

Selectmen's Minutes
T.O.H.P. Burnham Library

December 13, 2010

Present: Chairman A. Raymond Randall, Jr., Selectman Jeffrey D. Jones, Selectman Lisa O'Donnell, Town Administrator Brendhan Zubricki, Selectmen's Assistant Pamela J. Witham, Police Chief Peter Silva, Deputy Shellfish Constable William Knovak, Stephen Aiello, Jim Lane, Phillip MacDonald, Attorney David Smith, William Appeltoft, James Genest, Matt Jacobs, Dan Lane, Shepard Means, Bob Perrigo, Dean Rossi, John Bediz, Bill Liberti, Mark Lynch, Bob Murphy, Mark Osburn, Judd Pratt, and James Witham.

Chairman Randall called the meeting to order at 7:00 p.m. and announced that the meeting was being recorded. He asked if there was any Public Comment and there was none.

Mr. Zubricki began the presentation of his Town Administrator's Report for the period covering November 27th, 2010 through December 10th, 2010 regarding the following items:

Next Quarterly Department Heads/Chairs Meeting: Mr. Zubricki said that the next quarterly meeting for department heads and committee chairs is scheduled for January 24th, 2011, at the Senior Center. Featured presentations during that meeting will include an update from the group working towards renovating the tennis court area near Memorial Park, a status report from the Town's Dog Control Officer and Town Clerk, and a review of the planning for downtown pocket parks.

Centennial Grove Fishing Dock: Mr. Zubricki reported that he had declined, at the request of the Selectmen, the offers he had received to build a new fishing dock at Centennial Grove out of pressure-treated lumber. One of the offerees has said since that he was planning to build the dock of long-lasting, maintenance-free materials. The Selectmen asked Mr. Zubricki to continue to explore the offer from this individual.

Financial Assistance for Downtown Businesses: Mr. Zubricki said that a while ago Senator Tarr and Representative Ferrante had met with local businesspeople to discuss the possibility of providing low interest loans to the local businesses to help them survive during the Route 133 reconstruction project. Recently, there has been new interest in the idea and Mr. Robert Coviello of the Chamber and Merchants' Group has asked if the Selectmen would be willing to lend their help and support to the idea. The Selectmen were in favor of coordinating this project with Representative Ferrante.

Regional School District Tentative FY12 Budget: Mr. Zubricki said that he has provided the Selectmen with a copy of the ***FY12 Tentative Budget for the Manchester Essex Regional School District*** which includes a 6.4% increase over last year's budget. The Selectmen may inquire as to the status of collective bargaining within the District. There will be another joint meeting of the School Committee, the two town's Finance Committees, and the two Boards of Selectmen to discuss the proposed budget on December 15th. Mr. Zubricki will be unable to attend the 12/15/10 meeting.

At 7:05 p.m., the Chairman said that he would begin the first of three separate shellfish hearings regarding the three individuals that were seen allegedly digging on the closed winter flats. He explained that the Board would proceed with each individual in alphabetical order by last name. The Chairman reviewed the hearing process by saying that each hearing would begin with the Selectmen voting to open the hearing, followed by the Chairman reading the charge against the individual, and Deputy Knovak relating the circumstances leading up to his issuing a citation to the individual. The Chairman said that everyone who wished to speak would be allowed to speak and/or ask questions, but only when permitted to do so by the Chairman. Those wishing to speak would first take an oath swearing to tell the truth and then state their name and place of residence for the record. All remarks were to be addressed to the Board and not to any of the individuals present. Once all parties had offered their comments, the hearing would be closed and the Board would discuss their opinions on the matter and make a decision regarding the merit of the charges.

