

Selectmen's Minutes
Town Hall, 2nd Floor Stage Conference Area

July 30, 2018

Present: Chairman Lisa J. O'Donnell, Selectman Andrew C. Spinney, Selectman Peter D. Phippen, Town Administrator Brendhan Zubricki, and Temporary Selectmen's Assistant Vickie H. Cataldo.

Also Present: Tina Lane, Michelle Dyer, Robin Lafata, Joe Lafata, Curt Bergeron, Lindsay Bergeron and Robert Jerin.

Chairman O'Donnell called the meeting to order at 6:00 p.m. and announced that the Board would hear Public Comment. Mr. Keith Rice of the Steelworkers Union addressed the Board. Mr. Rice had come before the Board in the past and he again asked if the Board would consider a ban on any new road opening permits for gas line work from National Grid. Mr. Zubricki explained that road opening permits are not within the jurisdiction of the Selectmen and, even if they were, a portion of the General Laws Mr. Rice had cited does not, on its own, provide the Board with any automatic power to suspend any company's business operations. He further explained that Mr. Rice needed to see the Board of Public Works about his request but that he would not recommend that they oblige the request either. Mr. Zubricki agreed to telephone Mr. Rice the following day concerning the Board of Public Works' upcoming meeting schedule.

It was decided to review the request from Riversbend for entertainment licenses for three additional car shows, 8/16/18 (rain date 8/30/18), 9/20/18 (rain date 9/27/18), and 10/18/18 during this public comment time, since several members of the public appeared to be present for this issue. Chairman O'Donnell indicated that tonight's discussion was not a public hearing but that she would allow interested parties to speak. Selectman Phippen announced that he would not be participating in the discussion or the decision, since a member of his immediately family works at the Riversbend. According to acoustic readings taken by Selectman Spinney, the first car show's noise level was held to a reasonable level. Neighbor Mr. Jerin said the main concern was the DJ, whose voice carried loudly every time he made an announcement. He made other comments but many were not germane to the issue at hand – the entertainment license. The Board had received one other music complaint as well as one letter in support of future shows. A letter from another neighbor about the noise and fumes created by the cars was also mentioned. The Bergerons asked the operators of the vehicles to be considerate of their neighborhood at the end of the show.

The Lafatas spoke in support of Riversbend, since they live near a different restaurant and do not feel that the business' normal operations should be held against the business, even if it can cause annoyances to surrounding residents from time to time. Finance Committee Chairman Dyer commented on how support of businesses in Town will ultimately improve the Town's own financial picture. However, like Mr. Jerin, she was informed that this particular aspect of business operations is outside of the criteria associated with an entertainment license.

It was moved by Mr. Spinney and seconded by Chairman O'Donnell to allow the upcoming car shows on the dates specified during the times of 3:00 p.m. – 7:00 p.m. and to ask the announcer

to keep his announcements applicable to the show and keep them to a minimum, along with adjusting announcement volume to be contained within the parking lot, to the extent possible. Chairman O'Donnell and Selectman Spinney voted in favor. Selectman Phippen abstained. For the record, Selectman Phippen was silent during the entire exchange.

6:30 p.m. Senior Van Discussion

Mr. Zubricki reported about the Council on Aging transportation issues. The van needs major repairs and they have been told it's not worth repairing. There are funds in the drivers' wages line item that may be transferred at the upcoming Special Town Meeting on August 27, 2018 to provide a 6-month contract with a transportation service while it is decided what to do about transportation in the long term. Future long-term options include: buying a new van, buying a used van, or regionalizing with another community which operates its own vans, such as Manchester. Finance Committee Chairman Dyer indicated that the Finance Committee is in support of the plan to transfer funds for the time-being. All agreed that the long-term solution bears further discussion among the Selectmen, the Council on Aging, and the Finance Committee.

