

## AGENDA

- 7:00 p.m. Public Comment.
- 7:05 p.m. Brendhan Zubricki - Presentation of his Town Administrator's Report for the period November 27 through December 12<sup>th</sup>, 2014, regarding the following:
- Town Administrator's Performance Review and Goal Setting
  - Revision of Town Clerk Position Description
  - Approval of Part-Time Assistant Town Clerk Position Description
  - Next Steps for Federal Channel Realignment
  - FEMA Flood Map Appeal Update
  - Town Hall Health/Safety Project Designer Change Order
  - Town Hall East Wall Repair Change Order
  - Potential Demolition of Structure at 1 Robbins Island Road
  - Streetlight Inventory and Purchase Price Analysis
  - Preliminary Draft of Selectmen's FY16 Capital Plan
  - Preliminary Draft of Selectmen's FY16 Operating Budget
  - School Budget Discussion Group Meeting and Tentative Budget Hearing
  - School District Tentative Budget Hearing
  - Unexpected Increase in Vocational School District Assessment
  - Transmittal of DEP Quarterly Report
- 7:30 p.m. Conomo Point Planning Committee and Northern Conomo Point Design Subcommittee to discuss preliminary proposal for consultant work regarding northern Conomo Point.

### Other Business:

- Approve the weekly warrant in the amount of \$71,297.79.
- Approve the minutes for the Selectmen's December 1<sup>st</sup>, 2014, Open Meeting and Executive Session.
- Vote to accept the resignation of Shirley Singleton from the Conservation Commission.
- Consider opening the Winter Flats.
- Consider use of the Town Events Fund to cover \$584.00 in Police expenses associated with the Clam Fest.
- Consider the appointment of Amelia Hamlen to the Council on Aging, pending the performance of a CORI check.
- Consider Chief Silva's recommendation to appoint Michael C. Juliano to the position of Special Police Officer.

- Appoint Matt Coogan to serve as the Town's representative to Eight Towns & the Great Marsh Coalition to finish a partial term of 1 year ending 6/30/15.
- Consider the status of the Centennial Grove Committee.
- Authorize the signature of a contract with ADP Payroll Services outside of a meeting with full ratification at the Board's first meeting in January, since contract will be available now and the end of the calendar year.
- Authorize Chairman to lock electric supply rate for calendar year 2016.
- Vote to sign a certification to the Alcoholic Beverages Control Commission stating that the estimated temporary increased resident population of Essex as of July 10, 2015 will be 3650.
- Vote to sign the Alcohol License Renewal Certification 2015.
  
- Annual Town Meeting:
  - Vote to schedule the Annual Town Meeting for Monday, May 4<sup>th</sup>, 2014, to be held in the Essex Elementary School Gymnasium, starting at 7:30 p.m.
  - Vote to Open the Warrant for the Annual Town Meeting and accept articles for inclusion in the Warrant until 3:00 p.m. on Monday, March 2, 2015.
  - Vote to accept reports for the Annual Town Report until noon on Monday, February 2, 2015.
- Discuss January Selectmen's Meeting Schedule
  
- Conomo Point Matters:
  - Consider offering a fourth-year Bridge Lease for 11 Beach Circle, Map 19, Lot 95, Philip Menges.
  - See correspondence from Eric and Kathryn Spunt, 4 Conomo Lane, Map 19, Lot 83, regarding a fourth-year Bridge Lease.
  - Taxation at Conomo Point – Discussion and possible vote regarding potential changes in the billing and property tax designation of a property at Conomo Point that may no longer be leased: 4 Conomo Lane, Map 19, Lot 83.
  - 5 Beach Circle/Kelley v. Town: Discussion and possible vote with respect to sale of property in light of pending litigation; Open Session and Executive Session discussions expected.
  - Robbins Island Subdivision Update: Discussion and Possible Vote Regarding Hsia Property Line Dispute; Open Session and Executive Session discussions expected.
  - Signature of deed for sale of property at 8 Town Farm Road per the Board's previously authorized Purchase and Sale Agreement with Robert and Cheryl Oosterman.
  
