

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

June 18, 2012

Present: Chairman Jeffrey D. Jones, Selectman Lisa J. O'Donnell, Selectman Susan Gould-Coviello, Town Administrator Brendhan Zubricki, Selectmen's Assistant Pamela J. Witham, and Town Clerk Christina Wright.

The Chairman called the meeting to order at 7:00 p.m. in the T.O.H.P. Burnham Library and announced that the Board would hear Public Comment. No one offered any comment.

The Chairman entertained a motion to sign the Town Administrator's Employment Contract. The new contract will commence on July 1, 2012 and continue through June 30, 2015. The motion was moved, seconded, and unanimously voted. The Town Clerk witnessed the Selectmen's signatures on the contract.

The Selectmen discussed the time requirements regarding the appointment of someone to fill the empty Planning Board seat. Christina looked up the wording regarding the procedure for Planning Board appointments. The Selectmen thanked the Town Clerk and she left the meeting.

In other business, a motion was made, seconded, and unanimously voted to approve the weekly warrant in the amount of \$75,421.44.

A motion was made, seconded, and unanimously voted by the Chairman and Selectman O'Donnell to approve and sign the minutes for the June 4th, 2012, Selectmen's Open Meeting and for the June 4th, 2012 Selectmen's Executive Session. Selectman Gould-Coviello abstained from voting since she had not attended the June 4th meeting.

The Selectmen reviewed Gordon Martin's resignation letter from the Finance Committee and a motion was made, seconded, and unanimously voted to accept his resignation and to sign a letter of appreciation to Mr. Martin for his years of service on the Finance Committee.

The Selectmen also reviewed a resignation letter from Glenn Boutchie as Assistant Civil Defense Director. A motion was made, seconded, and unanimously voted to accept his resignation and to sign an appreciation letter citing his 36 years of service to the Town.

Mr. Zubricki said that the Electrical Inspector, Ramie Reader has generously offered to install the electric service for new changing facility at Centennial Grove. A motion was made, seconded, and unanimously voted to sign and send a letter of appreciation to Mr. Reader acknowledging his many past contributions of electrical work at Centennial Grove, as well as the present one.

A motion was made, seconded, and unanimously voted to ratify the granting permission to use Centennial Grove for a family picnic to the 5th Grade Essex Elementary School Graduating Class on Wednesday, June 13th, 2012, between the hours of 6:00 and 8:00 p.m. and to waive the rental fee.

The Selectmen reviewed a request from John Childs of Old Colony Running Events to hold a 5-mile road race on Sunday, September 9th, 2012. The original request was to benefit the Town Library, but the Library has asked to postpone their participation to a later date which may allow them to round up a sufficient number of volunteers to help with the event. Mr. Childs is still seeking to hold the road race, but would like it to benefit a Town charity or other non-profit organization. He does not presently know whether he will find an organization with sufficient volunteers in time. A motion was made, seconded, and unanimously voted to approve Mr. Childs' request, if he in fact does hold the event.

The Selectmen reviewed a letter from a person who is dissatisfied about non-resident access to Conomo Point and Police response to a report of vandalism. Mr. Zubricki said that the Chief of Police is investigating the allegation and will respond directly to the complainant.

A motion was made, seconded, and unanimously voted to approve the following requests for One-Day Wine and Malt Licenses:

- Woodman's Inc., Joan Houghton, for use on Saturday, July 7, 2012, between the hours of 4:00 and 9:00 p.m. within the confines of Woodman's Function Hall at 125 Main Street.
- Woodman's Inc., Joan Houghton, for use on Thursday, July 19, 2012, between the hours of 5:00 and 9:00 p.m. within the confines of Woodman's Function Hall at 125 Main Street.

The Selectmen were reminded that the next Board of Selectmen's meeting will take place on Monday, July 9th, 2012, 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 appointments:

William	Sanborn	ADA Coordinator	6/18/12
Amelia	Reilly	Animal/Dog Control Officer	6/18/12
William	Sanborn	Building Inspector	6/18/12
L. William	Holton	Building Inspector's Assistant	6/18/12
Blake	Story	Burial Agent	6/18/12
Robert J.	Cameron	CATC Representative	6/18/12
Barry	O'Brien	CATV Representative	6/18/12
Robert	Brophy	Conservation Commission	6/18/12
Joseph	Ahearn	Conservation Commission	6/18/12
Robert	Brophy	Council on Aging	6/18/12
Gloria	Story	Council on Aging	6/18/12
Arlene	Pizzo	Council on Aging	6/18/12
Ramie	Reader	Electrical Inspector	6/18/12
John	Shields	Electrical Inspector's Asst.	6/18/12
Dan	Doucette	Emergency Management Director	6/18/12
Keith	Carter	Fire Engineers Board, Deputy Chief	6/18/12
Ramie	Reader	Fire Engineers Board, Deputy Chief	6/18/12

