.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 4-0-1 to recommend approval.
The FINANCE COMMITTEE voted 6-0 to recommend approval.

On request of Brian Major and others

WATER AND SEWER VEHICLES

ARTICLE 28. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$225,000 for the purpose of purchasing Water and Sewer vehicles, including any other costs incidental and related thereto, or to take any other action related thereto.

~ ~ ~ ~ ~

The Water/Sewer divisions have a number of aging vehicles that have been postponed for replacement. The Water/Sewer Division, working with the Vehicle Maintenance Division, reviews the status of postponed vehicles and determines the best use of the appropriation. Vehicles reviewed for replacement are frontline vehicles that are used on a daily basis, for first response, emergency, both weather and flood and snow and ice maintenance. Other uses include but are not limited to; hauling of materials, barricades, and generators.

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Financial Impact of Article 28

Approval

Reduces Water Reserves by \$225,000.

Disapproval

\$225,000 in Water Reserves available for future Water Department needs.

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.**

On request of the Director of Public Works

WATER MAIN REPLACEMENT PROJECTS

ARTICLE 29. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$4,000,000 for the purpose of purchasing services and materials related to completing water main replacement projects, including any other costs incidental and related thereto, or to take any other action related thereto.

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The Water Distribution System Study and Capital Improvements Plan were developed in 2010. The recommendations set forth in this report will help to prevent catastrophic failures, improve capacity, prevent water loss, provide adequate fire protection and improve overall water quality. This request will continue the program in identified locations for approximately 19,500lf.

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Requires a two-thirds (2/3) vote

Financial Impact of Article 29

Approval

Town borrows \$4,000,000 to be repaid over 20 years.
Debt Service funded with water user fees is included in water rate projections for future years.
No impact in FY2020.

Disapproval

No change in FY2020 water rates.

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.**

On request of the Director of Public Works

SEWER INFLOW AND INFILTRATION REDUCTION PROJECT

ARTICLE 30. To see if the Town will vote to appropriate the sum of \$284,934.44 by repurposing funds remaining from the following articles: Article 41 of the 2007 Annual Town Meeting, Article 33 of the 2008 Annual Town Meeting, and Article 46 of the Annual Town Meeting, so that such funds may, instead, be used to pay costs of the Sewer Inflow and Infiltration Reduction Project, including all costs incidental and related thereto, or to take any other action related thereto.

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As a result of the I/I (Inflow and Infiltration) investigation study, I/I sources within the sewer collection system have been identified and prioritized for elimination.

~~~~~

Requires a two-thirds (2/3) vote

Financial Impact of Article 30

Proposed funding of the Sewer Inflow and Infiltration Reduction Project by repurposing funds remaining after completion of the following sewer projects:

Article 41	2007 Annual Town Meeting	\$ 39,702.65
Article 33	2008 Annual Town Meeting	\$188,691.71
Article 46	2010 Annual Town Meeting	<u>\$ 56,540.08</u>
	Total	\$284,934.44

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.
The BOARD OF HEALTH voted 2-0 to recommend approval.

On request of the Director of Public Works

HYDRANT REPLACEMENT PROGRAM

ARTICLE 31. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$100,000 for the purpose of purchasing services and materials related to the fire hydrant replacement program, including any other costs incidental and related thereto, or to take any other action related thereto.

~~~~~

This article is a continuation of the Hydrant Maintenance project including, but not limited to, the identification of hydrants needing replacement, repair and/or maintenance including the replacement of identified hydrants including a) replacing the hydrants that need to be replaced; b) changing the grade on the hydrants as needed; and c) regular maintenance, lubrication, pressure testing and painting.

~~~~~

Financial Impact of Article 31

<u>Approval</u>	<u>Disapproval</u>
Reduces Water Reserves by \$100,000.	\$100,000 in Water Reserves available for future Water Department needs.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.

On request of the Director of Public Works

WATER TREATMENT PLANT PARKING AREA RECONSTRUCTION

ARTICLE 32. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$110,000 for the purpose of purchasing services and materials related to the water treatment plant parking area reconstruction, including any other costs incidental and related thereto, or to take any other action related thereto.

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Portions of the Water Treatment Plant parking lot are in need of repair due to large trucks delivering products to the plant including chemical, carbon, oxygen, etc.

~~~~~

Financial Impact of Article 32	
<u>Approval</u> Reduces Water Reserves by \$110,000.	<u>Disapproval</u> \$110,000 in Water Reserves available for future Water Department needs.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 7-0 to recommend approval.

On request of the Director of Public Works

WATER TREATMENT PLANT GRANULAR ACTIVATED CARBON (GAC) REPLACEMENT

ARTICLE 33. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$450,000 for the purpose of purchasing services and materials related to granular activated carbon replacement, including any other costs incidental and related thereto, or to take any other action related thereto.

~ ~ ~ ~ ~

The filtration system at the Water Treatment Plant consists of eight filter beds, each holding approximately 66,000 pounds of granular activated carbon (GAC). This project replaces GAC in three filter units prior to the sixth year of service-time. The granular activated carbon filtration system is operated and maintained in order to ensure a supply of drinking water of the highest quality. Timely replacement of the filter media is critical in maintenance requirements. Each replacement is expected to have a life span of four (4) years.

~ ~ ~ ~ ~

Financial Impact of Article 33	
<u>Approval</u> Reduces Water Reserves by \$450,000.	<u>Disapproval</u> \$450,000 in Water Reserves available for future Water Department needs.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Director of Public Works

PUBLIC WORKS VEHICLES - LARGE

ARTICLE 34. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$380,000 for the purpose of purchasing public works vehicles, including any other costs incidental and related thereto, or to take any other action related thereto.

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The Highway Division, working with the Vehicle Maintenance Division, reviews the status and condition of vehicles and determines the best use of the appropriation. The vehicles' purposes include but are not limited to: plowing and treating of roads in winter; hauling loads of stone, gravel and loam as well as debris; hauling barrels, cones, signs, etc.; and used during emergencies, both weather and (flood) related; as well as for other reasons, i.e. traffic control.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Financial Impact of Article 34

Approval

Town borrows \$380,000 to be repaid over 10 years.
No increase in FY2020 tax bill.
Peak year of Debt Service in FY2021 would require an appropriation of \$51,300.
Would account for approximately \$4 of the FY2021 average residential property tax bill.

Disapproval

No change in FY2020 tax bill.
Funds not needed for Debt Service in future years would be available within Proposition 2 ½ for other Town/School needs.

\$380,000 Appropriation + \$73,150 Projected Interest = \$453,150 Total Cost

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.**

On request of the Director of Public Works

FIRE APPARATUS REPLACEMENT

ARTICLE 35. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$360,000 for the purpose of purchasing fire apparatus, including any other costs incidental and related thereto, or to take any other action related thereto.

~~~~~

This article would authorize funding for the purchase of a replacement ambulance for Andover Fire Rescue. Ambulance 4 has served the community of Andover since 2009 and was a frontline piece until 2015. Since then, this ambulance has served as a reserve ambulance and is still continually placed in service when another ambulance in the fleet requires preventative maintenance, repairs or when the calls for service demand is high enough to place it in service as a frontline response vehicle.

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Requires a two-thirds (2/3) vote

Financial Impact of Article 35

Approval

Town borrows \$360,000 to be repaid over 10 years.
No increase in FY2020 tax bill.
Peak year of Debt Service in FY2021 would require an appropriation of \$51,300.
Would account for approximately \$4 of the FY2021 average residential property tax bill.

Disapproval

No change in FY2020 tax bill.
Funds not needed for Debt Service in future years would be available within Proposition 2 ½ for other Town/School needs.

\$380,000 Appropriation + \$73,150 Projected Interest = \$453,150 Total Cost

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.**

On request of the Fire Chief

MAJOR TOWN BUILDING PROJECTS

ARTICLE 36. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$650,000 for the purpose of purchasing services and materials related to reconstructing, making extraordinary repairs to, and equipping various town buildings, including any other costs incidental and related thereto, or to take any other action related thereto.

~ ~ ~ ~ ~

Each year a number of major repairs and improvements to Town buildings are identified. This year’s request is scheduled to fund renovations to the first floor restrooms at Memorial Hall Library; Public Safety Center improvements including the expansion of the evidence room, replacement of lockers and replacement of carpeting; general repairs and renovations to the Town Offices building; and upgrades to the HVAC system at West Fire Station.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Financial Impact of Article 36

Approval

Town borrows \$650,000 to be repaid over 10 years.
No increase in FY2020 tax bill.
Peak year of Debt Service in FY2021 would require an appropriation of \$87,750.
Would account for approximately \$6 of the FY2021 average residential property tax bill.

Disapproval

No change in FY2020 tax bill.
Funds not needed for Debt Service in future years would be available within Proposition 2 ½ for other Town/School needs.

\$650,000 Appropriation + \$125,125 Projected Interest = \$775,125 Total Cost

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.**

On request of the Director of Facilities

TOWN AND SCHOOL ENERGY EFFICIENCY INITIATIVES

ARTICLE 37. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$420,000 for the purpose of purchasing services and materials related to completing Town and School energy efficiency initiatives, including any other costs incidental and related thereto, or to take any other action related thereto.

~ ~ ~ ~ ~

Each year energy projects are identified among Town and School buildings. This year’s request for Town initiatives will retrofit the first floor lighting at Memorial Hall Library to LED; install high efficiency condensing boilers at the Public Safety Center; and install an energy management system at the Building Operations shop on Red Spring Road. School Energy Initiatives will continue the program to upgrade schools to VFD Pumps and Fans and insulate domestic hot water pipes; and upgrade pneumatic controls to direct digital controls (DDC) at Doherty Middle School. These improvements qualify for utility incentives of between \$30,000 and \$50,000 and will result in energy and operating cost savings of an estimated \$20,000 - \$30,000 per year.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Financial Impact of Article 37

Approval

Town borrows \$420,000 to be repaid over 10 years.
No increase in FY2020 tax bill.
Peak year of Debt Service in FY2021 would require an appropriation of \$56,700.
Would account for approximately \$4 of the FY2021 average residential property tax bill.

Disapproval

No change in FY2020 tax bill.
Funds not needed for Debt Service in future years would be available within Proposition 2 ½ for other Town/School needs.

\$420,000 Appropriation + \$80,850 Projected Interest = \$500,850 Total Cost

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.**

On request of the Director of Facilities

MAJOR SCHOOL PROJECTS

ARTICLE 38. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$920,000 for the purpose of purchasing services and materials related to reconstructing, making extraordinary repairs to, and equipping school buildings, including any other costs incidental and related thereto, or to take any other action related thereto.

~ ~ ~ ~ ~

Each year the School Department and the Department of Facilities work together to identify needs and develop a schedule for major repairs and improvements to school buildings and property. This year’s request will fund the installation of high velocity fans at Andover High School in the Field House and the Dunn gym; the installation of an accessible ramp to the bleachers at Lovely Field; the design for additional parking at Bancroft Elementary School; the design for air conditioning at the Veterans Memorial Auditorium; the design for replacement of the roof at Sanborn Elementary school; the design for air conditioning at South Elementary school; improvements to the play area at West Middle school; and improvements at High Plain/Wood Hill Middle school to include installation of air conditioning in the gymnasium, as well as renovations and resurfacing of the Kindergarten and grades 1-5 playgrounds.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Financial Impact of Article 38

Approval

Town borrows \$920,000 to be repaid over 15 years.
No increase in FY2020 tax bill.
Peak year of Debt Service in FY2021 would require an appropriation of \$93,533.
Would account for approximately \$7 of the FY2021 average residential property tax bill.

Disapproval

No change in FY2020 tax bill.
Funds not needed for Debt Service in future years would be available within Proposition 2 ½ for other Town/School needs.

\$920,000 Appropriation + \$257,600 Projected Interest = \$1,177,600 Total Cost

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 4-0-1 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Director of Facilities

PUBLIC SAFETY MICROWAVE COMMUNICATIONS SYSTEM

ARTICLE 39. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$300,000 for the purpose of purchasing services and materials related to the Public Safety Microwave Communications System, including any other costs incidental and related thereto, or to take any other action related thereto.

~ ~ ~ ~ ~

This article would authorize funding for the design, purchase and installation of a town-wide public safety microwave communications system for the Andover Police Department and Andover Fire Rescue. The installation of this system will provide seamless reliability and redundancy outside the current fiber optic system that being utilized today. The microwave communications equipment will be mounted on pre-existing antenna infrastructure located on Chandler Road, Holt Hill and at the Public Safety Building located at 32 North Main Street. When installed, this system will become the primary means of public safety communications throughout the Town of Andover and will provide full “no gap” coverage that will increase the safety of those first responders utilizing the system.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

<u>Approval</u>	<u>Disapproval</u>
Town borrows \$300,000 to be repaid over 5 years.	No change in FY2020 tax bill.
No increase in FY2020 tax bill.	Funds not needed for Debt Service in future years would be available within
Peak year of Debt Service in FY2021 would require an appropriation of \$70,500.	Proposition 2 ½ for other Town/School needs.
Would account for approximately \$5 of the FY2021 average residential property tax bill.	
\$300,000 Appropriation + \$31,500 Projected Interest = \$331,500 Total Cost	

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Fire Chief

TOWN BRIDGE MAINTENANCE AND EVALUATION

ARTICLE 40. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$500,000 for the purpose of purchasing services and materials related to town bridge maintenance and evaluation, including any other costs incidental and related thereto, or to take any other action related thereto.

~ ~ ~ ~ ~

This article will continue to fund necessary assessments and repairs to the Town owned bridges. Recent reports from MassDOT indicate minor deficiencies, which will need to be evaluated and repaired on the Andover Street, Central Street and Essex Street Bridges over the Shawsheen River.

~ ~ ~ ~ ~

Requires a two-thirds (2/3) vote

Financial Impact of Article 40

Approval

Town borrows \$500,000 to be repaid over 10 years.
No increase in FY2020 tax bill
Peak year of Debt Service in FY2021 would require an appropriation of \$67,500.
Would account for approximately \$5 of the FY2021 average residential property tax bill.

Disapproval

No change in FY2020 tax bill.
Funds not needed for Debt Service in future years would be available within Proposition 2 ½ for other Town/School needs.

\$500,000 Appropriation + \$96,250 Projected Interest = \$596,250 Total Cost

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.**

On request of the Director of Public Works

PARKING AND HARDSCAPE IMPROVEMENTS

ARTICLE 41. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$400,000 for the purpose of purchasing services and materials related to making improvements to parking and hardscapes, including any other costs incidental and related thereto, or to take any other action related thereto.

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This article would fund the reconstruction of both existing municipal parking lots behind Old Town Hall. It includes reclamation, paving, drainage, line striping and catch basins. In addition, it removes and resets granite curbing and landscaping that will improve pedestrian and vehicular safety and circulation. These parking lots were last paved in 1986. The project will be phased but the funding covers the list of both lots.

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Requires a two-thirds (2/3) vote

Financial Impact of Article 41

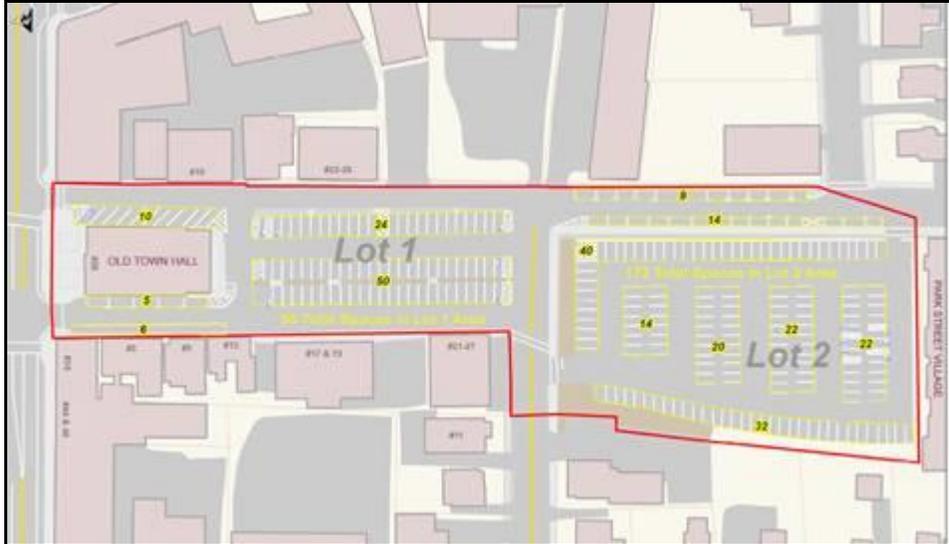
Approval

Town borrows \$400,000 to be repaid over 10 years.
No increase in FY2020 tax bill.
Peak year of Debt Service in FY2021 would require an appropriation of \$54,000.
Would account for approximately \$4 of the FY2021 average residential property tax bill.

Disapproval

No change in FY2020 tax bill.
Funds not needed for Debt Service in future years would be available within Proposition 2 ½ for other Town/School needs.

\$400,000 Appropriation + \$77,000 Projected Interest = \$477,000 Total Cost



Article 41. Parking and Hardscape Improvements

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN will make its recommendation at Town Meeting.
The FINANCE COMMITTEE voted 7-0 to recommend approval.
The PLANNING BOARD will make its recommendation at Town Meeting.

On request of the Planning Director

STUDENT DEVICE REFRESH

ARTICLE 42. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$372,870 for the purpose of purchasing services and materials related to replacing student technology devices, including any other costs incidental and related thereto, or to take any other action related thereto.

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This is a recurring article in support of the student computer fleet and the Andover 1:1 student technology initiative. Funds from this article will be used for three main purposes: First, pay existing leases and to refresh devices for students in grades K-5. The district provides low cost computing devices, typically iPads and Chromebooks, to elementary students. These devices are used during the class day and do not go home with students. Second, students in grades 6-12 are invited to participate in our BYOD (Bring Your Own Device) program where they are allowed to utilize a personal device during the school day to assist in instruction. Families, whose financial circumstances do not allow for access to such a device, are provided a suitable device for use at school and at home during the school year. Third, refresh devices in specialized student programs such as engineering, music and graphics design which require unique hardware or software.

~~~~~

Financial Impact of Article 42	
<u>Approval</u> Reduces Cable Fund by \$372,870. No FY2020 tax bill impact.	<u>Disapproval</u> \$372,870 available for spending by a future Town Meeting.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Chief Information Officer

PARKING VEHICLE REPLACEMENT

ARTICLE 43. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$40,000 for purpose of purchasing a parking enforcement vehicle, including any other costs incidental and related thereto, or take any other action related thereto.

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The current parking enforcement vehicle is a FireFly ESV electric utility vehicle. Although this vehicle was purchased only five years ago, it has had numerous maintenance issues. Over the past twenty months it has been out of service approximately 45% of the time. The main issue is that the batteries have been unable to hold a charge. Since the new parking enforcement system uses LPR technology, which runs on battery power to run the system, the current vehicle could not support this system.

~ ~ ~ ~ ~

Financial Impact of Article 43

Approval
Reduces Parking Fund by \$40,000.
No FY2020 tax bill impact.

Disapproval
\$40,000 available for spending by a future
Town Meeting.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Police Chief

DISPOSITION OF BUILDING AT 161 ANDOVER STREET

ARTICLE 44. To see if the Town will vote to transfer the care, custody and control of the building situated on the property at 161 Andover Street to the Board of Selectmen for the purpose of removing the building and to authorize the Board of Selectmen to remove the building from the property, either by the sale or conveyance of the building on terms and conditions they deem to be in the best interest of the Town, even if the Town receives no financial payment, or by demolition of the building, if the Board of Selectmen determines that demolition of the building is in the best interest of the Town, or take any other action related thereto.

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This article would authorize the Board of Selectmen to sell the building located at 161 Andover Street as an alternative to demolishing it. The November 27, 2018 Special Town Meeting authorized acquisition of the property at 161 Andover Street and the construction of a new Fire Station at that location and the property was acquired by the Town on January 31, 2019. If this article is approved, the competitive bidding process the Town is conducting will be authorized for the disposition of the building if it can be moved off the lot and preserved at another location. If the Town is ultimately unsuccessful in selling it, the building will be razed to make way for a new fire station.

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Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The PLANNING BOARD voted 3-0 to recommend approval.

On request of the Town Manager

DISPOSITION OF BUILDING AT 163 ANDOVER STREET

ARTICLE 45. To see if the Town will vote to transfer the care, custody and control of the buildings situated on the property at the Ballardvale Fire Station at 163 Andover Street to the Board of Selectmen for the purpose of removing the buildings and to authorize the Board of Selectmen to remove the buildings from the property, either by the sale or conveyance of the buildings on terms and conditions they deem to be in the best interest of the Town, even if the Town receives no financial payment, or by demolition of the buildings, if the Board of Selectmen determines that demolition of the buildings is in the best interest of the Town, or take any other action related thereto.

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This article would authorize the Board of Selectmen to sell the Ballardvale Fire Station located at 163 Andover Street as an alternative to demolishing it. The November 27, 2018 Special Town Meeting authorized the construction of a new Fire Station at that location (as well as the acquisition of adjacent property at 161 Andover Street.) If this article is approved, the Town will conduct a competitive bidding process for the disposition of the building if it can be moved off the lot and preserved at another location. If the Town is ultimately unsuccessful in selling it, the building will be razed to make way for a new fire station.

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The PLANNING BOARD voted 3-0 to recommend approval.**

On request of the Town Manager

CHANGE FROM “BOARD OF SELECTMEN” TO “SELECT BOARD”

ARTICLE 46. To see if the Town will vote to take the following action in order to change the title of Board of Selectmen to Select Board: to amend the Town’s General Bylaws by striking the words “Board of Selectmen” wherever they appear and inserting the words “Select Board” in place thereof, or take any action related thereto.

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This article seeks to amend the General Bylaws by changing the words “Board of Selectmen” to “Select Board” and “Selectman” with “Select Board Member” for consistency with changes in the Town Charter under Article 47.

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Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.

On request of the Board of Selectmen

CHANGE FROM “BOARD OF SELECTMEN” TO “SELECT BOARD”

ARTICLE 47. To petition the Legislature to pass a Special Act to amend the Town Charter by striking the words “Board of Selectmen” wherever they appear and inserting the words “Select Board” in place thereof, and to provide that, with respect to the Town of Andover that wherever the words “Board of Selectmen” or “Selectman” appear in the Constitution, General or Special laws of the Commonwealth of Massachusetts, that such words shall apply to the Select Board of the Town of Andover and its members, provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of this petition, or take any action related thereto.

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This article seeks to petition the General Court to amend the Town Charter by changing the words “Board of Selectmen” to “Select Board” and “Selectman” with “Select Board Member.”

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.

On request of the Board of Selectmen

CHANGE FROM “BOARD OF SELECTMEN” TO “SELECT BOARD”

ARTICLE 48. To see if the Town will vote to take the following action in order to change the title of Board of Selectmen to Select Board: to amend the Town’s Zoning Bylaws by striking the words “Board of Selectmen” wherever they appear and inserting the words “Select Board” in place thereof; or take any action related thereto.

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This article seeks to amend the Zoning Bylaws by changing the words “Board of Selectmen” to “Select Board” for consistency with changes made to the Town Charter and the General Bylaws under Articles 46 and 47.

~ ~ ~ ~ ~

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.

On request of the Board of Selectmen

AMEND ZONING BYLAW ARTICLE VIII: SOLAR ENERGY

ARTICLE 49. To see if the Town of Andover will vote to amend the Andover Zoning Bylaw, Article VIII, Section 3.1.3 Table of Use Regulations Appendix A Table 1, Section 4.2 Accessory Building and Structures, and Section 10 Definitions by adding the following:

Add to Section 3.1.3 Table of Use Regulations Appendix A Table 1

E. Other Main Uses	SR A	SR B	SR C	AP T	LS	OP	GB	MU	IG	IA	ID	ID2
9. Solar Energy Systems												
a. Ground Mounted-Small Scale as an accessory use (See section 4.2.5)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
b. Ground Mounted-Small Scale - Carport	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
c. Roof/Building Mounted	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
d. Ground Mounted-Large Scale (See Section 10 Major Non-Residential Project)	N	N	N	N	N	N	N	N	PB	PB	PB	PB

Add Section 4.2.5 Solar Energy Ground Mounted

Ground Mounted Small Scale as an accessory use and Ground Mounted - Small Scale - Carport shall be allowed on properties as an accessory use in rear yards and side yards, but not in front yards, provided such

uses are not located nearer than 10 feet to any property line of the rear yard, they comply with the minimum setback requirements for side yards in the particular district, and they do not exceed 20 feet in height.

Add to Section 10 Definitions

Solar Energy System Ground Mounted – Small Scale - A solar photovoltaic system that is structurally mounted on the ground (i.e. not roof mounted) and has a maximum output of electric power production in Direct Current (i.e. Rated Nameplate Capacity) of less than 250 kW DC or less than 1,000 square feet of solar panel area or less.