- Items that could not be reasonably anticipated by the Open Meeting Law posting deadline.

Licensing Board Renewals for 2015:

All Alcohol Package Store License:

- Chebacco Liquor Mart, Inc., John D. Chisholm, Manager, at 201 Western Avenue

All Alcohol Restaurant License:

- Blue Marlin Grille, Inc., Cory Matthews, Manager, at 63 Eastern Avenue
- BN FARM LLC, d/b/a The Farm, Bradley Atkinson, Manager, at 233 Western Avenue
- Cape Ann Golf Course Corp, d/b/a Fairway Pub, James N. Stavros, Manager, at 99 John Wise Avenue
- Essex Fortune Palace, Inc., d/b/a Fortune Palace, Fang M. Liaw, Manager, at 99 Main Street
- Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, Carol E. Shepard, Manager, at 122 Main Street
- Hog Island Inc., d/b/a C.K. Pearl, Patrick Shea, Manager, at 112 Main Street
- Towne Landing, Inc., d/b/a Periwinkles, Thomas L. Guertner, Manager, at 74 Main Street
- Village Restaurant of Essex, Inc., d/b/a Village Restaurant, Kevin Ricci, Manager, at 55 Main Street
- Windward Grill LLC, d/b/a Windward Grille, Timothy Kennefick, Manager, at 109 Eastern Avenue
- Woodman's, Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, Stephen B. Woodman, Manager, at 125 Main Street
- Woodman's, Inc., d/b/a Woodman's Lobster Pool, Stephen B. Woodman, Manager, at 119 Main Street

Restaurant Beer & Wine License:

- Eben Creek Corporation, d/b/a J.T. Farnhams, Joseph K. Cellucci, Manager, at 88 Eastern Avenue

Package Store Beer & Wine License:

- Energy North, Inc., d/b/a Energy Liquors, Abdessamad Madkour, Manager, at 156 Main Street

Automatic Amusement Device License Renewal:

- Cape Ann Golf Course Corp, d/b/a Fairway Pub, James N. Stavros, Manager, at 99 John Wise Avenue

Antiques License:

- Ebb & Flow LLC, Alison Taylor, at 166 Eastern Avenue
- Howard's Flying Dragon Antiques, Edwin M. & Laura B. Howard
- Ellen Neily Antiques, Ellen Neily, at 157 Main Street
- AnnTiques, Ann C. Orcutt, at 2 R Martin Street

- David Neligan Antiques, David Neligan, at 38 Main Street

**Class II License Renewal:**

- Cape Ann Auto Body, Inc., Steven Pascucci, at 19 Grove Street
- Dynamic Auto Brokers, Charles F. Coles, Jr., & Mark Gallagher, at 147 Eastern Avenue
- Foreign Auto Enterprises, Stephen Monell, at 171 Eastern Avenue
- Gullwing Service Co., Inc., d/b/a Paul Russell and Company, Paul Russell, at 106 Western Avenue
- Wright Industries, Inc., Paul Wright, at 22 Western Avenue
- Portside Auto, Eric Holdsworth, at 166 Eastern Avenue