7:00 p.m. Department Head Quarterly Meeting

Dave Gabor, Dawn Burnham, Scott Dewitt, Paul Goodwin, Billy Knovak, Dave Driscoll, Julie Scofield, Pete Silva, Richard Ross, Ginny Antell, Jeff Jones, Wes Burnham, Erin Kirchner, Paul Francis, Ed Perkins, Deb French, Pamela Thorne, Jeff Souldard, Matt Coogan and Tina Lane joined the meeting.

Town Administrator Brendhan Zubricki explained the need for the August 27, 2018 Special Town Meeting. This meeting is being called primarily to look into the public safety building issue. The meeting will request the Town to approve hiring a project manager and funding for soil testing work. Funding for this project would come from the Sale of Real Estate Fund. Richard Ross reported the CPC is researching whether they can use their funds to repair the bell tower in the Congregational Church that holds the Revere Bell.

The Open Space committee is working on an updated public input process, reports Julie Scofield. A public input survey that is part of that process will be on line soon.

Librarian Deb French says the library is in the process of working on long range planning. Town Planner Matt Coogan was successful in getting a grant of \$155,000 from the Commonwealth's Green Communities program for additional energy efficiency work at Essex Elementary School. He will apply to the grant program again in the spring to convert the street lights to LED lighting. Matt also reported the Economic Development Committee is moving forward with parking strategies. The Strategic Planning Committee is working with Harborlight Community Partners on affordable housing, and a zoning study was completed regarding different zoning options for downtown.

Police Chief Pete Silva has two cadets in the Police Academy (one full-time and one part-time) and a mock accreditation assessment will be done in August.

Bicentennial Committee Chair Dawn Burnham announced that Woodman's will provide the ice cream social kicking off the Bicentennial Celebration and they're working on the 2019 calendar. Laura Eisenhauer was successful in getting a grant.

Planning Board Chair Wes Burnham says the Planning Board is considering revamping the height restrictions on Conomo Point due to sea level rise.

Scott Dewitt from the DPW is having an outside firm evaluating sewer pipes along the causeway.

Board of Health agent Erin Kirchner reports that out of 30 failed septic systems on Conomo Point, the Board of Health has helped resolve all but 4. They are kicking off a program for 20 year loans for any residents who need money to upgrade a failed septic system. Board of Health Chair Dave Driscoll also noted the Board of Health responded to a complaint of a resident who had 70 animals living in her house, and another resident who has a pet pig.

Shellfish Constable Billy Novak said the truck and boat are operating fine, although he had to replace the propeller on the boat. There are a lot of clams available, but even small amounts of rain cause the flats to be shut down. The Division of Marine Fisheries have had difficulties retaining people to do testing of the flats, which causes delays in reopening.

Board of Selectman Chair Lisa O'Donnell reports the causeway bridge should be open by Thursday, Aug. 2. She also invited those who wanted to learn about the river dredging project to stay for the next agenda item.

Other Business:

The discussion of the future dredging of Essex River included two tracks the Town can pursue. Mr. Zubricki explained each track. The first track is a traditional Army Corps of Engineers approach. Dredged materials would be taken off shore for dumping or placed on upland. They are not ready to proceed at this time, but should be ready next year. These efforts will be paid for by state and federal funding. Mr. Zubricki hopes that the State's new dredging grant program will entice the Federal Government to move Essex up on the funding list when the Army Corps has the project at the shovel-ready stage (this time next year). Since the work would be considered "maintenance" dredging, it is eligible for 100% Federal funding. However, the project's small size and lack of commercial shipping will require more enticement, such as the introduction of State funds. The second track includes the use of dredged materials to fill in marsh ditches, shore up the banks, bolster the marsh, and nourish the barrier beach, all to help combat climate change and sea level rise. The State recently funded two projects that may help justify the second track: one project will study how mussel reefs could be created near degraded marsh banks and backfilled with dredge material and the other project will study how the marsh rebounds from a recent natural deposition of sediment on the marsh (which could lead to the refinement of artificial sediment placement techniques). The Army Corps of Engineers is

coming to town on 8/22 to evaluate the situation at what is known as the Corps' "Coordinated Site Visit", which involves a meeting and some field inspection.

