

Selectmen Present: Chairman Mark W. Lynch, Selectman Jeffrey D. Jones

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

Chairman Lynch 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 one present from the public to offer any comment.

Brendhan Zubricki presented his Town Administrator's Report for the period covering November 3rd through November 13th, regarding the following items:

Fair Share Certification: Mr. Zubricki reported that in order to be exempt from reporting the Health Care Reform Act's "fair share" calculations to the Department of Workforce Development, the Town would have to execute a certification form to verify that the Town has adopted Chapter 32B. Since the Town has already adopted this, Mr. Zubricki recommended signing the form. A motion was made, seconded, and unanimously Voted to approve and sign the form.

Purchase of Police Sport Utility Vehicle: Funding was approved at the Special Town Meeting on November 5th for the purchase of a new SUV to replace the oldest police cruiser. Chief Silva has obtained the final quotation that will allow a trade-in value on the old cruiser of \$3,800. After a brief discussion, a motion was made, seconded, and unanimously Voted to authorize Mr. Zubricki to sign the purchase order for the vehicle and to make the arrangements for the trade of the old cruiser.

In other business, it was agreed to defer approving and signing the minutes for the November 5th, 2007 Selectmen's Open Meeting since the Selectmen's Assistant had forgotten to print them.

The Selectmen signed the appointment cards for Mariko Weston and Eric Gonyon. The appointments to the position of Part-Time Police Officer were previously voted pending successful completion of drug and alcohol screens.

Since Selectman Jones and Town Administrator Zubricki will be participating in the next Teamsters Collective Bargaining Session at 7:30 a.m. on Friday, November 16th, in the Senior Center, it was agreed that Selectman Randall would attend the Essex Division of the Cape Ann Chamber of Commerce meeting at 8:00 a.m. on the same day, at J.T. Farnham's. Selectman Randall will take a supply of flyers announcing the visit of the new-captain-to-be of the USS Essex for hand out at the meeting.

The Selectmen considered the request of Terry Cellucci to close J.T. Farnham's for cleaning and painting from November 26th, 2007 through March 5th, 2008. A motion was made, seconded, and unanimously Voted to allow the closing.

A motion was made, seconded, and unanimously Voted to approve the following licenses and permits:

One-Day Auction Permit:

- Michael March, d/b/a Blackwood March Auctions for use on Wednesday, January 2, 2008, between the hours of 4:00 p.m. and 11:00 p.m., within the confines of 125 Main Street.

One-Day Wine and Malt Permit:

- Essex County Greenbelt Association, Inc. for use on Thursday, November 29, 2007 between the hours of 6:00 and 9:00 p.m. within the confines of the Barn and the Office Buildings at the Cox Reservation at 82 Eastern Avenue.

Mr. Zubricki asked Chairman Lynch and Selectman Jones about their progress completing the required FEMA training course. Selectman Jones has already completed the course and Chairman Lynch plans to do so in the near future.

Chairman Lynch reported that the Conomo Point Planning Committee had held a meeting to review the new maps created by the Metropolitan Area Planning Council. The Chairman asked the Assistant to post the next meeting for the Committee on Wednesday, November 28th, 2007 at the Elementary School.

Mr. Zubricki reported that Kelly Whalen expected that he would be incurring about \$22,500 for his time and legal costs as a result of being subpoenaed to testify in the court case brought by the Pent Air Pump Group against Albanese Bros. Mr. Zubricki said Mr. Whalen has asked the Selectmen to reimburse him for the entire amount. Town Counsel has recommended against paying Mr. Whalen's legal costs, but said that paying him for his time is a policy matter that the Selectmen may wish to consider. A motion was made, seconded, and unanimously Voted to approve the payment of up to \$5,600 (\$140 x 40 hours) to Mr. Whalen to reimburse him for time spent on the case.

Mr. Zubricki told the Selectmen that Tom Ellsworth, a Belcher Street resident, had approached him to ask for permission to make an appointment with the Selectmen to review the proposal for designating a residential/agricultural zone on the north side of Town. The Selectmen agreed to meet with Mr. Ellsworth and asked Mr. Zubricki to make the arrangements once the documents were finished being reviewed by Town Counsel.

Mr. Zubricki said he has received a telephone call from Sally Rich, a Water Street resident. Mrs. Rich has volunteered to fill the position held by Jeffrey Butler on the Essex Housing Authority when and if he tenders his resignation to the Town Clerk.

Mr. Zubricki reported that Mike Costello from the Cape Ann Chamber of Commerce is willing to meet jointly with the Selectmen, the Essex Board of Health, and the Chamber sometime in January or February to discuss guidelines and suggestions for organizing next year's Clam Fest. The Selectmen were in favor of scheduling the joint meeting.

Mr. Zubricki said that he has spoken to Eddie Perkins, the Chairman of the Zoning Board of Appeals, and that Mr. Perkins reported that the ZBA will adopt the 40b regulations.

Mr. Zubricki reported that Chairman Lynch has been attending monthly meetings with Selectmen from other neighboring towns. At one of the recent meetings, the attendees were asked to explore and consider the idea of sharing Department of Public Works equipment among the towns. Mr. Zubricki has asked the DPW Superintendent to review the idea and get back to the Selectmen with his recommendations and possibly a list of equipment to share.

The Selectmen were reminded that the next Board of Selectmen's meeting will be held on Monday, November 26th, 2007 at 7:00 p.m. in the Library. They will meet with the Finance Committee during that meeting to discuss preparation for the Joint Budget Kickoff meeting with the Manchester Essex Regional School District and Manchester Officials scheduled for Tuesday, December 4th, 2007 at 7:30 p.m. in the Manchester High School cafeteria.

It was noted that the Playing Fields Committee will meet at the Manchester Town Hall, in Room 5, at 7:30 p.m. on Wednesday, December 5th, 2007.

There being no further business before the Board, a motion was made, seconded, and unanimously Voted to adjourn the meeting at 7:25 p.m.

Prepared by: _____
Pamela J. Witham

Attested by: _____
A. Raymond Randall, Jr.