

Selectmen's Minutes
Town Hall, 2nd Floor Stage Conference Area

September 10, 2018

Present: Chairman Lisa J. O'Donnell, Selectman Andrew C. Spinney, Selectman Peter D. Phippen, Town Administrator Brendhan Zubricki, and Temporary Selectmen's Assistant Vickie H. Cataldo.

Also Present: Tina Lane, Alden Blodgett

Chairman O'Donnell called the meeting to order at 6:00 p.m. and announced that the Board would hear Public Comment.

Mr. Blodgett brought a letter which he read to the board. His letter suggested two things:

- "When the town meeting warrants are published, the BOS provide written rationales for each of the articles to be voted on, so that residents receive the articles and rationales at the same time. The rationales should provide context for the articles so that people can understand the specific issues and needs that the articles are meant to address and the reason that the board believes each article is the best way to address the need or issue."
- "When the warrants are published, the BOS and Finance Committee also provide the specific amount of money the town is being asked to consider appropriating for each article and include the specific tax implication for each amount. The rationale for the article should include a justification for the expense and the cost to the taxpayers."

Mr. Blodgett also brought up the problem of being able to hear and understand individuals who are speaking at town meetings.

Ms. Lane also mentioned the problem of the sound systems at the school. The BOS and Mr. Zubricki agreed the system in the school's cafeteria is problematic, but the sound in the gymnasium cannot be improved due to the bad acoustics of the room. Mr. Zubricki mentioned the problems from the last meeting to the school's administration, and will follow up with more concrete discussions. He feels that the cafeteria sound system works fine when school staff test it early in the day but that problems arise later, during the Town Meeting, as the sound board heats up. He also indicated that meetings held on the third floor of Town Hall have the ability to be amplified using the new sound system that exists in that location.

OTHER BUSINESS:

The weekly warrant in the amount of \$2,240,826.00 was moved, seconded and unanimously voted.

The minutes for the Selectmen's August 27, 2018, Open Meeting and Executive Session were moved, seconded and unanimously voted.

The appointment of Charles Storey to the Town Building Committee was moved, seconded and unanimously voted.

It was regrettably moved, seconded and unanimously voted to accept the resignation of Michelle Dyer from Finance Committee. She is moving to London.

The Board considered a recommendation from Chief of Police to consistently post Apple Street with a 20 M.P.H. speed limit on a permanent basis. It was moved, seconded and unanimously voted.

CONOMO POINT MATTERS:

The Board considered a proposal to maintain planting bed/drainage swale at Conomo Point Park. A proposal was received from Palazola's Landscaping for \$2,200. Since that seems to be a high price, Mr. Zubricki will research other landscaping businesses for other quotes.

After discussion, it was moved, seconded and unanimously voted to offer leases for northern Conomo Point and certain portions of Robbins Island and Beach Circle as follows (offer letters to be signed and sent by end of September, 2018):

- Category 3: Accessory Lots without Building, 1-Year, Seasonal Leases:
 - 179 Conomo Pt Rd, Map 108, Lot 29 B
 - 165 Conomo Pt Rd, Map 108, Lot 35
 - 159 Conomo Pt Rd, Map 108, Lot 38
 - 162 Conomo Pt Rd, Map 108, Lot 44 B
 - 170 Conomo Pt Rd, Map 108, Lot 47
 - 172 Conomo Pt Rd, Map 108, Lot 48 B
 - 113 Conomo Pt Rd, Map 108, Lot 74
- Category 4: Accessory Lots with Building(s), 1-Year, Seasonal Leases:
 - 9 Conomo Ln, Map 108, Lot 26
 - 173 Conomo Pt Rd, Map 108, Lot 31
 - 163 Conomo Pt Rd, Map 108, Lot 36
 - 21 Middle Rd, Map 108, Lot 49 B
 - Conomo Pt, Map 108, Lot 50
 - 109 Conomo Pt Rd, Map 108, Lot 77B
- Category 7: Seasonal 1-Year Lease for Property with Dwelling:
 - 11 Beach C, Map 108, Lot 79
- Category 8: Robbins Island Accessory Lots with Buildings, Seasonal 1-Year Leases:
 - 43 Robbins Island Rd, Map 108, Lot 15 1
 - 44 Robbins Island Rd, Map 108, Lot 15 2
- Category 10: Lots with Building(s) and No Primary Dwelling Lot, 1-Year, Seasonal Lease:
 - 161 Conomo Pt Rd, Map 108, Lot 37