Following the Chairman's introductory remarks, the Chairman entertained a motion to open the hearing for Stephen Aiello. The motion was moved, seconded, and unanimously voted. The Chairman proceeded to read the *letter sent to Mr. Aiello* regarding the allegation that he was digging on the closed winter flats on November 28, 2010. The Chairman asked everyone who wished to speak at this hearing to raise their right hand and swear that the testimony that they were about to give was the truth. Deputy Constable Knovak described arriving on the winter flats on November 28th and watching several people pick up their gear and move as they became aware of his approach. Deputy Knovak said that he noticed that the stakes marking the boundary of the winter flats had been moved so that instead of forming a straight line between two landmarks, they now presented a curved line that curved inside the true boundary of the flat. As Mr. Knovak walked the boundary line he noticed several areas where digging had taken place on the wrong side of the boundary and also on the wrong side of the incorrectly placed markers. While Mr. Knovak was inspecting the flat, he became aware that Mr. Aiello had gradually worked his way over the boundary line onto the closed winter flat and Mr. Knovak said he had informed Mr. Aiello at that time that he was going to cite him for illegally digging on the closed flat. Following Mr. Knovak's narrative, Attorney David Smith introduced himself to the Selectmen as the attorney for Stephen Aiello, Ed Lane, and Phillip MacDougall. Stephen Aiello said that he has been a commercial clammer for 25 years and that he has never been issued a citation or ticket for digging in the wrong place before. Mr. Aiello said that he thought he was digging in the right place that day and would never dig in an illegal area, especially not in the presence of the Deputy. Ed Lane of 1 Coral Hill said that there is no written definition of the boundaries for the flats in question which have been changed by Department of Marine Fisheries over the years. Mr. Zubricki pointed out that the current definition Mr. Lane was referencing from the DMF was for the purpose of delineating the rainfall closures and not the winter flats. James Genest of 10 Spring Street said that he has been a commercial clammer for many years and agreed with Deputy Knovak that the stakes have been moved and that some clammers had been digging in the closed areas. There followed a discussion regarding the

need for a better way to designate the boundaries. Chairman Randall asked if anyone else wished to speak or ask questions and Attorney Smith said that his client had not knowing been digging on the winter flats and had thought that the stakes were correctly placed to mark the boundary. A motion was made, seconded, and unanimously voted to close the hearing. The Selectmen deliberated and found that there was no solid evidence to support one side over the other side; and that, given the fact that Mr. Aiello had no past history of shell fishing offences, a motion was made, seconded, and unanimously voted to dismiss the charges against Mr. Aiello.

Next, a motion was made, seconded, and unanimously voted to open a hearing for Ed Lane and the Chairman read the *letter sent to Mr. Lane* charging him with allegedly digging on the closed winter flats on November 28, 2010. The Chairman asked everyone interested in speaking at the hearing to raise their hands and swear that the testimony that they were about to give in this matter was the truth. Mr. Knovak reiterated his description of the day's events on November 28th. He said that as he neared the winter flats that day, he observed several people removing themselves and their bags from the flat. Ed Lane, however, had continued to dig where he was. Deputy Knovak had approached Mr. Lane and informed him that he was illegally digging on the closed flat and that he was issuing a citation to that effect. Mr. Lane denied that he was on the winter flats. Mr. Knovak produced a *map of the area* for the Selectmen to illustrate the position of the clambers on the flat that day, the position of the stakes that day and the true boundary of the flat. Ed Lane said that he had not been digging on the winter flats. Dan Lane of 7 Cogswell Road, Matt Jacobs of 245 Western Avenue, and Stephen Aiello of 23 Winthrop Street all supported Mr. Lane's testimony. Attorney Smith said that his client did not knowingly dig on the winter flat on November 28th. There being no one else who wished to speak, a motion was made, seconded, and unanimously voted to close the hearing. After a short discussion, a motion was made, seconded, and unanimously voted to dismiss the charges against Mr. Lane due to conflicting evidence.

Another motion was made, seconded, and unanimously voted to open the hearing for Phillip MacDougall. Chairman Randall read the *letter charging Mr. MacDougall* with allegedly digging on the closed winter flats on November 28, 2010, and then asked everyone who wished to speak at the hearing to swear that the testimony that they were about to give would be the truth. Mr. Knovak described again his approach to the winter flats, the departure of some individuals from the flat as he approached, and his subsequent inspection of stakes marking the incorrect boundary line. He said that during his inspection, he became aware that Phillip MacDougall had wandered over the boundary line onto the winter flats and that he approached him and informed Mr. MacDougall that he was citing him for digging on the closed winter flats. Mr. MacDougall told the Selectmen that he hadn't known that he was digging over the boundary on the winter flats. His testimony was supported by Shep Means of 21 County Road, Stephen Aiello of 23 Winthrop Street, and William Appelftoft of 5 Cogswell Road. All agreed that there needed to be a more definitive definition of the flat boundaries and a better way of marking those boundaries. Attorney Smith stated that his client, Phillip MacDougall, would not have knowingly dug on the closed winter flat on November 28th in the presence of the Deputy. No one else wished to speak and a motion was made,

seconded, and unanimously voted to close the hearing. The Selectmen concurred, and a motion was made, seconded, and unanimously voted to dismiss the charges against Mr. MacDougall due to inconclusive evidence.

