

**Selectmen's Minutes  
Senior Center**

**November 28, 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: Richard Cairns, Kristin Crockett, Priscilla Doucette, Barry Ewing, Debbie French, Michael French, Michelle French, Millie Hamlen, Ralph Hawley, Ed Howard, Kay Joseph, Tina Lane, Patricia McGrath, Ted Malonson, Keith Symmes, Thayne Symmes, Gordon Thompson, Jessica Webb, Mary Wilhelm, Kurt Wilhelm, and Joyce Woodman.

The Chairman called the meeting to order at 7:00 p.m. in the second floor meeting room of the Senior Center on Pickering Street and announced that the Board would hear Public Comment. No one offered any comment.

In other business, a motion was made, seconded, and unanimously voted to approve the weekly warrant in the amount of \$753,316.90.

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 11/17/16 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	Nieberles	10/24/16	\$577.89	Council on Aging

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 11/23/16 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>
Dave Pereen	Pereen Plumbing	11/13/16	\$190.00	Grove
James McNeilly	McNeilly EMS	11/16/16	\$261.00	Harbormaster

A motion was made, seconded, and unanimously voted to approve the minutes for the Selectmen's November 14, 2016, Open Meeting.

A motion was made, seconded, and unanimously voted to approve a request from James Stavros to close the Fairway Pub from December 1, 2016 to March 15, 2017 for cleaning and maintenance.

A motion was made, seconded, and unanimously voted to accept a gift in the amount of \$5,000 from Arlene and Anthony Taliadoros to the Police Department to help with the purchase of a new vehicle for the Department. The Selectmen signed a letter of thanks to the donors.

The Selectmen were reminded that their next regular Board of Selectmen's meeting will take place on Monday, December 5, 2016, at 7:00 p.m. in the Senior Center on Pickering Street.

The Selectmen will attend a public hearing on Wednesday, December 14, 2016, in the High School Library, starting at 7:00 p.m. regarding the tentative School District budget for FY18.

Chairman O'Donnell and Town Administrator Brendhan Zubricki agreed to attend the MIIA Annual Meeting and Trade Show in January.

Mr. Zubricki reported that the Town's Department of Public Works may be able to help with the construction of the proposed improvements for waterfront public access at northern Conomo Point. However, given the timing, that assistance should be viewed as a backup plan only. It is possible that the DPW will separately assist with should widening along Conomo Point Road later this spring.

Assessors Richard Cairns, Barry Ewing, and Kurt Wilhelm came before the Selectmen. A motion was made, seconded, and unanimously voted to open the Public Hearing regarding the adoption of a Residential Factor. Mr. Cairns explained that they were presently unable to make a recommendation regarding the residential factor since they are still waiting for information from the Department of Revenue. A motion was made, seconded, and unanimously voted, by the Board of Assessors and the Board of Selectmen, to continue the hearing until December 12, 2016, at 6:30 p.m., at the Senior Center. The Selectmen thanked the Assessors and the Assessors left the meeting.

Mr. Zubricki began the presentation of his Town Administrator's Report for the period November 12<sup>th</sup> through November 25<sup>th</sup>, 2016, regarding the following:

Contract for Site Engineering Options, 24-30 Martin Street: Mr. Zubricki reported that the Fall Town Meeting had approved a request to hire an engineering firm to perform a site survey of the Town land which comprises the Fire/Police Station, Memorial Park, and the Town Hall/Library. The survey will offer options for a new public safety building, a cohesive memorial area honoring veterans, and adequate parking for the Town Hall and Library. Mr. Zubricki said that Reinhardt Associates has submitted a proposal and he asked the Selectmen to approve and sign the contract with Reinhardt Associates for the site survey. A motion was made, seconded, and unanimously voted, and the Chairman O'Donnell signed the contract.

Purchase of Automatic Electronic Defibrillators (AEDs): Mr. Zubricki said that the Fall Town Meeting had also approved the installation of Automatic Electronic Defibrillators in the Town Hall, the Water Filtration Plant, and the DPW Barn. Fire Chief Doucette has obtained a cost estimate from a State Contract vendor. A motion was made, seconded, and unanimously voted to approve Chief Doucette's recommendation and sign a purchase order in the amount of \$5,825.00 for the AEDs.

Grant of Easement to National Grid for Replacement of Electric Line: Granting of an easement to National Grid had also been approved at the Fall Town Meeting. The easement will allow National Grid to make the much needed replacement of the electric line along Centennial Grove Road. A motion was made, seconded, and unanimously voted to sign the easement agreement with National Grid. Two Selectmen signed the easement and the third will sign tomorrow in the presence of a notary public.

Cable Franchise Agreement Renewal Proposal: Mr. Zubricki reported that the Regional Cable Committee, after performing an in-depth study, had submitted a renewal proposal to Comcast. Comcast has responded with a counter proposal that ignores much of the Committee's proposal. The Regional Cable Committee now intends to meet with Comcast to discuss the needs of the Towns, and hopefully work out an acceptable agreement for everyone. The current 10-year contract will expire in March of 2017.