**Common Victualler's License Renewal:**

- Blue Marlin Grille, Inc., Cory Matthews, Manager, at 63 Eastern Avenue
- BN FARM LLC, d/b/a The Farm, Bradley Atkinson, Manager, at 233 Western Avenue
- Cape Ann Golf Course Corp, d/b/a Fairway Pub, James N. Stavros, Manager, at 99 John Wise Avenue
- Chebacco Liquor Mart, Inc., John D. Chisholm, Manager, at 201 Western Avenue
- Energy North, Inc., d/b/a Energy Liquors, Abdessamad Madkour, Manager, at 156 Main Street
- DVR Corp., d/b/a Cape Ann Pizza and Subs, James Roumeliotis, at 65 Eastern Avenue
- Essex Conference & Recreational Center, Stephen Gersh, Manager, at 1 Conomo Point Road
- Eben Creek Corporation, d/b/a J.T. Farnhams, Joseph K. Cellucci, Manager, at 88 Eastern Avenue
- Essex Fortune Palace, Inc., d/b/a Fortune Palace, Fang M. Liaw, Manager, at 99 Main Street
- Essex Seafood, Howard Lane, Manager, at 143 R Eastern Avenue
- Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, Carol E. Shepard, Manager, at 122 Main Street
- Hog Island Inc., d/b/a C.K. Pearl, Patrick Shea, Manager, at 112 Main Street
- Towne Landing, Inc., d/b/a Periwinkles, Thomas L. Guertner, Manager, at 74 Main Street
- Village Market, Madeline M. Emmons, Manager, at 1 Martin Street
- Village Restaurant of Essex, Inc., d/b/a Village Restaurant, Kevin Ricci, Manager, at 55 Main Street
- Windward Grill LLC, d/b/a Windward Grille, Timothy Kennefick, Manager, at 109 Eastern Avenue
- Woodman's, Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, Stephen B. Woodman, Manager, at 125 Main Street

- Woodman's, Inc., d/b/a Woodman's Lobster Pool, Stephen B. Woodman, Manager, at 119 Main Street

**Innholder's Renewal License:**

- Essex Conference & Recreational Center, Stephen Gersh, Manager, at 1 Conomo Point Road

**Sunday Entertainment License Renewal:**

- Hog Island Inc., d/b/a C.K. Pearl, Patrick Shea, Manager, at 112 Main Street
- Woodman's, Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, Stephen B. Woodman, Manager, at 125 Main Street

**Weekday Entertainment License Renewal:**

- Blue Marlin Grille, Inc., Cory Matthews, Manager, at 63 Eastern Avenue
- BN FARM LLC, d/b/a The Farm, Bradley Atkinson, Manager, at 233 Western Avenue
- Cape Ann Golf Course Corp, d/b/a Fairway Pub, James N. Stavros, Manager, at 99 John Wise Avenue
- Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, Carol E. Shepard, Manager, at 122 Main Street
- Hog Island Inc., d/b/a C.K. Pearl, Patrick Shea, Manager, at 112 Main Street
- Towne Landing, Inc., d/b/a Periwinkles, Thomas L. Guertner, Manager, at 74 Main Street
- Woodman's, Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, Stephen B. Woodman, Manager, at 125 Main Street
- Woodman's, Inc., d/b/a Woodman's Lobster Pool, Stephen B. Woodman, Manager, at 119 Main Street

**Licensing Board Possible Renewals for 2015 (if received by meeting time):**

**Antiques License Renewal:**

- Essex Antiquarians, Richard Bevilacqua, at 165 Main Street
- L.A. Landry Antiques, Robert Landry, at 164 Main Street
- Alexander Westerhoff at 18 Eastern Avenue

**Class II License Renewal:**

- GBG Crowley Inc., d/b/a Gaybrook Garage, Michael Crowley, at 152 Western Avenue

**Common Victualler's Renewal License:**

- Down River Ice Cream Corp, Amy Ahearn, at 241 John Wise Avenue
- Essex Pizza & Restaurant, Dimitrios Tegos, at 235 Western Avenue
- Essex River Cruises & Charters, Clifford Amero, at 35 Dodge Street
- Essex River Dogs, Eric Vennerbeck, at 162 Main Street

Executive Session Expected:

- Discussion of pending litigation concerning the case of the Town of Essex v. Leah Maher, et al., Essex Superior Court C.A. No. ESCV2014-00522D.
- Discussion regarding the lease, sale, and value of real property at Conomo Point.
- Discussion of pending litigation concerning the case of Stephen Kelley vs. Town of Essex Board of Selectmen, Civil Docket No. ESCV2014-01582.
- Discussion regarding collective bargaining with AFSCME Local 2905.

REMINDER: The next regular Board of Selectmen's meeting will take place on Monday, January 12, 2015, at 7:00 p.m. in the Library on Martin Street.