Mr. Zubricki began the presentation of his Town Administrator's Report for the period July 14th through July 27th, 2018, regarding the following:

Future Use of Centennial Grove Cottage and Environs:

Two selectmen joined Mr. Zubricki to visit the Centennial Grove Cottage area on July 18, 2018. Also present were the Youth Director, two youth commissioners, the Building Inspector, and personnel from the Pingree School and the YMCA. The purpose of the site visit was to get a better idea of which aspects of the Cottage may require repairs and improvements in order for the Commission to run programs from that facility in the future. Others were present to point out how they may factor into the future use of the facility as well. All agreed that the matter needed to come back to the present meeting in order to facilitate discussion.

Relative to the Pingree School, it was clear that the school has a continuing interest in running its rowing program from the Grove Cottage area, with the most concentrated need being from mid-March to about Memorial Day. Typical use would be every weekday from 3 p.m. until 5 p.m., with several weekend rowing meets. The school would like the use of the Cottage at that time and also suggested that school funding could perhaps improve the adjacent garage and construct an addition for school use. In return for the school's presence and use of the facility, the school could provide ongoing maintenance and repair services, along with valuable improvements to the facility. The school could also offer a "learn to row" program to the public. If this type of arrangement is to be explored further, a long-term, durable agreement should be proposed to Town Meeting.

Relative to the YMCA, the organization has interest in being able to use the Grove Cottage during the Camp Dory season, especially on rainy days. The YMCA may also eventually offer additional programming at this location, beyond Camp Dory and may be willing to staff a community boating program that could be sponsored by the Youth Commission or even via use of various types of boats that the YMCA already owns.

Relative to the Youth Commission, the agency has interest in utilizing the Grove Cottage for programming or a teen center when municipal water is offered (roughly April 15 through October 15) with other programming even after that, knowing that heat and water are not presently available outside of that window.

The group also discussed the possibility of deploying some type of camera system in the future, to deter vandalism and possible theft at the site. Presently, no Internet exists in the area, but this may change if the Youth Commission can get that services budgeted in the future.

All present at tonight's meeting agreed that the first step is to get the Grove Cottage and garage into useable shape by seeking funding at the upcoming Special Town Meeting on August 27, 2018 to take any measures deemed necessary by the Building Inspector and the Board of Health for renewed used of the facility.

Meeting with Developer Relative to Proposal for Allen Property:

Mr. Zubricki met with Chairman O'Donnell, Board of Appeals Chairman Nelson, Planning Board Chairman Burnham, Assistant Superintendent of Public Works Galli, and representatives of a developer on July 18, 2018. The purpose of the meeting was to provide the developer, which is interested in purchasing the Allen property from the Estate of William Allen, with information on how the permitting process for residential site development might proceed.

At that meeting, the group was careful to preface the discussion with statements indicating that no individual at the meeting had the power to bind future decisions of any public body, that the developer should not rely on any statements made at the meeting, and that the permits that may eventually be sought may or may not be granted in the future. The developer explained how the environmental challenges of the site may or may not translate to a deal going through and generally asked about various permitting processes and protocols.

The Board agreed that a successful rehabilitation of the property by a developer would be beneficial to the Town from a tax perspective (new growth and payment of tax arrearage), from a neighborhood blight perspective, and from an environmental liability perspective.

Migration of Town Website to Drupal Platform:

Mr. Zubricki explained that the fiscal year 2019 budget includes funding for the upgrade of the Town's website from the First Class platform to the Drupal platform. The Town's vendor, Civic Plus, conducted a conference call with Mr. Zubricki on July 19, 2018 to summarize the migration process and to request input on certain aspects of the new site format. Generally, the Board needs to choose a style of masthead and/or site background, along with the basic layout of the homepage. Mr. Zubricki demonstrated on the large-screen monitor in the meeting room several different styles and layouts in use in other communities for the Board's consideration.