Chairman Randall thanked Deputy Knovak and stated that the Selectmen are entirely supportive of the Deputy in his efforts to carry out his duties on the flats. The Chairman said that it is the responsibility of everyone to protect the natural resources of the clam flats and the livelihood they provide for so many.

Police Chief Peter Silva, Deputy Shellfish Constable William Knovak, Stephen Aiello, Jim Lane, Phillip MacDonald, Attorney David Smith, William Appeltoft, James Genest, Matt Jacobs, Dan Lane, Shepard Means, Bob Perrigo, and Dean Rossi left the meeting.

John Bediz, Bill Liberti, Mark Lynch, Bob Murphy, Mark Osburn, Judd Pratt, and James Witham joined the Selectmen for a discussion regarding various Conomo Point items. Before the discussion could begin, however, a very large bat began swooping back and forth over the heads of those present. After about 5 minutes, the bat exited the building thanks to the herding efforts of those present.

Chairman Randall began the Conomo Point discussion by illustrating a concept called mind-mapping which can be used to organize and identify issues, documents and solutions for Conomo Point. He illustrated his discussion with a ***handout prepared by Mr. Zubricki*** and the use of a white board. Mr. Randall asked those present to name key areas of concern regarding the transitioning of leased property at the Point and these areas of concern were added to his illustration. The Chairman then asked Mr. Zubricki to incorporate the comments from those present into his mind map exhibit and to forward it to them. Mr. Zubricki had previously forwarded a link to a free mind map program download to those present at the Board's last meeting, as well as to Andrew St. John from the Planning Board and Jeff Soulard from the Finance Committee. Chairman Randall said that he wanted everyone to work together to continue to refine the mind map for Conomo Point and to thereby arrive at a feasible solution to the issues.

Remote Parking Opportunities, Southern Conomo Point: Mr. Zubricki reported that he had asked the Horsley Witten Group to revisit their proposal for a subdivision of Southern Conomo Point to see if any vacant land could be used to create additional parking for the area. HW had been able to identify an area off Sumac Drive and an area off Cogswell Road that could serve as an auxiliary parking area as shown on the ***map titled Conomo Point South of Robbins Island Road***.

Updated Conomo Point Procedures Calendar: Mr. Zubricki reviewed the updated ***Conomo Point Procedures Calendar*** and the proposed ***letter to Conomo Point tenants regarding the anticipated procedures*** to be followed during the lease transition period. The Selectmen said that they would review the documents and make final comments at their next meeting. The letter will be sent to all tenants at the Point and to the Department of Environmental Protection before the end of December, 2010.

Mr. Zubricki said that Mr. Wendall, a tenant at the Point, has asked if Mr. Zubricki or a Selectman would talk to Mr. Ryan, another tenant at the Point, regarding the issues at Conomo Point and possible future re-design of the Point. Chairman Randall offered to contact Mr. Ryan on a conference call with Mr. Zubricki.

Mr. Zubricki reported that the Planning Board has copies of their last draft regarding an article to authorize a subdivision of Southern Conomo Point. Mr. Zubricki recommended the required public hearing be held in late January or early February to begin the process of refining the proposed article for inclusion in the Annual Town Meeting Warrant in May 2011. Mr. Zubricki said he would remind the Planning Board of the need to move forward as quickly as possible on this project in order to comply with the schedule for the Annual Town Meeting.

Mr. Zubricki said he is still working to schedule a meeting between BOS Chairman Randall, Conomo Point Planning Committee Chairman Lynch, the Department of Environmental Protection and himself.

The discussion regarding Conomo Point items was concluded and John Bediz, Bill Liberti, Mark Lynch, Bob Murphy, Mark Osburn, Judd Pratt, and James Witham left the meeting.

In their capacity as acting Personnel Board, the Selectmen discussed the need to hire a part-time professional assessor for FY12 to assist the Assessors' Office with their increasing burden of duties and time constraints. The Selectmen were in agreement that a recommendation should be made to the Finance Committee regarding this proposed new position. On another Personnel Board matter, Mr. Zubricki reported that Mark Osburn is still willing to serve on the Personnel Board, if and when more members are found for the board. Mr. Zubricki asked the Selectmen to let everyone know that they are actively seeking additional members for that board which only meets four times a year.

