

Selectmen Present: Chairman Mark W. Lynch, Selectman A. Raymond Randall, and Selectman Jeffrey D. Jones

Also Present: Town Administrator Brendhan Zubricki and Selectmen's Assistant Pamela J. Witham

The Chairman called the meeting to order at 7:00 p.m. in the T.O.H.P. Burnham Public Library and announced that the Board would hear Public Comment. There was no public comment.

Anne White, the chief organizer of the Music Festival, appeared before the Selectmen to report on the success of this year's festival. This was the 14<sup>th</sup> year that Ms. White and her husband have run the festival and Ms. White said that she would like to do it for one more year before she steps down. She asked the Selectmen to begin thinking of a replacement to take over when she resigns. This year the festival was a great success in spite of oppressive heat. Ms. White presented the Selectmen with a check for \$1,075.74 to be deposited in the Centennial Grove revolving account. She said that next year she would like to get a new banner, since the one she has now is in pretty bad shape. She said that the festival is supported by the Chamber of Commerce. The Chamber provides the insurance binders necessary for the event. The Selectmen congratulated and thanked Ms. White for a great job and Ms. White left the meeting.

Brendhan Zubricki presented his Town Administrator's Report for the period covering October 13<sup>th</sup> through October 26<sup>th</sup>, regarding the following items:

Fire Truck Bid Opening: Mr. Zubricki reported that he had presided over the bid opening on October 16<sup>th</sup>, 2007, accompanied by the Fire Chief and the Deputy Fire Chief. There had been only one bid received which was from Ferrara Fire Apparatus. The bid was for \$293,834 and the company is willing to give the Town a \$2,000 trade-in allowance on the old fire truck. Mr. Zubricki had received two financing proposals and reminded the Selectmen that they had selected the nine-year lease/purchase option at their last meeting. He said that the quotation from the Town's usual leasing company was the lowest. A motion was made, seconded, and unanimously Voted to award the fire truck contract to Ferrara Fire Apparatus contingent upon the provision of the necessary insurance and bonding documents by the vendor. A motion was also made, seconded, and unanimously Voted to sign the lease/purchase paperwork.

Special Town Meeting Motions: Mr. Zubricki reviewed a draft of the motions to be made at the STM this coming Monday, November 5<sup>th</sup>, and suggested certain persons to present each of the motions. The Selectmen were in agreement with his suggestions. Mr. Zubricki had also prepared a one-page draft summary of the monetary articles to be voted at the meeting. After some discussion, it was decided to include on the sheet only the amount of beginning free cash, the amount that the articles proposed to spend, and the

amount of free cash that would be left if all the articles are passed. The Selectmen also asked Mr. Zubricki to get an updated list of the sources of free cash from the Town Accountant.

In other business, a motion was made, seconded, and unanimously Voted to approve and sign the weekly warrant in the amount of \$569,222.11.

A motion was made, seconded, and unanimously Voted to approve and sign the minutes for the October 15<sup>th</sup>, 2007 Selectmen's Open Meeting.

A motion was made, seconded, and unanimously Voted to approve and sign the minutes for the October 15<sup>th</sup>, 2007 Selectmen's Executive Session.

A motion was made, seconded, and unanimously Voted to approve and sign the minutes for the October 22<sup>nd</sup>, 2007 Selectmen's Open Meeting.

A motion was made, seconded, and unanimously Voted to approve the addition of one member to the Senior Center Committee, making the total number of members nine. A motion was made, seconded, and unanimously Voted to appoint Roger Lander as the ninth member of the Senior Center Committee.

A motion was made, seconded, and unanimously Voted to accept and sign a proposal from MIIA to continue participating in the MIIA Property and Liability program and the MIIA Workers' Compensation program for Fiscal Year 2009 and Fiscal Year 2010.

A motion was made, seconded, and unanimously Voted to approve and sign a contract to allow the Town to become eligible to receive up to \$4,000 in State funds for the FY 2008 Essex Cultural Council.

The Selectmen were reminded that the North Shore Chamber of Commerce is holding a breakfast meeting on Wednesday, October 31<sup>st</sup>, at the Sheraton Ferncroft. Many public officials will be attending, including Senator Tarr. No one from Essex will be able to attend.

Dr. Mark Fregeau and Dr. Joe Buttner from the Biology Department of Salem State College at the Cat Cove Marine Laboratory came before the Selectmen to speak about aquaculture and the shellfish industry. The Deputy Shellfish Warden, the new Shellfish Warden, and some members of the Shellfish Advisory Board were also in attendance. The Northeastern Massachusetts Aquaculture Center at Cat Cove sponsors outreach programs to help citizens, businesses, and towns through education and research. Their softshell clam hatchery continues to increase production of seed clams that have been used to replenish depleted or damaged flats in Massachusetts and Connecticut. The Center has studied all aspects of shellfishing, including the control of known predators such as the invasive green crab. The Center's services are available to analyze sites and

make recommendations regarding safeguards and/or improvements. There are grants available to help with funding, especially if the project could be used for an educational program or to benefit research at the Center. After a question and answer period in which all participated, the Board thanked the doctors for acquainting them with their program's resources. The doctors, the Advisory Board members, the Deputy Shellfish Warden, and the Shellfish Warden left the meeting.