Massachusetts Downtown Initiative Grant Proposal: Mr. Zubricki said that Town Planner Matt Coogan, has applied for a Massachusetts Downtown Initiative Grant to provide technical assistance for a study to create a mixed-use zoning district that would encourage small businesses and residential development in the downtown area. Because time was of the essence, the Chairman had signed the application, which was then forwarded to the State. A motion was made, seconded, and unanimously voted to ratify the Chairman's signature and approval of the application.

Debbie French left the meeting.

Ralph Hawley came before the Selectmen to request that a safe crosswalk be placed in the area of the intersection of Southern Avenue, Eastern Avenue, and Main Street. He said that he walks his dog there in the evening, wearing a bright reflective vest, and has had several close calls with passing traffic. Chairman O'Donnell said that Eastern Avenue and Main Street (Route 133) are State roads. During the recent State reconstruction project, the State had determined where to have the crosswalks, using Federal guidelines, which require ramps for ADA accessibility. Most recently, the Town commissioned a survey of the downtown area that offered suggestions on how to improve parking and increase pedestrian accessibility to businesses. That study has been forwarded to the Strategic Planning Committee. The Committee will use the study in their discussions with the State regarding the needs of the Town.

Ed Howard, Ted Malonson, and Michael French, representatives from the Veteran Firemen's Association, came before the Selectmen to discuss the possibility of a future display place for the historic Town hand tub. Hand tubs (or pumpers) were used to fight fires around the turn of the last century. The vehicle would be towed to the site of the fire, a hose which was attached to the tub would be placed in the water source, and then many firemen would grab hold of the long wooden handles on opposite sides of the tub and pump the water from the source through another hose onto the fire. Mr. Howard said that the Town's hand tub was made in 1882 and retired from active service around 1922 when it was replaced by a mechanized model. Since then it has been used from time to time as a backup or in competitions. Presently, it is stored in a shed behind the Fire Station. Mr. Howard said that the group would like the tub to be housed in a pavilion-like structure, which would be glass enclosed and allow the public to appreciate it. Chairman O'Donnell said that the Town has approved the commission of an engineering study of the Memorial Park/Town Hall/Library/Fire/Police Station site and that a display of the hand tub could be included in the study. Funding for construction of the project may be available in part, from a number of sources including grants, Town appropriation, the Veteran Fireman's

Association, other donations, and Community Preservation funds. The Veteran Firemen's Association representatives thanked the Selectmen and Ed Howard and Ted Malonson left the meeting.

Council on Aging Chairman Keith Symmes, Council on Aging Interim Director Kristin Crockett, and Council members Priscilla Doucette, Michelle French, Millie Hamlen, Ralph Hawley, Kay Joseph, Patricia McGrath, Thayne Symmes, Jessica Web, and Mary Wilhelm, joined the Selectmen at the table for a discussion concerning the status of Council on Aging operations, staffing, goals, and planning; and also, a potential reorganization of Council Officers.

A motion was made, seconded, and unanimously voted by the Council on Aging members to open their meeting, concurrent with the Selectmen's meeting. The Selectmen, the Council on Aging, the Council on Aging Interim Director, the Town Administrator, and the Selectmen's Assistant introduced themselves to those present. There followed a discussion of the Council on Aging's goals, expectations, and shortfalls.

One of the items discussed, was the position of the Director. The Council will be seeking to fill this position, since the last Director recently resigned. The previous to the last Director has agreed to fill the position until the Council is successful in finding a replacement. In other towns that have a charter, the Director reports to the Selectmen or Town Administrator and the Council is purely advisory, but in Essex, which has no charter, the Director reports to the Council, in accordance with Section 8B of Chapter 40 of the Massachusetts General Laws.. Those present agreed that the Council should act in an advisory position only, and that the Director should direct the daily affairs of the Council. Many of those present also thought that the Director's position should be a full-time position instead of only 19 hours per week. Mr. Zubricki agreed to ask Town Counsel about any options that the Town might have for restructuring the chain of command.

Subsequently, a motion was made, seconded, and voted by the majority of the Council on Aging members present to reorganize their Council. Nominations were made and seconded and voted for by Council members for the Council positions of Chair, Vice-Chair, and Secretary. The newly elected officers are Michelle French, Chair; Ralph Hawley, Vice-Chair; and, Jessica Webb, Secretary. Another motion was made, seconded, and voted by the majority of Council Members to leave the position of Treasurer vacant for the time being.

It was agreed that the Council members will meet with the Selectmen in approximately two months to discuss their progress after the reorganization.

There being no further business before either the Board or the Council, a motion was made, seconded, and unanimously voted by all to adjourn the meeting at 9:15 p.m.

Documents used during this meeting include the following: None.

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

Attested by: \_\_\_\_\_  
Susan Gould-Coviello