Mr. Zubricki reported that the Town had participated in a recent survey conducted by the Department of Revenue regarding the status of computer equipment and internet access capabilities for municipalities in Massachusetts. The study indicated that the future will be cloud computing, rather than local storage.

Mr. Zubricki exhibited some pictures taken by the Board of Health Agent this past week of William Allen's property on Southern Avenue. The pictures showed that the property still has lots of debris and litter covering it.

Mr. Zubricki resumed discussion of his Town Administrator's report regarding the following:

Summer Program: Mr. Zubricki reported that he believes that the next step should be to reach out to the industry in an effort to find out whether there is an organization out there that would be interested in providing a summer youth program to the Town, with all finances passing directly through that organization. Mr. Zubricki has been discussing the

idea with the YMCA, to get a sense of how such an organization might approach the program. As part of the service, an organization would likely hire the staff necessary to run the program directly (who may or may not be Essex residents) and handle all CORI and SORI checks. For cost reasons, such an organization would likely not maintain the buildings or the grounds and would not pay a rental fee for use of the property. Also, during the times that the summer program is running, none of the public will be allowed to use the parts of the Grove in use by the summer program per Department of Public Health regulations. An organization might be able to offer different plans for the summer program such as a ½-day program for 8 weeks or a full-day program for 4 weeks. The Selectmen asked Mr. Zubricki to prepare a Request for Proposals that could be issued to test the marketplace with a requirement that all respondents be 501(c)(3) organizations. Mr. Zubricki agreed to put together a proposal to be considered at the December 27th Selectmen's meeting.

Town Administrator's Performance Review and Goal Setting: Mr. Zubricki reminded the Selectmen that they each received an evaluation sheet in their handouts and that they should be completed and forwarded to the Chairman as soon as possible. Discussion followed about converting the evaluation sheet to a PDF file and Mr. Zubricki agreed to edit the sheet and insert test boxes in the Microsoft Word version. The Selectmen will also consider Mr. Zubricki's proposed goals for calendar year 2011.

Shellfish Constable Work Plan: Mr. Zubricki said that he has reviewed the work plan with the Constable and the Constable is in agreement with the plan, with the exception of the requirement to issue a written citation immediately when an infraction occurs. The Constable would like to change it to read that the Constable will inform the individual that an infraction has occurred and then forward by mail a written copy, as well as recording the event in the daily shellfish log. A motion was made, seconded, and unanimously voted to approve the change to the work plan.

Centralized Shellfish Landing Requirement: The Selectmen and Mr. Zubricki discussed changing the shell fishing regulations to mandate that the fishermen could only land their catches at one designated landing place where the catch would be inspected by the Constable. After a discussion, it was determined that this idea would not be feasible or enforceable for a variety of reasons.

Pocket Park Planning Update Meeting: Mr. Zubricki said that Carolyn Britt would be submitting a separate bill for her services for the December 8th joint meeting. The Selectmen reviewed *Andrew St. John's notes* from the December 8th meeting. Another joint meeting is planned for the Long Term Planning Committee and the Selectmen on Wednesday, January 12th, 2011, to review the pocket park plan and offer constructive comments.

Downtown Parking Area: Mr. Zubricki informed the Board that the Building Inspector and the Planning Board did not know for sure that the conversion of the Offenberger lot to public parking would cause a problem for the business use and that it might be permissible. The Board asked Mr. Zubricki to contact Mrs. Offenberger to discuss the

conditions under which she would consider licensing, leasing, or selling her vacant lot on Main Street to the Town for use as auxiliary parking.

Special Town Meeting: The Selectmen reviewed the *draft of the motions for the Special Town Meeting* scheduled for Monday, December 20th, 2010. Funding for the first article has been identified as part of the second article, so a motion will be made on the meeting floor to indefinitely postpone the article. The Selectmen were in agreement and Chairman Randall will make the motion to postpone the first article and Finance Committee Chairman Jeffrey Soulard will make the motion to fund the second article. The Selectmen will meet briefly before the Special Town Meeting to discuss any last minute details.

In other business, a motion was made, seconded, and unanimously voted to approve and sign the weekly warrant in the amount of \$97,393.08.

A motion was made, seconded, and unanimously voted to approve and sign the minutes for the December 1st, 2010 and the November 29th, 2010, Selectmen's Open Meetings and the Selectmen's November 29th, 2010, Executive Sessions I and II.