Solar Energy System Ground Mounted – Large Scale - A solar photovoltaic system that is structurally mounted on the ground (i.e. not roof mounted) and has a minimum output of electric power production in Direct Current (i.e. Rated Nameplate Capacity) of 250 kW DC or more or more than 1,000 square feet of solar panel area. Solar Energy System Ground Mounted – Large Scale shall also include Solar Carport Energy Systems of 250 kW DC or more than 1,000 square feet of solar panel.

Solar Energy System Roof/Building Mounted - A solar photovoltaic system that is structurally mounted on the roof or side of the building.

Solar Energy System Carport System – A Solar Energy System Ground Mounted that also provides cover and shade for parking and/or pedestrian areas.

Add d. to Section 10 Major Non-residential Project definition

d. A proposal to construct a Solar Energy System Ground Mounted - Large Scale.

And further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of ByLaws, or take any other action related thereto.

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This solar energy article is submitted for the purpose of allowing solar energy in various forms within the town. Solar energy will be allowed in residential districts on roofs and as ground mounts within setbacks similar to what is allowed with swimming pools, tennis courts and sports courts. The article also places larger scale solar within industrial districts under the major non-residential special permit purview of the Planning Board.

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Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN will make its recommendation at Town Meeting.

The PLANNING BOARD voted 4-0 to recommend approval.

On request of the Planning Board

AMEND ANDOVER ZONING BYLAW SECTION 96.3: SIGNS To Be Withdrawn

In consultation with the Sign Bylaw Working Group, this article will be withdrawn on the floor of Town Meeting in order to allow for additional time for area residents and businesses to review and comment on proposed changes to the sign bylaw. The full text, at full size, of the proposed bylaw may be found in the Warrant at www.andoverma.gov/TownMeeting.

ARTICLE 50. To see if the town will amend Section 9.6.3. of the Zoning Bylaw by deleting the words “or a sign larger than four square feet” in the first sentence and inserting in place thereof with the following “signs as listed in Section 5.2.4.3. of this Bylaw.”

On request of the Planning Director

**AMEND ANDOVER ZONING BYLAW DEFINITIONS
To Be Withdrawn**

In consultation with the Sign Bylaw Working Group, this article will be withdrawn on the floor of Town Meeting in order to allow for additional time for area residents and businesses to review and comment on proposed changes to the sign bylaw. Because this article will be withdrawn, we have reduced the print to save paper. The full text, at full size, of the proposed bylaw may be found in the Warrant at www.andoverma.gov/TownMeeting

ARTICLE 51. To see if the Town of Andover will vote to amend the Andover Zoning Bylaw, Article VIII, Section 10 Definitions by deleting the definition of “Sign” and replace with the following:

Sign: A sign shall consist of any of the following elements:

- a. Lettering, words, numerals, emblems, trademarks, logos, images, drawings, pictures, graphics, pennants, streamers, or other devices of any material or construction, however displayed, whether as an independent structure or as part of a building or other structure;
- b. Any visual device that informs, attracts or draws the attention of persons outside the premises on which the device is located, including messages within or attached to windows and doors;
- c. Any lighting device or fixture, whether integral to the building façade or attached to it, which attracts or draws attention to the building or structure on which it is located and lighting of a building façade or its architectural elements. Sconces, attached to a ground floor of building, which comply with all of the lighting regulations of this bylaw, shall not be considered a sign.

On request of the Planning Director

**AMEND ANDOVER ZONING BYLAW ARTICLE VIII
To Be Withdrawn**

In consultation with the Sign Bylaw Working Group, this article will be withdrawn on the floor of Town Meeting in order to allow for additional time for area residents and businesses to review and comment on proposed changes to the sign bylaw. The full text, at full size, of the proposed bylaw may be found in the Warrant at [www.andoverma.gov/Town Meeting](http://www.andoverma.gov/TownMeeting).

ARTICLE 52. To see if the Town of Andover will vote to amend the Andover Zoning Bylaw, Article VIII, Section 5.2 by deleting the current text and replace in its entirety with the following:

5.2 SIGNS.

5.2.1 Findings and Purpose.

A. Findings

1. The regulation of signs is necessary to serve the substantial governmental interests of the Town of Andover in protecting its natural, scenic, historic, cultural, and aesthetic qualities by preserving and enhancing the appearance of commercial, residential, and industrial buildings and by preserving and enhancing the appearance of public streets, parks and other public properties, while minimizing sign clutter and excessive illumination.
2. The regulation of signs will improve the town's appearance; make the town's commercial, residential, and industrial areas more attractive for development; and by doing so enhance the economic climate of the town.
3. The regulations set forth herein will directly advance public safety by protecting driver's sightlines, reducing glare and reducing driver distractions.
4. The public interest is served by signs that identify the products or services provided at that specific location.

B. Purpose

The purpose of this bylaw is to regulate the quantity, size, location and illumination of signs. Signs must be regulated to:

1. Preserve the historical ambiance and established aesthetic character of the town, including the unique aesthetic character of every neighborhood.
2. Prevent conditions which could contribute to visual clutter and blight.
3. Restrict signs and illumination which overload the public's capacity to receive information or which increase the probability of accidents by distracting attention or obstructing visibility.
4. Require accurate communication that informs the public.
5. Minimize adverse effects on nearby public and private property.
6. Prevent excessive illumination and light pollution to help conserve energy and foster an equitable aesthetic environment where every business, large or small will be noticed.
7. Promote a desirable aesthetic environment to attract new business.

5.2.2 Definitions. In this bylaw, the following terms shall apply:

1. **Attached Sign:** A sign that is either attached parallel to the facade of a building facing in the same direction as the facade, or displayed on an awning or fixed canopy of a building.
2. **Awning or Fixed Canopy:** A fixed or retractable structure, whether made of canvas, plastic, metal or other material, placed over a door or window. Awnings and fixed canopies themselves shall not be considered signs, but lettering, symbols or graphic elements appearing on the body of awnings and fixed canopies shall constitute an Attached Sign. The sign area of an awning or fixed canopy shall consist of the area encompassed by any lettering, symbols or graphic elements distinct from the background.
3. **Double-sided Sign:** A freestanding or projecting sign having two parallel opposite faces separated by a distance of not more than 12 inches. A sign with two opposite faces that are not parallel shall be considered a double-sided sign if the two faces are joined to each other, or to a common support structure, at one end, and the angle of separation between the two faces does not exceed 30°.
4. **Freestanding Sign:** A sign that is supported by its own support structure and is not attached to a building or other structure.
5. **Internally Illuminated Sign:** A sign that is illuminated by a light source internal to the sign utilizing translucent panels, canvas, fabric or other similar components to create an image by allowing light to pass through.
6. **Monument Sign:** A type of freestanding sign integrated into an ornamental base usually made of stone or brick oriented toward pedestrians and vehicles.
7. **Municipal Property:** Land owned by the Town of Andover whether developed or open space including parks, play fields and schools.
8. **Municipal Sign:** A sign on Municipal Property.
9. **Nonconforming Sign:** A sign, including its support structure, that does not conform to the regulations prescribed in this bylaw, but which was in existence at the time the regulations became effective and was lawful at the time it was installed or erected.
10. **Open Space:** Public or Private lands accessible to the public at no cost, for passive recreation such as hiking, bird watching, fishing, photography, cross country skiing, biking or other activities which do not alter or disturb the terrain and which conserve natural and scenic resources, protect air, streams or water supply, and enhance the value of the land to the public.
11. **Projecting Sign:** A sign attached to and mounted perpendicular to the façade of a building.
12. **Reverse lit/back lit/halo Sign:** An illuminated sign in which the illumination emanates from behind or at the perimeter of the graphic elements or lettering of the sign message, so as to form a halo-like effect around the graphics and/or lettering of the sign.
13. **Sign:** A sign shall consist of any of the following elements:

- a. Lettering, words, numerals, emblems, trademarks, logos, images, drawings, pictures, graphics, pennants, streamers, or other devices of any material or construction, however displayed, whether as an independent structure or as part of a building or other structure;
- b. Any visual device that informs, attracts or draws the attention of persons outside the premises on which the device is located, including messages within or attached to windows and doors;
- c. Any lighting device or fixture, whether integral to the building facade or attached to it, which attracts or draws attention to the building or structure on which it is located; also, lighting of a building facade or its architectural elements. Sconces, attached to a ground floor of a building, which comply with all of the lighting regulations of this bylaw, shall not be considered a sign.
14. **Sign Area:** The area of the smallest horizontal or vertical rectangle enclosing the entire display area of the sign. The display area of a sign is the entire area, different in color and/or composition from the facade or common trim of the building, used to frame or provide a background for the sign. The measurable display area shall also include decoratively lighted sign support structures if such elements are present. The area of double-sided signs shall be calculated using the area of only one face of the sign.
15. **Sign Height:** The distance measured from the ground level at the base of the sign to the top of the sign or top of the support structure, whichever is higher. For freestanding signs, the land under or surrounding the sign may not be built up or elevated to reduce the calculated height of the sign.
16. **Sign Support Structure:** Any device, such as a pole, bracket or post, used to support a sign. The sign support structure shall be excluded from the calculation of the sign area if it a.) contains none of the elements described in § 5.2.2.13 above, and b.) for freestanding signs, the total width of the support structure is less than twenty-five percent (25%) of the width of the sign.
17. **Temporary Sign:** A non-permanent sign of any shape or configuration that is self-supporting and not permanently fixed to the ground or to another structure that is displayed for a limited duration. Temporary signs may be exterior (displayed on the exterior or outside of a structure) or interior (displayed from the inside of a structure, viewed from the outside through a window or other opening). Exterior signs shall be securely anchored so as not to be dislodged or blow over.

5.2.3 General Provisions.

1. **Exemptions.** The following signs shall be exempt from the provisions of this bylaw:
 - a. Flags of any government, except when they are displayed in connection with the advertising or promotion of a commercial product or service.
 - b. Legal notices required by the town, state or federal government.
 - c. Integral decorative and architectural features of buildings, historic lettering/trademarks and historic plaques.
 - d. On-premises signs, having an area not to exceed two (2) square feet, and a height not to exceed four (4) feet, and intended only to direct traffic and parking or warn of a safety hazard.
 - e. On valances of awnings or fixed canopies, lettering, symbols, or graphic elements not exceeding six (6) inches in height and not exceeding seventy-five percent (75%) of the height of the valance.
 - f. On awnings or fixed canopies, one (1) symbol or graphic element, without text, not exceeding five (5) square feet per awning.
 - g. Signs located on facilities or land under the care and control of the Massachusetts Bay Transportation Authority (MBTA).
 - h. Banners installed subject to the provisions of the Andover General Bylaw, Article XII § 44.
2. **Maintenance.** All signs shall be maintained in a safe and well maintained condition to the satisfaction of the Inspector of Buildings and in accordance with the Commonwealth of Massachusetts State Building Code, 780 CMR.
3. **Nonconforming Signs.**
 - a. Any nonconforming sign and/or support structure if legally permitted and installed or erected prior to the adoption of this bylaw, or any amendments thereto, which remains un-altered in any way, may be continued and maintained, subject to the provisions of Section 3.3.6. of this bylaw.
 - b. Nonconforming signs shall not be enlarged, rebuilt, restored or altered except in conformity with this bylaw.
 - c. Any nonconforming sign which has been destroyed or damaged to the extent that the cost of repair or restoration will exceed 1/3 of the replacement value as of the date of such damage or destruction shall not be repaired, rebuilt, restored or altered except in conformity with this bylaw.
4. **Liability.** No sign shall project more than five feet over any public right-of-way or other municipal property. Any sign projecting over a public right-of-way shall be covered by liability insurance in the amount of \$2,000,000 as verified by a certificate of insurance filed with the Town Clerk naming the Town of Andover as additional insured.
5. **Enforcement.** The Building Inspector shall give written notice of violations. Failure to conform to the sign regulations within 30 days of the notice of violations may result in fines in accordance with Section 9.1 of this Bylaw. Signs on the public right-of-way or public property may be removed immediately by the Inspector of Buildings or his representative.
6. **Special Permits:** The Board of Appeals may grant special permits to allow signs not in conformity with this bylaw in specific cases where necessary to comply with other applicable laws; and/or where unnecessary hardship will result to the owner of the sign provided that the requested relief will not substantially derogate from the intent and purpose of this bylaw.
7. **Criteria for a Special Permit.** The Special Permit Granting Authority shall be the Board of Appeals. When acting upon an application for a special permit, the Board of Appeals shall consider the following:
 - a. The character of the proposed sign and its suitability to the building or structure and the surrounding neighborhood.
 - b. Its relationship to the architectural style, size and scale of the building or structure and the surrounding neighborhood.
 - c. The impact of the size and illumination of the sign on other establishments and properties in the surrounding neighborhood.
 - d. The recommendations of the Design Review Board and such other factors as the Board of Appeals deems appropriate in order to assure that the public interest is protected.

5.2.4 Sign Permit.

1. Unless specifically exempt or provided for elsewhere in this section, no sign, including municipal signs, shall be installed, erected, enlarged, redesigned or structurally altered without a sign permit issued by the Inspector of Buildings.
2. A completed sign permit application, fulfilling all requirements for requested materials and documents and specifying all pertinent dimensions and materials, shall be submitted to the Inspector of Buildings prior to installation or alteration of any sign.
3. Review by the Design Review Board (DRB). Pursuant to Section 9.6.2. and 9.6.3., the DRB shall review an application for: (a) a municipal sign in any district; (b) in non-residential districts, permanent signs greater than four (4) square feet, including but not limited to signage associated with uses requiring a building permit, a special permit, or a variance; (c) in SRA, SRB and SRC Districts, signage requiring a special permit or variance or associated with uses subject to DRB review (see 9.6.3.); (d) and in APT Districts, all permanent signs over four (4) square feet. The DRB shall submit its recommendations, if any, to the Inspector of Buildings. Applications for review by the DRB shall be submitted on an application form specified by the DRB.

5.2.5 Prohibited Signs and Devices.

- Any sign not explicitly allowed in this bylaw shall be prohibited. In addition:
1. No sign shall be lighted, except by a steady external and stationary light source which is fully shielded, and directed solely at the sign, and which has a CCT (Color Control Temperature) not exceeding three thousand (3,000k) Kelvins.
 2. No illumination shall be allowed which casts glare onto any premises or onto any portion of a way so as to create a hazard.
 3. No signs shall be illuminated between the hours of 11:00 p.m. and 7:00 a.m. unless the establishment is open to the public or unless authorized by a special permit. Public safety signs are excluded (e.g. street numbers, hazard signs) as are ATM machines and gas pumps.
 4. No sign shall be illuminated by any color other than colorless or white light except for temporary holiday lighting. The CCT shall not exceed three thousand (3,000k) Kelvins.
 5. No animated, revolving, flashing, audible, changing copy, video, inflatable, laser-projected, moving, feather style, changing light intensity, reverse lit/back lit/halo, exposed neon or similar exposed gaseous, tube illuminated signs shall be allowed (excluding holiday decorations).
 6. Off-premises signs. Signs which advertise a commercial activity, business, product or service not produced or conducted on the premises upon which the sign is located shall be prohibited. After a business has vacated its space, any business related signage remaining shall be diverted off-premises signage and shall be prohibited.
 7. No permanent or temporary sign shall be installed which obstructs visibility for pedestrians or motorists at any intersection, driveway, sidewalk or crosswalk.
 8. No exterior attached sign shall cover any portion of a window or door including the casing.
 9. No sign shall be allowed on the roof of any building and no portion of a sign shall extend above the lowest point of the roof or above the parapet of the building to which it is attached.
 10. No sign owned by an entity other than the Town of Andover (permanent or temporary) shall be installed on public Open Space, Municipal Property or on public rights-of-way, unless otherwise approved by the Board of Selectmen upon demonstration of a hardship.

5.2.6 Permanent Signs allowed in all zoning districts.

The following signs are allowed in all zoning districts and do not require a permit. (See specific permit requirements for each zoning district in § 5.2.8 through § 5.2.12):

1. Signs identifying the street address of a building shall not require a sign permit if they do not exceed two square feet in total area.
2. Open Space signs. The owners or stewards of Open Space land may install non-illuminated signs on Open Space. Signs with an area not exceeding thirty-five (35) square feet with no commercial speech shall not require a sign permit.

5.2.7 Temporary Signs allowed in all zoning districts.

1. Temporary signs shall not require a sign permit.
- a. Temporary signs shall conform to all regulations within the zone where they are located (e.g. size, height, setbacks) unless otherwise specified in this section.
- b. Signs shall be located on private property and shall not be illuminated.
- c. Permanently installed sign support structures erected solely for the display of temporary signs are prohibited.
2. Open Space, Municipal Properties and Conservation land: only the owners or stewards of the land may install temporary signs.
3. Residential Districts
 - a. Signs shall be located a minimum of three (3) feet from the property line.
 - b. One (1) temporary sign shall be allowed for each commercial or construction activity (including associated sub-contractors) while such activity is occurring on the residential property (e.g. real estate, building contractors and sub-contractors). Additional commercial signs shall not be allowed.
4. Business and Industrial Districts
 - a. Interior temporary signs shall not exceed thirty percent (30%) of the transparent area of the windows and/or doors on which they are displayed.
 - b. The maximum allowed exterior signage shall be no greater than one (1) square foot per twenty feet of street frontage. For buildings with more than one occupant, the sign area for each occupant shall be proportional to the facade associated with each occupant's use.

5.2.8 Signs in Residential Districts (SRA, SRB, SRC, APT).

1. Single Family Residential Districts (SRA, SRB, and SRC). In addition to the signs allowed in §5.2.6 and §5.2.7 the following signs are allowed:
 - a. One permanent sign with an area not to exceed two (2) square feet, either attached or freestanding, shall not require a sign permit.
 - b. A permanent sign, either attached or freestanding, that exceeds two (2) square feet in area may be allowed by special permit. In no case, however, shall the sign area exceed six (6) square feet, or the sign height exceed three (3) feet.
 - c. Monument signs shall require a special permit.
2. Apartment Districts (APT). In addition to the signs allowed in § 5.2.6, the following signs are allowed:
 - a. One freestanding sign on each street on which the complex has street frontage, provided that the frontage also provides vehicular or pedestrian access to the complex. The sign area shall not exceed fifteen (15) square feet and the sign height shall not exceed six (6) feet.

5.2.9 Signs in General Business (GB) and Mixed Use (MU) Districts.

In addition to the signs allowed in § 5.2.6 the following signs are allowed for commercial or business uses with a permit:

1. One (1) attached sign shall be allowed, oriented to each street, courtyard, and parking lot on which the commercial or business use has a facade, providing that such facade has either a window or a direct entryway into the use's space.
 - a. The sign may be either attached flat against the building or placed on an awning or fixed canopy.
 - b. The sign area of a flat attached sign for each individual business use shall not exceed fifteen percent (15%) in the GB District or ten percent (10%) in the MU District of the portion of the facade associated with that business.
 - c. Flat attached signs oriented to the street shall not exceed fifty (50) square feet in the GB District or eighty (80) square feet in the MU District.
 - d. In the GB District only, flat attached signs oriented to a parking lot or a courtyard shall not exceed twenty-five (25) square feet in area unless they mark the primary entrance to a building or establishment, in which case the sign area shall not exceed fifty (50) square feet.
 - e. Attached signs displayed on the body of awnings or fixed canopies shall not exceed twenty percent (20%) of the area of the awning, and in no case shall they exceed twenty-five (25) square feet.
2. In addition to the above, each building that is set back a minimum of five (5) feet from the property line may install one freestanding sign, with a sign area not to exceed twelve (12) square feet in GB or twenty-five (25) square feet in MU. The sign height shall not exceed five (5) feet above ground level in GB or eight (8) feet above ground level in MU.
3. In addition to the above, each business may install one (1) projecting sign on each facade providing that such facade has either a window or a direct entryway into the use's space, subject to the following conditions:
 - a. The sign area shall not exceed nine (9) square feet, excluding the sign support structure.
 - b. The bottom of a projecting sign shall be at least eight (8) feet above the ground or public way. The top of the sign shall be no more than twenty-five (25) feet above the ground or public way.
 - c. No sign shall project more than five (5) feet from the facade to which it is attached.
 - d. A larger sign may be allowed by special permit, but in no case shall a sign area exceed fifteen (15) square feet.

4. A building occupied by multiple commercial or business uses may install a single directory sign on each façade with street frontage or parking lot, either attached to the façade of the building or projecting from the building, which identifies those occupants. The total area of such a directory sign shall not exceed one (1) square foot per occupant.
5. Unlighted graphics, lettering or symbols with transparent background mounted on the inside of windows or transparent entry doors shall not exceed thirty percent (30%) of the glass or transparent area; letters and numbers shall not exceed three (3) inches in height. Such signage does not require a sign permit.

5.2.10 Signs in Office Park Districts (OP) and Limited Service Districts (LS).

In addition to the signs allowed in § 5.2.6 the following signs are allowed with a permit:

1. One (1) freestanding sign shall be allowed for each street upon which a building or complex has frontage:
 - a. The sign area shall not exceed twenty-five (25) square feet and the sign height shall not exceed eight (8) feet.
 - b. Properties along route 93 and route 495, with a special permit, may have a larger sign if required for legibility by the property owner.
2. In addition to the above, one (1) attached sign is allowed for each street upon which a building or complex has frontage. The sign may be either attached flat against the wall or placed on an awning or fixed canopy. The sign area of a flat attached sign shall not exceed twenty-five (25) square feet. Signs displayed on the body of awnings or fixed canopies shall not exceed twenty (20%) percent of the area of the awning, and in no case shall they exceed twenty-five (25) square feet.
3. In addition to the above, each business shall be limited to one (1) sign (attached or projecting) for each street and parking lot on which the business has an entryway. The sign area shall not exceed four (4) square feet.
4. The Board of Appeals may grant, subject to the criteria of 5.2.3.7., a special permit for a second sign on a building facing a limited access, high-speed highway.

5.2.11 Signs in Industrial G (IG) Districts. In addition to the signs allowed in 5.2.3.7., the following signs are allowed:

1. One (1) or more signs attached flat against the wall or placed on an awning or fixed canopy of a building that provides direct entry into the building, subject to the following conditions:
 - a. The sign area of a flat attached sign shall not exceed twenty percent (20%) of the area of the side of the building to which it is attached or eighty (80) square feet, whichever is less. Attached signs displayed on the body of awnings or fixed canopies shall not exceed twenty percent (20%) of the area of the awning or fixed canopy, and in no case shall they exceed twenty-five (25) square feet.
 - b. No portion of a sign shall extend above the lowest point of the roof or above the parapet of the building to which it is attached. Signs displayed on awnings or fixed canopies shall not exceed twenty percent (20%) of the area of the awning, and in no case shall they exceed twenty-five (25) square feet.
2. In addition to the above, one (1) freestanding sign for each street on which the property has frontage, subject to the following conditions:
 - a. The area of each sign shall not exceed fifty (50) square feet.
 - b. No part of any such sign shall be more than eight (8) feet above ground level.
 - c. No sign shall be located closer than five (5) feet to any property line.
3. The Board of Appeals may grant, subject to the criteria of 5.2.4.2, a special permit for a larger sign. (See 5.2.5. Prohibited Signs and Devices.)

5.2.12 Signs in Industrial A (IA) Districts. In addition to signs allowed in 5.2.6, the following signs are allowed:

1. One (1) or more signs attached flat against the wall or placed on an awning or fixed canopy of a building that provides direct entry into the building, subject to the following conditions:
 - a. The total area of all such signs on a building shall not exceed twenty percent (20%) of the area of the side of the building to which they are attached, or two hundred (200) square feet, whichever is less. Attached signs displayed on the body of awnings or fixed canopies shall not exceed twenty percent (20%) of the area of the awning or fixed canopy, and in no case shall they exceed twenty-five (25) square feet.
 - b. No portion of the sign shall extend above the lowest point of the roof or above the parapet of the building to which it is attached.
2. One (1) freestanding sign for each street on which the property fronts, subject to the following conditions:
 - a. The area of each sign shall not exceed one hundred (100) square feet.
 - b. No part of any such sign shall be more than fifteen (15) feet above ground level.
 - c. No such sign shall be located closer than five (5) feet to the property line.

