

**Town of Andover**  
**Planning & Zoning Commission**  
**Public Hearing Minutes**  
Tuesday, June 20<sup>th</sup>, 2023 – 7:00pm  
Location: Hybrid meeting  
(via Zoom & in Community Room at Town Hall, 17 School Road, Andover)

Members Present: Jed Larson, Anne Cremè, Leigh Ann Hutchinson, Anne Blanchard, Scott Person, Susan England

Members Absent: Steve Nelson, Kevin Arnesen

Town Administrator: Eric Anderson

Town Attorney: Dennis O'Brien

Zoning Attorney: Mark Branse

Board of Selectmen: Adrian Mandeville, Paula King, Jeff Murray

Zoning Agent: Jim Hallisey

Board of Finance: Joanne Hebert, Louise Goodwin

Board of Education: Superintendent Valerie Bruneau, Gerry Cremè, Shannon Loudon, Celeste Willard

BSC Group: Matt Stephan

Leading Edge Builders: Serge Arel, Erik Sanderson

PegArch LLC: Matt Pegolo

Andover Fire Department: Ron Mike, Mike Lester

Senior Transportation: Cathy Palazzi

Members of the Public also present.

## **1. Call to Order**

Jed Larson called the meeting to order at 7:00pm.

## **2. Reconvene Public Hearing**

**APPLICATION OF TOWN OF ANDOVER Applicant seeking to construct a Community Center at 25 School Road, Andover. Proposed project consists of a 2,386.25 s.f. building, parking and associated site work**

Order of discussion:

- Applicant give updates on changes to site plan from last Public Hearing
- Commission questions
- Review list of concerns from Andover Elementary School
- Public Comment
- Close or Continue Public Hearing

Eric Anderson shared screen – presenting second half of application. Representing the Town: Eric Anderson (Town Administrator), Dennis O'Brien (Town's Attorney), Matt Stephan (BSC Group), Serge Arel ? and Erik Sanderson (Leading Edge Builders), Matt Pegolo (PegArch LLC)

Matt Stephan reviewed updates and changes to the plans from the previous Public Hearing including: community well location, removal of pickle ball courts, added legend for plan set, added comprehensive parking table, discussed percentage of lot coverage, water quality treatment, and modified drainage system.

Eric Anderson reviewed the updated lighting plan – designer re-assessed site plan and illumination

Matt Pegolo briefly reviewed the architectural design: 2 floors in building, walk-out basement, main level at street level, vestibule in entrance, ADA accessible restrooms, conference room, kitchen, office, storage room, small multi-purpose room, first floor will have large multi-purpose room – lower level will also have ADA accessible restroom, mechanical room, and storage. Building will have a ductless mini split system for heating and cooling to be energy efficient, also vaulted ceilings with fans. No elevators or stairs connecting floors.

Reviewed exterior: updated signage, asymmetrical roof to maximize solar capacity, will have plantings and landscaping. Patio/concrete slab for outdoor activities, reviewed exterior materials for siding and roofing.

Zoning Agent Jim Hallisey – feels concerns presented in previous Public Hearing have been addressed

Eric Anderson discussed parcels, lot coverage and property area compliance

Commission Questions & Discussion:

Acoustics in multi-purpose room, style of building to fit more with the Town, naming of building (Andover Senior Center vs Andover Community Center) – Adrian Mandeville weighed in on topics of discussion

Matt Pegolo displayed a drawing with the updated building signage.

Erik Sanderson discussed the construction signage process – all parties will approve signage before construction begins, the builder will speak with the Town and School during the build process on updates

Town response to Board of Education concerns: (Eric Anderson shared screen with listing)

- Fire Chief and Fire Marshall response to evacuation plans, emergency vehicle access. Superintendent Valerie Bruneau reviewed current evacuation plan from Andover Elementary School and ideas for evacuation during construction
- Response from BSC Engineering regarding fueling station: fuel will be delivered to equipment on site, no fuel stored on site
- Schedule/time line: once application is approved -> RFP stage -> site work -> utilities -> deliveries. A few weeks' time between the RFP stage and site work. Deliveries will be coordinated to not interfere with pick up & drop off times. Project completion time – 9 to 10 months. Updates will be communicated to School Principal on a bi-weekly basis.
- Dumpster location will be within the construction zone secured with a temporary fence
- Loading Zone: following construction completion will have 'no parking' signs and striping, area to be used to unload seniors and residents visiting building

- Barriers to prohibit vehicle traffic in certain areas during construction, trees, proposed septic tank location near playground (will be inside construction area), handicapped parking, no smoking areas
- Parking: all municipal parking is effectively shared, meet regulation on parking spaces. Shannon Loudon (BOE) weighed in on regulations for parking and maintenance of grounds. Mark Branse and Eric Anderson added information into discussion

Addition questions & comments from Commission:

- Memorandum of Understanding for use between Town & School
- Zoning Agent Jim Hallisey read letter of comments from Town Engineer (attached to minutes)

Public Comment:

Joanne Hebert – commented on Board of Education/Board of Selectmen meeting addressing concerns, would like to see both sides come together to begin build

Anne Blanchard – discussed Inland/Wetland compliance

Adrian Mandeville – provided information from Building Committee meetings, communication issues need to be addressed

### **3. Close Public Hearing (or continue with written request of the Applicant)**

### **4. Adjournment**

Jed Larson closed the Public Hearing at 8:44pm.