

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

August 13, 2018

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

Also Present: Tina Lane, Colleen Enos, Ramie Reader, Patrick Shea, Wes Burnham, Stuart Pratt, Pete Silva, Paul Francis, Peter Levasseur, Sarah Stanton.

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

There was no public comment. Patrick Shea had other business on the agenda and asked if the matter could be addressed. The Chairman obliged his request to discuss his application for a one-day entertainment license at his establishment, CK Pearl. Mr. Shea explained that he intended to close the establishment to the public all day on September 15, 2018 so that he could host a wedding. He is seeking permission to have amplified music and a PA system, with DJ in the enclosed portion of his deck. His present license only allows for acoustic music at a time earlier than he is seeking for the wedding entertainment, which is 11 p.m. The Board discussed the fact that the area in question is partially enclosed by plexiglass, with the remainder being enclosed by vinyl curtains that can be drawn. The Board asked if Mr. Shea would be able to keep the music and announcements to a reasonable volume and he assured the Board that he could. The bride-to-be (Ms. Stanton) stated that she has experience serving on the Salem licensing board and that she can appreciate the need to keep the volume reasonable. After further deliberation, a motion was made, seconded and unanimously voted to approve an application for one day entertainment license for CK Pearl restaurant on September 15, 2018, from 6-11 PM, to include amplified recorded music and a DJ with PA system.

Conomo Point Matters:

- A motion was made, seconded, and unanimously voted to countersign a tight tank lease addendum for a tight tank at 29 Middle Road, Map 108, Lot 28, Sisk.
- A motion was made, seconded, and unanimously voted to countersign a tight tank lease addendum for a tight tank at 169 Conomo Point Rd. Map 108, Lot 33, Coakley.

Appointments:

- A motion was made, seconded and unanimously voted to approve the hiring of Mr. Michael Harrell of 10 Congress St. in Ipswich as a Special Police Officer and as an Assistant Harbormaster, contingent upon favorably passing all pre-employment drug, medical, and psychological screening.
- A motion was made, seconded and unanimously voted to approve appointment of new probationary firefighter, Ryan Keane, contingent upon favorably passing all pre-employment drug and medical testing.
- After brief discussion, a motion was made, seconded and unanimously voted to approve the Chief of Police's request to hold the annual Essex Police Department

Classic Car show on Sunday, September 9, 2018, from 1 p.m. until 4 p.m., with a rain date of Sunday, September 16, 2018, at the same time.

- A motion was made, seconded and unanimously voted to approve the application for use of Centennial Grove by First Congregational Church of Essex on Sunday, September 9, 2018, from 11 a.m. until 6:00 p.m. for a church picnic, waiving the usual fee.
- A motion was made, seconded and unanimously voted to approve an application for rental of Centennial Grove by Ms. Lindsay Konos on Saturday, August 25, 2018, from 12 noon until 3:00 p.m.

6:30 p.m. Interviews of top three Project Manager firms for public safety facility project.

The Town Building Committee came to order, with eight members present. To begin this portion of the meeting, the Committee members present took a unanimous vote to verify that the three firms which were about to be interviewed represented the committee's final decision.

- 6:30 p.m. – NV5.
Four representatives of the firm NV5 were present for interview. The representatives made a brief presentation and then responded to a variety of questions from Town Building Committee members, Selectmen, and Mr. Zubricki.
- 7:00 p.m. – Vertex.
Two representatives of the Vertex firm were present for interview. The representatives made a brief presentation and then responded to a variety of questions from Town Building Committee members, Selectmen, and Mr. Zubricki.
- 7:30 p.m. – CBI Consulting.
Two representatives of CBI Consulting were present for interview. The representatives made a brief presentation and then responded to a variety of questions from Town Building Committee members, Selectmen, and Mr. Zubricki.

At the conclusion of the interviews, after much deliberation, a motion was made to rank the three finalists as follows: 1) NV5, 2) CBI, 3) Vertex. The motion was seconded and all members of the Town Building Committee were in favor.

The Selectmen then moved on to a discussion relative to the price proposal and engagement process for the top-ranked Project Management firm, NV5. The Committee asked Mr. Zubricki to establish the scope of the cost proposal to include the time period from the August 27, 2018 Special Meeting (when project funding is first considered) through the Annual Town Meeting in May 2019 (when the Town Meeting will vote on the final plan). Mr. Zubricki will be in touch with NV5 to develop a cost proposal in time for the August 27, 2018 Special Town Meeting to consider funding the contract with the firm.