5.2.13 Signs in Industrial D (ID) Districts. In addition to the signs allowed in 5.2.6, the following signs are allowed:

1. One (1) or more signs attached flat against the wall or placed on an awning or fixed canopy of a building, subject to the following conditions:
 - a. The total area of all such signs on a building shall not exceed ten percent (10%) of the area of the side of the building to which they are attached, or two hundred (200) square feet, whichever is less. Attached signs displayed the body of awnings or canopies shall not exceed twenty percent (20%) of the area of the awning or fixed canopy, and in no case shall they exceed twenty-five (25) square feet.
 - b. No portion of the sign shall extend above the lowest point of the roof or above the parapet of the building to which it is attached.
2. In addition to the above, one (1) freestanding sign for each street on which the property fronts, subject to the following conditions:
 - a. The area of each sign shall not exceed one hundred (100) square feet.
 - b. No part of any such sign shall be more than twelve (12) feet above ground level.
 - c. No such sign shall be located closer than five (5) feet to any property line or the line of any street or way.

5.2.14 Signs in Industrial Two (ID2) District. In addition to the signs allowed in 5.2.6, the following signs are allowed:

1. One (1) attached sign shall be allowed, oriented to each street, courtyard, and parking lot on which the commercial or business use has a façade, providing that such façade has either a window or a direct entryway into the use's space.
 - a. The sign may be either attached flat against the building or placed on an awning or fixed canopy.
 - b. The sign area of a flat attached sign for each individual business use shall not exceed ten percent (10%) of the portion of the façade associated with that use.
 - c. Flat attached signs oriented to the street shall not exceed eighty (80) square feet.
 - d. Attached signs displayed on the body of awnings or fixed canopies shall not exceed twenty percent (20%) of the area of the awning or fixed canopy, and in no case shall they exceed twenty-five (25) square feet.
2. In addition to the above, each business may install one (1) projecting sign on each façade providing that such façade has either a window or a direct entryway into the use's space, subject to the following conditions:
 - a. The sign area shall not exceed nine (9) square feet, excluding the sign support structure.
 - b. The bottom of a projecting sign shall be at least eight (8) feet above the ground or public way, and the top of the sign shall be no more than twenty-five (25) feet from the ground or public way.
 - c. No sign shall project more than five (5) feet from the façade to which it is attached.
 - d. A larger sign may be allowed by special permit, but in no case shall a sign area exceed fifteen (15) square feet.
3. A building occupied by multiple commercial or business uses may install one (1) directory sign on each façade with street frontage or parking lot, either attached flat against the façade of a building or projecting from the façade of the building, identifying those occupants. The total area of such a directory sign shall not exceed one square foot per occupant.
4. Unlighted graphics, lettering or symbols with transparent background mounted on the inside of windows or transparent entry doors shall not exceed thirty percent (30%) of the glass or transparent area; letters and numbers shall not exceed three inches in height. Such signage does not require a sign permit.

5.2.15 Design Guidelines for Signs.

The following are further means by which the objectives stated in Section 5.2.1 can be served. These guidelines are not mandatory, but the degree of compliance with them shall be considered by the Special Permit Granting Authority in acting upon special permits, and by the Design Review Board as authorized hereunder.

1. Efficient Communication.
 - a. Sign content normally should not occupy more than forty percent (40%) of the sign background, whether displayed on a sign board or displayed on an architectural element of a building.
 - b. Non-verbal devices should be considered, in addition to text, as such graphic images can provide rapid and effective communication as well as character and enhance the owner's brand.
2. Environmental Relationship.
 - a. Sign brightness should not be excessive in relation to ambient lighting levels and the CCT shall not exceed 3000K. (See 5.2.5.4)
3. Relationship to Buildings.
 - a. Signs should be sized and located so as to not interrupt, obscure or hide the continuity of columns, cornices, eaves, sill lines or other architectural elements of a building, and wherever possible should reflect and emphasize the building's architectural form.
 - b. Sign materials, colors and lettering should be representative of and appropriate to the character of the building to which it is attached.

5.2.16 Severability.

The provisions in this bylaw are severable. If any part of this bylaw is declared to be unconstitutional or invalid by any court, the remaining parts of this bylaw will remain in full force and effect.

On request of the Planning Director

COLUMBIA GAS REIMBURSEMENT OF COSTS INCURRED

ARTICLE 53. To see if the Town will vote to transfer a sum of money from the Insurance Proceeds in Excess of \$150,000 account and appropriate it to fund various general fund operating account deficits due to the Columbia Gas Disaster, or take any other action related thereto.

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This article requests approval for the Town to appropriate the insurance/restitution funds received from Columbia Gas to reimburse the Town for the costs incurred during the incident. Under Massachusetts General Law Chapter 4, Section 53 appropriation of insurance/restitution funds greater than \$150,000 must be authorized by a vote of Town Meeting.

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Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 4-1 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.

On request of the Finance Director

SPECIAL PERMIT LAPSE

ARTICLE 54. To see if the Town will vote to amend Section 9.4.7 of the Town’s Zoning Bylaw, Special Permit Lapse by deleting “24 months” and replacing it with “36 months” and to add after the word “construction” “pursuant to permit”, to read:

9.4.7 Lapse

Special permits shall lapse if a substantial use thereof or construction pursuant to permit thereunder has not begun, except for good cause, within 36 months following the filing of the special permit approval (plus such time required to pursue or await the determination of an appeal referred to in G.L. c. 40A, s. 17, from the grant thereof) with the Town Clerk.

And further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of Bylaws, or take any other action related thereto.

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In 2016 the Massachusetts General Laws, Chapter 40A Section 9 was updated to allow for special permits to lapse after 36 months if work isn’t started. Previously these permits would expire after 24 months. This article amends the zoning bylaw to be consistent with the Massachusetts General Laws, Chapter 40A Section 9.

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Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The PLANNING BOARD voted 4-0 to recommend approval.

On request of the Planning Director

ANDOVER HIGH SCHOOL FEASIBILITY STUDY COMMITTEE

ARTICLE 55. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$210,000 for the purpose of purchasing services and materials related to the Andover High School Feasibility Study, including any other costs incidental and related thereto, or to take any other action related thereto.

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The Statement of Interest for Andover High School was not accepted by MSBA in December 2018. A new Statement of Interest has been submitted which will not be acted upon until December 2019. This article would authorize the expenditure of \$210,000 so that the Andover High School Facility Study Committee can continue its work by undertaking the following: a survey of the property with a wetland delineation; geotechnical borings; a Phase I Environmental Site Assessment; a hazardous materials survey; and an Educational Program and Space Plan. This work will have to be undertaken in any scenario - with or without MSBA partnership - prior to any future renovation or addition to the existing high school or construction of a new high school and will not compromise our application to MSBA.

~ ~ ~ ~ ~

Financial Impact of Article 55	
<u>Approval</u> Reduces Free Cash by \$210,000. No FY2020 tax bill impact.	<u>Disapproval</u> \$210,000 available for spending by a future Town Meeting.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 4-1 to recommend approval.
The FINANCE COMMITTEE voted 6-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Andover School Committee

AMEND SECTION 51 OF BYLAW ARTICLE XII: BAN POLYSTYRENE ONLY

ARTICLE 56. To see if the Town will amend Article XII §51 of the Town ByLaws for Polystyrene - Food, Beverage Ware, and Packaging Reduction as listed below; and to see if the Town will vote to appropriate and raise by taxation or available funds the amount of \$2,500 to provide education and outreach on this amended ByLaw to the affected establishments before its new effective date:

- Delete entire first paragraph prior to Subsections 1-6.
- In Subsection 1: delete "through the use of reusable, recyclable, biodegradable and/or compostable materials" at end of the 10th point; and delete "and require the use and distribution of biodegradable, compostable, reusable, or recyclable products or materials in their place" at the end of the 12th point.
- In Subsection 2: delete definitions for "ASTM Standard", "Biodegradable", "Compostable, "Recyclable", and "Reusable".
- In Subsection 3: delete "and distribution" in first line; delete existing subparagraph b. and replace with "b. All food establishments using any disposable food service ware are prohibited from using any such ware containing Polystyrene".
- In Subsection 4: delete "person" and replace with "food or retail establishment" in the first sentence; delete "six" and replace with "twelve" in the second sentence; delete in their entirety the third and fourth sentences; add subparagraph c "c. Any disposable food service ware in inventory prior to the effective date in Subsection 6 (b) shall be exempt from this bylaw".
- In Subsection 6: delete "January 1, 2019" and replace with "May 1, 2020" in subparagraph b.

The following explanation was submitted by Petitioner: An article last year banned “Polystyrene” with the provided explanation stating “to date 25 towns in MA have banned foam and/or rigid polystyrene food products for prepared food” and “this article seeks to eliminate Andover food establishments use of foam and rigid polystyrene products”. Seemingly self-explanatory with polystyrene information and images in the presentations, this article, however, actually “banned” much more than polystyrene, traditional paper coffee cups lined with polyethylene or other materials to hold liquids, all non-compostable plastic straws - the overwhelming majority not made with polystyrene. Articles at Town Meeting must contain a sufficient description of what is proposed so as to constitute an adequate warning to all the inhabitants of the town. The Polystyrene Ban clearly did not. This article seeks to amend the Bylaw to that which was universally understood and described – a ban on polystyrene products only while removing the ban on non-polystyrene products.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend disapproval.
The BOARD OF HEALTH voted 2-0 to recommend disapproval.
The FINANCE COMMITTEE voted 8-0 to recommend to take no position.

On request of Keith Saxon and others

WATER COMMISSION

ARTICLE 57. To see if the Town will vote to accept the provisions of Section 39A of Chapter 40 of Massachusetts General Laws to elect a Board of Water Commissioners in accordance with Section 69A of Chapter 41 of the Massachusetts General Laws at the next local election and cease having its Board of Selectmen act as such upon election of said Commissioners.

The following explanation was submitted by Petitioner: If the article passes, the Board of Water Commissioners, would consist of three members, one elected each year, serving a three-year term. Water Commissioners have exclusive charge and control of the municipal Water Department and water system subject to Federal and State laws and bylaws to provide safe water to the public. Residents deserve full-time officials like the Permanent Town Advisory Building Committee to manage and oversee maintenance and upgrade of our existing water infrastructure. We have been plagued with brown water for several years, a non-existent annual flushing program, and replacement of 8.5 miles only of 100+ miles of cast iron pipe since 2014. Water Commissioners will be responsible for the budget and capital plan for the Water Department, as well as ensuring the system revenue covers system operations, debt service and reserves. Setting water rates will continue to be the Board of Selectmen.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend disapproval.

On request of Jose Albuquerque and others

REPRESENTATIVE TOWN MEETING

ARTICLE 58. To see if the Town will vote to have the Town Moderator appoint a special Governance Committee of nine residents, one from each precinct, to make a study and investigation of ways and means of establishing a Representative Town Meeting for the Town of Andover as the legislative branch of Town Government. Said Committee shall report its findings and recommendations to the Town at the 2020 Annual Town Meeting, or sooner.

The following explanation was submitted by Petitioner: Andover's Open Town Meeting doesn't work in its current state with an average of 3% attendance of registered voters. According to a 2010 *Boston Globe* article, research done by Bridgewater study commission showed that Open Town Meeting government becomes inefficient for a community with a population over 12,000. Andover has more than 35,000 residents as of 2017. If approved, a special governance committee would be established to study and investigate Representative Town Meeting and/or recommend other types of government for consideration along with charter review by obtaining information and consulting with other municipalities of similar size to Andover. For example, Needham has 2017 population of 30,999 and proposed FY20 Budget of \$195 million, which shows that a Representative Town Meeting can work in a municipality with a high population and large size budget. This committee would then report its findings and recommendations at 2020 ATM or sooner.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend disapproval.

On request of Jose Albuquerque and others

FREE CASH

ARTICLE 59. To see if the Town will transfer from Free Cash a sum of money, in the amount of 20% of the most recent certified Free Cash balance or if not Spring 2018 to reduce the tax rate for Fiscal Year 2019, from available funds, a sum of money to reduce the tax rate for FY2019, or take any action in relation thereto.

The following explanation was submitted by Petitioner: Andover leadership has yet to provide specific solutions on structural deficits for another budget cycle. The FY20 total budget has reached \$200 million. This article attempts to provide relief to both residential and commercial taxpayers as a short-term measure to attenuate the impact of high taxes and the gas disaster. It was pointed out at the 10/30/18 Selectmen meeting that our free cash balance was the highest in our Town's history. This didn't include the unexpected increase in Chapter 70 aid of \$859,000. Following link is 7/1/18 Free Cash of \$8,807,910 million that was certified by the state on 11/27/18. This results in $(\$8.8 \times .20)$ \$1,761,582 to reduce tax rate for FY19. Moreover, with upcoming debt exclusion requests for major school facilities construction, now is the time to use free cash to decrease the burden on taxpayers by lowering the tax rate.

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend disapproval.
The FINANCE COMMITTEE voted 8-0 to recommend disapproval.

On request of Jose Albuquerque and others

SANBORN SCHOOL SITE IMPROVEMENTS

ARTICLE 60. To see if the Town will vote to amend its action taken under Article 40 of the Warrant at the 2015 Annual Town Meeting, which vote authorized the borrowing of \$319,000 for the purpose of paying for the design and engineering services for making school site safety, circulation, drainage and infrastructure improvements at the West Elementary School, including the payment of all costs incidental and related thereto, so that such funds may, instead, be borrowed and expended to pay costs of design, engineering and construction services for the Sanborn Elementary School, including the payment of all other costs incidental and related thereto, or to take any other action relative thereto.

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The Sanborn Elementary School has a problem with water infiltration flooding the basement. The transfer of this previously authorized borrowing will be used for the installation of perimeter drainage, which will interrupt and divert the ground water from reaching the foundation. Other surface drainage improvements will be constructed concurrently.

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Financial Impact of Article 60	
<u>Approval</u>	<u>Disapproval</u>
Town borrows \$319,000 to be repaid over 10 years.	No change in FY2020 tax bill.
No increase in FY2020 tax bill.	Funds not needed for Debt Service in future years would be available within
Peak year of Debt Service in FY2021 would require an appropriation of \$43,065.	Proposition 2 ½ for other Town/School needs.
Would account for approximately \$3 of the FY2021 average residential property tax bill.	
\$319,000 Appropriation + \$61,408 Projected Interest = \$380,408 Total Cost	

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN voted 5-0 to recommend approval.
The FINANCE COMMITTEE voted 8-0 to recommend approval.
The SCHOOL COMMITTEE voted 5-0 to recommend approval.

On request of the Director of Facilities

**RIVER ROAD SENIOR RESIDENTIAL COMMUNITY
OVERLAY DISTRICT CHANGE IN AGE RESTRICTIONS**

ARTICLE 61. To see if the Town will vote to amend the Zoning Bylaw, Article VIII, Section 8.8 in order to allow residents 55 and older to live in the Senior Residential Community Overlay District on River Road by deleting the age of “62” wherever it appears in Zoning Bylaw Section 8.8 and replacing it with the age of “55”. The resulting Subsections of Section 8.8, as so amended, to read as follows:

8.8.1 Purpose.

The intent of this section is to allow flexibility in the development of parcels for housing and related services for persons 55 or older, with particular interest in meeting the needs of residents of Andover. The objectives of this section are to achieve the following purposes:

8.8.3 Definitions.

For the purpose of this section of the bylaw, the following definitions shall apply:

Senior – Any person having reached the age of fifty-five (55) years.

Senior Household – Any household having at least one person 55 years or older.

Aging Population – Population having reached the age of 55 years or older.

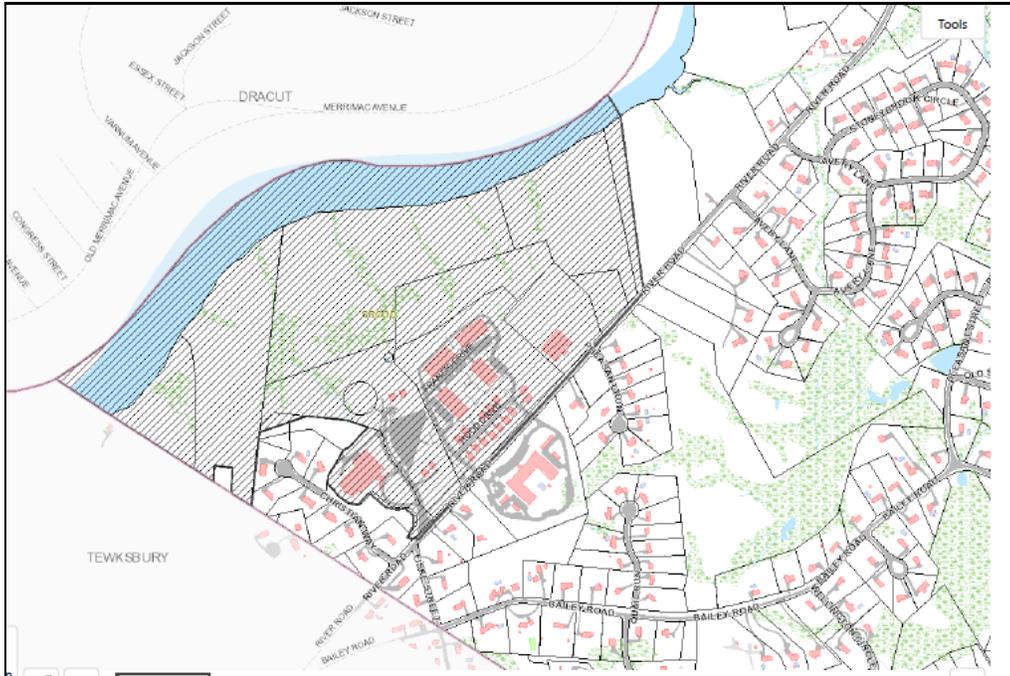
8.8.5 Dimensional Requirements and Design Standards.

15. Age Restrictions. All dwelling units within the SRCOD shall require at least one resident to have attained the age of 55 and no resident shall be under the age of 18. Prior to issuance of the first building permit for a building, the applicant shall record a restriction, approved by Town Counsel, that all units shall require at least one resident to have attained the age of 55 and that no resident of a dwelling unit shall be under the age of 18.

8.8.8. Bonus.

Affordable Housing: The objective is to provide additional alternative affordable housing options for seniors in Andover having reached the age of fifty-five (55). The number of dwelling units (Independent Living, Congregate Care or Assisted Living Units) may be increased by two (2) market rate dwelling units for each one (1) additional affordable unit.

The following explanation was submitted by Petitioner: This article would amend Andover’s Senior Residential Community Overlay District to reduce the minimum age from age 62 to 55. The Overlay District was created in 2013 by Andover Town Meeting to address the redevelopment of the Franciscan Center on River Road. In 2015 Pulte Homes received Planning Board approval for its Riverside Woods Condominium which will ultimately contain 200 Senior Housing units. The purpose of this proposed Zoning Amendment would allow residents who are 55 or over to reside at Riverside Woods – if approved by the Planning Board after a public hearing. Several nearby municipalities have adopted 55+ zoning. This has resulted in many Andover citizens age 55+ relocating from Andover to surrounding towns such as Methuen to reside in a 55 and over community. This article has the support of the Merrimack Valley Planning Commission and the Andover Council for Aging.



Article 62. River Road Senior Residential Community Overlay District Change in Age Restrictions

Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

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

On request of Mark Johnson and Others

GREENWOOD ROAD SIDEWALK

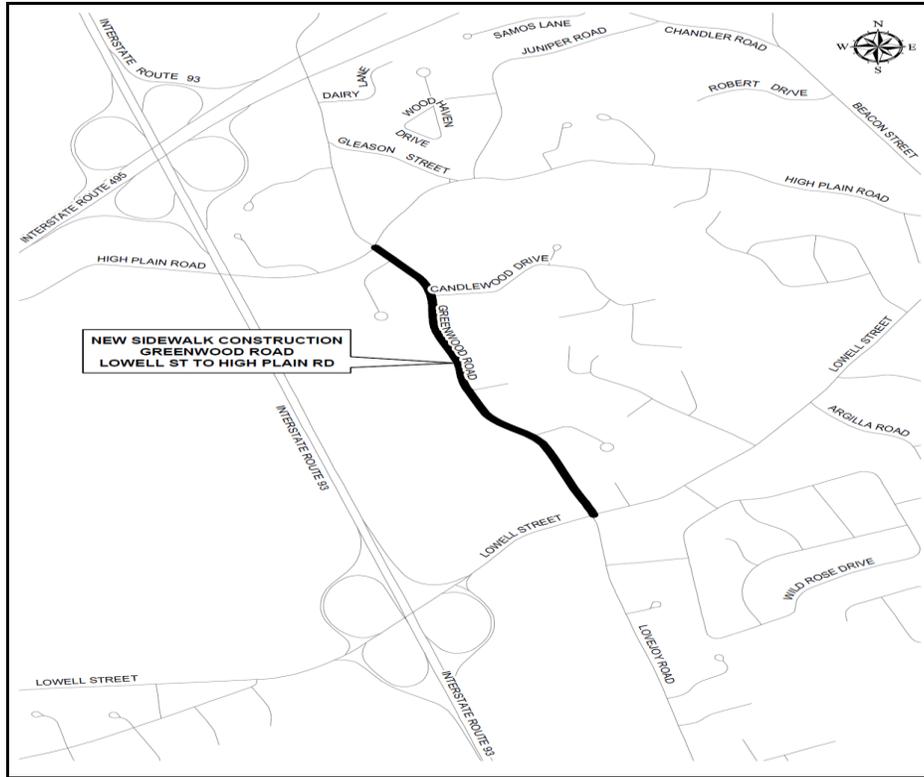
ARTICLE 62. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$888,000 for the purpose of constructing a sidewalk on Greenwood Road between Lowell Street and High Plain Road, including any other costs incidental and related thereto, or to take any other action related thereto.

The following explanation was submitted by Petitioner: Public safety risks and connections to existing sidewalks and recreation are a priority in the Sidewalk Master Plan. The proposed sidewalk addresses both issues. Historically, the town has not implemented the Sidewalk Master Plan. Greenwood Road is a narrow busy thoroughway with no developed shoulder and no pedestrian separation. This proposed sidewalk will safely connect to the Lovejoy Road sidewalk, to Sanborn School and to the Lowell St sidewalk leading to West Middle, the High School and West Elementary and improve access to several AVIS and conservation properties. It will connect neighborhoods and offer a safe resident-friendly environment for children, dog walkers and joggers. This section of sidewalk has already been marked as a priority on the Sidewalk master plan, which keeps being delayed.

Financial Impact of Article 62

Approval
Reduces Free Cash by \$888,000.
No FY2020 tax bill impact.

Disapproval
\$888,000 available for spending by a future
Town Meeting.



Article 62. Greenwood Road Sidewalk

Your Vote: Yes ___ No ___

**The BOARD OF SELECTMEN voted 5-0 to recommend disapproval.
 The FINANCE COMMITTEE voted 8-0 to recommend disapproval.
 The PLANNING BOARD will make its recommendation at Town Meeting.**

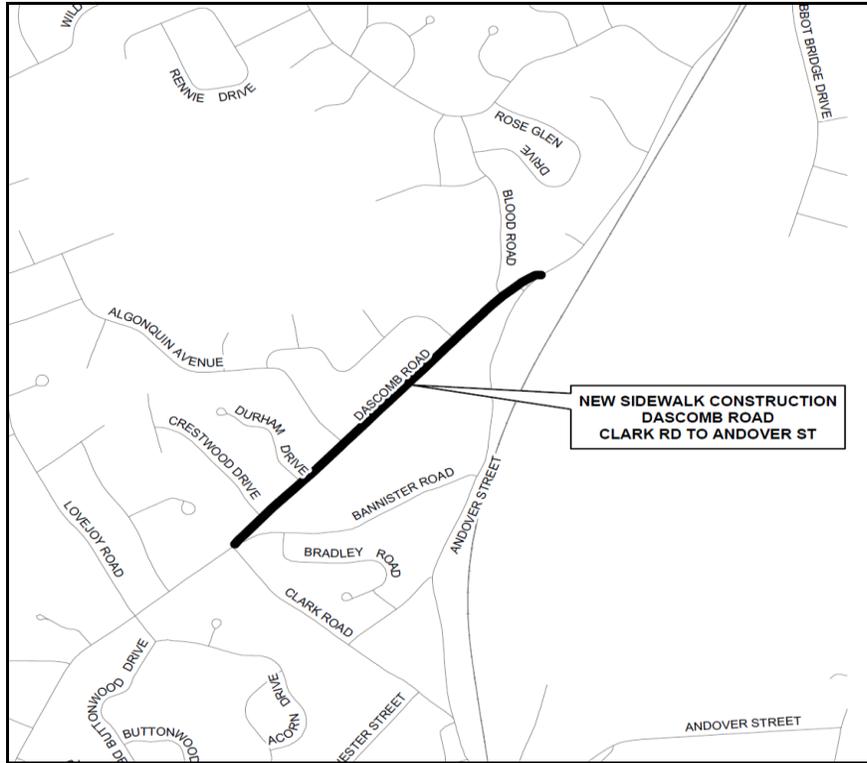
On request of Deepa Naik and others

DASCOMB ROAD SIDEWALKS

ARTICLE 63. To see if the town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$800,000 for the purpose of constructing a sidewalk on Dascomb Road between Clark Road and Andover Street, including any other costs incidental and related thereto, or to take any other action related thereto.

