

**Selectmen's Minutes  
Essex Elementary School**

**August 19, 2010**

Present: Chairman A. Raymond Randall, Jr., Selectman Jeffrey D. Jones, Selectman Lisa O'Donnell, and Town Administrator Brendhan Zubricki.

Also Present: Various members of the Conomo Point Planning Committee and Town residents.

Location: The Essex Elementary School on Story Street.

At 7:00 p.m., the Chairman called the meeting to order.

The Chairman turned the meeting over to Mr. Zubricki, who presented a review of the procedures for tenants of Conomo Point to follow pursuant to the leases ending on December 31<sup>st</sup>, 2011, (attached). After the presentation, Mr. Zubricki fielded many questions from the audience.

At 8:30 p.m., a motion was made, seconded, and unanimously Voted to adjourn the meeting.

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

Attested by: \_\_\_\_\_  
Lisa J. O'Donnell

## NORTHERN PROCEDURES

Requirement:

Procedures to DEP 60 days prior to public forum\*

Hold a public forum\*

Final procedures to tenants/DEP\*

Seasonals to stop using septic systems\*

Seasonals to cease occupying properties\*

Year-rounds to stop using septic systems\*

Allow tenants to quit and remove improvements  
and belongings, etc.

Secure all buildings

Legal action as necessary  
2011

Report to DEP septic abandonment status\*

Timeframe:

mid-June, 2010

mid-August, 2010

by December 31, 2010

October 15, 2011

October 15, 2011

December 31, 2011

by December 31, 2011

January 1, 2012

after December 31,

January 1, 2012  
Quarterly Report

## **SOUTHERN PROCEDURES, TRACK ONE: PREPARATIONS FOR BRIDGE LEASES**

Requirement:

Procedures to DEP 60 days prior to public forum\*

Hold a public forum\*

Final procedures to tenants/DEP\*

Begin negotiating bridge leases

Petition legislature for 30B relief

Town Meeting approves bridge leases

Inspect septic systems\*

Deadline to execute bridge leases

Tenants that don't sign see Northern CP Plan

Tenants that sign leases enjoy premises

Upgrade septic systems

Timeframe:

mid-June, 2010

mid-August, 2010

by December 31, 2010

Sep. 2010 – April 2011

May 2, 2011

May 2, 2011

June - July, 2011

August 31, 2011

Oct. 15, 2011 –  
Dec. 31, 2011

January 1, 2012

by August 31, 2013 (or  
extension)

## **SOUTHERN PROCEDURES, TRACK TWO: PATHWAY TO SALES**

Requirement:

Timeframe:

Procedures to DEP 60 days prior to public forum\*  
Hold a public forum\*  
Final procedures to tenants/DEP\*

mid-June, 2010  
mid-August, 2010  
by December 31, 2010

Pass southern zoning changes  
Appropriate funding for appraisals  
Petition legislature for 30B relief

May 2, 2011 ATM  
May 2, 2011 ATM  
May 2, 2011 ATM

Receive zoning approval from AG  
Receive legislative approval for 30B relief  
File Definitive Plan with Planning Board  
Receive Planning Board approval  
Record new subdivision plan to create lots

by early September, 2011  
by early September, 2011  
by end of September, 2011  
by end of October, 2011  
November, 2011

Finalize Title 5 and Water w/DEP-BOH  
Seek a vote to sell south  
Require Title 5 inspections\*  
Conduct appraisals  
Develop individual P&S Agreements  
Sell properties  
All Title 5 upgrades completed

by December 31, 2011  
May, 2012 ATM  
As part of bridge lease (above)  
Nov. 2011 – Feb. 2012  
May 2012 - December 31, 2012  
May 2012 - December 31, 2012  
by August 31, 2013