

Present: Chairman A. Raymond Randall, Jr., Selectman Mark W. Lynch, Selectman Jeffrey D. Jones, Town Administrator Brendhan Zubricki, Selectmen's Assistant Pamela J. Witham, and Amanda Flitter, Gloucester Times Correspondent.

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.

Brendhan Zubricki presented his Town Administrator's Report for the period covering August 23rd through September 5th, 2008, regarding the following items:

Conomo Point Discussion: Mr. Zubricki reported that while attempting to set up a meeting between Representative Verga, Senator Tarr, Commissioner Sullivan of the Department of Conservation and Recreation, and the Board of Selectmen to discuss future options at Conomo Point, Commissioner Sullivan said he would prefer the Selectmen to work directly with the DCR's planner, Jessica Rowcroft. After some discussion, it was decided that Chairman Randall and Mr. Zubricki would have an introductory conference call with Ms. Rowcroft to discuss ways she may be able to contribute or help with the future planning for Conomo Point before the BOS meeting with the legislators.

Inspection of Town Hall Chimney: Mr. Zubricki said that he had recently asked a chimney expert to inspect one of the Town Hall chimneys after employees had reported hearing what turned out to be several bricks falling inside the chimney. The expert has reported that the brickwork dividing the two flues in the chimney was undermined several years ago when a hole was knocked in the chimney to insert a flue pipe for the large boiler in the Town Hall basement. That brickwork, which is now unsupported, is slowly falling down. The expert also reported missing bricks at the top of the chimney and cracks in the chimney structure. The expert is recommending that liners be inserted in each of the flues and that the brickwork be repointed from the roofline up. The other two chimneys are also in need of repointing, but currently are not in use. The chimney liners will prevent toxic gases from permeating the structure into the office/library space. The chimney expert has quoted a price of approximately \$18,500 to fix the working chimney and about \$5,000 each to repair the other two chimneys. Mr. Zubricki said that he is checking with the architect who recently prepared a comprehensive study of the Town Hall to verify the chimney expert's assessment of the chimneys' condition and recommended repairs. A motion was made, seconded, and unanimously Voted to authorize Mr. Zubricki to seek competitive quotes for the repair of the chimney, pending confirmation by the architect of the expert's findings.

Joint Finance Committee/Youth Commission Meeting: Mr. Zubricki reported that the Town Accountant has provided a snapshot of the revenues and expenses relative the Youth Commission's summer program. It is anticipated that the BOS, the Finance Committee and the Youth Commission will meet jointly on September 22 to discuss the

current status of the Youth Commission's budget after its recent budgetary restructuring earlier this year.

Proposed Special Town Meeting: Mr. Zubricki said that he is proposing a Special Town Meeting on November 3, the day before the November elections and reviewed a list of proposed articles for the Special Town Meeting with the Selectmen.

In a matter related to one of the proposed articles, the Selectmen asked Mr. Zubricki to pursue discussion with the owner of the vacant bank building on Martin Street about the possibility of the Town renting the building and using it for Town Hall office space while a more permanent solution is sought. The Library could continue to use their portion of the Town Hall and the rest of the building could be shut down to save on energy costs.

The Selectmen asked Mr. Zubricki to make a note to remind the Finance Committee to include an amount in the annual Police budget for a replacement cruiser so it will not have to be funded from free cash each year.

Mr. Zubricki reported that the Assessors would like to begin phasing in a budget to pay for flyovers that would facilitate the creation of more accurate town maps. The Selectmen had several questions and asked Mr. Zubricki to make arrangements with Senior Assessor Richard Cairns and the Finance Committee Chairman for a joint discussion of the funding necessary for such a project.

Shellfish Constable Paul Thistlewood and Deputy Constable Steve Hartley appeared before the Selectmen. They reported that the motor on the Shellfish Warden's boat had had a clogged carburetor. Performance of the motor is now improved. However, it is still not performing up to what was originally expected when it was purchased a couple of years ago. After some discussion, it was the general consensus that the motor may be too heavy for the boat. The Selectmen asked Constable Thistlewood to contact the people who originally sold the motor to the Town to ask about swapping the motor for one that is less powerful, perhaps a 25-horse, two-stroke engine and they authorized the swap, if feasible.