The following explanation was submitted by Petitioner: This article proposes to add a sidewalk to the section of Dascomb Road between Clark Rd and Andover Street (where there is currently none). The two main purposes for adding sidewalks in this area are enhancing public safety and increasing resident access to multiple points of interest. For safety purposes: a) Dascomb Road is a narrow, heavily traveled road with a 40 MPH speed limit; b) it is densely populated, with five residential streets intersecting this section of Dascomb Road, and approximately 35 residences directly on Dascomb; c) there are several school bus stops picking up children in this section of Dascomb; d) this area is widely used by joggers, walkers, and bikers. For access purposes: a) Avis land abutting this section of Dascomb to the south; b) Ballardvale Park; c) Ballardvale commuter rail station; d) Sanborn Elementary School; and e) connecting neighborhoods.

Financial Impact of Article 63	
<u>Approval</u> Reduces Free Cash by \$800,000. No FY2020 tax bill impact.	<u>Disapproval</u> \$800,000 available for spending by a future Town Meeting.



Article 63. Dascomb Rd. Sidewalks

Your Vote: Yes ___ No ___

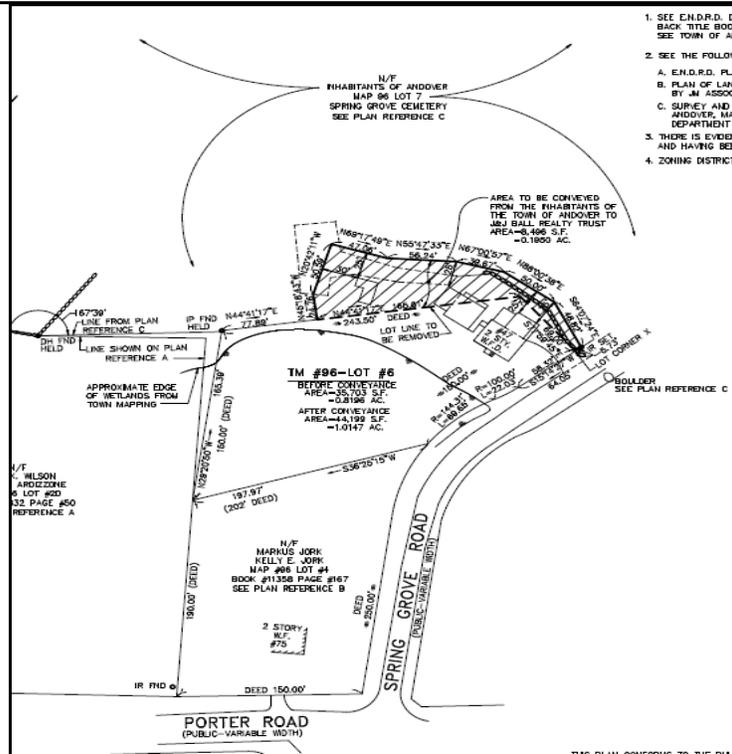
**The BOARD OF SELECTMEN voted 5-0 to recommend disapproval.
 The FINANCE COMMITTEE voted 8-0 to recommend disapproval.
 The PLANNING BOARD will make its recommendation at Town Meeting.**

On request of Kelly Michaud and Others

SPRING GROVE CEMETERY TRANSFER OF PROPERTY

ARTICLE 64. To see if the Town will vote to transfer the care, custody and control of the Property located on Spring Grove Road shown as "Area to be conveyed from the inhabitants of the Town of Andover to J&J Ball Realty Trust Area = 8,496 S.F." shown on a "Plan of Land in Andover, Massachusetts showing Land to be Conveyed from the Inhabitants of the Town of Andover to J&J Ball Realty Trust, 47 Spring Grove Road, Andover, Massachusetts dated January 13, 2017, Revised January 14, 2019" prepared by Merrimack Engineering Services (on file at the Clerk's Office) which is part of the Spring Grove Cemetery to the care, custody and control of the Selectmen for the purposes of conveying said parcel to J&J Realty Trust and to authorize the Selectmen to convey said parcel to J&J Realty Trust in consideration of the sum of at least \$7,800; and to petition the Legislature to pass a Special Act in accordance with Mass. General Laws, ch. 114, §17, because the cemetery has been used as a burial place for more than one hundred years, and any other applicable law to authorize the above transfer, provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of this petition, or take any action related thereto.

The following explanation was submitted by Petitioner: In 1979 a building permit was issued for a family room addition, and in 1988 a garage at 47 Spring Grove Road. Unfortunately, a portion of the house and garage that was constructed pursuant to the building permits was on land owned by Spring Grove Cemetery. This Warrant Article would authorize the Selectmen to transfer the 8,495 sq. ft. of land to the owner of 47 Spring Grove Road, so the house and garage will be located on her property, for at least \$7,800, the appraised value of the land. In addition it would authorize the Selectmen to petition the legislature for a Special Act to allow the transfer of cemetery land.



Article 64. Spring Grove Cemetery Transfer of Property

Requires a two-thirds (2/3) vote

Your Vote: Yes ___ No ___

The BOARD OF SELECTMEN will make its recommendation at Town Meeting.

On request of Mark Johnson and Others

**AMEND ANDOVER ZONING BYLAW ARTICLE XIII
To Be Withdrawn**

ARTICLE 65. To see if the Town will amend Article XIII, Section 2.3, District Boundaries, of the Andover Zoning Bylaw and make the appropriate changes to the Zoning Map of Andover, Massachusetts, to rezone the following property from IA to SRC

The land known as 1320 South Street and 1322 South Street and 1323 South Street shown shown as Assessor Parcels 185-1, 184-3 and 184-3A, which plans are on file with Town Clerk and which is described as follows:

Beginning at the southeasterly corner of assessor's parcel 185-1 at the intersection of the westerly sideline of Interstate Route 93 and the Andover - Tewksbury town line; thence

Running in a northwesterly direction along the town line a distance of approximately 3,500' to a point in the centerline of the Shawsheen River, thence

Running in a generally northeasterly direction by the centerline of the Shawsheen River in a distance of approximately 1,100' to a point at the northerly corner of assessor's parcel 184-3A; thence

Running southeasterly by the northeasterly line of parcel 184-3A a distance of approximately 293' to a point in the centerline of the Shawsheen River, thence

Running in a southeasterly direction by the Shawsheen river a distance of approximately 195' to a point on the northeasterly line of assessor's parcel 184-3A; thence

Running in a southeasterly direction by the northeasterly line assessor's parcel 184-3A a distance of approximately 887' to a point; thence

Running southwesterly by the southeasterly line of assessor's parcel 184-3A a distance of approximately 250' to a point at the northerly corner of assessor's parcel 185-1; thence

Running southeasterly by the northeasterly line of assessor's parcel 185-1 a distance of approximately 1,350' to a point on the westerly sideline of Interstate Route 93; thence

Running southerly by Interstate Route 93 a distance of approximately 469' to the point of beginning or to take any action related thereto.

On request of Eliates Mercedat and Others

PLANNING BOARD TERM

ARTICLE 66. To see if the Town will vote to amend Article III, §3(b)(1) of the Town By-Laws by striking the phrase "terms of five years" and replacing it with "terms of three years" and to apply the foregoing amendment to (a) new Planning Board candidates and (b) incumbent Planning Board candidates at the expiration of their terms.

~ ~ ~ ~ ~

Members of the Planning Board currently serve five-year terms, whereas members of other Town boards and commissions serve three-year terms. This article would eliminate that discrepancy and provide more opportunities for prospective members."

~ ~ ~ ~ ~

Your Vote: Yes__ No__

**The BOARD OF SELECTMEN voted 4-1 to recommend disapproval.
The PLANNNG BOARD voted 5-0 to recommend disapproval.**

On request of Brad Weeden and Others

SECTION III
LETTERS FROM THE CHAIRS



TOWN OF ANDOVER

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

Dear Fellow Andover Citizens:

It has been an honor to serve as the Chairman of the Board of Selectmen during what has quite possibly been one of the most historic years in Andover's history. It is humbling to be part of such an engaged, energized and involved community. In the midst of the Gas Disaster, our community came together in ways that it never had before. In trying times, we showed our resilience and reminded ourselves how strong we are together. It is our resilience and strength that is the very fabric of Andover.

In terms of history, 2018 - 2019 might have been our busiest. In April, Special Town Meeting approved the North Reading water agreement, which will provide North Reading with water service for the next 99 years. This agreement will provide over \$1 billion in savings to Andover water ratepayers over the term of the agreement. This is an important partnership with a neighboring community, a partnership that will benefit both communities for generations. In another Special Town Meeting, voters overwhelmingly voted to support the construction of a new Ballardvale Fire Station, a project that has been discussed for over thirty years. Both the North Reading water agreement and the Ballardvale Fire Station project included a thorough public engagement process. Together, nearly 100 public meetings were held. Thank you for your commitment to Andover through this process.

On September 13, 2018, just after 4:00pm, there were over thirty working fires in Andover. A CodeRed message urged residents to shut off their gas service and exit their homes. In the early hours of the Merrimack Valley Gas Disaster, there were many unknowns. What we did not know was that we were experiencing the largest pipeline disaster in United States history. Within minutes, Andover's Emergency Operations Center was activated. The Emergency Operations Center filled almost immediately with town staff and public safety personnel. That evening, overnight shelters were in place in the Senior Center and Youth Center. As the recovery process began, the more complex this situation became. Residents of Andover were displaced for several weeks in some cases, making daily life complicated. I am proud of our town employees for their vigilant response throughout the gas disaster.

In October, addressing community concerns and questions about recent zoning proposals, the Board of Selectmen, in cooperation with the Planning Board and Zoning Board of Appeals, formed the Andover Zoning Bylaw Study Committee. This new process will provide residents with the ability to review, comment, and provide input to any future proposed zoning changes. The ZBSC will also begin a full public review of all Andover's current zoning bylaws.

On March 21st we celebrated the opening of Andover's new Municipal Services Facility. Re-locating what has affectionately been known as our Town Yard to 5 Campanelli Drive will unlock economic development potential as the cornerstone parcel of the Historic Mill District.

We plan to soon have direct access to the Merrimack River through what is known as the Heffron Right of Way, a connection off of River Road. Our access to the Merrimack will improve recreational and leisure use of one of the region's greatest natural resources, as well as provide needed access for public safety purposes.

For the third year in a row Andover has received the Distinguished Budget Presentation Award from the Government Finance Officers Association, and has once again been reaffirmed as an AAA bond rated community – the highest credit rating for municipalities.

Continued focus of Andover's short and long term financial health will ensure that we can adequately fund and balance the needs of the community.

The commitment Town Manager Andrew Flanagan has had to excellence and efficiency in municipal finance and the capital improvement program has proven to be invaluable.

I am grateful to the town employees and dedicated volunteers of our many boards and committees that work so hard to make Andover a special place. We are truly fortunate to have such a resilient and dedicated organization and citizenry.

Sincerely,



Alexander J. Vispoli
Chairman
Andover Board of Selectmen



ANDOVER PUBLIC SCHOOLS

36 Bartlet Street
Andover, MA 01810
(978) 247-7010
FAX (978) 247-7090

SCHOOL COMMITTEE
Shannon I. Scully, Chairperson
Paul D. Murphy, Vice Chairperson
Joel G. Blumstein, Esq.
Susan K. McCreedy
Tracey E. Spruce, Esq.

Sheldon H. Berman, Ed.D
Superintendent of Schools
sheldon.berman@andoverma.us

March 23, 2019

To the Andover Community,

The School Committee is pleased to present a fiscal year 2020 budget of \$85,929,808 for voter approval at Town Meeting. This budget is a culmination of many hours of work and public discussions, and we appreciate all the feedback that has been provided by the community. It has helped set priorities, drive investment, improve transparency and keep focus on what provides the best educational value to Andover students.

More than 100 pages of detail can be found in the Andover Public Schools FY2020 Budget Book available at www.aps1.net/budget. As a summary, the FY2020 school budget includes these important components:

Meets contractual obligations and provides level services. The baseline for the FY2020 school budget allows the district to meet contractual obligations; comply with all state, local and federal mandates and regulations; and maintain the same level of services to Andover students that were provided in the previous year.

Invests in additional student learning time. Each of the past several school budgets have allowed focused investment in one critical strategic area. For FY2020, this area of focus is on instructional time for our students. This investment was achieved through collective bargaining and is reflected in agreements with several personnel unions, including the Andover Education Association. The increase in the length of the school day provides additional instructional time daily at each of the elementary, middle and high school levels. Over the course of a student's kindergarten-to-12th grade career in Andover Public Schools, this added learning is equivalent to more than a half-year of school for each student.

Provides support in critical compliance and educational areas. The budget includes funds to add special education support for the middle school BRIDGE autism program, nursing coverage due to the expiration of a long-standing grant, minor expansion of two existing Andover High programs (AVID and VHS), a limited pilot of a learning management system and additional substitute per diem and performing arts program stipends.

Incorporates increased state aid for education. After more than two decades, extensive study, and numerous statewide efforts, the formula used by the state for public school funding is changing. FY2020 brings the first of a multi-year plan of adjustments. For some districts, the updated Chapter 70 state aid formula has so far provided only a minimal \$20 per student increase. For Andover, the FY2020 increase is currently planned at \$147 per student, which will significantly and positively impact our district. Andover Chapter 70 aid is estimated to increase by \$858,482 or 8.1% over FY2019 to \$11,454,144.

Initial FY2020 budget proposals were not able to address a number of significant unmet needs. Fortunately,

the increase in Chapter 70 aid will now enable the school department to invest in some of these areas. Because the final budget recommendation was determined only shortly before the writing of this letter, \$250,000 of the Chapter 70 increase included in the FY2020 budget has not yet been apportioned to specific initiatives by the School Committee. This work will be completed prior to Town Meeting.

Continues full-day kindergarten tuition reduction. The School Committee remains committed to bringing down and eventually eliminating tuition for full-day kindergarten, and has made a downward rate adjustment for the third year in a row. Funds from the full-day kindergarten revolving account will be used to reduce tuition \$200 per student. An additional \$75,000 from the FY2020 operating budget will be put toward full-day kindergarten services and/or additional tuition reduction. The Committee also expects school and town leadership to refine a full-day kindergarten tuition elimination plan, which we anticipate can be accelerated as Andover continues to benefit from the revised state aid formula.

Completes move of textbooks from CIP to operating budget. Textbooks and curriculum materials have been traditionally paid out of the Capital Improvement Plan (CIP), which created unfortunate tradeoffs between textbooks and school maintenance. A two-year proposal was developed in conjunction with the Town Manager and Finance Committee to move this expenditure to the school operating budget. The FY2020 budget adds \$220,000 to the operating budget to complete the second year of this transition.

Uses Special Education Circuit Breaker Reserve Funds. Andover receives reimbursement from the state for some out-of-district special education expenses. These funds are kept in a Circuit Breaker Reserve account and can be spent only on out-of-district special education expenses. In FY2020, \$239,813 of this reserve will be spent on out-of-district expenses that otherwise would have been paid from the school operating budget. Even after this expenditure, the Circuit Breaker Reserve will maintain a balance of approximately \$500,000 to accommodate any unanticipated additional out-of-district expenses.

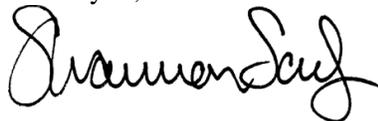
Transfers information technology staff to town operations. Per agreement between the Superintendent and Town Manager, and at the recommendation of Andover's Chief Information Officer, information technology staff will be moved from the school department and organizationally consolidated into one town department. Correspondingly, the salary for these individuals, totaling \$313,000, will be moved from the school operating budget to the town operating budget.

The School Committee thanks Dr. Berman and his leadership team, as well as Assistant Superintendent Paul Szymanski and his finance team, for the hard work of putting together the school budget. It takes many hours of detailed analysis, thoughtful consideration, and sometimes difficult deliberation to produce a responsible budget that will maximize benefit to Andover students. We should all be proud of that work.

Thank you also to Town Manager Andrew Flanagan, the Board of Selectmen under leadership of Alex Vispoli and the Finance Committee under leadership of Janie Moffitt for their collaboration and input during the budget process and, ultimately, the unanimous support provided to the FY2020 school budget.

The School Committee is looking forward to presenting the FY2020 budget to voters at Town Meeting, and we thank the Andover community for its continued support and commitment to the Andover Public Schools and our students.

Thank you,



Shannon Scully, Chairperson
Andover School Committee

SECTION IV

TOWN OF ANDOVER

2018 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

Fellow Citizens,

I am pleased to present the 2018 Annual Report. 2018 was a year marked by extraordinary challenges but illustrative of the collective commitment Andover residents and businesses have to their community. Resilience and strength of community represent the theme of this past year.

On September 13, 2018, Andover faced one of its greatest challenges as the lives of many of our residents and the livelihood of our business community was shaken by the gas disaster. In the wake of the disaster, Andover, operating as a municipal organization, was able to mobilize our resources and provide a comprehensive response reflective of the investment our taxpayers have made to ensure the effective allocation and distribution of public services. The investment in our personnel, whose talent is second to none, and investments in equipment, training and public facilities positioned Andover to manage the response to the disaster in a way that was consistent and respectful of our community's expectations. On September 13th, at the initial press conference following the disaster and as the response was underway, I announced my commitment that we would be a stronger community because we could pull together and support one another. Andover made good on that commitment, and I extend my greatest appreciation to the Andover community for its steadfast and unwavering support over the past several months.

Despite the challenges, the Board of Selectmen adopted an ambitious set of goals that represented a balanced work plan for 2018. Our goals focused on the financial sustainability of the organization, thorough and responsible capital investment in our facilities, and reinforced our commitment to maintaining a vibrant downtown, and taking advantage of our natural resources and how they connect to the Merrimack River. The organization's commitment to providing exceptional customer service and effective public communication has been embedded in our approach to achieving our goals and providing services.

In 2018 Standard and Poor's reaffirmed the Town's "AAA" General Obligation bond rating. The most recent report gives Andover a "strong or very strong" rating on each of the seven assessment factors: economy, budget flexibility, budgetary performance, liquidity, management conditions, debt and contingent liability profile and institutional framework. The annual budget continues to make strategic investments aimed at offsetting the current and future impacts of our unfunded liabilities, including pension and other post-employment benefits (OPEB.)

We have remained committed to a long range financial plan that provides the framework for innovative and creative solutions to balance the budget and provide taxpayers with the greatest return on their investment. Andover has been fortunate to have realized historic economic growth across property classifications which further reflects the Town's strong economy and approach to thoughtful and responsible development. For a third year in a row, our budget document was awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association. With the release of the budget, the Town announced the launch of Andover Transparency (www.andoverma.gov/transparency), which allows users to look at the Town's finances in real time.

In 2015 Andover significantly changed its approach to capital planning by establishing a model that represents a percentage of the annual budget dedicated to capital investment and avoids the necessity for recurring debt exclusions and significant fluctuations in tax bills. Our adherence to this model has resulted in historic investment in our public facilities, equipment, infrastructure and technology. At the close of the year, Andover

was nearing completion of the new Municipal Services Facility at 5 Campanelli Drive, which will be the home of the Department of Public Works and the Department of Facilities. The new building will not only serve the community for generations but also provide the Town with the opportunity to move from its current location at 11 Lewis Street and unlock the future potential for redevelopment in the heart of the Historic Mill District.

The November Special Town Meeting overwhelmingly approved funds for the construction of a new 21st Century Ballardvale Fire Station, which will replace the existing 128-year old building. Planning and design is well underway for a complete renovation and expansion of the Senior Center at Punchard, which will reflect state of the art design standards for senior services and improve functionality as well as programming for the fastest growing demographic in Town. The Town has also been able to invest in equipment for police, fire and public works and has continued a comprehensive and aggressive water main replacement program that will support the Town's efforts to provide exceptional water quality, reduce water loss and stimulate growth.

It was widely recognized in both the 2012 Master Plan and by the level of citizen engagement that our downtown and natural resources are critical components to the fabric of community. The Town has made investments in the downtown that include studying the potential connectivity to the Historic Mill District, public infrastructure design and parking technology intended to leverage private investment. As a result, private investment in downtown is the greatest it has been in over two decades. The Town created the position of Director of Business, Arts and Culture to foster relationships between the Town and the business community and to integrate arts and culture into our community planning efforts, fully acknowledging that it is a critical component to forward thinking economic development. The Town has made significant progress toward establishing public access to the Merrimack River via the Heffron Right of Way. This long-awaited access will provide recreational opportunities and improve public safety along the river. In addition, we have focused on investments in conservation land and are actively studying opportunities to improve pedestrian access. Further, we have continued the Town's successful playground replacement program which targets complete renovation and replacement of all of the Town's playgrounds.

Effective customer service permeates all aspects of effective municipal operations. In 2019 the Town will build on the progress made in 2018 and launch a customer response management system that will raise the bar for municipal customer service. We have focused on the physical space at our buildings and how we can modify the deployment of resources to further enhance the customer experience. Appreciating the public desire to engage in new and more intense ways with their local government, we are studying and implementing how to effectively communicate across all social media platforms. Our Social Media Working Group continues to look at innovative ways to communicate and engage in a two-way dialogue with residents. Our analytics indicate that we are reaching more residents than ever before. Integrating a new approach to customer service and fully embracing the goal of providing services in a way that is new to municipal government will become a hallmark of the Town of Andover going forward.

In closing, I thank the Board of Selectmen for its leadership and policy direction. I also recognize the Town employees for their professionalism and commitment to the organization resulting in the product and quality of our work. It remains my honor to serve the Town of Andover, and I thank you for your support in 2018. I look forward to working with you as we together move Andover forward in 2019.