The Board chose a layout they considered appropriate, uncluttered, and user friendly, favoring the layout used by the Town of Norwell. It may take 1-3 months to get the new web page up and running and Mr. Zubricki will continue the process with the Town's vendor now that the Board has established the basic underpinnings of the site.

Exploration of Part-time Worker Health & Safety Officer:

The Commonwealth's Department of Labor Standards will begin enforcing OSHA rules as of February, 2019. As such, the Town will need to stay current with training and will need to put many protocols in place, in addition to monitoring continuous compliance.

Mr. Zubricki described how he had reached out to other communities via the Massachusetts Municipal Personnel Association's list-serve and found that the area is so new that many other communities are seeking similar information. In communicating with one Town Administrator who formerly worked in the health and safety field, the new requirements will demand focused effort in order to stay in compliance. In that community, several existing workers will take on duties relative to their own areas and I am awaiting data relative to expected hourly wages. The Town's insurer has indicated that it may have information on suitable vendors in the future and may provide information on how OSHA compliance could be coordinated by a regional employee shared by a group of communities. Selectman O'Donnell suggested that Mr. Zubricki also explore the possibility of the Board of Health Administrator and the Board of Health Clerk coordinating OSHA compliance for the Town. He agreed to do so and will invite the Administrator to training he will be attending in September.

Briefing Session for Public Safety Project Manager Candidates:

The subject briefing session was held on July 26, 2018 at the police and fire headquarters. A total of 3 project management firms attended the session and had the chance to ask questions about the Town's objectives. Mr. Zubricki explained that the low turnout was probably due to vacations, since about 36 firms had requested copies of the RFQ. Proposals are due on August 2, 2018 and Mr. Zubricki will distribute copies to all of the members of the Town Building Committee. The Committee will meet on August 9, 2018 to choose the three top firms (unranked) and again, with the Selectmen, on August 13, 2018 to rank those firms from one to three. The Selectmen will then engage the top-ranked firm in a price proposal process, in time for consideration of funding by the Special Town Meeting on August 27, 2018.

Update Meeting Concerning Proposed Memorial School Project:

The Manchester Essex Regional School Committee met jointly with the two boards of selectmen and the two finance committees on July 25, 2018. The meeting featured a presentation relative to the status of the proposed Memorial School replacement project. Officials also discussed preparations for October town meetings and a November debt exclusion vote at the State Election. The Board agreed that it would likely vote to officially support the School Committee's recommended design at its next meeting, after having a chance to more fully digest information provided by the Committee in a frequently asked questions document.

District Local Technical Assistance Grant Application:

Our Town Planner has developed an application for technical assistance from the Metropolitan Area Planning Council (MAPC) through the subject grant program (known as DLTA). The application is seeking assistance from professionals at MAPC to develop

an Economic Development Plan in concert with the Town's newly-formed Economic Development Committee. DLTA grants are normally approved for about \$15,000.

It was moved by Mr. Spinney, seconded by Mr. Phippen and unanimously approved to authorize the Town Planner to finalize and submit the application. He will reach out to the Chairman in the process, should he need her signature.

Citizens' Housing and Planning Association Grant Application:

Our Town Planner recommends that the Board authorize him to apply to the Citizens' Housing and Planning Association (CHAPA) for a Municipal Engagement grant. CHAPA's Municipal Engagement Initiative would be an excellent opportunity to continue the affordable housing dialogue on a Town-wide basis with professional facilitators. No financial commitment is required from the Town and CHAPA would conduct public education and community discussions while developing strategies in support of affordable housing production. This work is consistent with one of the pillars of the Town's Strategic Plan.

It was moved by Mr. Spinney, seconded by Mr. Phippen and unanimously approved to authorize the Town Planner to finalize and submit the application. He will reach out to the Chairman in the process, should he need her signature.

In other business, a motion was made, seconded, and unanimously voted to approve the weekly warrant in the amount of \$250,009.23.

A motion was made, seconded and unanimously voted to accept the minutes for the Selectmen's July 16, 2018 Open Meeting.