Mr. Thistlewood gave Mr. Zubricki the scale specifications for the purchase a second scale to check shellfish harvests. Both constables would like the new scale and the old one to be calibrated.

The Selectmen said that they are requiring the constables to keep a daily journal of their activities and contacts in order to squash rumors that the constables are not out policing the flats.

It was decided that the Shellfish Advisory Commission would be asked to meet with the constables and the Board of Selectmen on October 22nd to discuss possible changes to the shellfish regulations and fishing practices such as flexible digging quotas, rotation of flat closure, seed propagation, etc.

Constable Thistlewood said that the ECO dispatchers are supposed to check the rainfall gage at the station each morning and call him with the reading so he can go out and post the flats that should be closed to fishing as a result of too much rainfall. They have not been calling on a consistent basis. The Selectmen advised him to discuss the matter with the Police Chief.

The constables also mentioned that the Bedford office of the Division of Marine Fisheries is still working on a new, updated map of the shellfishing flats. There is no indication when the map will be finished.

It was agreed by all that they would postpone asking the Salem State marine biologist to visit again until after the discussion with the Shellfish Advisory Commission. Constable Thistlewood and Deputy Hartley left the meeting.

Mr. Zubricki continued to review the list of proposed Special Town Meeting articles, some of which include funding for a generator for the Senior Center, additional funding for fuel and oil, changes to the dog bylaw, an increase to the rate paid to poll workers, cemetery fund adjustments, etc. The Selectmen did not wish to entertain zoning articles from the Planning Board.

One of the Selectmen reported that the docks at Centennial Grove are in very bad condition and really need to be replaced. Previous repairs have not been very effective and concern was expressed for the safety of those using the docks. The Selectmen asked Mr. Zubricki to solicit recommendations from Ed Perkins of Perkins Marine and George Lufkin of Essex Marina regarding suitable replacements and pricing. New structures could possibly be funded from Essex Youth Commission Free Cash.

Mr. Zubricki reported that the Richdale Store has again submitted fuel bills from the previous fiscal year. These bills will need to be approved at a Town Meeting before they can be paid.

Trench Permitting Authority Seminar: Mr. Zubricki and Board of Public Works Superintendent Paul Goodwin attended a trench permitting seminar together on September 4th and Mr. Zubricki reviewed some key points of the morning. The Selectmen decided to postpone the appointment of a Town Trench Permitting Authority until after Mr. Zubricki has checked a couple of points with Town Counsel.

Seaport Bond Bill Grant Application: Mr. Zubricki presented a completed Seaport Project Review Form and cover letter for the Selectmen's review. This is a preliminary request to obtain funding for a feasibility study, design services, and construction of facilities that will increase public access to the Essex River in the Town's "downtown" area. A motion was made, seconded, and unanimously Voted to approve and sign the application.

Selectman Lynch reported that he had investigated a report that the mouth of the Essex River had been declared hazardous by the Coast Guard at low tide. He has since found

out that the Coast Guard has merely issued a shoal warning and is presently awaiting the results of an Army Corps of Engineers (ACOE) study of the entire Great Marsh area being performed in conjunction with the Massachusetts Department of Conservation and Recreation (DCR), before making any remedial recommendations.

2008 Regional Shannon Grant Application Letter of Support: Mr. Zubricki reported that the Chief of Police is applying for Shannon Grant funding this year via a regional application with other communities and that Chairman Randall had signed the application earlier so that the application deadline could be met. A motion was made, seconded, and unanimously Voted to retroactively approve the Chairman's signature on the Shannon Grant Application.

In other business, a motion was made, seconded, and unanimously Voted to approve the expenditure of \$120.00 from the Luther Burnham Fund for a safety inspection of the Town Hall's right rear chimney by Chimney Savers.

A motion was made, seconded, and unanimously Voted to approve and sign the weekly warrant in the amount of \$172,744.95.

A motion was made, seconded, and unanimously Voted to approve and sign the minutes for the August 25th, 2008, Selectmen's Open Meeting. A motion was also made, seconded, and unanimously Voted to approve and sign the minutes for the August 25th, 2008, Selectmen's Executive Session.

