

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

The Chairman called the meeting to order at 6:30 p.m. in the Teachers' Lounge at the Essex Elementary School on Story Street and announced that the Board would hear Public Comment. There was no one present from the public to offer any comment.

Citing the need to discuss strategy concerning pending litigation and the value of real property, the Chairman entertained a motion to move to Executive Session. He said that the Board would be returning to Open Session and invited Town Administrator Brendhan Zubricki to attend. The motion was moved, seconded, and per a unanimous Roll Call Vote, the Board moved to Executive Session.

The Board returned to regular session at 6:58 p.m.

Brendhan Zubricki presented his Town Administrator's Report for the period covering January 10th, 2009 through January 23rd, 2009, regarding the following items:

Conomo Point Subdivision Options: Mr. Zubricki reported that the Horsley Witten Group recently contacted him with questions concerning their formulation of three proposals for the future of Conomo Point. Some of the development options may include seasonal use or age restrictions. The Selectmen asked that Horsley Witten also perform an analysis of each option once it is formulated, comparing it to the highest and best use of Conomo Point and measuring the trade-off in value and the impact on the infrastructure. Horsley Witten is hoping to be able to sponsor three public forums in February jointly with the Selectmen and the Conomo Point Planning Committee, one forum for each option, to inform the public and discuss aspects of the proposals.

Shellfish Advisory Commission Initiatives: Mr. Zubricki briefly reviewed the Selectmen's discussion with the Shellfish Advisory Commission at the last Board of Selectmen's meeting on January 12th. The Selectmen asked Mr. Zubricki to offer assistance to Advisory Board member Jim Haskell regarding the grant application for shellfish propagation equipment that the Commission is preparing to submit. Mr. Zubricki said that the President of the Conomo Point Association has no objection to a plan restricting parking for vehicles with trailers on Front Beach on a trial basis during the off season. The Selectmen agreed with the Association and a motion was made, seconded, and unanimously Voted to approve posting a sign at Front Beach to restrict parking on the beach to vehicles with trailers only from October 1 through May 31. Mr. Zubricki also reported that as yet he has not received any written comments regarding the recent discussion of removing daily shellfish digging limits.

Formulation of Town Building Committee: Mr. Zubricki said that, at the Selectmen's request, he has prepared a list of potential appointees to a Town Building Committee. He said that he would prefer to act as a liaison between the Selectmen and the Committee members. Subsequently, a motion was made, seconded, and unanimously Voted to establish a Town Building Committee and to approve the appointment of Police Chief Peter Silva, Fire Department Deputy Dan Doucette, Library Trustee Beth Cairns, Librarian Deborah French, Finance Committee member Edward Lafferty, Planning Board

member Juergen Dietrichson, and Real Estate businessman Stuart Pratt to the Town Building Committee. The Committee will be charged to determine the best use of the Town Hall and the cost to implement that use, as well as develop a plan and corresponding cost analysis for an off-site building to house the Police Department and Town Offices and a Fire Station renovation to address the needs of the Fire Department. Mr. Zubricki will inform the local newspaper that the Selectmen would welcome any additional interested residents to also serve on the Committee and the Board will finalize the Committee's membership on February 9, 2009. Letters of interest will be due by February 5, 2009.

Susan Coviello, a member of the School Committee and the Conomo Point Planning Committee joined the Selectmen.

Joint Roundtable Meetings: Mr. Zubricki reported that he and Chairman Randall have attended a couple of joint roundtable meetings at the Senior Center with officials from Essex, Manchester, and the Regional School District to discuss the proposed school budget. The next discussion was scheduled for January 28, 2009, but has been postponed. Board members did not have any additional school budget comments at this time. The group will continue to work on the FY2010 school budget.

Youth Commission Budget Discussion: Mr. Zubricki reminded the Selectmen that former members of the Youth Commission are scheduled to appear before the Selectmen at the next BOS meeting to discuss recommendations regarding the operations of the Youth Program. He also said that he has examined the responsibilities of the Youth Director's position and the responsibilities of the Summer Program Director. Both jobs are currently performed by the same person and include administrative duties and operational duties. Mr. Zubricki confirmed that no other programs are presently offered by the Essex Youth Commission during the Summer Program or for a few weeks before and after the Summer Program. The Selectmen were asked to consider the advantages/disadvantages of keeping the positions separate or combining them. Mr. Zubricki reported that the Youth Director is currently preparing a detailed report of the entire year's proposed programs. The question was raised about whether Manchester can send Manchester residents to the Essex Youth Programs. Currently, Manchester has extended an invitation to Essex youth to attend Manchester sponsored programs. The Selectmen asked Mr. Zubricki to get a staffing flow chart from the Essex Youth Director for their review.

Susan Coviello left the meeting.

Draft Annual Town Meeting Warrant: Mr. Zubricki presented the current draft of the warrant for the upcoming Annual Town Meeting in May. The Selectmen discussed the logistics of converting the Town Clerk's position from an elected position to an appointed position. The current Town Clerk is thinking of retiring at the end of her current term in 2010 and has no objection to the position becoming an appointed position. The Selectmen asked Mr. Zubricki to confer with Town Counsel regarding the process and to schedule a Special Town Meeting as soon as possible to effect the change to an appointed position as well as any other minor housekeeping issues that can be gotten out of the way before the Annual Town Meeting. The vote at the Special Town Meeting will

allow the requisite number of days to pass between the floor vote and the Annual Town Election ballot question concerning the Town Clerk.