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 7/30/18 warrant pursuant to subsection (d) of said Section.

<u>NAME</u>	<u>VENDOR DATE</u>	<u>AMOUNT DEPT'S BILL</u>
Dave Pereen Pereen Plumbing	7/16/18	\$408.00 Water
Dave Pereen Pereen Plumbing	7/16/18	\$166.50 Wastewater
Dave Pereen Pereen Plumbing	7/16/18	\$1,035.75 Fire

A motion was made, seconded, and unanimously voted to ratify the approval of a Line Item Transfer in the amount of \$100 from Town Hall Heating Fuel to Town Hall Electricity for FY 2018.

A motion was made, seconded, and unanimously voted to sign a report to the Town's insurance carrier regarding the Automobile Fleet Schedule, the Statement of Values Schedule, and the Special Property Coverage Supplement.

A motion was made, seconded, and unanimously voted to sign the insurance renewal applications for Public Officials Liability Insurance and for Police Professional Liability Insurance.

A motion was made, seconded, and unanimously voted to approve application for Cyber Liability protection policy.

A motion was made, seconded, and unanimously voted to appoint Laurel Eisenhower as the Town's representative to the CATA Board.

The Board agreed with a recent update from Seaside Sustainability that green crabs in the River are a pervasive problem. In related business, a motion was made, seconded, and unanimously voted to consider a request from Seaside Sustainability and the Essex Harbormaster to locate a poly fishing line recycling container at the Town Landing. Mr. Zubricki will inform the Harbormaster that he is free to choose a suitable location.

A motion was made, seconded, and unanimously voted to ratify a grant letter of support to the National Fish and Wildlife Foundation supporting the "Restoring New England's Largest Saltmarsh: Multi-Benefit Resiliency Enhancement" project. The Chairman had signed the letter between meetings, to meet the grant deadline.

A motion was made, seconded, and unanimously voted to approve contract with Patriot Properties for property assessment consulting services in the amount of \$18,500.

A motion was made, seconded, and unanimously voted to sign a Reserve Fund Transfer request Form relative to temporary office help salary in the amount of \$8,000.

A motion was made, seconded, and unanimously voted to approve contract for fiscal year 2019 Green Communities Grant (further energy efficiency improvements at Essex Elementary School) in the amount of \$155,039.

A motion was made, seconded, and unanimously voted to approve the Warrant for the 2018 State Primary on September 4, 2018.

Special Town Meeting:

- A motion was made, seconded, and unanimously voted to hold a Special Town Meeting on August 27, 2018.
- A motion was made, seconded, and unanimously voted to open the warrant
- A motion was made, seconded, and unanimously voted to include the articles as they appear on the draft of the Warrant, dated 7/30/18.
- A motion was made, seconded, and unanimously voted to close the Warrant.

- A motion was made, seconded, and unanimously voted to approve the Warrant.
- A motion was made, seconded, and unanimously voted to sign the Warrant.
- A copy of the approved warrant appears below.

2018
Commonwealth of Massachusetts
Town of Essex
Warrant for Special Town Meeting

Essex, ss:

To either of the Constables of the Town of Essex;

GREETINGS:

In name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Essex, qualified to vote as the laws direct, to meet in said Essex at the Essex Elementary School, 12 Story Street, on Monday, August 27, 2018 at 7:30 p.m. and there and then to act on the following Articles, viz:

ARTICLE 1

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to retain the services of an Owner's Project Manager (OPM) to assist the Town with the development and comparison of various options for the future renovation and/or replacement of the Town's existing public safety building, either at the existing site or at some other site, and either as a combined facility on one site or as separate police and fire facilities on separate sites; and further, to assist the Town with the procurement of architectural, engineering, construction and related services as necessary for the assessment of options and the ultimate design, project oversight, and construction of a chosen option; and further, to provide the Town with traditional OPM services during the development and implementation of any chosen option; or take any other action related thereto.