A motion was made, seconded, and unanimously voted to have the Annual Town Meeting on May 2nd, 2011 at the Essex Elementary School, commencing at 7:30 p.m.

A motion was made, seconded, and unanimously voted to Open the Warrant for the Annual Town Meeting and accept articles for inclusion in the Warrant until 3:00 p.m. on Monday, February 28th, 2011.

A motion was made, seconded, and unanimously voted to accept reports for the Annual Town Report until noon on February 9th, 2011.

A motion was made, seconded, and unanimously voted to approve a request from James Stavros to close the Fairway Pub from December 15, 2010 through March 15, 2011 for cleaning and general maintenance.

A motion was made, seconded, and unanimously voted to renew permission to Robert Brophy to allow him to trap beavers on Town property.

Mr. Zubricki reported that a review of the regulations published on the State Attorney General's website regarding card playing appeared to show that it would be OK for Shea's Restaurant to hold cribbage tournaments as long as there is no entrance fee to play, no appearance of gambling or betting, and no large prizes given away. In reviewing the *Town's regulations regarding alcohol licenses and card playing*, Mr. Zubricki said that the regulations specified that card playing was allowed, but not in any room serving or selling alcohol. After some discussion, a motion was made, seconded, and unanimously voted to remove that stipulation (Appendix C, C-3.1 c.) from the Town's regulations. Another motion was made, seconded, and unanimously voted to approve the request from David Brown regarding permission to hold a cribbage tournament on

Tuesdays from 6:45 to 10:00 p.m. from December 2010 through 2011, if he should agree to all other requirements of the regulations.

The Selectmen reviewed a *list of Committees* whose members should be designated Special Municipal Employees in accordance with the State Conflict of Interest Law. A motion was made, seconded, and unanimously voted to designate the following committee and board members as Special Municipal Employees: Board of Selectmen, Centennial Grove Committee, Community Preservation Committee, Local Emergency Planning Committee, Long Term Planning Committee, and the Town Building Committee.

The Selectmen reviewed a *letter from the American Red Cross* regarding nominations for their Ninth Annual Heroes Breakfast on March 31, 2011. They asked Mr. Zubricki to forward the letter to the Chief of Police.

The Selectmen reviewed a thank you *letter from the Cure for Cleavage Committee* regarding their recent fundraiser event and they reviewed a thank you *letter from Carol Carter* regarding Conomo Point.

The Selectmen considered invitations to Mr. Zubricki and to the Selectmen to take part in an Eagle Scout Court of Honor for Jeffrey David White on January 8, 2011. It was agreed that Chairman Randall would participate in the ceremony.

The Selectmen were reminded that there will be a Special Town Meeting on Monday, December 20th, 2010, in the Essex Elementary School at 7:30 p.m. The Selectmen will meet before the Special Town Meeting in the Teachers' Conference Room at 7:00 p.m.

The Board of Selectmen will hold their next regular meeting on Monday, December 27th, 2010, at 7:00 p.m. in the T.O.H.P. Burnham Library on Martin Street.

A motion was made, seconded, and unanimously voted to approve the following license transfer, renewals, and permits:

Alcohol License Renewals (All Alcohol-Restaurant):

- Blue Marlin Grille, Inc., d/b/a Blue Marlin Grille, Allen W. Matthews, Manager, 63 Eastern Avenue.
- Cape Ann Golf Course Corp., d/b/a Fairway Pub, James N. Stavros, Manager, 99 John Wise Avenue.
- Driftwood of Essex, Inc., d/b/a Lewis Oyster House of Essex, John Broderick, Manager, 234 John Wise Avenue.
- Essex Fortune Palace, Inc., Fang Liaw, Manager, 99 Main Street.
- BN FARM LLC, d/b/a The Farm, Bradley Adkinson, Manager, 233 Western Avenue.
- Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, David R. Brown, Manager, 122 Main Street.
- The Red Barrel, Inc., Joyce I. Wood, Manager, 171 Eastern Avenue.

- Towne Landing Inc., d/b/a Periwinkles, Thomas L. Guertner, Manager, 74 Main Street.
- Village Restaurant of Essex, Inc., d/b/a The Village Restaurant, Kevin Ricci, Manager, 55 Main Street.
- Windward Grill LLC, d/b/a Windward Grille, Timothy Kennefick, Manager, 109 Eastern Avenue.
- Woodman's Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, Stephen B. Woodman, Manager, 125 Main Street.
- Woodman's Inc., d/b/a Lobster Pool, Stephen B. Woodman, Manager, 119 Main Street.