In other business, a motion was made, seconded, and unanimously Voted to approve and sign the weekly warrant in the amount of \$110,602.81.

At 7:30 p.m., the Selectmen moved to the Cafetorium for the scheduled quarterly update with Department Heads, Town Committee Chairpersons, and interested residents.

In addition to the Selectmen, Town Administrator, and Selectmen's Assistant, thirty-one people were present including: Cindy Cameron, Michael Dyer, Ed Perkins, Richard Carter, Paul Doucette, Dan Doucette, Beth Cairns, Richard Cairns, Walter Rich, Scott DeWitt, Pete Silva, Paul Francis, Robert Coviello, Sue Lufkin, Susan Coviello, Alva Ingaharro, Annie Cameron, Lynne Marchetti, Bill Sanborn, Jeff Soulard, Roxanne Tieri, Kim Drake, Bill Holton, Andrew St. John, Dave Peterson, Marilyn Klypka-Simpson, Julie Scofield, Bobby Cann from the Gloucester Daily Times, Bob Hastings who is the new head of the Cape Ann Chamber of Commerce, and a couple of unidentified persons.

Chairman Randall welcomed everyone.

Updates were given by representatives from the following Boards and Committees: the Long Term Planning Committee, the Police Department, the Board of Public Works, the Finance Committee, the Board of Assessors, the School Committee, the Fire Department, the Board of Health, the Open Space Committee, the Zoning Board of Appeals, the Planning Board, and the Essex Youth Commission. Issues discussed included possible budget cuts, Conomo Point, Police Department certification, the need for Town planning, the creation of a regional emergency response center, loss of Town identity through sharing of services with other towns, State revaluation of property, the Library at the Town Hall, the new public health nurse, the move to create a zoning overlay district, the creation of nature trails at Centennial Grove, the search for a site on which to establish a community garden, and Youth Commission programming.

Selectman Lynch announced that it might be possible to obtain funding from the newly proposed stimulus package to pay for the cost of repairing the exterior of the Town Hall.

At 9:10 p.m., Chairman Randall thanked everyone for coming and sharing their thoughts and opinions.

The Selectmen and Chief Silva agreed to postpone discussion of his evaluation and goals until the next Board of Selectmen's meeting on February 9th, 2009.

A motion was made, seconded, and unanimously Voted to approve and sign the minutes for the January 8th, 2009, Selectmen's Open Meeting, the January 12th, 2009, Selectmen's Open Meeting, and the January 12th, 2009, Selectmen's Executive Session.

A motion was made, seconded, and unanimously Voted to approve the following re-appointments: Margaret M. Nelson, Appeals Board for three years; Richard Carter, Appeals Board Alternate for two years; and, Rolf Madsen, Appeals Board Alternate for two years. The Selectmen signed the appointment cards.

A motion was made, seconded, and unanimously Voted to approve a request from the Board of Public Works to request an additional \$30,000 for snow removal and to forward that request to the Finance Committee.

A motion was made, seconded, and unanimously Voted to approve and sign a request from Bernice K. Lichtenstein to remove her deceased husband's name from their lease of property at Conomo Point (Map 19, Lot 52).

A motion was made, seconded, and unanimously Voted to approve and sign a statement to the Alcoholic Beverages Control Commission saying that the temporary increased resident population of Essex will be approximately 3,850 as of July 10, 2009.

FY2010 Draft Wage & Salary Scale: Mr. Zubricki asked the Selectmen to consider the non-union, non-contract cost of living increase percentage for Fiscal Year 2010. A motion was made, seconded, and unanimously Voted to approve a cost of living increase to non-union, non-contract personnel in the amount of 3%.

Community Preservation Act Seminar: Discussion of this topic was postponed to a later Board of Selectmen's meeting.

The Selectmen were reminded that the Essex Division of the Cape Ann Chamber of Commerce will meet on Thursday, January 29th at 8:00 a.m. at Periwinkles. Selectman Lynch and Town Administrator Zubricki will attend.

The Long Term Planning Committee will be meeting on Tuesday, February 3, 2009 at the Senior Center at 7:00 p.m. Mark Racicot from MAPC is scheduled to speak about M.G.L. Ch. 43D, a tool for targeted economic development. No one from the Board of Selectmen will be able to attend, except perhaps Chairman Randall.

The next Board of Selectmen's meeting will be held in the T.O.H.P. Burnham Public Library at 7:00 p.m. on Monday, February 9th, 2009.

A motion was made, seconded, and unanimously Voted to approve a technical services agreement between the Town and the Metropolitan Area Planning Council in the amount of \$1100. The agreement will provide the Town with the installation of oblique aerial imagery and associated staff training and software support.

There being no other business before the Board, a motion was made, seconded, and unanimously Voted to adjourn the meeting.

Prepared by: _____
Pamela J. Witham

Attested by: _____
Jeffrey D. Jones