Respectfully,



Andrew P. Flanagan, Town Manager

TOWN OF ANDOVER, MASSACHUSETTS
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2018
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary	Account	Totals (Memorandum Only)
	General	Special	Capital	Enterprise	Internal	Trust and	Groups	
		Revenue	Projects		Services	Agency	Long-term Debt	
ASSETS								
Cash and cash equivalents	21,765,543	6,563,255	24,872,591	8,448,776	5,753,394	21,057,564		88,461,123
Receivables:								
Personal property taxes	186,307							186,307
Real estate taxes	1,960,791							1,960,791
Deferred taxes	294,535			22,725				317,260
Allowance for abatements and exemptions	(2,151,085)							(2,151,085)
Special assessments	3,836			4,695,033				4,698,869
Tax liens	2,013,537			68,108				2,081,645
Tax foreclosures	259,092							259,092
Motor vehicle excise	654,228							654,228
Utility Charges				2,050,380				2,050,380
Other receivables	679,720			621,267		239,957		1,540,944
Due from other governments		571,537						571,537
Amounts to be provided - payment of bonds							103,254,424	103,254,424
Total Assets	25,666,504	7,134,792	24,872,591	15,906,288	5,753,394	21,297,521	103,254,424	203,885,515
LIABILITIES AND FUND EQUITY								
Liabilities:								
Deferred revenue								
Real and personal property taxes	(3,987)							(3,987)
Deferred taxes	294,535			22,725				317,260
Special assessments	3,836			4,695,032				4,698,869
Tax liens	2,013,537							2,013,537
Tax foreclosures	259,092							259,092
Motor vehicle excise	654,228							654,228
Utility Charges				2,118,488				2,118,488
Other receivables	558,569			621,267		219,737		1,399,572
Warrants payable	905,248	200,091	421,461	206,785	155,208	5,536		1,894,329
Accrued payroll and withholdings	5,743,109	137,963						5,881,072
Other liabilities	1,875,682			10,117		755,297		2,641,097
IBNR					1,884,254			1,884,254
Bonds payable							103,254,424	103,254,424
Notes payable			8,000,000					8,000,000
Total Liabilities	12,303,849	338,053	8,421,461	7,674,414	2,039,462	980,570	103,254,424	135,012,234
Fund Equity:								
Reserved for encumbrances	1,326,580	708,050	10,875,729	749,697	251,918	6,000		13,917,974
Reserved for expenditures	46,000			49,304				95,304
Reserved for continuing appropriations	67,919			736,321				804,240
Reserved for debt Service	608,191							608,191
Undesignated fund balance	11,313,965	6,088,689	5,575,401		3,462,014	20,310,952		46,751,021
Unreserved retained earnings				6,696,551				6,696,551
Total Fund Equity	13,362,655	6,796,739	16,451,130	8,231,874	3,713,932	20,316,952	-	68,873,281
Total Liabilities and Fund Equity	25,666,504	7,134,792	24,872,591	15,906,288	5,753,394	21,297,521	103,254,424	203,885,515

TOWN OF ANDOVER, MASSACHUSETTS									
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, 2018									
	General Fund	Water Enterprise	Sewer Enterprise	Capital Projects	Special Revenue	Internal Service	Expendable Trusts		Total
Revenues									
Motor Vehicle Excise	5,830,305	-	-	-	-	-	-	-	5,830,305
Meals Taxes	621,317	-	-	-	-	-	-	-	621,317
Hotel Motel Taxes	1,995,058	-	-	-	-	-	-	-	1,995,058
Penalties and Interest on Taxes and Excises	339,878	-	-	-	-	-	-	-	339,878
Payments in Lieu of Taxes	397,768	-	-	-	-	-	-	-	397,768
Fees	226,741	-	-	-	-	-	-	-	226,741
Charges for Services - Water	-	8,746,852	-	-	-	-	-	-	8,746,852
Charges for Services - Sewer	-	-	4,631,586	-	-	-	-	-	4,631,586
Departmental Revenue - School Medicare	336,849	-	-	-	-	-	-	-	336,849
Other Departmental Revenue	288,541	-	-	-	10,197,789	-	-	-	10,486,330
Utility Liens	-	141,006	107,602	-	-	-	-	-	248,608
Licenses and Permits	3,059,668	-	-	-	-	-	-	-	3,059,668
Special Assessments	2,434	-	897,663	-	-	-	-	-	900,097
Fines and Forfeits	279,102	-	-	-	-	-	-	-	279,102
Investment Income	387,287	55,532	37,082	2,945	117,385	17,112	734,370	-	1,351,711
Other									
Intergovernmental	12,222,108	-	-	-	6,907,320	-	-	-	19,129,428
Real/Personal Property Taxes	137,672,907	-	-	-	-	-	-	-	137,672,907
Tax Titles	138,466	-	-	-	-	-	-	-	138,466
Offset									
Recreation	579,137	-	-	-	-	-	-	-	579,137
Elder Services	100,875	-	-	-	-	-	-	-	100,875
Rentals	90,150	-	-	-	-	-	-	-	90,150
Off Duty Admin Fee	95,449	-	-	-	-	-	-	-	95,449
Cemetery Internment Fees	64,413	-	-	-	-	-	-	-	64,413
Ambulance Fees	1,358,958	-	-	-	-	-	-	-	1,358,958
Bond Premium & Debt Paydown Proceeds	-	-	-	1,670,208	-	-	-	-	1,670,208
Trust Fund and other	-	-	-	-	-	27,333,151	242,146	-	27,575,297
Total Revenues	166,087,412	8,943,389	5,673,933	1,673,153	17,222,494	27,350,262	976,516		227,927,159
Expenditures									
General Government	8,108,522	-	-	938,808	978,196	25,630,297	123,543	-	35,779,365
Community Services	2,116,856	-	-	177,432	1,304,349	-	-	-	3,598,636
Plant and Facilities	3,882,212	-	-	15,208,360	697,956	-	-	-	19,788,527
Public Safety	17,199,524	-	-	530,602	164,932	-	-	-	17,895,058
Water Enterprises	-	4,680,713	-	-	-	-	-	-	4,680,713
Sewer Enterprise	-	-	2,382,188	-	-	-	-	-	2,382,188
Public Works	8,312,400	-	-	4,241,278	1,335,955	-	-	-	13,889,633
Library	2,694,197	-	-	-	77,769	-	-	-	2,771,966
School	79,446,323	-	-	1,396,075	11,502,391	-	-	-	92,344,789
Technical Schools	581,967	-	-	-	-	-	-	-	581,967
Insurance	898,663	-	-	-	-	-	-	-	898,663
Health Insurance	19,257,000	-	-	-	-	-	-	-	19,257,000
Debt Service	14,048,505	-	-	-	-	-	-	-	14,048,505
Retirement	9,428,488	-	-	-	-	-	-	-	9,428,488
State and County Assessments	680,010	-	-	-	-	-	-	-	680,010
Total Expenditures	166,654,665	4,680,713	2,382,188	22,492,555	16,061,547	25,630,297	123,543		238,025,507
Other Financing Sources (Uses)									
Long Term Bond Issuance	-	-	-	15,200,000	-	-	-	-	15,200,000
Taxation to Capital Projects	(3,678,875)	-	-	3,678,875	-	-	-	-	-
Art 7, 2018 STM, Wood Hill Accessibility	(200,000)	-	-	200,000	-	-	-	-	-
Art 4, 2017 Transfer to OPEB Trust Fund	(1,264,338)	(322,819)	(61,564)	-	-	-	1,648,721	-	-
Art 4, 2017 Transfer to Unemployment Trust	(160,000)	-	-	-	-	160,000	-	-	-
Art 4, 2017 Cable Funds	321,838	-	-	-	(321,838)	-	-	-	-
Art 4, 2017 Wetland Filing Fees	25,000	-	-	-	(25,000)	-	-	-	-
Art 4, 2017 Parking Receipts	170,816	-	-	-	(170,816)	-	-	-	-
Art 19, 2018 Elderly/Disabled Transportation Program	-	-	-	-	12,000	-	(12,000)	-	-
Art 22, 2018 Spring Grove Cemetery Maintenance	-	-	-	6,000	-	-	(6,000)	-	-
Art 23, 2018 Bond Premium Transfer	100,000	-	-	-	-	-	(100,000)	-	-
Art 24, 2018 Water and Sewer Vehicles	-	(195,000)	-	195,000	-	-	-	-	-
Art 26, 2018 Water and Sewer Vehicles	-	(100,000)	-	100,000	-	-	-	-	-
Art 28, 2018 Minor Sanitary Sewer Collection System	-	-	(50,000)	50,000	-	-	-	-	-
Art 29, 2018 Sewer I&I Reduction Project	-	-	(100,000)	100,000	-	-	-	-	-
Art 38, 2018 Parking Study Implementation	-	-	-	75,000	(75,000)	-	-	-	-
Art 39, 2018 Downtown Improvements	(100,000)	-	-	100,000	-	-	-	-	-
Art 45, 2018 West Elem Feasibility Study	(1,200,000)	-	-	1,200,000	-	-	-	-	-
Art 47, 2018 Student Device Refresh	-	-	-	200,000	(200,000)	-	-	-	-
Water Enterprise Indirects	3,266,158	(3,266,158)	-	-	-	-	-	-	-
Sewer Enterprise Indirects	2,825,093	-	(2,825,093)	-	-	-	-	-	-
Net Other Financing Sources and Uses	105,692	(3,883,977)	(3,036,657)	21,104,875	(780,654)	160,000	1,530,721		15,200,000
Excess (Deficiency) of Revenues over (under) Expenditures and Other Financing Sources (Uses)									
	(461,561)	378,700	255,088	285,473	615,138	1,879,965	2,383,694		5,336,498
Fund Balance July 1, 2017	13,824,216	4,914,228	2,683,858	16,165,657	6,181,601	1,833,966	18,155,753		63,759,279
Fund Balance June 30, 2018	13,362,655	5,292,928	2,938,946	16,451,130	6,796,739	3,713,932	20,539,447		69,095,777

TOWN OF ANDOVER, MASSACHUSETTS										
RECAP OF GENERAL FUND - BUDGET- FUND LEVEL										
FISCAL YEAR ENDED JUNE 30, 2018										
	RES FOR	PROPRIATIC	COMP	RESERVE	OTHER	ATM SUPP'L	TOTAL	EXPENDED	RES FOR	TRANS TO
	ENCUM	(ORIGINAL)	FUND	ACCOUNTS	(STM)	& OTHER	AVAILABLE		ENCUM	UNRE FD BL
GENERAL GOVERNMENT										
Personal Services	39,447	5,817,260	188,885	-	-	-	6,045,592	5,953,140	73,729	18,724
Other Expenses	78,529	2,211,604	13,500	30,000	-	-	2,333,633	2,140,149	173,557	19,927
	117,976	8,028,864	202,385	30,000	-	-	8,379,225	8,093,288	247,287	38,650
COMMUNITY SERVICES										
Personal Services	-	1,550,445	40,000	-	-	18,000	1,608,445	1,603,605	1,151	3,688
Other Expenses	15,142	547,010	-	-	-	-	562,152	503,066	11,322	47,765
	15,142	2,097,455	40,000	-	-	18,000	2,170,597	2,106,671	12,473	51,453
PLANT & FACILITIES										
Personal Services	-	2,691,409	25,405	-	-	-	2,716,814	2,618,352	-	98,462
Other Expenses	87,366	1,530,635	-	-	-	-	1,618,001	1,263,860	195,061	159,080
	87,366	4,222,044	25,405	-	-	-	4,334,815	3,882,212	195,061	257,542
PUBLIC SAFETY										
Personal Services	32,791	14,491,898	718,625	-	800,000	(18,000)	16,025,314	15,714,431	23,990	286,893
Other Expenses	156,281	1,564,390	-	-	-	-	1,720,671	1,485,093	86,495	149,083
	189,073	16,056,288	718,625	-	800,000	(18,000)	17,745,986	17,199,524	110,485	435,976
DEPARTMENT OF PUBLIC WORKS										
Personal Services	3,053	2,836,861	31,020	-	-	207,504	3,078,438	3,108,708	11,086	426,890
Other Expenses	508,439	4,761,899	-	-	-	1,192,496	6,462,834	5,203,692	419,206	371,690
	511,492	7,598,760	31,020	-	-	1,400,000	9,541,272	8,312,400	430,291	798,580
LIBRARY										
Personal Services	2,522	2,011,697	65,750	-	-	-	2,079,969	2,045,743	11,269	22,957
Other Expenses	12,998	655,825	-	-	-	-	668,823	648,454	2,821	17,548
	15,520	2,667,522	65,750	-	-	-	2,748,792	2,694,197	14,090	40,505
SCHOOL										
Personal Services	-	64,447,734	-	-	-	62,460	64,510,194	64,225,606	-	284,588
Other Expenses	420,205	14,889,437	-	-	-	(62,460)	15,247,182	15,220,717	311,053	(284,588)
	420,205	79,337,171	-	-	-	-	79,757,376	79,446,323	311,053	-
UNCLASSIFIED										
Compensation Fund	-	1,140,000	(1,083,185)	-	-	-	56,815	-	-	56,815
Reserve Fund	-	200,000	-	(30,000)	-	-	170,000	-	-	170,000
	-	1,340,000	(1,083,185)	(30,000)	-	-	226,815	-	-	226,815
FIXED EXPENSES										
Technical Schools	-	610,000	-	-	-	-	610,000	581,967	-	28,033
Debt Service	-	14,048,907	-	-	-	-	14,048,907	14,048,505	-	402
Insurance	-	901,405	-	-	-	-	901,405	898,663	2,742	-
OPEB	-	1,264,338	-	-	-	-	1,264,338	1,264,338	-	-
Health Insurance Fund	-	19,257,000	-	-	-	-	19,257,000	19,257,000	-	-
Unemployment Comp	-	160,000	-	-	-	-	160,000	160,000	-	-
Retirement	-	9,428,488	-	-	-	-	9,428,488	9,428,488	-	-
	-	45,670,138	-	-	-	-	45,670,138	45,638,961	2,742	28,435
TOTAL	1,356,773	167,018,242	-	-	800,000	1,400,000	170,575,015	167,373,575	1,323,484	1,877,956
SEWER SYSTEM										
Personal Services	48	313,280	-	-	-	-	313,328	339,738	-	(26,409)
Other Expenses	31,920	5,309,198	-	-	-	150,000	5,491,118	5,079,107	200,317	211,694
	31,969	5,622,478	-	-	-	150,000	5,804,447	5,418,845	200,317	185,285
WATER DEPARTMENT										
Personal Services	197	1,969,534	-	-	-	-	1,969,731	2,037,457	-	(67,725)
Other Expenses	369,463	6,366,777	-	-	-	595,000	7,331,240	6,827,233	393,482	110,525
	369,661	8,336,311	-	-	-	595,000	9,300,972	8,864,690	393,482	42,800
TOTAL ENTERPRISE	401,629	13,958,789	-	-	-	745,000	15,105,418	14,283,534	593,799	228,085
GRAND TOTAL	1,758,402	180,977,031	-	-	800,000	2,145,000	185,680,433	181,657,109	1,917,283	2,106,041

TOWN OF ANDOVER										
GENERAL FUND SPECIAL ARTICLES										
JUNE 30, 2018										
ORG CODE	OBJ CODE	ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROPRIATION	TOTAL AVAILABLE	EXPENDED	ENCUMBRANCE	CONTINUED APPROPRIATION	
02133	571064	ANNUAL	FIREWORKS FUND	4,884	14,000	18,884	11,633	-	7,251	
02133	571083	ANNUAL	SUPPORT FOR CIVIC EVENTS	4,698	5,000	9,698	3,600	-	6,098	
				9,582	19,000	28,582	15,233	-	13,349	
02141	571065	ART 56, 2013	PROPERTY VALUATION	6,578	32,000	38,578	-	200	38,378	
				6,578	32,000	38,578	-	200	38,378	
02171	571012	ART 57, 1995	WETLAND BYLAW	0	-	0	-	-	0	
				0	-	0	-	-	0	
02541	571080	ANNUAL	ELDERLY DISABLED TRANSPORT (T)	17,122	12,000	29,122	10,185	2,745	16,192	
				17,122	12,000	29,122	10,185	2,745	16,192	
			TOTAL GENERAL FUND	33,282	63,000	96,282	25,418	2,945	67,919	

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARD
FISCAL YEAR ENDING JUNE 30, 2018

FUND/TITLE	Available Balance 06/30/17	Encumbrance	Inter-gov't	Interest	Depart- Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OFS/OFU	Available Balance 06/30/18
FY03 TRAFFIC ENFORCEMENT UNDERAGE ALCOHOL	(1,717)	-	1,500	-	-	(217)	2,039	-	2,039	-	-	-	(2,256)
FEDERAL PUBLIC SAFETY GRANTS	(1,390)	-	1,500	-	-	110	2,039	-	2,039	-	-	-	(1,929)
SPED ENTITLEMENT	(0)	-	1,194,557	-	-	1,194,557	1,257,149	98,083	1,355,233	-	31,351	31,351	(192,027)
SPED ENTITLEMENT	(157,484)	15,325	356,749	-	-	214,590	161,794	52,796	214,590	-	-	-	0
EARLY CHILDHOOD EDUCATION	(0)	-	21,767	-	-	21,767	21,382	-	21,382	-	-	-	385
EARLY CHILDHOOD ALLOCATION	422	-	-	-	-	422	-	422	422	-	-	-	(0)
SPED IMPROVEMENT	-	-	1,500	-	-	1,500	-	1,500	1,500	-	-	-	-
RADAR GRANT	-	-	2,555	-	-	2,555	-	24,000	24,000	-	1,500	1,500	(22,945)
EC SPED IMPROVEMENT	(12)	331	-	-	-	319	-	319	319	-	-	-	-
LEP SUPPORT	381	-	4,488	-	-	4,869	480	934	1,414	-	1,052	1,052	2,403
TITLE III LEP SUPPORT 180	1,035	1,076	27,330	-	-	29,441	22,275	6,011	28,286	-	-	-	1,155
TITLE I READING	(25,157)	-	78,911	-	-	53,754	49,411	4,344	53,754	-	25,464	25,464	(25,464)
TITLE I	0	-	162,089	-	-	162,089	154,782	19,264	174,046	-	6,360	6,360	(18,317)
LEAP INCENTIVE 231	1,250	-	9,250	-	-	10,500	-	10,000	10,000	-	-	-	500
PROFESSIONAL DEVELOPMENT	-	-	43,708	-	-	43,708	17,575	70,896	88,471	-	1,700	1,700	(46,463)
PROFESSIONAL DEVELOPMENT 140	(55,369)	30,629	53,539	-	-	28,800	-	29,160	29,160	-	-	-	(360)
ARTS IN EDUCATION	(16,264)	15,122	599,437	-	-	598,293	231,152	367,293	598,445	-	1,084	1,084	(1,234)
TITLE IV	-	-	4,758	-	-	4,758	-	4,758	4,758	-	-	-	-
FEDERAL EDUCATION GRANTS	(251,197)	62,482	2,560,637	-	-	2,371,923	1,915,999	689,780	2,605,779	-	68,511	68,511	(302,367)
HEALTHY COMMUNITY	5,742	-	-	-	104,955	110,697	67,389	37,566	104,955	-	-	-	5,742
FY09 REG EMERG PREPARDNESS	(647)	-	-	-	-	(647)	-	-	-	-	-	-	(647)
BALMORAL DAM REMOVAL	(40,736)	7,886	-	-	27,326	(5,524)	-	4,398	4,398	-	3,488	3,488	(13,410)
FDA RETAIL STANDARDS	1,282	-	-	-	-	1,282	-	-	-	-	-	-	1,282
NAT ASSN CNT/CITY HEALTH OF	11,059	-	-	-	-	11,059	-	496	496	-	-	-	10,563
FEDERAL OTHER GRANTS	(23,300)	7,886	-	-	132,281	116,867	67,389	42,460	109,849	-	3,488	3,488	3,530
BULLETT VEST PARTNERSHIP	6,775	-	-	-	-	6,775	-	-	-	-	-	-	6,775
STUDENT AWARE OF FIRE EDUCATION	4,568	-	5,407	-	-	9,975	1,280	3,608	4,888	-	-	-	5,087
FY09 911 PSAP SUPPORT	(35,899)	-	66,518	-	-	30,619	79,154	-	79,154	-	-	-	(48,534)
DEPARTMENT TRAINING GRANT	(5,183)	675	76,787	-	-	72,279	3,903	9,937	13,840	-	-	-	58,439
PSAP LEADERSHIP SCHOLARSHIP	0	-	-	-	-	0	-	-	-	-	-	-	0
PEDESTRIAN, BIKE, TRAFFIC ENFORCMENT	2,803	-	-	-	-	2,803	-	-	-	-	-	-	2,803
DISASTER REIMBURSEMENTS	7,874	-	-	-	5,810	13,684	6,930	-	6,930	-	-	-	6,754
ALTERNATIVE SENTENCING	300	-	-	-	-	300	-	-	-	-	-	-	300
SENIOR AWARENESS FIRE EDU	1,679	-	2,813	-	-	4,492	960	1,289	2,249	-	-	-	2,243
STATE PUBLIC SAFETY GRANTS	(17,083)	675	151,525	-	5,810	140,927	92,227	14,833	107,061	-	-	-	33,866
CHAPTER 90	(159,916)	75,134	1,300,144	-	-	1,215,363	30,333	1,219,350	1,249,683	-	268,617	268,617	(302,937)
PWED	95,755	-	-	646	-	96,401	-	-	-	-	-	-	96,401
WINTER RAPID RECOVERY ROAD PRG	5,521	-	-	-	-	5,521	-	-	-	-	-	-	5,521
SIDEWALK FUND PLANNING BOARD	21,392	18,025	6,252	-	-	45,669	-	41,501	41,501	-	360	360	3,808
STATE PUBLIC WORKS GRANTS	(37,248)	93,159	1,306,396	646	-	1,362,954	30,333	1,260,851	1,291,184	-	268,977	268,977	(197,207)
LIBRARY AID CH 78 SEC 19A	154,221	6,736	45,779	-	-	206,736	-	59,791	59,791	-	-	-	146,945
LIBRARY AID CH 139	30	-	-	-	-	30	-	-	-	-	-	-	30
STATE LIBRARY GRANTS	154,251	6,736	45,779	-	-	206,766	-	59,791	59,791	-	-	-	146,975

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARD
FISCAL YEAR ENDING JUNE 30, 2018

FUND/TITLE	Available Balance	Encumbrance	Inter-governmental	Interest	Depart-Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OFS/OEU	Available Balance
ANDOVER HISTORIC MILL DISTRICT EARMARK	6,323	-	50,000	-	-	50,000	-	4,945	4,945	-	97,200	97,200	47,200
RECYCLE INCENTIVE	7	-	-	-	-	7	-	-	-	-	-	-	1,378
NEW HORIZONS FOR YOUTH	(639)	-	-	-	-	71,530	55,295	7,241	62,536	-	189	189	8,805
FY03 COA FORMULA GRANT	5,295	-	62,536	-	-	5,295	-	-	-	-	-	-	5,295
LAHEY CLINIC NUTRITION GRANT	3,303	-	-	-	-	3,303	-	-	-	-	-	-	3,303
GREATER RIVER VALLEY MRC	1,141	-	-	-	-	1,141	-	-	-	-	-	-	1,141
ENERGY EDUCATION ELDER SERVICES	(54)	-	156,440	-	-	156,386	156,439	-	156,439	-	-	-	(53)
GREEN COMMUNITIES	10,128	-	-	-	-	10,128	-	-	-	-	-	-	10,128
43D TECH ASSIST GRANT	11,906	-	-	-	-	11,906	5,710	-	5,710	-	-	-	6,195
INTERGENERATIONAL COLLAB	(114,800)	95,344	-	-	114,800	95,344	-	95,344	95,344	-	-	-	-
DISABILITIES ACCESSIBILITY	1,976	-	-	-	-	1,976	-	-	-	-	-	-	1,976
CLEAN ENERGY CHOICE	7,173	-	-	-	5,800	12,973	-	2,475	2,475	-	640	640	9,858
ARTS LOTTERY COUNCIL	973	-	-	-	-	973	-	-	-	-	-	-	973
RIGHT TO KNOW	1,000	-	-	-	-	1,000	-	-	-	-	-	-	1,000
SECONDHAND SMOKE INITIATIVE	(66,268)	104,977	268,976	-	120,600	428,285	217,444	110,005	327,449	-	98,029	98,029	2,808
OTHER STATE GRANTS													
CEMETERY SALE OF LOTS FUND	5,227	-	-	-	-	5,227	-	-	-	-	-	-	5,227
SALE OF REAL ESTATE	18,321	-	-	-	-	18,321	-	-	-	-	-	-	18,321
BUILD/FIRE CODE Ch 148A, Sec 5	3,700	-	-	-	100	3,800	-	-	-	-	-	-	3,800
WEITLAND FILING FEES	95,174	10,763	-	-	46,890	152,827	-	12,928	12,928	25,000	8,423	33,423	106,475
OFF STREET PARKING	477,050	-	-	-	309,857	786,906	-	-	-	245,816	-	245,816	541,090
INSURANCE RECOVERY >\$20,000	500	-	-	-	-	500	-	-	-	-	-	-	500
WEITLAND PROTECTION ACT	45,529	-	-	-	10,140	55,669	-	-	-	-	-	-	55,669
RECEIPTS RESERVED FOR APPROPRIATION	645,501	10,763	-	-	366,987	1,023,251	-	12,928	12,928	270,816	8,423	279,239	731,083
LEA REVOLVING	73,456	-	-	-	153,105	226,561	38,206	-	38,206	-	-	-	188,355
EARLY CHILDHOOD REV	198,738	-	-	-	156,137	354,875	216,823	3,178	220,002	-	-	-	134,873
SCHOOL DAMAGE Ch 55 sec 53 1/2	3,375	-	-	-	-	3,375	-	-	-	-	-	-	3,375
COMMUNITY A.S.K. REVOLVING	1,163	-	-	-	-	1,163	-	-	-	-	-	-	1,163
PARENT TO PARENT REVOLVING	16,359	-	-	-	7,200	23,559	-	5,899	5,899	-	-	-	17,660
ANDOVER C.A.R.E.S.	2,861	-	-	-	1,500	4,361	-	-	-	-	-	-	4,361
ALL DAY KINDERGARTEN	605,016	-	-	-	1,110,928	1,715,944	732,286	116,354	848,640	-	-	-	867,304
EXTRA CURRICULAR REV	82,269	-	-	-	342,184	424,453	361,403	17,482	378,885	-	-	-	45,567
INSTRUMENTAL MUSIC REVOLVING	-	-	-	-	1,995	1,995	1,855	70	1,925	-	-	-	70
FINE ARTS	28,350	-	-	-	49,663	78,013	14,824	34,053	48,877	-	-	-	29,137
PHYS ED REVOLVING	4,305	-	-	-	1,420	5,725	-	3,326	3,326	-	-	-	2,399
LOST BOOKS	22,791	-	-	-	5,573	28,364	-	842	842	-	-	-	27,522
SEPA	3,728	-	-	-	-	3,728	-	-	-	-	-	-	3,728
TUITION REVOLVING	8,639	-	-	-	15,475	24,114	11,500	1,025	12,525	-	-	-	11,589
COLLINS CTR REVOLVING	50,115	-	-	-	221,453	271,567	187,071	34,988	222,059	-	-	-	49,509
OUTSIDE ACTIVITIES REV	231,392	-	-	-	168,937	400,329	62,600	89,782	152,382	-	-	-	247,947
TRANSPORTATION REVOLVING	249,986	-	-	-	11,525	674,191	-	395,785	395,785	-	-	-	278,405
BANCROFT GIFTS AND DONATIONS	14,810	-	-	-	71	14,882	-	-	-	-	-	-	14,882
SANBORN GIFTS AND GRANTS	16,792	-	-	-	1,571	18,363	-	2,520	2,520	-	-	-	15,843
SHAWSHOEN GIFTS AND GRANTS	200	-	-	-	-	200	-	-	-	-	-	-	200
SOUTH SCHOOL GIFTS AND GRANTS	14,883	-	-	-	663	15,546	-	3,427	3,427	-	-	-	12,119
WEST ELEM GIFTS AND GRANTS	9,356	-	-	-	71	9,427	-	9,427	9,427	-	-	-	9,427
HIGH PLAIN GIFTS AND GRANTS	13,751	-	-	-	271	14,022	-	4,511	4,511	-	-	-	9,511
WOOD HILL GIFTS AND GRANTS	7,130	-	-	-	6,059	13,189	-	6,186	6,186	-	-	-	7,003
DMS ENGINEERING GIFTS AND GRANTS	13,218	-	-	-	15,914	29,132	-	10,621	10,621	-	-	-	18,511
WEST MIDDLE GIFTS AND GRANTS	29,151	-	-	-	13,103	42,254	237	17,945	18,182	-	-	-	24,072
ANDOVER HIGH GIFTS AND GRANTS	42,175	-	-	-	23,773	65,948	2,250	18,133	20,383	-	-	-	45,565
REVOLVING FUNDS EDUCATION	1,744,011	-	-	-	2,709,746	4,465,282	1,629,055	766,129	2,395,184	-	-	-	2,070,098
ATHLETIC REVOLVING	(0)	-	-	-	457,774	457,774	124,620	332,769	457,390	-	-	-	384
REVOLVING FUNDS ATHLETIC	(0)	-	-	-	457,774	457,774	124,620	332,769	457,390	-	-	-	384