OTHER BUSINESS:

Manchester Essex Regional School Committee Chairman Annie Cameron joined the meeting, along with Committee Member Caroline Weld. They explained that the Committee had come to a final recommendation for the manner of replacement of the Manchester Memorial School, which will carry a total project cost of \$52.3M which, with State Aid, translates to an estimated Essex cost of just over \$13M. They further explained that they had just come from the Essex Finance Committee and that the Committee had unanimously voted to support the project. The Board deliberated over the School Committee's recommendation, referring to materials that had been provided in the past and at the meeting. After much discussion, Chairman O'Donnell entertained a motion for the Essex Board of Selectmen to support the project at its present stage, the Schematic Design stage, as recommended by the School Committee. The motion was seconded and all were in favor.

A motion was made, seconded and unanimously voted to ratify the 8/9/2018 weekly warrant in the amount of \$165,136.88.

A motion was made, seconded and unanimously voted to approve the 8/16/2018 weekly warrant in the amount of \$109,571.92.

A motion was made, seconded and unanimously voted to exempt from Section 20 of chapter 268A of the General Laws, the contracts and amounts for the individuals listed below contained within the 8/9/18 warrant pursuant to subsection (d) of said Section.

<u>NAME</u>	<u>VENDOR</u>	<u>DATE</u>	<u>AMOUNT</u>	<u>DEPT</u>
Ernie Nieberle	Nieberle's Service Station	7/24/18	\$1125.00	Police
Ernie Nieberle	Nieberle's Service Station	7/24/18	\$270.29	Fire
Dave Preen	Preen Plumbing	7/16/18	\$1,035.75	Fire

A motion was made, seconded and unanimously voted to exempt from Section 20 of chapter 268A of the General Laws, the contracts and amounts for the individuals listed below contained within the 8/16/18 warrant pursuant to subsection (d) of said Section.

<u>NAME</u>	<u>VENDOR</u>	<u>DATE</u>	<u>AMOUNT</u>	<u>DEPT</u>
Ernie Nieberle	Nieberle's Service Station	7/24/18	\$2.63	Harbormaster
Ernie Nieberle	Nieberle's Service Station	7/13/18	\$30.00	Highway

A motion was made, seconded and unanimously voted to approve the minutes for the Selectmen's July 30, 2018 Open Meeting.

Those present then had a brief discussion relative to proposals for the sale of property to the Town for a public safety facility. Mr. Zubricki explained that the Town received only one proposal, from Ernie & Wendy Nieberle. The total amount of land proposed for sale did not meet the requirements necessary for lot size (one-acre minimum). Therefore, the proposal does not meet the minimum standard in the RFP and cannot be reviewed further.

Mr. Zubricki further explained that another proposer came to the office at 12:14 p.m. with a proposal in hand, but it was past the clearly-stated deadline of 12:00 p.m. and the proposal was not accepted. Further, Mr. Zubricki explained that another party had visited him to indicate that he would like to make a proposal but that his property is just over a mile from the current public safety building site, which does not meet the minimum standard in the RFP. Chairman O'Donnell suggested that the Town Building Committee therefore probably does not need to meet on August 16, 2018, since the purpose of that meeting would have been to review any valid proposals received. It is possible that the Town could issue a new RFP, with revised standards and criteria in the future.

Mr. Zubricki then reviewed the only remaining item from his Town Administrator's report, review of the draft motions for the upcoming Special Town Meeting. The Board reviewed each draft motion, assigned motion readers, and provided Mr. Zubricki with guidance for minor revisions. Actual costs for the financially-related articles are still forthcoming.

Mr. Zubricki indicated that it had come to his attention via the Shellfish Constable that a commercial clam digger may have harvested well over the weight limit for a single day. He asked the Board if he should set up a hearing in September concerning this potential violation if further investigation suggests that the Town's regulations were not adhered to. The Board was in agreement with that course of action.

The Board was reminded of the following upcoming events:

- The next regular Board of Selectmen's meeting will take place on Monday, August 27, 2018, at 6:00 p.m. in the Teachers' Lounge at the Essex Elementary School.
- A Special Town Meeting will be held at 7:30 p.m. in the Cafeteria at the Essex Elementary School on August 27, 2018.
- The Fall Town Meeting will be held on October 16, 2018 (a Tuesday, as opposed to the usual Monday) at 7:30 p.m. in the gym at the Essex Elementary School.

There being no other business before the Board, a motion was made, seconded, and unanimously voted to adjourn the meeting at approximately 9:00 p.m.

Prepared by: _____
Mary Heeney

Attested by: _____
Andrew C. Spinney