The Selectmen reviewed a letter from Chief Silva informing them of the recent retirement of Deputy Harbormaster Sam Gianni and recommending the appointment of Barry du Moulin as his replacement. A motion was made, seconded, and unanimously Voted to appoint Mr. du Moulin to the position of Deputy Harbormaster.

A motion was made, seconded, and unanimously Voted to approve Chief Silva's recommendation and to appoint Chris Begeal as Assistant Harbormaster pending the successful completion of a drug and medical screen.

Mr. Zubricki presented a request from Dan Doucette to replace David Thompson with Ramie Reader and Jim Albani as delegate members from the Fire Company to the Safety Committee. A motion was made, seconded, and unanimously Voted to appoint Mr. Reader and Mr. Albani to the Safety Committee.

The Selectmen considered Kathleen Pennoyer's resignation letter from the Youth Commission. A motion was made, seconded, and unanimously Voted to accept the resignation letter and the Chairman signed a thank-you letter acknowledging Ms. Pennoyer's contributions of time and effort to the Youth Commission.

A motion was made, seconded, and unanimously Voted to accept a resignation letter from Karin Gertsch from the Open Space Committee.

The Selectmen reviewed and Chairman Randall signed a thank-you letter to Britta Karlberg for her generous service on the Historical Commission.

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

Antiques License:

- Donna-Lee Young Rubin, d/b/a Ruby Manor Antiques & Fine Arts Gallery @ 144 Main Street.

One-Day Entertainment License:

- Essex Historical Society and Shipbuilding Museum for use on Saturday, September 20, 2008, between the hours of 12:00 noon and 5:00 p.m. within the confines of the Essex Shipbuilding Museum at 66 Main Street.

One-Day Wine and Malt License:

- Essex Shipbuilding Museum, Brad White, Treasurer, for use on Saturday, September 19, 2008, between the hours of 6:00 p.m. and 9:00 p.m. within the confines of the Essex Shipyard at 66 Main Street.

Corrected One-Day Wine and Malt License:

- Woodman's, Inc., Lawrence D. Woodman, manager, for use on Friday, September 19th, 2008, between the hours of 12:00 noon and 10:00 p.m. within the confines of 125 R Main Street.

The Selectmen were reminded that the next Board of Selectmen's meeting will take place at 7:00 p.m. on Monday, September 22nd at the **Senior Center**.

The next Cape Ann Caucus will be held on Friday, September 26, at 7:30 a.m. at Periwinkles. Mr. Zubricki will not be attending. Chairman Randall will try to attend.

At 8:50 p.m., citing the need to discuss collective bargaining, the Chairman entertained a motion to move to Executive Session. He said that the Board would be returning to Open Session and asked Town Administrator Brendhan Zubricki to attend. Gloucester Reporter Amanda Flitter left the meeting. The motion was made, seconded, and per a unanimous Roll Call Vote, the Board moved to Executive Session.

The Board returned to Open Session at 9:00.

It was mentioned that recently the Town dump stickers had come up for renewal and that many people had not been able to acquire new stickers. The stickers were only available during working hours on weekdays and on two Saturdays. The Selectmen suggested that perhaps the Board of Public Works could try to make the stickers more accessible next year by having them available at times that are more advantageous to working people.

Chairman Randall reported that he has spoken to the owners of Farnham's restaurant about the parking problem and made several suggestions about ways they could help with the problem. Some of the ways included posting a sign by the entrance directing customers to park in legal spaces (John Coughlin has agreed to allow Farnham's

customers to park in his parking lot at South Essex Village), and hiring a private duty police officer on weekends. Selectman Lynch said that another crosswalk should be added at South Essex Village to help people parking there cross the street to the sidewalk on the other side. It was also suggested that if a pedestrian sign was placed in the middle of the crosswalk by the restaurant, it might help to slow down vehicle traffic past the restaurant.

There being no other business before the Board, a motion was made, seconded, and unanimously Voted to adjourn the meeting at 9:05 p.m.

Prepared by: _____
Pamela J. Witham

Attested by: _____
Jeffrey D. Jones