TOWN OF ANDOVER													
SPECIAL REVENUE/GRANTS ROLLFORWARD													
FISCAL YEAR ENDING JUNE 30, 2018													
FUND/TITLE	Available Balance 06/30/17	Encumbrance	Inter/govt	Interest	Depart- Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OFS/OFU	Available Balance 06/30/18
ANDOVER HISTORIC MILL DISTRICT EARMARK	-	-	50,000	-	-	50,000	-	-	-	-	97,200	97,200	(47,200)
RECYCLE INCENTIVE	6,323	-	-	-	-	6,323	-	4,945	4,945	-	-	-	1,378
NEW HORIZONS FOR YOUTH	7	-	-	-	-	7	-	-	-	-	-	-	7
FY03 COA FORMULA GRANT	(639)	9,633	62,536	-	-	71,530	55,295	7,241	62,536	-	189	189	8,805
LAHEY CLINIC NUTRITION GRANT	5,295	-	-	-	-	5,295	-	-	-	-	-	-	5,295
GREATER RIVER VALLEY MRC	3,303	-	-	-	-	3,303	-	-	-	-	-	-	3,303
CH44 SEC 53E 1/2 LEGAL NOTICES	13,001	3,000	-	-	22,360	38,361	-	24,043	24,043	-	-	-	14,318
CH44 SEC 53E 1/2 DCS REVOLVING	416,886	31,848	-	-	489,361	938,095	300,879	261,987	562,866	-	1,440	1,440	373,790
CH44 SEC 53E 1/2 YOUTH SERVICES	296,132	3,874	-	-	430,576	730,582	181,471	278,470	459,941	-	12,003	12,003	258,638
CH44 SEC 53E 1/2 ELDER SERVICES	166,447	1,800	-	-	173,704	341,952	47,961	99,082	147,043	-	15,065	15,065	179,843
CH44 SEC 53E 1/2 TITLE V HEALTH CLINICS	32,663	-	-	-	62,125	94,788	9,059	41,428	50,487	-	-	-	44,301
CH44 SEC 53E 1/2 FIELDS REVOLVING	124,836	15,041	-	-	67,050	206,927	109	96,103	96,212	-	58,513	58,513	52,201
CH44 SEC 53E 1/2 POLICE ANTENNA	38,367	-	-	-	12,844	51,212	-	24,905	24,905	-	-	-	26,306
CH44 SEC 53E 1/2 BALD HILL COMP	24,351	1,802	-	-	25,685	51,838	-	26,866	26,866	-	5,800	5,800	19,172
CH44 SEC 53E 1/2 DPW CRT/HHW	15,258	-	-	-	18,440	33,698	-	11,208	11,208	-	-	-	22,490
CH44 SEC 53E 1/2 FIRE	8,030	1,649	-	-	44,707	54,386	-	18,160	18,160	-	10,712	10,712	25,514
CH44 SEC 53E 1/2 LOST/DAMAGED BOOKS	12,554	-	-	-	4,526	17,080	-	3,143	3,143	-	-	-	13,937
CH44 SEC 53E 1/2 HEALTH SVCS	2,275	-	-	-	49,500	51,775	3,613	8,569	12,182	-	-	-	39,593
CH44 SEC 53E 1/2 COPY CENTER REVOLVING	21,924	-	-	-	2,710	24,634	-	10,000	10,000	-	-	-	14,634
REVOLVING CHAPTER 44 §3 E 1/2	1,172,725	59,015	-	-	1,403,588	2,653,328	543,092	903,966	1,447,058	-	103,533	103,533	1,084,756
TOWN DAMAGE RESTITUTION	18,915	-	-	-	-	18,915	-	-	-	-	-	-	18,915
FRONTAGE ROAD	3,856	-	-	-	-	3,856	-	-	-	-	-	-	3,856
PUBLIC SAFETY DAMAGE REST	8,761	-	-	-	-	8,761	-	-	-	-	-	-	8,761
PUBLIC WORKS DAMAGE REST	25,896	-	-	-	2,667	28,563	-	-	-	-	-	-	28,563
RECYCLABLE BATTERY PROGRAM	1,254	-	-	-	-	1,254	-	-	-	-	-	-	1,254
ENERGY REBATE FUND	23,998	40,559	-	-	275,626	340,183	7,834	260,062	267,896	-	1,180	1,180	71,108
P&F DAMAGE RESTITUTION	55,339	8,390	-	-	49,866	113,595	-	76,761	76,761	-	5,719	5,719	31,116
CH44 SEC 53F 3/4 PEG ACCESS CABLE	230,538	-	-	-	792,814	1,023,352	-	405,095	405,095	521,838	5,385	527,223	91,034
OTHER REVOLVING FUNDS	368,556	48,950	-	-	1,120,973	1,538,478	7,834	741,917	749,751	521,838	12,284	534,122	254,606
CORPORATE GRANTS	85,733	-	-	-	197,241	282,974	-	14,789	14,789	-	-	-	268,185
AHS BAND AND CHOIR GRANTS	634	-	-	-	634	634	-	634	634	-	-	-	-
OTHER GIFTS AND GRANTS	29,804	-	-	-	21,500	51,304	7,350	17,135	24,485	-	-	-	26,819
ENGINEERING GRANT	15,421	-	-	-	133,996	149,417	23,411	59,953	76,364	-	5,000	5,000	68,052
GEMS GRANT	197	-	-	-	-	197	-	197	197	-	-	-	-
ASIA SOCIETY GRANT	14,616	-	-	-	12,625	27,241	-	5,992	5,992	-	-	-	21,249
CIRCUIT BREAKER	502,645	-	-	-	1,765,000	2,267,645	-	1,810,244	1,810,244	-	-	-	457,402
AHS WORKFORCE GRANT	509	-	-	-	1,414	4,423	-	3,642	3,642	-	-	-	781
ESSENTIAL SCHOOL HEALTH SERV	639	637	-	-	-	1,276	339	937	1,276	-	-	-	(0)
ESSENTIAL SCHOOL HEALTH YEAR 2	0	-	-	-	107,500	107,500	85,678	16,997	102,676	-	2,665	2,665	2,159
PUERTO RICO RELIEF	-	-	-	-	-	814	-	-	-	-	-	-	814
OTHER SPECIAL REVENUE FUNDS EDUCATION	650,197	637	1,875,814	-	366,777	2,893,424	116,778	1,923,519	2,040,297	-	7,665	7,665	845,462

TOWN OF ANDOVER
SPECIAL REVENUE/GRANTS ROLLFORWARD
FISCAL YEAR ENDING JUNE 30, 2018

FUND/TITLE	Available Balance 06/30/17	Encumbrance Inter/governm	Interest	Deport-Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OFS/OFL	Available Balance 06/30/18
PREMIUM ON BOND ISSUE	23,391	-	115,104	-	138,495	-	116,570	116,570	-	-	-	21,925
CANINE LOCKUP	(532)	336	-	5,110	4,914	-	4,774	4,774	-	-	-	140
COMMUNITY COMPACT	10,000	-	-	2,045	10,000	-	10,000	10,000	-	-	-	-
VETERAN'S SERVICES GIFTS	3,901	-	-	628	5,946	-	3,085	3,085	-	-	-	2,860
GIFT - FIREWORKS	27,675	-	-	-	28,303	-	-	-	-	-	-	28,303
SHED CONTRIBUTIONS	7,264	-	-	-	7,264	-	-	-	-	-	-	7,264
OLD TOWN HALL RESTORATION	427	-	-	-	427	-	-	-	-	-	-	427
TOWN GIFT & DONATIONS	5,134	-	-	-	5,134	-	-	-	-	-	-	5,134
CONSERVATION GIFT	378	-	-	932	1,310	-	671	671	-	-	-	639
CONSERVATION TRAIL ACCOUNT	644	-	-	56	700	-	361	361	-	-	-	338
DCS-GIFT	23,107	500	-	12,490	36,097	-	4,210	4,210	-	-	-	31,887
YOUTH SERVICES GIFTS/CONTRIBUTIONS	27,001	2,178	-	4,285	33,464	-	2,178	2,178	-	-	-	31,286
COA SENIOR CONNECTIONS	21,389	-	-	73,495	94,884	28,584	14,343	42,927	-	-	-	51,958
COA SCHOLARSHIPS	3,649	-	-	-	3,649	-	-	-	-	-	-	3,649
LIBRARY GIFTS & DONATIONS	30,327	-	-	10,676	41,003	-	14,835	14,835	-	2,000	2,000	24,169
HOME FOR THE AGED GIFT	17,671	-	-	184	17,854	-	-	-	-	-	-	17,854
DPW ADMIN GIFT	7,347	-	-	904	8,251	-	905	905	-	-	-	7,346
CHOLSTEROL SCREENING	1,400	-	-	-	1,400	-	587	587	-	-	-	813
POLICE GIFTS AND DONATIONS	11,214	-	-	5,225	16,439	-	-	-	-	-	-	16,439
LOWELL STSHAWSHEN TRAFFIC MITIGATION	5,000	-	-	-	5,000	-	-	-	-	-	-	5,000
SHINGLES PREV VACCINATION	10,915	-	-	-	10,915	-	781	781	-	-	-	10,133
GIFTS FIRE DEPARTMENT	120,736	-	-	3,650	124,386	-	-	-	-	-	-	124,386
TH DONATIONS	81	-	-	-	81	-	32	32	-	-	-	49
YOUTH FOUNDATION GIFT	28,509	-	-	30,000	58,509	-	30,000	30,000	-	-	-	28,509
CH44 SEC 53G PEER REVIEWS	(24,164)	134,107	-	153,470	263,413	-	164,594	164,594	-	132,771	132,771	(33,952)
CH44 SEC 53G PEER ZONE	15	-	-	75	90	-	-	-	-	-	-	90
CH44 SEC53 DPW DETAIL	(1,275)	5,419	-	11,181	15,324	-	14,956	14,956	-	3,469	3,469	(3,100)
TIMOTHY HORNE - GIFT AYS	109,965	-	-	-	3,511	-	-	-	-	-	-	3,511
MAIN ST UPKBEP GIFT	50,854	-	-	999	110,964	-	8,592	8,592	-	-	-	102,373
SOUTH STREET SOLAR - NHESP	10,469	-	-	453	51,306	-	-	-	-	-	-	51,306
PERFORMANCE GUARANTEE	19,879	-	-	96	10,565	-	-	-	-	-	-	10,565
ELECTION OT GRANT	21,513	-	-	-	19,879	-	847	847	-	-	-	19,032
LOCK BOX DONATIONS	4,979	-	-	-	21,513	-	-	-	-	-	-	21,513
PLANNING BOARD COND OF PERMITS	-	-	-	37,000	37,000	-	4,304	4,304	-	-	-	674
PLANNING GIFTS & DONATIONS	-	-	-	20,076	20,076	-	19,500	19,500	-	-	-	37,000
ELDERLY FOOT CARE	-	-	-	9,755	9,755	-	8,346	8,346	-	-	-	1,410
A19 18 ELDER SERVICES PROGRAMS	-	-	-	12,000	12,000	-	-	-	-	-	-	12,000
WELLNESS WEDNESDAYS	-	-	-	4,000	4,000	3,688	-	3,688	-	-	-	312
NATL DEVELOPMENT/SPECIAL PERMT - LDNSCP	-	-	-	5,000	5,000	-	-	-	-	-	-	5,000
NATL DEVELOPMENT/SPECIAL PERMT - WSTEWTR	-	-	-	5,000	5,000	-	-	-	-	-	-	5,000
TNC SURCHARGE - RRFPA	-	-	-	8,516	8,516	-	-	-	-	-	-	8,516
OTHER SPECIAL REVENUE FUNDS	582,372	142,540	115,104	417,302	1,257,318	32,273	424,470	456,742	-	138,240	138,240	662,336
FOOD SERVICES	378,535	-	444,338	1,962,071	2,784,944	1,134,596	1,461,038	2,595,635	-	-	-	189,309
OTHER SPECIAL REVENUE FUNDS SCHOOL LUNCH	378,535	-	444,338	1,962,071	2,784,944	1,134,596	1,461,038	2,595,635	-	-	-	189,309
STUDENT ACTIVITY MGL 7147	578,965	-	-	1,388,345	1,967,310	-	1,403,411	1,403,411	-	-	-	563,900
MEALS TAX CAFETERIA	331	-	-	4,484	4,815	-	5,123	5,123	-	-	-	(308)
POLICE OFF DUTY	(235,641)	-	-	1,453,713	1,218,072	1,437,809	-	1,437,809	-	-	-	(219,737)
FIRE OFF DUTY	(5,458)	-	-	80,775	75,318	81,159	900	82,059	-	-	-	(6,741)
FIREARMS PERMITS	3,042	-	-	17,200	20,242	-	16,325	16,325	-	6,000	6,000	(2,083)
AMBULANCE AGENCY ACCOUNTS	2,796	41	-	37,033	39,871	-	39,857	39,857	-	-	-	14
MEALS TAX ELDER SERVICES	343	-	-	2,126	2,469	-	2,109	2,109	-	-	-	360
SCRPT WORKERS	(300)	-	-	191,800	191,800	191,800	-	191,800	-	-	-	-
XTRA DUTY DETAIL	344,079	41	-	3,875	3,575	-	3,575	3,575	-	-	-	-
AGENCY ACCOUNTS	-	-	-	3,179,351	3,523,472	1,710,768	1,471,300	3,182,068	-	6,000	6,000	335,404
GRAND TOTAL	5,643,740	537,861	6,654,965	127,275	12,243,260	25,207,101	7,624,448	17,840,204	792,654	715,150	1,507,804	5,859,093

Town of Andover Capital Projects Fund Fiscal 2018									
DESCRIPTION	Fiscal 2018								
	07/01/17 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	06/30/18 Balance
ART 17 06 SCHOOL ROOF REPLACEMENTS	9,304	-	-	-	9,304	-	-	-	9,304
ART 15 07 SCHOOL ROOF REPLACE	1,320	-	-	-	1,320	-	-	-	1,320
ART 27, 08 SCHOOL BLDG MAINT/RENOV	47,202	-	-	-	47,202	-	-	-	47,202
ART 56 09 SCHOOL BLDG MAINT/REPAIR	3,773	-	-	-	3,773	-	-	-	3,773
ART 25 12 SCHOOL BLDG MAINT RENOV	9,309	-	-	-	9,309	4,374	-	-	4,935
ART 38 12 WEST MIDDLE SCHOOL REPAIR	6,759	-	-	-	6,759	-	-	-	6,759
ART 32 13 AHS TENNIS COURTS	6,000	-	-	-	6,000	-	-	-	6,000
ART 18, 13 DOHERTY MIDDLE SITE IMPROVEMENTS	60,649	-	-	-	60,649	10,035	-	-	50,614
ART 36, 13 SCHOOL BLDG MAINT & IMPROVE	1,399	-	-	-	1,399	690	-	-	709
ART 38, 13 WEST MIDDLE SCHOOL HEATING	11,900	-	-	-	11,900	-	-	-	11,900
B39 15 SCHOOL BLDG MAINT AND RENOVATION	94,955	1,240	-	-	96,195	5,153	-	52,420	38,622
AHS MEDIA CENTER RENOVATION (State Funds)	177,263	-	-	-	177,263	177,000	-	-	263
ART 29 16 COLLINS CTR FAÇADE REPLACEMENT	(1,431,443)	1,318,569	1,700,000	-	1,587,126	1,570,351	-	39,200	(22,425)
ART 30 16 LOVELY FIELD TURF REPLACEMENT	8,787	-	-	-	8,787	8,787	-	-	0
ART 34 16 SCHOOL BLDG MAINT AND IMPROVE	90,044	175,235	-	-	265,279	203,568	-	11,493	50,218
ART 47 17 MAJOR SCHOOL PROJECTS	(176,847)	172,938	360,000	40,000	396,091	434,400	-	216,707	(255,016)
STUDENT DEVICE REFRESH	-	-	-	200,000	200,000	-	-	-	200,000
ART 45 18 WEST ELEM SCH FEAS STUD	-	-	-	1,200,000	1,200,000	-	-	-	1,200,000
TOTAL SCHOOL	(1,079,624)	1,667,981	2,060,000	1,440,000	4,088,357	2,414,358	-	319,820	1,354,178
BANCROFT REPLACEMENT									
ART 59 09 FEASIBILITY STUDY BANCROFT SCH	16,030	-	-	-	16,030	-	-	15,416	614
STM 3 10 BANCROFT SCHOOL REPLACE	3,380	-	-	-	3,380	-	-	3,380	(0)
TOTAL BANCROFT	19,410	-	-	-	19,410	-	-	18,796	614
B3 12 STM YOUTH CENTER	454	-	-	-	454	-	-	-	454
A2 13 STM YOUTH CTR-WOOD TRUST	9,757	-	-	3,145	12,902	-	-	-	12,902
TOTAL YOUTH CENTER	10,212	-	-	3,145	13,356	-	-	-	13,356
ART 5 2007 2008 CIP (Effective 07/01/2007)	1,016	-	-	-	1,016	-	-	-	1,016
ART 8 2008 2009 CIP (Effective 07/01/2008)	29,974	-	-	-	29,974	4,000	-	10,000	15,974
ART 5 2009 2010 CIP (Effective 07/01/2009)	1,269	9,900	-	-	11,169	9,900	-	-	1,269
ART 5 2010 2011 CIP (Effective 07/01/2010)	22,569	-	-	-	22,569	-	-	-	22,569
ART 5 2011 2012 CIP (Effective 07/01/2011)	13,316	-	-	-	13,316	-	-	-	13,316
ART 5 2012 2013 CIP (Effective 07/01/2012)	121,562	5,738	-	-	127,299	12,278	-	61,985	53,036
ART 5 2013 2014 CIP (Effective 07/01/2013)	22,401	15,999	-	-	38,400	23,580	-	2,095	12,725
ART 5 2014 2015 CIP (Effective 07/01/2014)	216,870	50,396	-	-	267,266	91,460	-	37,986	137,819
ART 5 2015 2016 CIP (Effective 07/01/2015)	535,128	96,236	-	-	631,364	482,418	-	43,219	105,728
ART 5 2016 2017 CIP (Effective 07/01/2016)	1,134,275	288,747	-	-	1,423,021	915,312	-	118,534	389,175
ART 5 2017 2018 CIP (Effective 07/01/2017)	(5,961)	5,961	-	3,678,875	3,678,875	1,577,648	-	280,940	1,820,287
TOTAL CIP	2,092,418	472,976	-	3,678,875	6,244,270	3,116,597	-	554,759	2,572,914
ART 44-3 02 SANITARY SEWER INFILTRATION	-	18,610	-	-	18,610	18,610	-	-	-
ART 25 04 SEWER METER	23,040	-	-	-	23,040	-	-	-	23,040
ART 41 07 KIRKLAND ST SEWER (BETTERMENTS)	39,703	-	-	-	39,703	-	-	-	39,703
ART 64 07 SHAW SHEEN PUMP STATION	302,218	-	-	-	302,218	-	-	-	302,218
ART 33 08 SHAW SHEEN RIVER OUTFALL SEWER	325,692	-	-	-	325,692	-	-	-	325,692
ART 32 10 SEWER MAIN CONST & RECONST	161,845	97,890	-	-	259,734	101,280	-	-	158,455
ART 46 10 SEWER LINE EXT LINCOLN ST	56,540	-	-	-	56,540	-	-	-	56,540
ART 37 12 SEWER MAINTENANCE VEHICLE	2,567	-	-	-	2,567	-	-	-	2,567
ART 44 13 SEWER VEHICLES	20,139	-	-	-	20,139	-	-	-	20,139
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	500,000	-	-	-	500,000	305,684	-	16,316	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
TOTAL SEWER	1,481,967	116,500	-	150,000	1,748,467	425,574	-	16,316	1,306,577
ART 32-2 00 CONSERV MAINT/IMP	33	-	-	-	33	-	-	-	33
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
A60 13 STREAM GAUGING SYSTEM	3,750	3,750	-	-	7,500	7,500	-	-	-
A74 17 STREAM GAUGING SYSTEM	75,000	-	-	-	75,000	7,500	-	7,500	60,000
ART 55 14 OPEN SPACE MANAGEMENT	5,439	-	-	-	5,439	4,555	-	-	885
TOTAL CONSERVATION	88,375	3,750	-	-	92,125	19,555	-	7,500	65,070
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 LEDGE ROAD LANDFILL CLOSURE	(66,950)	66,950	-	-	(0)	-	-	-	(0)
ART 25 16 LEDGE ROAD LANDFILL STABILIZATION	2,572,728	194,771	-	-	2,767,499	475,240	-	50,745	2,241,515
TOTAL LAND FILL STUDY	2,520,888	261,721	-	-	2,782,609	475,240	-	50,745	2,256,624