Alcohol License Renewals (All Alcohol-Package Store):

- Chebacco Liquor Mart Inc., John Chisholm, Manager, 201 Western Avenue.
- CPM Investment Group, Inc., d/b/a Essex Wine and Spirits, Vincent Marano, Manager, 91 Main Street.

Alcohol License Renewals (Beer & Wine-Restaurant):

- Eben Creek Corporation, d/b/a J.T. Farnham's, Joseph K. Cellucci, Manager, 88 Eastern Avenue.

Alcohol License Transfer (Beer & Wine Package Store) and Pledge of License for remainder of 2010:

- Joseph & Sally DiGennaro to SC Market, Inc., d/b/a Schooner's Market, to SC Market, Inc., Arian Litton, Manager, at 121 Eastern Avenue.

Alcohol License Renewals (Beer & Wine-Package Store):

- Chanty, Inc., d/b/a Richdale, Peter A. Panagoplos, Manager, 156 Main Street.
- SC Market, Inc., d/b/a Schooner's Market, Arian Litton, Manager, 121 Eastern Avenue.

Antiques License Renewal:

- Americana, Kenneth P. Monroe at 48 Main Street
- Andrew Spindler Antiques at 163 Main Street
- Anntiques, Ann C. Orcutt at 2 R Martin Street
- A.P.H. Waller & Son, A.P.H. Waller at 140 Main Street
- Bider's Antiques, Home, Camp & Cottage, Michael Bider at 67 Main Street
- Blackwood March Antiques, Michael March at 3 Southern Avenue
- Brosch Antiques, Debbie & Alfred Brosch at 143 Main Street
- David Neligan Antiques, David Neligan at 38 Main Street
- Ellen Neily Antiques, Ellen Neily at 157 Main Street
- Essex Antiques Exchange, A.P.H. Waller at 134 Southern Avenue

- Howard's Flying Dragon Antiques, Edwin & Laura B. Howard at 136 Main Street
- Howard's Visual Merchandise, Channing Howard at 165 Eastern Avenue
- Joshua's Corner, Susan Coviello at 2 Southern Avenue
- L.A. Landry Antiques, Robert Landry at 164 Main Street
- Main Street Antiques, Robert Coviello at 44 Main Street
- Memory Lane Antiques & Collectibles, Mary Jane Ringwood at 147 Main Street
- New England Joinery, James P. Lower at 85 Southern Avenue
- Robert C. Coviello Antiques, Robert Coviello at 155 Main Street
- Ro-Dan Antiques, Dana Guarnera at 69 Main Street
- Ruby Manor Antiques & Fine Arts, Donna-Lee Young Rubin at 144 Main Street
- Scrapbook, The, Vincent W. Caravella at 34 Main Street
- Walker Creek Furniture, Robert W. Hanlon at 57 Eastern Avenue
- White Elephant Shop, Fred Grobe at 32 Main Street
- White Elephant Outlet, Fred Grobe at 101 John Wise Avenue
- Zakas Antiques, Nicholas & Barbara M. Zakas at 149 Western Avenue

Auction Permit:

- Michael March, Blackwood March Antiques for use on Tuesday, January 4th, 2011, between the hours of 4:00 and 11:00 p.m. within the confines of 125 Main Street.
- Richard DiFillipo, R.A. DiFillipo Antiques & Auctions for use on Tuesday, January 11th, 2011, between the hours of 8:00 a.m. and 10:30 p.m. within the confines of 125 Main Street.

Automatic Amusement Device License Renewal:

- Cape Ann Golf Course Corp., d/b/a Fairway Pub, James N. Stavros, Manager, 99 John Wise Avenue.

Class II License Renewals:

- Dynamic Auto Brokers, Charles F. Coles, Jr. & Mark Gallagher at 14 Laurel Lane
- Essex Falls Auto Body, John Heath at 1 Moses Lane
- Foreign Auto Enterprises, Stephen Monell at 171 Eastern Avenue
- Pike Marine, Scott Woodward at 80 Main Street
- Wheelworks, Inc., d/b/a Gaybrook Garage, Stanley E. Collinson, III at 152 Western Avenue

Common Victualler's License Renewals:

- Blue Marlin Grille, Inc., d/b/a Blue Marlin Grille, Allen W. Matthews, Manager, 63 Eastern Avenue.
- Cape Ann Golf Course Corp., d/b/a Fairway Pub, James N. Stavros, Manager, 99 John Wise Avenue.