Daniel	Doucette	Fire Engineers Board, Fire Chief	6/18/12
James	Albani	Firefighter	6/18/12
Daniel	Ball	Firefighter	6/18/12
Heather	Osborn	Firefighter	6/18/12
Glenn	Boutchie	Firefighter	6/18/12
Westley	Burnham	Firefighter	6/18/12
Richard	Dort, Jr.	Firefighter	6/18/12
Jason	Heath	Firefighter	6/18/12
Sean	Reed	Firefighter	6/18/12
Kevin	Sousa	Firefighter	6/18/12
George	Stavros	Firefighter	6/18/12
Gordon	Thompson	Firefighter	6/18/12
Bruce	Figurido	Firefighter	6/18/12
Ronald	Gallant	Firefighter	6/18/12
Scott	Savory	Firefighter	6/18/12
Chris	Maxfield	Firefighter	6/18/12
Nicholas	Ouellette	Firefighter	6/18/12
Edward	Akerley	Firefighter	6/18/12
Samuel	Crocker	Firefighter	6/18/12
Warren	Grant III	Firefighter	6/18/12
Michael	Soucy	Firefighter	6/18/12
Ivan	Muise	Firefighter	6/18/12
David	Barrett	Firefighter	6/18/12
Dexter	Doane	Firefighter	6/18/12
Daniel	Fialho	Firefighter	6/18/12
Cory	Jackson	Firefighter	6/18/12
Eian	Woodman	Firefighter	6/18/12
Robert	Cavender	Firefighter	6/18/12
Warren	Grant, Jr.	Firefighter	6/18/12
Anthony	Lafata	Firefighter	6/18/12
Barry	Leed	Firefighter	6/18/12
Edward S.	Neal	Firefighter	6/18/12
Peter	Nich	Firefighter	6/18/12
Joan	Perrigo	Firefighter	6/18/12
Dennis	Pyburn	Firefighter	6/18/12
Sally	Rich	Firefighter	6/18/12
Nicholas	Silva	Firefighter	6/18/12
David	Thompson	Firefighter, Lieutenant	6/18/12
Travis	Good	Firefighter, Lieutenant	6/18/12
Joseph	Lafata	Firefighter, Lieutenant	6/18/12
Ernest	Nieberle, Jr.	Firefighter, Lieutenant	6/18/12
Davie	Pereen	Firefighter, Lieutenant	6/18/12
Michael	French	Firefighter/Arson Investigator	6/18/12
Dan	Doucette	Forest Fire Warden	6/18/12
David	Kent	Harbormaster's Assistant	6/18/12
Edward	Akerley	Hazardous Waste Advisor	6/18/12
Richard	Stevens	Historical Commission	6/18/12
Dan	Doucette	Local Emergency Pln. Com	6/18/12

Jeffrey	Jones	Local Emergency Pln. Com.	6/18/12
Elaine	Wozny	Local Emergency Pln. Com.	6/18/12
Peter	Silva	Local Emergency Pln. Com.	6/18/12
Paul	Goodwin	Local Emergency Pln. Com.	6/18/12
Julie	Scofield	Open Space Committee	6/18/12
Tamson	Gardner	Open Space Committee	6/18/12
Lysa	Leland	Open Space Committee	6/18/12
Leslie	Burns	Open Space Committee	6/18/12
Jeffrey D.	Jones	Playing Fields Committee	6/18/12
Susan	Taylor	Playing Fields Committee	6/18/12
James	O'Neil	Playing Fields Committee	6/18/12
Jessica	Lamothe	Playing Fields Committee	6/18/12
Richard	Corriere	Plumbing & Gas Inspector	6/18/12
David	Pereen	Plumbing-Gas Inspector's Assistant	6/18/12
David	Earle	Police Officer, Part-Time	6/18/12
David	Kent	Police Officer, Part-Time	6/18/12
Gregory	Brown	Police Officer, Part-Time	6/18/12
Alexander F.	Edwards	Police Officer, Part-Time	6/18/12
Matthew	Doucot	Police Officer, Part-Time	6/18/12
Daniel	Bruce	Police Officer, Part-Time	6/18/12
Nicholas	Hamilton	Police Officer, Part-Time	6/18/12
Mark	Gagnon	Police Officer, Part-Time	6/18/12
Mark	Brewer	Police Officer, Part-Time	6/18/12
Donald A.	Paquin	Ranger-Crane Wildlife Refuge	6/18/12
Daniel	Doucette	REPC Emergency Response Coordinator	6/18/12
David	Sargent	Shellfish Warden's Deputy	6/18/12
	Kopelman and Paige, P.C.	Town Counsel	6/18/12

Mr. Zubricki began presentation of his Town Administrator's Report for the period June 2nd, 2012 through June 15th, 2012, regarding the following:

Roadway Resurfacing Bid Opening and Contract: Mr. Zubricki reported that bids had been received for resurfacing Southern Avenue. The bids had been officially opened on June 14th, and the Department of Public Works has recommended that the contract be awarded to Brox Industries of Dracut. A motion was made, seconded, and unanimously voted to approve and sign the contract with Brox Industries. Assistant Superintendent Michael Galli came before the Selectmen to thank the Selectmen and take the signed contract back to the DPW meeting at the Water Filtration Plant.