Town of Andover Capital Projects Fund Fiscal 2018									
DESCRIPTION	Fiscal 2018								
	07/01/17 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	06/30/18 Balance
ART 48 02 MAIN ST IMPROVEMENTS	6,149	1,000	-	-	7,149	4,816	-	-	2,333
A25 14 BALLARD FS LAND PURCHS	199,150	-	-	-	199,150	-	-	-	199,150
ARTT 26 14 BALLARDVALE ADDITION	192,267	-	-	-	192,267	56,700	-	39,600	95,967
A21 14 GIS DATA UPDATE	30,000	-	-	-	30,000	-	-	-	30,000
ART 48 17 PARKING STUDY IMPLEMENTATION	123,000	-	-	-	123,000	-	-	117,920	5,080
ART 49 17 REC PK/POMPS SECURITY	65,000	-	-	-	65,000	43,062	-	-	21,938
ART 51 17 REDUNDANT FIBER	300,000	-	-	-	300,000	-	-	-	300,000
ART 38 18 PARKING STUDY IMPLEMENTATION	-	-	-	75,000	75,000	-	-	-	75,000
ART 39 18 DOWNTOWN IMPROVEMENTS	-	-	-	100,000	100,000	-	-	-	100,000
RESERVE FOR PREMIUM - CP	-	-	-	100,223	100,223	-	-	-	100,223
TOTAL OTHER	915,566	1,000	-	275,223	1,191,789	104,578	-	157,520	929,691
ART 27 96 REPAINT WATER	37,863	-	-	-	37,863	-	-	-	37,863
ART 30 00 WATER MAIN DISTRIBUTION	3,308	-	-	-	3,308	-	-	-	3,308
ART 18 03 WATER STORAGE TANK REHAB	-	2,600	-	-	2,600	681	-	1,919	-
ART 20 03 WATER PLANT IMPROVEMENTS	101,565	6,400	-	-	107,965	21,810	-	174	85,981
ART 25 04 WATER METERS	317	-	-	-	317	-	-	-	317
ART 32 06 WATER METERS	175,708	-	-	-	175,708	42,392	-	4,310	129,006
ART 46 07 WATER DISTRIBUTION	2,230	-	-	-	2,230	2,230	-	-	-
ART 47 07 WATER PLANT PUMPS	2,398	-	-	-	2,398	-	-	-	2,398
ART 30 09 WATER SUPPLY IMPROVEMENTS	115,243	-	-	-	115,243	111,578	-	3,665	-
ART 65 09 WATER PLANT ROOF REPLACE	161,721	-	-	-	161,721	-	-	-	161,721
ART 34 10 WATER PLANT HVAC & EQUIP	113,033	-	-	-	113,033	36,070	-	76,930	33
ART 42 11 WATER MAIN CONST/RECONST	212,374	8,498	-	-	220,871	219,971	-	900	-
ART 44 11 VARIABLE SPEED UMP	45,481	17,880	-	-	63,360	48,034	-	15,326	-
ART 35 12 MAJOR WATER MAIN REPLACEMENT	174,149	84,757	-	-	258,907	178,129	-	80,777	0
ART 43 12 WATER DISTRIBUTION MAINTENANCE	315	-	-	-	315	315	-	-	0
ART 44 13 WATER VEHICLES	20,139	-	-	-	20,139	-	-	-	20,139
ART 45 13 WATER DIST FLUSHING PROGRAM	5,182	3,856	-	-	9,038	-	-	3,856	5,182
ART 41, 13 MAJOR WATER MAIN REPLACEMENT	40,215	-	-	-	40,215	40,215	-	-	(0)
ART 42, 13 WATER DISTRIBUTION MAINT	24,765	18,455	-	-	43,220	43,130	-	-	90
ART 26, 13 HYDRANT INFRASTRUCTURE	144,484	-	-	-	144,484	82,596	-	-	61,888
A58 14 WATER/SEWER RATE STUDY	55,275	-	-	-	55,275	-	-	-	55,275
ART 56 WATER MAIN REPLACEMENT PROJECTS	(787,558)	932,558	1,308,000	247,000	1,700,000	1,147,596	-	79,292	473,113
ART 57 15 WATER PLANT GAC REPLACEMENT	-	196,274	-	-	196,274	156,267	-	40,007	-
ART 44 16 WATER STORAGE TANK REPAIR	168,393	164,116	-	-	332,508	134,935	-	73,203	124,370
ART 41 16 WATER MAIN REPLACEMENT	500,000	-	-	-	500,000	-	-	-	500,000
ART 27 17 WATER MAIN PROJECT	-	-	464,300	35,700	500,000	271,550	-	422,675	(194,225)
ART 28 17 HYDRANT REPLACEMENT	100,000	-	-	-	100,000	-	-	-	100,000
ART 30 17 WTP ELECTRIC SUBS REPLACEMENT	-	-	276,800	23,200	300,000	113,174	-	186,826	-
ART 31 17 BANCROFT HIGH LIFT PUMPS	-	-	464,300	35,700	500,000	56,791	-	693,209	(250,000)
ART 38 17 WTP HEATING SYSTEM	-	-	93,500	6,500	100,000	-	-	-	100,000
ART 26 18 HYDRANT REPLACEMENT PROG	-	-	-	100,000	100,000	-	-	-	100,000
RESERVE FOR PREM - WATER	-	-	-	102,973	102,973	-	-	-	102,973
TOTAL WATER	1,416,599	1,435,392	2,606,900	551,073	6,009,964	2,707,464	-	1,683,069	1,619,432
ART 26 17 WATER & SEWER VEHICLES	100,000	-	-	-	100,000	-	-	-	100,000
ART 29 17 ENMORE ST RECONSTRUCTION	575,000	-	-	-	575,000	43,862	-	181,328	349,810
ART 24 18 WATER & SEWER VEHICLES	-	-	-	195,000	195,000	-	-	-	195,000
TOTAL WATER/SEWER	675,000	-	-	195,000	870,000	43,862	-	181,328	644,810
ART 32 04 SENIOR CTR PLANS	1,716	-	-	-	1,716	-	-	-	1,716
ART 27 07 TOWN BLDG RENOVATION	0	121,343	-	-	121,343	121,343	-	-	0
ART 49 08 PARKS & GROUNDS BUILDING	-	275,763	-	-	275,763	152,722	-	123,042	-
ART 36 08 FIRE DPW VEHICLES	974	-	-	-	974	-	-	-	974
ART 34 09 B'VALLE FIRE REPLACEMENT	66,095	-	-	-	66,095	550	-	-	65,545
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	6,000	5,163	-	6,000	17,163	3,288	-	1,875	12,000
ART 22 12 TECH INFRASTRUCTURE	25,718	893	-	-	26,611	664	-	886	25,061
ART 24 12 TOWN BLDG MAINTENANCE	52,375	1,490	-	-	53,865	53,865	-	-	-
ART 37 13 ANNUAL COMPUTER REPLACEMENT	240,863	-	-	-	240,863	175,094	-	-	65,768
ART 45 13 PAY AND DISPLAY	18,493	-	-	-	18,493	-	-	-	18,493
B39 14 TOWN & SCHOOL ENERGY	4,723	1,026	-	-	5,749	914	-	112	4,723
B40 14 TECH HARD/SOFTWARE	(53)	-	-	-	(53)	(53)	-	-	-
B43 14 BUILD & FACILITY MAINT	107,378	2,890	-	-	110,268	4,074	-	2,890	103,304
B52 14 SCHOOL BLDG MAINT/RENOV	16,693	13,148	-	-	29,841	13,612	-	1,172	15,057
ART 29 15 PUB SAFETY COM UPGRADES	-	30,031	-	-	30,031	30,031	-	-	-

Town of Andover Capital Projects Fund Fiscal 2018									
DESCRIPTION	Fiscal 2018								
	07/01/17 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	06/30/18 Balance
ART 48 02 MAIN ST IMPROVEMENTS	6,149	1,000	-	-	7,149	4,816	-	-	2,333
A25 14 BALLARD FS LAND PURCHS	199,150	-	-	-	199,150	-	-	-	199,150
ART 26 14 BALLARDVALE ADDITION	192,267	-	-	-	192,267	56,700	-	39,600	95,967
B38 15 SAFETY & SECURITY COMM UPGRADES	411,611	4,000	-	-	415,611	48,926	-	20,000	346,686
B46 15 TOWN BLDG AND FACILITY MAINT	152,676	27,288	-	-	179,964	53,293	-	73,306	53,365
ART 31 15 TWN & SCHOOL ENERGY INITIATIVES (FC)	250,447	-	-	-	250,447	47,653	-	35,539	167,255
ART 38 16 TOWN & SCHOOL ENERGY INITIATIVES (FC)	226,618	14,876	-	-	241,494	39,657	-	68,079	133,757
ART 35 16 1:1 LEARNING INITIATIVE (Free Cash)	54,504	-	-	-	54,504	34,328	-	-	20,176
ART 36 16 SCHOOL PROJECTORS (Free Cash)	162,520	691	-	-	163,211	163,211	-	-	-
ART 28 16 TOWN BLDG AND FACILITY MAINTENANCE	(231,000)	464,119	315,250	34,750	583,119	469,288	-	101,323	12,508
ART 57 16 MEMORIAL PLA YSTEAD	(96,220)	96,220	108,650	11,350	120,000	120,000	-	-	1
ART 32 16 MUNI SVCS FACILITY DESIGN	1,000	-	-	-	1,000	-	-	-	1,000
ART 55 16 DEYERMOND FIELD LIGHTS (Free Cash)	-	17,504	-	-	17,504	17,494	-	-	10
ART 33 17 MUNICIPAL SVCS FACILITY	-	-	8,868,000	132,000	9,000,000	10,173,853	-	5,948,617	(7,122,470)
ART 43 17 MAJOR TWN BLDG PROJECTS	-	-	288,300	31,700	320,000	205,094	-	43,975	70,931
ART 44 17 TOWN & SCHOOL ENERGY	-	-	270,800	29,200	300,000	100,962	-	94,555	104,484
ART 45 17 HP/WH SCHL AIR COND	-	-	449,100	50,900	500,000	41,912	-	733,088	(275,000)
ART 46 17 SAFETY & COMM UPGRADE	-	-	-	-	-	31,348	-	56,309	(87,657)
ART 52 17 BOS & SCH COMMITTEE ROOM UPGRADE	50,000	-	-	-	50,000	-	-	933	49,068
ART 53 17 BALLARDVALE FIRE DESIGN	300,000	-	-	-	300,000	-	-	-	300,000
ART 54 17 WH HP ACCESSIBILITY	173,100	26,900	-	200,000	400,000	52,992	-	347,008	-
STREETLIGHT LED REPLACEMENT	-	-	447,012	-	447,012	447,012	-	-	-
TOTAL MUNI BUILDING	2,006,156	1,103,345	10,747,112	495,900	14,352,512	12,603,127	-	7,652,708	(5,903,323)
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 33 11 STORM DRAINAGE IMPROVE	2,919	-	-	-	2,919	2,919	-	-	-
ART 42 12 HIGHPLAIN@FISHBROOK	163,761	19,705	-	-	183,466	-	-	-	183,466
B20 14 HOLT RD SIDEWALK CONSTR	9,977	-	-	-	9,977	-	-	-	9,977
B22 14 HYDRANT MAINTENANCE	500,000	-	-	-	500,000	-	-	-	500,000
ART 44 MINOR STORM DRAIN IMPROVEMENTS	56,894	38,470	-	-	95,364	90,056	-	-	5,308
ART 45 SIDEWALK CONSTRUCTION - WOBURN	1,203	-	-	-	1,203	-	-	-	1,203
ART 62 SIDEWALK CONSTRUCTION - RIVER ST	49	118,934	-	-	118,983	112,256	-	6,593	134
ART 60 15 FINISH CHARLES CIRCLE	23,062	-	-	-	23,062	5,238	-	-	17,824
TOTAL ROAD/STORM DRAIN	1,320,062	177,110	-	-	1,497,171	210,468	-	6,593	1,280,110
ART 47 99 PUB SAF ANTENNAS	3,921	-	-	-	3,921	-	-	-	3,921
ART 26 16 PUBLIC WORKS VEHICLES	29,000	-	-	-	29,000	29,000	-	-	-
ART 27 16 FIRE APPARATUS ENGINE	(574,213)	-	233,000	342,000	787	787	-	-	-
ART 41 17 PUB WORKS LARGE VEHICLES	-	-	-	-	-	75,534	-	226,575	(302,109)
ART 42 17 FIRE-REPLACE AMBULANCE	-	-	-	-	-	266,464	-	-	(266,464)
TOTAL PUBLIC SAFETY	(541,293)	-	233,000	342,000	33,708	371,785	-	226,575	(564,633)
GRAND TOTAL	10,925,735	5,239,775	15,647,012	7,131,216	38,943,738	22,492,608	-	10,875,729	5,575,401

TOWN OF ANDOVER					
TRUST-CEMETERY -SPECIAL FUNDS					
IN CUSTODY OF TOWN TREASURER					
YEAR ENDING JUNE 30, 2018					
	BALANCE				BALANCE
FUND	July 1, 2017	DEPOSITS	INCOME	DRAWN	June 30, 2018
STABILIZATION	6,264,080	-	58,458	-	6,322,538
OPEB ART 21, 2010	7,668,276	1,648,721	636,085	-	9,953,081
ESTATE S.P. WHITE	16,636		264	-	16,900
POLICE DRUG ACCOUNT	13,822	124,199	92	104,606	33,508
TOWN 400TH CELEBRATION	10,984	-	104	-	11,088
SENIOR CENTER PROGRAMS	709,757	-	6,774	12,000	704,531
STABILIZATIONFUND - BOND PREM	1,278,308	-	11,782	100,000	1,190,090
J. GREELEY	7,555	-	72	-	7,627
MARGARET G. TOWLE	345,826	-	-	-	345,826
MARGARET G. TOWLE	70,067	149	3,910	14,397	59,728
JOHN CORNELL	59,631	-	564	1,450	58,745
DAVID & LUCY SHAW	58,836	-	557	-	59,393
W.L. RAYMOND	66,621	-	631	-	67,252
A.J. LINCOLN	24,399	-	387	-	24,786
E.I. RAYMOND	3,609	-	34	-	3,643
TAYLOR	2,551	-	24	-	2,576
SPRING GROVE	1,162,484	29,323	11,370	6,000	1,197,178
SPRING GROVE FLOWERS	32,198	-	296	2,950	29,544
EMILINE LINCOLN	2,457	-	23	-	2,481
EMMA J. LINCOLN	1,346	-	13	-	1,359
CONSERVATION FUND	75,345	102	715	-	76,163
SMART	19,012	-	180	30	19,162
FARRINGTON	2,268	-	21	30	2,259
BALLARDVALE	1,508	-	14	50	1,472
ALLEN	182	-	2	30	154
EMS BELL LIBRARY TRUST	57,526	547	-	-	58,072
ELDERLY TAXATION FUND	23,158	706	-	-	23,864
MUNICIPAL AFFORDABLE HOUSING	108,934	87,110	1,000	-	197,044
POLICE FEDERAL DRUG ACCT	25,983	-	53	-	26,036
DRAPER	21,155	-	200	-	21,355
RICHARDSON	1,871	-	18	-	1,889
A & AV LINCOLN	1,396	-	13	-	1,409
RAFTON (INTEREST)	7,552	557	72	-	8,181
RAFTON (PRINCIPAL)	599	-	-	-	599
CONROY	2,149	-	20	-	2,170
AMERICAN LEGION	1,585	-	15	-	1,600
CHRIS MAYNARD BOOKS	5,123	-	49	-	5,172
HOLT	964	-	9	-	973
	18,155,753	1,891,414	733,823	241,543	20,539,447
INTERNAL SERVICE FUNDS					
INSURANCE	96,452	-	1,278	30,618	67,113
UNEMPLOYMENT COMPENSATION	286,342	160,000	3,146	92,297	357,190
WORKERS COMPENSATION	178,104	14,096	-	-	192,200
TOWN INSURANCE HEALTH	3,200,937	27,319,055	12,688	25,507,382	5,025,298
TOTAL INTERNAL SERVICE FUNDS	3,761,835	27,493,151	17,112	25,630,297	5,641,801
GRAND TOTAL ALL TRUST FUNDS	21,917,588	29,384,565	750,934	25,871,840	26,181,248

**TOWN OF ANDOVER, MASSACHUSETTS
ANALYSIS OF BONDS AUTHORIZED AND UNISSUED
ACTIVITY FOR FY2018**

ARTICLE	PROJECT NAME	AUTHORIZATION JULY 1, 2017	NEW AUTHORIZATION	BONDING	PAID DOWN	AUTHORIZATION JUNE 30, 2018
SEWER ENTERPRISE						
ART 64 2007	SHAWSHEEN PUMPING STATION	350,000				350,000
ART 33 2008	SHAWSHEEN RIVER OUTFALL SEWER	2,200,000				2,200,000
		2,550,000	-	-	-	2,550,000
WATER ENTERPRISE						
ART 36 2012	WATER PLANT BACKWASH TANK	300,000				300,000
ART 56 2015	WATER MAIN REPLACEMENT PROJECTS	1,555,000		1,308,000	247,000	-
ART 41 2016	WATER MAIN REPLACEMENT PROJECTS	1,000,000				1,000,000
ART27 2017	WATER MAIN REPLACEMENTS	3,000,000		464,300	35,700	2,500,000
ART 30 2017	WATER TREAT PLANT ELECTRIC SUBS REPLAC	500,000		276,800	23,200	200,000
ART 31 2017	BANCROFT HIGH LIFT PUMPS	750,000		464,300	35,700	250,000
ART 38 2017	WATER TREAT PLANT HEATING SYSTEM	300,000		93,500	6,500	200,000
ART 25 2018	WATER MAIN REPLACEMENT PROJECTS	-	3,000,000			3,000,000
ART 27 2018	WATER TREAT PLEANT ELECTRIC SUBS REPLAC	-	5,000,000			5,000,000
ART 30 2018	DALE STREET PUMPING STATION REPLACE	-	360,000			360,000
		7,405,000	8,360,000	2,606,900	348,100	12,810,000
TOTAL ENTERPRISE FUNDS		9,955,000	8,360,000	2,606,900	348,100	15,360,000
GENERAL GOVERNMENT						
ART 31 2008	LANDFILL CLOSURE	6,695,000				6,695,000
		6,695,000	-	-	-	6,695,000
SCHOOL						
ART 59 2009	BANCROFT FEASIBILITY STUDY	363,000				363,000
ART 3A 2010	BANCROFT SCHOOL PROJECT	14,559,805				14,559,805
ART 3A 2010	BANCROFT SCHOOL PROJECT #2	1,086,748				1,086,748
ART 40 2015	SCHOOL SITE IMP - WEST ELEMENTARY	319,000				319,000
ART 45 2017	HIGH PLAIN/WOODHILL AIR CONDITIONING	775,000		449,100	50,900	275,000
ART 47 2017	MAJOR SCHOOL PROJECTS	770,000		360,000	40,000	370,000
ART36 2018	MAJOR SCHOOL PROJECTS	-	722,000			722,000
		17,873,553	722,000	809,100	90,900	17,695,553
ROAD AND DRAINAGE						
ART 29 2017	ENMORE STREET RECONSTRUCTION	655,000				655,000
ART48 2018	MINOR STORM DRAIN IMPROVEMENTS	-	300,000			300,000
		655,000	300,000	-	-	955,000
CONSERVATION AND LAND ACQUISITION						
ART 12 2001	LAND ACQUISITION LOWELL JCT RD	800,000				800,000
ART 23 2002	CONSERVATION FUND	400,000				400,000
		1,200,000	-	-	-	1,200,000
TECHNOLOGY						
ART 40 2014	TECHNOLOGY HARDWARE & SOFTWARE	200,000				200,000
ART 46 2017	SAFETY & COMMUNICATION UPGRADE PHASE 2	300,000				300,000
ART 46 2018	INFO TECHNOLOGY PLATFORM & INFRASTRUCT	-	350,000			350,000
		500,000	350,000	-	-	850,000
TOWN BUILDINGS						
ART 28 2016	TOWN BUILDING AND FACILITY MAINTENANCE	350,000		315,250	34,750	-
ART 29 2016	COLLINS CENTER FAÇADE REPLACEMENT	2,000,000		1,700,000		300,000
ART 33 2017	MUNICIPAL SERVICES FACILITY	17,500,000		8,868,000	132,000	8,500,000
ART 43 2017	MAJOR TOWN BUILDINGS PROJECTS	320,000		288,300	31,700	-
ART 44 2017	TOWN & SCHOOL ENERGY INITIATIVES	420,000		270,800	29,200	120,000
ART34 2018	MAJOR TOWN BUILDINGS PROJECTS	-	775,000			775,000
ART35 2018	TOWN & SCHOOL ENERGY INITIATIVES	-	565,000			565,000
ART41 2018	CENTER AT PUNCHARD DESIGN SERVICES	-	160,000			160,000
		20,590,000	1,500,000	11,442,350	227,650	10,420,000
MISCELLANEOUS						
ART 27 2016	FIRE APPARATUS ENGINE	575,000		233,000	342,000	-
ART 57 2016	MEMORIAL PLAYSTEAD PLAYGROUND	120,000		108,650	11,350	-
ART 41 2017	PUBLIC WORKS VEHICLES - LARGE	450,000				450,000
ART 42 2017	FIRE APPARATUS REPLACEMENT - AMB 2	270,000				270,000
ART32 2018	PUBLIC WORKS VEHICLES - LARGE	-	555,000			555,000
ART 33 2018	FIRE APPARATUS REPLACEMENT - LADDER	-	1,100,000			1,100,000
		1,415,000	1,655,000	341,650	353,350	2,375,000
TOTAL GENERAL GOVERNMENT		48,928,553	4,527,000	12,593,100	671,900	40,190,553
GRAND TOTAL		58,883,553	12,887,000	15,200,000	1,020,000	55,550,553

SECTION V: 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 Board of Selectmen.

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 by-law 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 Board of Selectmen and by citizen petition. The Board of Selectmen 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 at 7:00 P.M. each night unless otherwise indicated. Traditionally, the Moderator will not start the discussion of an article after 10:15 P.M. unless, in the opinion of the Moderator, there is overwhelming sentiment and good reason to do so. Since the Town Meeting **must** be acted on *in toto*, some flexibility must be available for the final session.

Town Meeting Time, a handbook on the principles directing Town Meeting, is available to the public at most bookstores. 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 Selectmen. It considers and adopts an operating budget, and considers other matters which require Town Meeting action such as zoning changes, street acceptances, by-law 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 Board of Selectmen and by Citizen Petition. The order is determined by the Selectmen.

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.

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

TOWN MANAGER - Appointed by the Board of Selectmen, 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 Manager with the approval of the Board of Selectmen, it advises Town Meeting on a range of planning and zoning matters.

CONSERVATION COMMISSION - (7) Appointed by the 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. 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.

The Selectmen 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 Selectmen 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 Selectmen 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.

**VOLUNTEER TO SERVE ON A
BOARD, COMMITTEE, COMMISSION OR TASK FORCE**

Much of the business of town government is conducted by appointed volunteers who contribute generously of their time and effort. The Town of Andover currently has numerous appointed commissions, councils, and committees with members typically serving three-year terms. Although the frequency of meetings varies depending on the responsibilities and workload of the particular commission, council, or committee, most conduct meetings either monthly or biweekly.

If you are interested in serving your town as an appointed volunteer, please fill out an online [form](https://andoverma.gov/Volunteer) at <https://andoverma.gov/Volunteer>. When vacancies occur on a particular commission, council, or committee, the appointing authority will typically review the forms on file and seek input from the remaining members for finding a replacement. For additional information on a specific commission, council or committee, please contact the chairperson or a member thereof.

APPENDIX

CHANGES TO OUR 2019 FINANCE COMMITTEE REPORT

This year you will notice changes in the Finance Committee Report. We have expanded the table of contents to help you locate the information that you need. We have added an Appendix at the end of our report. To conserve resources, we have removed certain pages which were published in the Manager’s Budget and Capital Improvement Plan. We have provided the list of links below to the www.andoverma.gov website for those of you who would like more in-depth information on budget and capital improvement matters. Additional links are provided that lead to more comprehensive information on matters that relate to this year’s warrant articles.

<i>Links to Resources and Documents</i>	
Town of Andover Charter and Bylaws	www.andoverma.gov/charter
Town of Andover FY2020 Budget	www.andoverma.gov/FY2020budget
Town of Andover FY2020	www.andoverma.gov/CIP2020
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
Housing Production Plan	www.andoverma.gov/housingplan
Revenue and Expenditure Task Force	www.andoverma.gov/RevExpen
Annual Town Report	www.andoverma.gov/AnnualReport
Articles 51 and 52- Proposed Sign Bylaw	www.andoverma.gov/TownMeeting

USES OF FUNDS RECONCILIATION

	<u>Town Mgr Budget</u>	<u>FinCom Book</u>	<u>Difference</u>	<u>Explanation</u>
Town Depts	42,014,545	42,107,545	93,000	Health Ins Budget Reduction Inc (\$70,000 Ladder Aide, \$23,000 Library Salary)
School Dept	85,604,808	85,929,808	325,000	Health Ins Budget Reduction (\$250,000 Personal Services, \$75,000 Full Day Kindergarten Offset)
Health Insurance	22,074,808	21,340,842	(733,966)	Reduction of Proj Increase from 8.0% to 4.8% (\$690,966), Add'l 70/30 Split (\$43,000)
Debt Service	15,149,623	15,149,625	2	Rounding
Retirement	11,110,355	11,410,355	300,000	Chap 70 Increase
<u>Water & Sewer</u>				
Water Expenditures	5,510,644	5,347,042	(163,602)	Expenditures not adjusted to TM recommend before budget released
Sewer Expenditures	2,941,578	2,988,024	46,446	Expenditures not adjusted to TM recommend before budget released
Water Maintenance Article	<u>300,000</u>	<u>-</u>	<u>(300,000)</u>	Inadvertently left off warrant
Total Water & Sewer	8,752,222	8,335,066	(417,156)	
Other Obligations	5,862,462	5,878,427	15,965	Add rounding to Other Local Expenditures
Capital Projects	3,963,698	3,963,698	-	
Offset Expenditures	2,273,992	2,273,992	-	
Warrant Articles	<u>4,368,870</u>	<u>4,368,870</u>	<u>-</u>	
Total Uses	<u>201,175,383</u>	<u>200,758,228</u>	<u>(417,155)</u>	

Note: Offset Expenditures in FinCom original adjusted to move Other Available Funds - Budget to Other Obligations

TAX BILL PROJECTION CALCULATION

	A	B	C	D	E	F	G	H	I	J	K	L	M
		Projected Property Tax Total	*Projected* Total Tax Due To Exempt Debt	*Projected* Total Tax Levy	Excess Levy Capacity	*Projected* Tax Levy w/ Excess Levy	Projected (Avg.) Single Family Tax Bill (Levy Limit)	*Projected* Tax Due to Debt Exclusion	Projected (Avg.) Single Family Tax Bill (at Levy Limit)	% Increase	Tax Due to Excess Levy	Projected (Avg.) Single Family Tax Bill (Excess Levy)	% Increase
FY2019		\$ 142,600,951	\$ 3,902,896	\$ 146,503,847	\$ 1,133,565	\$ 145,370,282	\$ 9,784	\$ 266	\$ 10,050	4.78%	\$ 77	\$ 9,973	3.98%
FY2020		\$ 148,637,564	\$ 3,782,989	\$ 152,420,553	\$ 300,000	\$ 152,120,553	\$ 10,126	\$ 248	\$ 10,374	4.03%	\$ 20	\$ 10,354	3.83%
FY2021		\$ 154,825,092	\$ 3,530,110	\$ 158,355,202	\$ 300,000	\$ 158,055,202	\$ 10,481	\$ 231	\$ 10,712	3.45%	\$ 20	\$ 10,692	3.26%
FY2022		\$ 161,167,308	\$ 3,003,961	\$ 164,171,269	\$ 300,000	\$ 163,871,269	\$ 10,848	\$ 196	\$ 11,043	3.29%	\$ 20	\$ 11,024	3.10%

"TLGR"	Tax Levy Growth Rate	3.50%
"cy"	Current Year	
"py"	Prior Year	

If your assessed property value is...