- 159 Conomo Pt Rd, Map 108, Lot 39
- 155 Conomo Pt Rd, Map 108, Lot 40
- Category 11: Accessory Lots with Building(s) and Septic System Components, 1-Year, Seasonal Lease:
 - 168 Conomo Pt Rd, Map 108, Lot 46

LICENSING:

It was moved, seconded and unanimously voted to approve an application for one-day Wine & Malt license by Georgeanne Richards/Sea Meadow on Friday, September 14, 2018, between 4:00 p.m. and 7:30 p.m., within the confines of Sea Meadows Studio for the Arts, 7 Main Street.

An application for a Commercial Clamming license from Brody Vecchione was moved, seconded and unanimously approved. He stated the application was late because he recently moved back to Essex from Florida.

REMINDERS:

The Board was reminded that the next regular Board of Selectmen's meeting will take place on Monday, September 24, 2018, at 6:00 p.m. in the Stage Conference Area on the 2nd floor of the Town Hall. The Fall Town Meeting will take place on **Tuesday**, October 16, 2018 in the gymnasium at the Essex Elementary School, starting at 7:30 p.m. It will be preceded by a Selectmen's meeting at 6:00 p.m. in the Teacher's Conference Room.

TOWN ADMINISTRATOR'S REPORT

Brendhan Zubricki: Presentation of his Town Administrator's Report for the period August 25th through September 7th, 2018, regarding the following:

Initial Project Manager Work Concerning Public Safety Building Options

The OPM is continuing work on schedule and will soon be assisting with the procurement of a designer for the duration of the project.

Discussion of Potential Topics for Fall Town Meeting

There was much discussion about various items to be presented at the Fall Town Meeting on October 16, 2018. There was also discussion regarding Mr. Blodget's comments received at public comment earlier in the meeting. The Board may revisit these suggestions in the future. The Board gave Mr. Zubricki guidance as to what was expected for Town Meeting, and Mr. Zubricki will develop and present the warrant for signature by the Board at the next meeting, on September 24, 2018. He will also present a Special Election warrant at that time, to accommodate the need to vote on a proposed debt exclusion for the Manchester Memorial School replacement project on November 6, 2018.

Various members of the Town Building Committee appeared at 7:00 p.m.

Committee Members Present: Police Chief Pete Silva, Detective Paul Francis, Stuart Pratt, Chair Lisa O'Donnell. Also in attendance (not on Committee): Officer Ryan Davis.

Since there were only 4 members of the Committee present, they did not have a quorum so could not vote. They were there for discussion only.

The Town Building Committee member present and the Board reviewed the Draft Request for Qualifications (RFQ) seeking an architect for the Town's ongoing public safety building project. All present were inclined to include language on sustainable and resilient design that had been provided in writing by Building Committee Member Nat Crosby. After further discussion, the approval and release of the RFQ was moved, seconded and unanimously voted by the Board of Selectmen. Mr. Zubricki will work with Project Manager NV5 to release the RFQ on September 12, 2018.

The Board considered whether to re-advertise the RFP seeking private property for sale to the Town for public safety building purposes. Options for moving forward with respect to the acquisition of a new parcel were discussed as follows:

- Revise the RFP to allow the property owner to offer a portion of their land, reserving the right to develop the remainder;
- Revise the RFP to increase the radius of distance from Town Hall to 1.25 miles;
- Investigate the possibility of pursuing a uniqueness determination with an individual, willing seller. There are a limited number of properties in Town that would meet the Town's criteria but the Selectmen could engage a willing seller directly, as was the case with the owners of the Village Restaurant.
- Research what a taking by eminent domain would entail. This is a question for Town Counsel.
- The Board decided not to pursue re-advertising the RFP at this time. The Town Building Committee will discuss with the Project Manager on October 4, 2018 whether the firm can help identify a property or properties that would be well-suited to direct negotiation with a property owner.

EXECUTIVE SESSION:

Since there have not been any new developments with respect to the matter pending before the Board, Executive Session was not necessary.

There being no other business before the Board, a motion was made, seconded, and unanimously voted to adjourn the meeting at 8:15 p.m.

Prepared by: _____
Vickie H. Cataldo

Attested by: _____
Andrew C. Spinney