

**Selectmen's Minutes
Essex Elementary School**

February 1, 2016

Present: Chairman Lisa J. O'Donnell, Selectman Susan Gould-Coviello, Selectman David A. Doane, Town Administrator Brendhan Zubricki, and Selectmen's Assistant Pamela J. Witham.

Also Present: Justin Bourgette, Annie Cameron, Richard Denton, Sue Denton, Trescott DeWitt, Ryan Foster, David Gabor, Mike Galli, Paul Goodwin, Alva Ingaharro, Wendall Kalsow, Ken Riehl, Richard Ross, Paul Rullo, Roxanne Tieri, and Sarah Wolfe.

The Chairman called the meeting to order at 6:30 p.m. in the Faculty Lounge at the Essex Elementary School on Story Street and announced that the Board would hear Public Comment. Richard Denton said that he would like to speak in favor of an effort by a group of residents to preserve the structure at 153 Conomo Point Road. The Chair thanked him for his comments and asked if anyone else wished to speak during Public Comment. The Board answered a question from Annie Cameron.

Mr. Zubricki began the presentation of his Town Administrator's Report for the period January 23rd through January 29th, 2016, regarding the following:

Conomo Point Planning Committee Meeting: Mr. Zubricki reported that the Conomo Point Planning Committee had met last Thursday and asked Selectman Gould-Coviello to report on the meeting. She said that the Committee had discussed the structure at 153 Conomo Point Road and had voted to ask the Selectmen to reconsider demolition of the structure until further study can be accomplished. The Selectmen will continue this discussion at a future meeting.

Treasurer/Collector's Office Job Descriptions and Pay Scales: The Selectmen discussed the growing needs of the Treasurer/Tax Collector Department and were in agreement that a part-time payroll clerk should be added to the department, contingent upon approval by the Finance Committee. Mr. Zubricki will work toward this addition with the Treasurer/Collector and the Finance Committee.

Construction Contract for Town Hall/Library Renovation: Mr. Zubricki, along with architects Wendall Kalsow and Ryan Foster, reported that sub-contractor bidding and the general contractor bidding on the Town Hall project were very successful. The appropriation for the project at the last Town Meeting will cover the cost of the base bid. However, Mr. Zubricki said that certain conditions have come to light, such as asbestos around the windows, that were not known at the time of the original cost estimate. Also, the bid contains pricing for nine, optional bid alternates. Therefore, there is a second article on the Special Town Meeting Warrant tonight to provide for the asbestos and nine alternates.

Disposition of Items of Value, 153 Conomo Point Road: Mr. Zubricki and Selectman Gould-Coviello reminded everyone that there were some items of interest in the building at 153 Conomo Point Road. The Selectmen discussed different options for selling and/or removing the items and agreed to discuss the matter again at their next meeting.

Special Town Meeting Motions: Mr. Zubricki reviewed the two motions on the warrant with members of the Department of Public Works and Finance Committee. All agreed that the repairs to the Water Plant should be funded from the water enterprise free cash fund and general free cash.

Community Compact Regarding Coastal Resiliency: Mr. Zubricki announced that the Governor has launched a new Community Compact program, chaired by Lieutenant Governor Polito, to provide professional assistance and grant funding to municipalities joining the CC Program. After reviewing the areas in which these grants are offered, Mr. Zubricki said that this program could provide much needed professional resources and funding towards the Town's efforts to combat sea level rise, the erosion of the marshes, and global warming. The Selectmen were in agreement and authorized Mr. Zubricki to submit an on-line application, on behalf of the Selectmen, to participate in the Community Compact Program.

In other business, a motion was made, seconded, and unanimously voted to approve the weekly warrant in the amount of \$186,805.84.

A motion was made, seconded, and unanimously voted to exempt from Section 20 of Chapter 268A of the General Laws, the contracts and amounts for the individuals listed below contained within the weekly warrant pursuant to subsection (d) of said Section:

<u>NAME</u>	<u>VENDOR</u>	<u>DATE</u>	<u>AMOUNT</u>	<u>DEPT'S BILL</u>
Ernie Nieberle	Nieberle's	1/11/16	\$ 30.00	Shellfish
Ernie Nieberle	Nieberle's	1/24/16	431.30	Police
Ramie Reader	Reader Electric	10/13/15	232.50	Fire
Ramie Reader	Reader Electric	1/13/16	572.00	Wastewater

A motion was made, seconded, and unanimously voted to approve the minutes for the Selectmen's January 25, 2016, Open Meeting and Executive Session.

A motion was made, seconded, and unanimously voted to approve and sign a request from the Historical Commission to proceed with the next phase of the cemetery fence restoration project in the amount of \$22,140, to be funded with Community Preservation funds.

A motion was made, seconded, and unanimously voted to ratify the Chairman's signature on the Board of Selectmen's request for an abatement regarding a recently foreclosed lot: 0 Caldwell Drive (Old Map 4, Old Lot 43/Map 155, Lot 25).

It was agreed to review the request from the Essex Historical Commission regarding future planning for the property at 153 Conomo Point Road at the next Selectmen's meeting.

It was also agreed to postpone discussion of the Executive Session items until the next Selectmen's meeting.

The Selectmen were reminded that their next regular Board of Selectmen's meeting will take place on Monday, February 8th, 2016, at 7:00 p.m. in the Senior Center on Pickering Street.

Mr. and Mrs. Denton left the meeting.

A motion was made, seconded, and unanimously voted to recess the Selectmen's meeting and join the Special Town Meeting in the Cafeteria at 7:25 p.m. The Chairman noted that the Board would reconvene after the Special Town Meeting.

After the conclusion of the Special Town Meeting, the Selectmen reconvened in the Teacher's Lounge to discuss the authorization of a construction contract award for the Town Hall/Library reconstruction project. The Special Town Meeting had just voted to appropriate additional funds for the project. After discussion, a motion was made, seconded, and unanimously voted to authorize the countersignature of the construction contract with Campbell Construction, LLC for the base bid plus all nine bid alternates by the Board members outside of a meeting after the Town's architect prepares the contract and it is signed by the contractor and after all bonding, insurance, and any other considerations are in order (with consultation from Town Counsel as necessary).

There being no further business before the Board, a motion was made, seconded, and unanimously voted to adjourn the meeting at 8:05 p.m.

Documents used during this meeting include the following: None.

Attested by: _____
Pamela J. Witham

Attested by: _____
Susan Gould-Coviello