

**MINUTES OF THE ANDOVER TOWNSHIP LAND USE BOARD MEETING HELD  
NOVEMBER 21, 2017**

**OPEN MEETING:** Chairman Howell called the meeting to order at 7:30 p.m. and led the flag salute.

**OPEN PUBLIC MEETINGS ACT NOTICE:** Chairman Howell read the following statement: This is an open public meeting of the Andover Township Land Use Board. Notice of this meeting was given in accordance with the Open Public Meetings Act, Chapter 231, Public Law 85.

**ROLL CALL:**

Ken Roberts – Present  
Paul Messerschmidt, Vice Chairman – Present  
CeCe Pattison – Absent  
Ellsworth Bensley, Jr., – Present  
Dolores Blackburn – Present  
Eric Olsen – Present  
John O'Connell – Present  
Richard Skewes – Present  
Mildred DiIorio [Alternate I] – Present  
Steven Kepreos [Alternate II] – Present  
Suzanne Howell, Chairman – Present

**BOARD PROFESSIONALS:** The Board's professionals were excused.

**MINUTES:** *Minutes of the Andover Township Land Use Board Meeting Held October 3, 2017:* A motion to approve was made by Richard Skewes and seconded by John O'Connell. There was no discussion. Roll Call: Ken Roberts – yes, Paul Messerschmidt – yes, Ellsworth Bensley, Jr., – yes, Dolores Blackburn – yes, Eric Olsen – yes, John O'Connell – yes, Richard Skewes – yes, Mildred DiIorio – yes, Suzanne Howell – yes. The motion carried.

*Minutes of the Andover Township Land Use Board Meeting Held October 17, 2017:* A motion to approve was made by Ellsworth Bensley, Jr., and seconded by Ken Roberts. There was no discussion. Roll Call: Ken Roberts – yes, Paul Messerschmidt – yes, Ellsworth Bensley, Jr., – yes, Dolores Blackburn – yes, Eric Olsen – yes, John O'Connell – yes, Richard Skewes – yes, Suzanne Howell – yes. The motion carried.

**RESOLUTIONS:** A-8-17-1, Logan, Stephen. "C" Variance. Block 6 Lot 6: A motion to adopt the resolution as presented was made by Ken Roberts and seconded by Paul Messerschmidt. There was no discussion. Roll Call: Ken Roberts – yes, Richard Skewes – yes, Paul Messerschmidt – yes, John O'Connell – yes, Mildred DiIorio – yes, Suzanne Howell – yes. The motion carried.

**COMPLETENESS REVIEWS:** There were no matters scheduled.

**HEARING:** There were no matters scheduled.

**PUBLIC PORTION:** Chairman Howell opened the meeting to the public for general comments and inquiries.

No members of the public addressed the Board.

Chairman Howell closed the meeting to the public.

**OLD/NEW BUSINESS:**

**Liaison Reports** — Open Space Committee, Township Committee, Environmental Commission, Sustainable Andover, Redevelopment Subcommittee:

- **Open Space Committee** — No comments were made.
- **Andover Township Committee** — Dolores Blackburn presented that Tom Walsh received a Mayor of the Year award. She stated he acknowledged the contributions of Land Use Board in his acceptance speech. Ms. Blackburn provided an update on train station matters.
- **Environmental Commission** — Eric Olsen presented the group elected to join ANJEC to attain resources that may advance the Commission's initiatives. He also related that the trail map project would post trail maps on trail kiosks in the first quarter of 2018. He stated the maps would also be available as a PDF down load.
- **Sustainable Andover** — No comments were made.
- **Redevelopment Subcommittee** — A review of a draft study was tabled. Ms. Blackburn noted a Board approved redevelopment bill was pulled for review post Land Use Board approval. She agreed to work with the Manager's Office to discuss the Township Committee's role in redevelopment/planning administration.
- **Planning:**
  - Drive thru Draft Ordinance — John O'Connell presented ordinance revisions. The Board discussed the proposed changes and accepted the revisions. Mr. O'Connell agreed to make changes as discussed and forward them to the land use office.
  - Professional Appointments — Board members received resumes submitted in response to the Board's advertisements. Eric Olsen

distributed *Potential criteria for reviewing proposals/bids for Andover Township Land Use Board professions, Draft criteria and questions.* The Board reviewed the handout. Ken Roberts agreed to chair a subcommittee. The subcommittee agreed to meet and invite select professionals to the December 5, 2017 meeting.

**Scheduling:** Chairman Howell confirmed the December 5, 2017 and December 19, 2017 meeting dates.

**VOUCHERS:** Board members reviewed the vouchers. A motion to approve was made by Paul Messerschmidt and seconded by John O'Connell. All were in favor. The motion carried.

**ADJOURNMENT:** Having no further business, a motion to adjourn was made by Ellsworth Bensley, Jr., and seconded by John O'Connell. All were in favor. The meeting concluded at 8:40 p.m.

Minutes respectfully submitted by:

*/s/Anne-Marie Wilhelm*  
Anne-Marie Wilhelm  
Land

Use

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