FY 2019 Property Tax Bill	\$ 4,581	\$ 7,635	\$ 9,973	\$ 12,216	\$ 18,324
FY 2020 Projected Increase	\$ 175	\$ 292	\$ 382	\$ 468	\$ 702
FY 2020 Projected Property Tax	\$ 4,756	\$ 7,927	\$ 10,355	\$ 12,684	\$ 19,026

COMPOUNDED ANNUAL GROWTH RATES ("CAGR")		
	AVG. SINGLE FAMILY RESIDENCE ASSESSED VALUE	AVG. SINGLE FAMILY TAX BILL
FY2014 - 2019	5	3.51%
FY2009 - 2019	10	1.19%
		3.52%

15.27	Tax Rate
3.83%	Projected % Increase

HISTORICAL AVG. SINGLE FAMILY ASSESSED VALUE & TAX BILL							
FISCAL YEAR	TAX RATE	AVG. SINGLE FAMILY RESIDENCE ASSESSED VALUE	AVG. SINGLE FAMILY TAX BILL	DOLLAR INCREASE	TAX % INCREASE	TAX WITHIN 2 1/2% LIMIT	TAX DUE TO DEBT EXCL.
FY2019	15.27	\$ 653,104	\$ 9,973	\$ 381	3.98%	\$ 9,707	\$ 266
FY2018	15.64	\$ 613,261	\$ 9,591	\$ 422	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	\$ 545,070	\$ 7,967	\$ 183	2.35%	\$ 7,800	\$ 167
FY2012	14.15	\$ 550,129	\$ 7,784	\$ 304	4.06%	\$ 7,573	\$ 211
FY2011	14.12	\$ 528,775	\$ 7,480	\$ 241	3.33%	\$ 7,276	\$ 204
FY2010	13.19	\$ 548,860	\$ 7,239	\$ 186	2.63%	\$ 7,022	\$ 217
FY2009	12.16	\$ 580,087	\$ 7,054	\$ 255	3.80%	\$ 6,825	\$ 229

REVENUE AND EXPENDITURE PROJECTIONS		10/15/18	3/19/2019	FY2020 PROJECTION	FY2021 PROJECTION	FY2022 PROJECTION	FY2023 PROJECTION	FY2024 PROJECTION	FY20 ASSUMPTIONS
REVENUES		FY2019 RECAP	FY2020 PROJECTION	FY2021 PROJECTION	FY2022 PROJECTION	FY2023 PROJECTION	FY2024 PROJECTION	FY2024 PROJECTION	FY20 ASSUMPTIONS
PROPERTY TAXES									
Prior year Tax Levy Limit	156,417,582	142,600,950	148,637,563	154,825,092	161,167,308	167,668,081	174,051,572	167,668,081	Beginning tax levy limit based on full levy FY18
Annual Increase	3,410,440	3,565,024	3,715,939	3,870,627	4,029,183	4,191,702	4,371,589	4,191,702	Additional 2.5% allowed by law
Certified New Growth	2,772,929	2,471,589	2,471,589	2,471,589	2,471,589	2,471,589	2,471,589	2,471,589	New growth estimate based on 3-yr. avg.
Unused Tax Levy Capacity	(1,133,562)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	Unused Levy ATM 2015
TOTAL	141,467,385	148,337,563	154,525,092	160,867,308	167,388,081	174,051,572	174,051,572	174,051,572	
ADDITIONAL PROP 2 1/2 PROPERTY TAXES									
Debt Service Exclusion (Existing)	3,981,010	3,859,110	3,601,449	3,068,924	2,740,312	2,344,818	2,344,818	2,344,818	Existing bonded projects
Less Premium Adjustment	(78,114)	(76,121)	(64,963)	(64,963)	(58,586)	(52,209)	(52,209)	(52,209)	Per Town Act calculation
TOTAL	3,902,896	3,782,989	3,530,110	3,003,961	2,681,726	2,292,609	2,292,609	2,292,609	
STATE AID									
Charter Tuition/Capital Assessment Reimbursement	10,895,662	11,454,144	11,683,227	11,916,891	12,155,229	12,398,324	12,641,418	12,884,512	2% Increase
Reserve for Direct Expenditures (C/S Offsets)	46,474	45,508	45,508	45,508	45,508	45,508	45,508	45,508	Level
Veterans Benefits	49,780	70,363	70,363	70,363	70,363	70,363	70,363	70,363	Level
Vet. Blind, Surv Spouse Exempt	39,662	41,074	41,074	41,074	41,074	41,074	41,074	41,074	Level
State Owned Land	207,959	213,475	213,475	213,475	213,475	213,475	213,475	213,475	Level
General Municipal Aid	1,847,539	1,897,423	1,953,371	1,974,079	2,013,560	2,053,852	2,094,144	2,134,436	2% Increase
TOTAL	12,830,454	13,751,378	14,004,861	14,277,233	14,555,063	14,838,429	15,121,270	15,408,692	
GENERAL LOCAL REVENUES									
Motor Vehicle Excise	5,309,811	5,526,858	5,526,858	5,526,858	5,526,858	5,526,858	5,526,858	5,526,858	5 Year Average
Licenses/Permits	2,732,111	2,878,357	2,878,357	2,878,357	2,878,357	2,878,357	2,878,357	2,878,357	
Fines	426,345	434,834	434,834	434,834	434,834	434,834	434,834	434,834	
Penalties/Interest	339,848	308,910	308,910	308,910	308,910	308,910	308,910	308,910	
General Government	292,378	561,402	561,402	561,402	561,402	561,402	561,402	561,402	
Fees	82,813	121,310	121,310	121,310	121,310	121,310	121,310	121,310	
Investment Income	81,252	141,159	141,159	141,159	141,159	141,159	141,159	141,159	
Meals Tax	550,528	565,345	565,345	565,345	565,345	565,345	565,345	565,345	
Hotel/Motel Excise	1,699,677	1,793,321	1,793,321	1,793,321	1,793,321	1,793,321	1,793,321	1,793,321	
Medicaid Reimbursement	353,279	366,924	366,924	366,924	366,924	366,924	366,924	366,924	
Library/Other	-	3,633	-	-	-	-	-	-	
Miscellaneous/PILOTS	382,000	307,964	315,663	323,555	331,644	339,935	348,226	356,924	Increase 2.5%
TOTAL	12,250,042	13,010,017	13,014,083	13,021,975	13,030,064	13,038,355	13,046,646	13,054,937	
OFFSET LOCAL REVENUES									
Community Services	583,510	583,510	583,510	583,510	583,510	583,510	583,510	583,510	Based on avail bal/reserved direct exp within dept. budgets
Youth Services	4,482	4,482	4,482	4,482	4,482	4,482	4,482	4,482	
Elder Services	106,000	106,000	106,000	106,000	106,000	106,000	106,000	106,000	
Municipal Facilities	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	
Spring Grove Cemetery	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	
Police Off-Duty Fee	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	
Ambulance	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000	
TOTAL	2,219,510	2,223,992	2,223,992	2,223,992	2,223,992	2,223,992	2,223,992	2,223,992	
ENTERPRISE FUNDS									
Water and Sewer Rates and Operating Reserves	14,556,160	14,686,689	15,589,307	16,034,187	16,105,165	16,105,165	16,105,165	16,404,096	Reserved direct expenditure in GF Dept Budget
TOTAL	14,556,160	14,686,689	15,589,307	16,034,187	16,105,165	16,105,165	16,105,165	16,404,096	Actual Debt Offset - Final Payment FY22
OTHER AVAILABLE FUNDS - BUDGET									
Off-Street Parking Fund (Operating Budget)	138,883	140,073	140,000	140,000	140,000	140,000	140,000	140,000	Cemetery Maintenance
Cable - Technology P&I	239,637	235,850	189,000	122,000	122,000	6,000	6,000	6,000	Youth Center Exp
Generatory Perpetual Care	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	Wetlands
Andover Youth Foundation	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
CD&P Wetland fees	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
TOTAL	439,520	436,923	390,000	323,000	323,000	201,000	201,000	201,000	
OTHER AVAILABLE FUNDS - ARTICLES									
Cable IT	200,000	372,570	300,000	300,000	300,000	300,000	300,000	300,000	Cable Funds IT-2 (CIP 10/31/18)
Cable Operating	453,902	445,000	445,000	445,000	445,000	445,000	445,000	445,000	
Water/Sewer Reserves and Articles	445,000	885,000	875,000	875,000	875,000	875,000	875,000	875,000	Water DPW 12-S225K, DPW 16 - \$10K DPW 17-S100K, DPW 18-S450K
Water/Sewer Reserves Operating	49,304	48,807	543,006	950,396	1,916,933	2,530,936	2,530,936	2,530,936	Water/Sewer Projections 10/31/18
Overly Surplus	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	FY20 Revaluation
Parking Funds	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	Per FY20-FY24 CIP (10/31/18)
Elder Service Stabilization Transfer	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	Estimate
Bond Premium Stabilization	100,000	147,877	1,618,006	1,705,396	1,705,396	1,705,396	1,705,396	1,705,396	
TOTAL	1,366,206	1,478,677	1,618,006	1,705,396	1,705,396	1,705,396	1,705,396	1,705,396	
FREE CASH									
Capital Projects Articles	2,514,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	SIAM S&I S800K Fire Retro
Operating Budget - FY18	2,200,000	-	-	-	-	-	-	-	Snow & Ice - FY16
Other Articles	-	-	-	-	-	-	-	-	
TOTAL	4,714,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	
* GRAND TOTAL REVENUES *	193,746,173	200,758,228	206,086,451	211,457,052	218,857,013	226,895,788	234,878,133	242,878,133	
INCREASE OVER PRIOR YEAR	5.40%	3.60%	2.70%	2.60%	3.50%	3.70%	3.70%	3.70%	

REVENUE AND EXPENDITURE PROJECTIONS

	10/15/18		3/19/2019		FY2021		FY2022		FY2023		FY2024		FY20 ASSUMPTIONS
	FY2019	RECAP	FY2020	PROJECTION	FY2021	PROJECTION	FY2022	PROJECTION	FY2023	PROJECTION	FY2024	PROJECTION	
EXPENDITURES													
OBLIGATIONS													
Retirement	10,371,337		11,410,355	11,910,301	12,771,561	13,694,754	14,680,776	15,588,495	16,500,000	17,420,000	18,350,000	19,280,000	ARB 1/18 Funded 2035 7.2% Increase Per Year less est AHA Increase 10%
Insurance/Workers Comp	967,703		1,064,473	1,170,921	1,288,013	1,416,814	1,558,495	1,709,000	1,875,000	2,050,000	2,235,000	2,430,000	Increase 0% FY20 - FY24
Unemployment Compensation	160,000		160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	Increase 8%
Health Insurance	21,592,695		22,629,144	24,439,476	26,394,634	28,506,204	30,786,701	33,249,000	35,894,000	38,728,000	41,750,000	44,970,000	Retiree Savings to OPEB/Contribution Change
Health Insurance Savings Offset to OPEB	(769,703)		(906,194)	(951,058)	(999,079)	(1,039,042)	(1,080,604)	(1,124,000)	(1,168,000)	(1,212,000)	(1,256,000)	(1,300,000)	EF 7/17 Emp. 30%/Town 70% HMO Plans 20 New per Yr
Health Insurance Savings New Employee Contributions	(160,917)		(382,108)	(535,705)	(720,000)	(942,106)	(1,191,044)	(1,466,000)	(1,760,000)	(2,080,000)	(2,420,000)	(2,780,000)	Final Cherry Sheet/Increase 2.5%
Other State Assessments	836,811		828,625	849,341	892,574	942,000	990,000	1,038,000	1,086,000	1,134,000	1,182,000	1,230,000	Reval Year 2020
Overlay	830,407		1,200,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	Increase 2.5%
OPEB Original	647,185		663,365	679,949	696,947	714,371	732,230	750,000	767,500	785,000	802,500	820,000	Per OPEB Funding Schedule
OPEB A additional Retiree Savings	769,703		906,194	951,054	999,079	1,039,042	1,080,604	1,124,000	1,168,000	1,212,000	1,256,000	1,300,000	Increase 3%
Technical Schools	628,300		647,149	666,563	686,560	707,157	728,372	749,600	770,825	792,050	813,275	834,500	Per TM Projection/OPEB/Est Retirement Included
Water and Sewer Operating Budget	8,428,801		8,335,066	8,986,842	9,228,148	9,476,334	9,724,520	9,972,706	10,220,892	10,469,078	10,717,264	10,965,450	Cherry sheet offsets
Reserve for Direct Expenditures	46,474		45,508	45,508	45,508	45,508	45,508	45,508	45,508	45,508	45,508	45,508	Overlay/count judgments, deficits to be raised
Other Local Expenditures (Deficits to be Raised)			168,042	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	
TOTAL	44,348,796		46,769,619	49,363,197	52,249,839	55,272,437	58,969,462	62,788,000	66,720,000	70,720,000	74,770,000	78,920,000	
DEBT SERVICE													
Existing Non-Exempt General Fund Debt	4,525,684		5,007,174	4,743,066	4,646,312	4,241,564	4,015,402	3,800,000	3,590,000	3,380,000	3,170,000	2,960,000	Actual Debt
Appropriated/Not Borrowed Non-Exempt General Fund	279,376		1,277,851	1,635,636	1,630,100	1,595,759	1,556,293	1,516,759	1,477,273	1,437,787	1,398,301	1,358,815	Per 11/15/18 Actual Borrowing
New General Fund CIP PROJECTS	909,982		909,982	895,615	880,000	865,000	850,000	835,000	820,000	805,000	790,000	775,000	Per 10/31/18 GF Debt Analysis
Cable Funds - Technology	239,637		235,850	189,000	122,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	Actual Cable Funds Offset
BAN Interest non-exempt	80,000		80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	
General Fund Bond Issue Expense	105,000		105,000	105,000	105,000	105,000	105,000	105,000	105,000	105,000	105,000	105,000	
Existing Water and Sewer Debt	4,413,212		4,253,463	4,109,704	3,904,255	3,699,802	3,494,350	3,288,897	3,083,444	2,877,991	2,672,538	2,467,085	Actual Debt
New Water and Sewer CIP PROJECTS			296,175	1,984,865	1,864,865	3,207,430	4,135,508	5,069,508	5,998,508	6,927,508	7,856,508	8,785,508	Per 12/4/18 Water/Sewer Projections
Water and sewer BAN interest/bond expense	35,000		35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	
New Exempt Debt													
Existing Exempt Debt - School and Public Safety Center	3,981,010		3,859,110	3,601,449	3,068,924	2,740,312	2,344,818	1,949,322	1,553,826	1,158,330	762,834	367,338	Actual Debt
TOTAL	14,568,901		15,149,623	16,313,144	17,201,631	17,939,453	18,588,370	19,237,292	19,886,114	20,534,956	21,182,800	21,830,642	
Capital Projects Fund from taxation													
Capital Projects Fund from taxation	3,265,077		3,963,698	5,698,077	4,321,018	3,381,789	3,420,528	3,460,267	3,500,000	3,540,000	3,580,000	3,620,000	FY20-FY24 CIP Actual Requests
TOTAL	3,265,077		3,963,698	5,698,077	4,321,018	3,381,789	3,420,528	3,460,267	3,500,000	3,540,000	3,580,000	3,620,000	
OFFSET/AVAILABLE FUNDS EXPENDITURES													
Offset Local Revenues	2,119,510		2,273,992	2,223,992	2,223,992	2,223,992	2,223,992	2,223,992	2,223,992	2,223,992	2,223,992	2,223,992	
Other Available Funds - Budget	193,883		195,072	265,000	265,000	265,000	265,000	265,000	265,000	265,000	265,000	265,000	Parking(\$140,073)/Wetlands(\$25,000)/A VS(\$30,000)
TOTAL	2,313,393		2,469,065	2,488,992									
ARTICLES													
Transfer to Stabilization Fund	100,000												
Capital Projects Articles - Free Cash	2,314,000		3,000,000	1,200,000									
Operating Budget (S&D) - FY18 - Free Cash	2,400,000		885,000	875,000									
Articles from Water/Sewer reserves	445,000		40,000										
Parking Funds	75,000												
Elder Services Stabilization Transfer	12,000												
Cable Operating	452,902												
Articles from taxation	17,000		33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	Transp-\$14K/Civic Events-\$5K/Fireworks-\$14K
Other A available Funds	238,000		410,870	306,000	306,000	306,000	306,000	306,000	306,000	306,000	306,000	306,000	Cable Funds IT-2 Cemetery-\$6K/Overlay-\$32K
TOTAL	6,053,902		4,368,870	2,414,000	714,000								
* TOTAL DEDUCTIONS *	70,650,069		72,720,875	76,277,410	76,975,480	79,796,671	84,741,353	89,720,000	94,695,000	99,670,000	104,645,000	109,620,000	
BAL. FOR TOWN & SCHOOL OPERATING BUDGETS	123,096,105		128,037,353	129,809,041	134,481,572	139,060,342	142,154,435	145,239,500	148,324,569	151,409,638	154,494,707	157,579,776	
\$ INCREASE FOR TOWN & SCHOOL OPERATING BUDGET	4,126,830		4,941,249	1,771,688	4,672,531	4,578,770	3,094,093	2,233,000	1,577,569	922,569	467,734	228,734	
% INCREASE OVER PRIOR YEAR	3.47%		4.01%	1.38%	3.60%	3.40%	2.23%	1.38%	0.94%	0.47%	0.23%	0.10%	
SCHOOL OPERATING BUDGET													
\$ Inc/Dec	81,786,197		85,069,324	86,240,781	89,342,549	92,381,312	94,442,533	96,503,754	98,564,975	100,626,196	102,687,417	104,748,638	
% Inc/Dec	2,741,839		3,283,127	1,171,457	3,101,768	3,038,764	2,061,220	1,577,569	922,569	467,734	228,734	113,734	
	3.47%		4.01%	1.38%	3.60%	3.40%	2.23%	1.38%	0.94%	0.47%	0.23%	0.10%	
TOWN OPERATING BUDGET (inc Water/Sewer Alloc)													
\$ Inc/Dec	41,309,907		42,968,029	43,560,028	45,127,775	46,662,119	47,702,684	48,743,249	49,783,814	50,824,379	51,864,944	52,905,509	
% Inc/Dec	1,384,991		1,658,122	591,999	1,567,747	1,534,344	1,040,565	762,834	467,734	228,734	113,734	58,734	
	3.47%		4.01%	1.38%	3.60%	3.40%	2.23%	1.38%	0.94%	0.47%	0.23%	0.10%	

PROJECTION WITHIN PROP 2.5% WITH UNBALANCED BUDGET

	FY19	FY20	FY21	FY22	FY23	FY24
	RECAP	PROJECTION	PROJECTION	PROJECTION	PROJECTION	PROJECTION
Prior Year Levy	136,417,582	142,600,951	148,637,563	154,825,091	161,167,308	167,668,079
2.5% Increase	3,410,440	3,565,024	3,715,939	3,870,627	4,029,183	4,191,702
New Growth	2,772,929	2,471,589	2,471,589	2,471,589	2,471,589	2,471,589
Unused Levy Capacity	(1,133,565)	(300,000)	-	-	-	-
Override			-	-	-	-
Exempt Debt Service	3,902,896	3,782,989	3,530,110	3,003,961	2,681,726	2,292,609
Total Property Taxes	145,370,282	152,120,552	158,355,201	164,171,269	170,349,805	176,623,979
State Aid	12,830,454	13,751,378	14,004,861	14,277,233	14,555,053	14,838,429
Local Receipts	12,250,042	13,010,017	13,014,083	13,021,975	13,030,064	13,038,355
Free Cash Flow for CIP & Articles	4,714,000	3,000,000	1,200,000	-	-	-
Other Revenues	2,068,088	2,151,642	2,162,092	2,154,315	2,093,532	2,156,820
TOTAL REVENUES	177,232,866	184,033,589	188,736,237	193,624,792	200,028,454	206,657,583
Total Debt/Obligations/Capital	54,136,761	55,996,236	58,557,197	58,773,220	60,598,113	64,133,148
Town	40,585,445	42,107,545	43,265,502	44,455,304	45,677,825	46,933,965
School	82,510,658	85,854,808	89,074,363	92,414,652	95,880,201	99,475,709
KG offset	-	75,000	75,000	75,000	75,000	75,000
Total Appropriations for Operations	123,096,104	128,037,353	132,414,866	136,944,956	141,633,026	146,484,674
TOTAL APPROPRIATIONS	177,232,865	184,033,589	190,972,063	195,718,176	202,231,139	210,617,822
BALANCE	0	0	(2,235,825)	(2,093,384)	(2,202,685)	(3,960,238)
Total Levy	141,467,386	148,337,563	154,825,091	161,167,308	167,668,079	174,331,370
Annual Increase		4.86%	4.37%	4.10%	4.03%	3.97%

PROJECTION WITH OVERRIDE TO MEET LONG RANGE FINANCIAL PLAN BALANCED BUDGET

	FY19	FY20	FY21	FY22	FY23	FY24
	RECAP	PROJECTION	PROJECTION	PROJECTION	PROJECTION	PROJECTION
Prior Year Levy	136,417,582	142,600,951	148,637,563	157,060,917	163,459,029	170,017,093
2.5% Increase	3,410,440	3,565,024	3,715,939	3,926,523	4,086,476	4,250,427
New Growth	2,772,929	2,471,589	2,471,589	2,471,589	2,471,589	2,471,589
Unused Levy Capacity	(1,133,565)	(300,000)	-	(198,337)	(146,329)	-
Override			2,235,825	-	-	1,552,499
Exempt Debt Service	3,902,896	3,782,989	3,530,110	3,003,961	2,681,726	2,292,609
Total Property Taxes	145,370,282	152,120,552	160,591,027	166,264,653	172,552,490	180,584,218
State Aid	12,830,454	13,751,378	14,004,861	14,277,233	14,555,053	14,838,429
Local Receipts	12,250,042	13,010,017	13,014,083	13,021,975	13,030,064	13,038,355
Free Cash Flow for CIP & Articles	4,714,000	3,000,000	1,200,000	-	-	-
Other Revenues	2,068,088	2,151,642	2,162,092	2,154,315	2,093,532	2,156,820
TOTAL REVENUES	177,232,866	184,033,589	190,972,063	195,718,176	202,231,139	210,617,822
Total Debt/Obligations/Capital	54,136,761	55,996,236	58,557,197	58,773,220	60,598,113	64,133,148
Town	40,585,445	42,107,545	43,265,502	44,455,304	45,677,825	46,933,965
School	82,510,658	85,854,808	89,074,363	92,414,652	95,880,201	99,475,709
KG offset	-	75,000	75,000	75,000	75,000	75,000
Total Appropriations for Operations	123,096,104	128,037,353	132,414,866	136,944,956	141,633,026	146,484,674
TOTAL APPROPRIATIONS	177,232,865	184,033,589	190,972,063	195,718,176	202,231,139	210,617,822
BALANCE	-	-	-	-	-	-
Total Levy	141,467,386	148,337,563	157,060,917	163,260,692	169,870,764	178,291,609
Annual Increase		4.86%	5.88%	3.95%	4.05%	4.96%

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*

US POSTAGE
PAID
ANDOVER, MA
PERMIT NO. 41

*****ECRWSS*
RESIDENTIAL CUSTOMER
ANDOVER, MA 01810

PLEASE BRING THIS REPORT WITH YOU TO TOWN MEETING

**Monday, April 29, 2019
7:00 P.M.**

**J. EVERETT COLLINS CENTER
ANDOVER HIGH SCHOOL AUDITORIUM**