- Chanty, Inc., d/b/a Richdale, Peter A. Panagoplos, Manager, 156 Main Street.
- Chebacco Liquor Mart Inc., John Chisholm, Manager, 201 Western Avenue.
- CPM Investment Group, Inc., d/b/a Essex Wine and Spirits, Vincent Marano, Manager, 91 Main Street.
- Driftwood of Essex, Inc., d/b/a Lewis Oyster House of Essex, John Broderick, Manager, 234 John Wise Avenue.
- Eben Creek Corporation, d/b/a J.T. Farnham's, Joseph K. Cellucci, Manager, 88 Eastern Avenue.
- Essex Conference & Recreational Center, Stephan Gersh at 1 Conomo Point Road.
- Essex Fortune Palace, Inc., Fang Liaw, Manager, 99 Main Street.
- BN FARM LLC, d/b/a The Farm, Bradley Adkinson, Manager, 233 Western Avenue.
- Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, David R. Brown, Manager, 122 Main Street.
- MAIA LLC, d/b/a Dunkin Donuts, Roy Serpa, Manager, 127 Main Street.
- Blue Marlin Inc., d/b/a Marlin Market, Lisa Norris, Manager, 63 Eastern Avenue.
- The Red Barrel, Inc., Joyce I. Wood, Manager, 171 Eastern Avenue.
- Towne Landing Inc., d/b/a Periwinkles, Thomas L. Guertner, Manager, 74 Main Street.
- Village Market, Nelson H. Emmons, Manager, 1 Martin Street.
- Village Restaurant of Essex, Inc., d/b/a The Village Restaurant, Kevin Ricci, Manager, 55 Main Street.
- Windward Grill LLC, d/b/a Windward Grille, Timothy Kennefick, Manager, 109 Eastern Avenue.
- Woodman's Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, Stephen B. Woodman, Manager, 125 Main Street.
- Woodman's Inc., d/b/a Lobster Pool, Stephen B. Woodman, Manager, 119 Main Street.

Innholder's License Renewal:

- Essex Conference & Recreational Center, Stephan Gersh at 1 Conomo Point Road.

Weekday Entertainment License Renewals:

- Blue Marlin Grille, Inc., d/b/a Blue Marlin Grille, Allen W. Matthews, Manager, 63 Eastern Avenue.
- Cape Ann Golf Course Corp., d/b/a Fairway Pub, James N. Stavros, Manager, 99 John Wise Avenue.
- BN FARM LLC, d/b/a The Farm, Bradley Adkinson, Manager, 233 Western Avenue.

- Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, David R. Brown, Manager, 122 Main Street.
- Towne Landing Inc., d/b/a Periwinkles, Thomas L. Guertner, Manager, 74 Main Street.
- Windward Grill LLC, d/b/a Windward Grille, Timothy Kennefick, Manager, 109 Eastern Avenue.
- Woodman's Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, Stephen B. Woodman, Manager, 125 Main Street.
- Woodman's Inc., d/b/a Lobster Pool, Stephen B. Woodman, Manager, 119 Main Street.

Sunday Entertainment License Renewals:

- Woodman's Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, Stephen B. Woodman, Manager, 125 Main Street.

There being no further business before the Board, a motion was made, seconded, and unanimously Voted to adjourn the meeting at 10:30 p.m.

Documents used during this meeting include the following:

FY12 Tentative Budget for the Manchester Essex Regional School District

Letter sent to Mr. Aiello

Letter sent to Mr. Lane

Map of the Area

Letter charging Mr. MacDougall

Handout prepared by Mr. Zubricki

Map titled Conomo Point South of Robbins Island Road

Conomo Point Procedures Calendar

Letter to Conomo Point Tenants regarding the Anticipated Procedures

Andrew St. John's Notes

Draft of the Motions for the Special Town Meeting

Town's Regulations regarding Alcohol Licenses and Card Playing

List of Committees

Letter from the American Red Cross

Letter from the Cure for Cleavage Committee

Letter from Carol Carter

Prepared by: _____
Pamela J. Witham

Attested by: _____
Lisa J. O'Donnell