By-law Review Proposal, Kopelman and Paige: Mr. Zubricki reported that we have now received a revised proposal for an overall zoning by-law review from Kopelman and Paige. Mr. Zubricki has already forwarded copies of the Kopelman and Paige proposal and the Bobrowski proposal to the Planning Board for their review and comment. Chairman Lynch suggested also asking the Planning Board if they would be interested in soliciting a third proposal from Horsley and Whitten.

Mr. Zubricki stated that there are no known candidates to fill the Board of Health vacancy left by the resignation of Kelly Hurlburt. It was agreed that Mr. Zubricki would inform the Board of Health that he would be putting an item in the local newspapers announcing the vacancy and asking for interested persons to apply.

The Selectmen were reminded that the next School Committee Meeting will be on Tuesday, October 30<sup>th</sup>, 2007 at 7:30 p.m. in the library at Manchester Essex Regional Middle/High School.

The Special Town Meeting is scheduled for Monday, November 5<sup>th</sup>, at 7:30 p.m. in the Elementary School cafeteria and will be preceded by a BOS meeting at 7:00 p.m. in the lounge.

The Joint Budget Kickoff meeting with the Manchester Essex Regional School District and Manchester Officials will take place on Tuesday, December 4<sup>th</sup>, 2007 at 7:30 p.m. in the High School cafeteria in Manchester. The Selectmen are posted for this meeting.

The Selectmen discussed the current status of the proposed tennis courts in Manchester, as well as the efforts by an Essex group to raise money for the renovation of the tennis courts in Memorial Park in Essex. Since the Manchester Conservation Commission has refused approval of the proposed Manchester site for the new tennis courts, no one has approached either the Essex Board of Selectmen or the Essex Board of Public Works to inquire about Memorial Park as an alternative site. Selectman Jones asked the Selectmen to consider the idea of putting an item on the warrant for the next annual town meeting that would allocate a sum of money from free cash towards the Memorial Park tennis court renovation project.

The Selectmen asked Mr. Zubricki to ask the Planning Board to explore the concept of hiring a professional City/Town Development Planner to assist the Town in developing a "Master Plan" for the Town. The existing Community Development Plan for the Town

created in 2003 with the help of the Metropolitan Area Planning Council could be used as a starting point.

Mr. Zubricki reported that Kelly Whalen has been subpoenaed to give testimony in the case concerning the dispute between Albanese Bros. and a pump manufacturing company. Mr. Whalen may ask the Town to reimburse him for his time and expense in this matter. Mr. Zubricki said there was money in the Sewer Project Closeout Fund that could be used. The Selectmen agreed to consider the request further if received.

Mr. Zubricki said that he had distributed information from the Planning Board to the Selectmen for their review regarding a proposed residential/agricultural district on the north side of town. Selectman Jones recused himself from the discussion, since his residence is inside the proposed district. Chairman Lynch and Selectman Randall asked Mr. Zubricki to forward the information to Town Counsel for review.

Mr. Zubricki said that he has received 3 base maps of Conomo Point from the Metropolitan Area Planning Council. Selectman Jones recused himself from the discussion of the maps. It was agreed that the maps would be reviewed by Chairman Lynch and Selectman Randall and then forwarded by Mr. Zubricki to the Conomo Point Planning Committee for their review and comment. Mr. Zubricki said that he would ask the CPPC Chairman to reserve the Senior Center for the Committee's next meeting so that the maps could be projected on the large screen TV for easy review by all the members.

Mr. Zubricki reported that the pedestrian license agreement with the Village Restaurant has been signed by Mr. Ricci and returned. A motion was made, seconded, and unanimously Voted to sign the agreement.

Mr. Zubricki presented a Resolution in Support of the Mass Recycles Paper! Campaign that the Department of Public Works Superintendent had forwarded to him for the Selectmen's consideration. The resolution states that the Selectmen encourage town employees and town residents to recycle paper to the maximum extent possible. A motion was made, seconded, and unanimously Voted to approve the resolution and a copy is attached to these minutes.

At 8:40 p.m., citing the need to discuss strategy with respect to collective bargaining and real property, the Chairman entertained a motion to move to Executive Session. He invited Mr. Zubricki to attend and said the Board would not be returning to Open Session. The motion was moved, seconded, and per a unanimous Roll Call Vote moved to Executive Session.

The Board returned to Open Session at 8:55 p.m. There being no further business before the Board, a motion was made, seconded, and unanimously Voted to adjourn the meeting.

Prepared by: \_\_\_\_\_  
Pamela J. Witham

Attested by: \_\_\_\_\_  
A. Raymond Randall, Jr.