The Selectmen were advised that one of the tenants at Conomo Point will be holding a memorial reception at the property he leases on July 6th, 2012. Since at least some of those attending will not have parking stickers, he has asked the Selectmen and the Police Department if an "amnesty" could be in effect during the two hours or so that the reception is held. The Selectmen were in favor of the amnesty from 5:00 p.m. to 7:30 p.m.

Town Building Committee Meeting: Mr. Zubricki reported that the Town Building Committee will be reviewing the bids for design work to address public health and safety concerns at the Town Hall at their next meeting. The Committee also will be focusing on the need for a new public safety building. Mr. Zubricki said that the first step toward the John Wise Avenue site is a sketch of the plan of land to request a change of purpose from Town Meeting. There is no requirement to create a separate lot. The Committee is considering recommending that a portion of the cemetery land on John Wise Avenue be used for a new public safety building. It is anticipated that discussions will begin in later this year regarding the proposed change of purpose.

Formation of a Cultural District: Mr. Zubricki said that a map of the proposed cultural district has now been approved by the Massachusetts Cultural Council and it will be an exhibit at the public forum which will be held on Monday, June 25th, to discuss the proposal. The group that is working on the project will be meeting on Friday to finalize their presentation for the Monday forum.

Revision to Town's Discriminatory Harassment Policy: Mr. Zubricki said that a new state law has been passed adding gender identity to the list of protected classes and that it is recommended that the new language be adopted into the Town's harassment policy. A motion was made, seconded, and unanimously voted to approve the addition of the new language to the Town's existing policy. The newly amended policy will go into effect July 1, 2012.

DEP Final Judgment Quarterly Report: Mr. Zubricki reported that the next installment of the Quarterly Report to the Department of Environment Protection has been prepared. A motion was made, seconded, and unanimously voted to approve distribution of the report.

At 7:30 p.m., Chair of the Planning Board Kim Drake and Planning Board members Westley Burnham, Dexter Doane, Bill French, and Corey Jackson came before the Selectmen to discuss candidates for the Planning Board vacancy. The Planning Board has interviewed two candidates for the open position and Westley Burnham and Kim Drake took turns speaking about the strengths of both candidates. After some discussion, a motion was made and seconded and following a unanimous Roll Call Vote, it was decided to postpone making an appointment until after both Boards could meet on Monday, June 25th at 7:30 p.m. with the candidates for a joint interview (backup date to be July 9th). The Planning Board Chair and members said they would be back on Monday and left the meeting.

It was suggested that Mr. Zubricki should place an item in the Gloucester newspaper and on the Town's website announcing that the Town is looking for a candidate to fill the vacancy on the Planning Board and that letters of interest should be sent to the Selectmen's Assistant. Mr. Zubricki said that he would contact the paper and post the website.

Successor Contract with Patriot Properties: Mr. Zubricki said that the contract with Patriot Properties is up for renewal and the system has worked out well over the past year. The

Assessors' property cards are now available on line. A motion was made, seconded, and unanimously voted to sign the successor contract for FY2013.

Downtown Boardwalk Feasibility Study Update: Mr. Zubricki reported that Vine Associates is working on the design for the proposed river boardwalk along the causeway. They have discovered that one end of the walk is at a higher elevation than the other and have asked for the Selectmen's comments regarding a gentle slope from one end to the other. The Selectmen were in favor of a gentle slope. They also preferred fiber reinforced polymer or concrete pilings and epoxy impregnated wood or purple heart, IPE or green heart decking and railings.

Medicare Third Party Billing Successor Agreement: Mr. Zubricki said that Town Counsel has been reviewing a renewal contract for Medicare Third Party Billing. The renewal contract has been changed from the original and Mr. Zubricki has been working with Town Counsel and the company to arrive at a mutually acceptable renewal contract. A motion was made, seconded, and unanimously voted to approve and sign the contract outside of a Selectmen's meeting, once Town Counsel has approved the contract.

At 8:12 p.m., citing the need to discuss the lease, sale, and value of property at Conomo Point and collective bargaining matters relative to the Health Insurance Reform Act, the Chairman entertained a motion to move to Executive Session. He stated that discussing these matters in Open Session would be detrimental to the Town's negotiating position and detrimental to the Town's collective bargaining position. He invited Town Administrator Brendhan Zubricki to attend the session and said that the Board would be returning to Open Session only to adjourn the meeting. The motion was moved and seconded, and following a unanimous Roll Call Vote, the Board moved to Executive Session.

The Board returned to Open Session at 8:40 p.m. There being no other business before the Board, a motion was made, seconded, and unanimously voted to adjourn the meeting.

Documents used during this meeting include the following:

No items.

Prepared by: _____
Pamela J. Witham

Attested by: _____
Lisa J. O'Donnell