ARTICLE 2

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the environmental assessment by qualified engineers and related professionals of a site or sites that may be used in the future for public safety building construction or renovation, including but not limited to geotechnical suitability and contamination analysis and related advisory services; or take any other action relating thereto.

ARTICLE 3

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for renovations and repairs, furnishings and equipment for the existing fire and police headquarters building at 24 Martin Street, including the cost of any design, engineering, construction, installation and/or related services and everything incidental and related thereto; or take any other action related thereto.

ARTICLE 4

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purchase, delivery, setup, furnishing, and complete operational outfitting of a self-contained prisoner holding cell for use by the Essex Police Department; or take any other action relating thereto.

ARTICLE 5

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to contract for senior citizen transportation services; or take any other action relating thereto.

ARTICLE 6

To see if the Town will vote to amend Section 7-3.1 of the Town's General Bylaws, Pigs and Piggeries, Permit Required, which presently reads:

7-3.1 PERMIT REQUIRED. No individual or individuals, partnership, company or corporation shall keep pigs or swine within the limits of the town without first obtaining a permit from the Board of Selectmen. All permits shall expire on December 31 of each year unless sooner revoked. Any permit may be revoked at any time by the Board of Health for cause.

Permits will be granted for the keeping of no more than four pigs for home use only.

No such permit shall be granted by the Board of Selectmen without first having a public hearing, notices of which shall be posted at the town hall and at each of the post offices in the town at least seven days before time and place of hearing.

By adding the following new provision as a fourth paragraph:

The provisions of Section 7-3 of the Town's General Bylaws, shall not apply to the keeping of one pig if the pig is kept as a household pet on residential premises and the pig weighs less than 275 pounds; provided, however, that the owner or keeper shall comply with any requirements established by the Board of Health. Nothing in Section 7-3 is intended to limit or restrict the authority of the Board of Health to exercise its

independent authority to regulate the keeping of any number of pigs and piggeries in the Town of Essex.

;or take any other action relating thereto.

ARTICLE 7

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for repairs and renovations, furnishings and equipment for the Centennial Grove Cottage and its adjacent garage, including the cost of any design, engineering, construction, installation and/or related services and everything incidental and related thereto, in order to prepare the buildings for use by the Essex Youth Commission for youth programming and for storage, respectively. Said funds shall be expended by the Board of Selectmen in consultation with the Youth Commission; or take any other action relating thereto.

ARTICLE 8

To see if the Town will vote to create a VOIP telephone expense line in the Police Department Budget for fiscal year 2019, and to raise and appropriate, transfer from available funds, or borrow a sum of money to add to the new expense line; or take any other action relating thereto.

ARTICLE 9

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to replace the Fire Department's base radio transmitter, including all costs for removing and disposing of the old transmitter and installing the new transmitter; or take any other action relating thereto.

ARTICLE 10

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow sums of money to: a) be added to the Finance Committee's Reserve fund for fiscal year 2019, and b) be added to the Wastewater Department's sewer maintenance line item for fiscal year 2019; or take any other action related thereto.

ARTICLE 11

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to pay unpaid bills from past fiscal years; or take any other action relating thereto.

And you are hereby directed to serve this Warrant by posting attested copies; one at the Post Office, one at the Town Hall, and one at the Essex Elementary School, in said Essex, fourteen days at least before the time for holding said meeting.

Given under our hand this 30th day of July, two thousand eighteen.

Lisa J. O'Donnell, Chairman

Andrew C. Spinney

Peter D. Phippen

BOARD OF SELECTMEN
TOWN OF ESSEX

Return of the Warrant:

Date: _____

I have served this warrant by posting attested copies thereof – one at the Post Office; one at the Town Hall; and, one at the Essex Elementary School in said Essex; at least fourteen days before the time for holding said meeting.

Constable

CONOMO POINT MATTERS:

Mr. Richard True at Conomo Point suggested putting up a sign warning about fines for failure to pick up dog waste after the Selectmen had declined his offer to donate a dog waste bag dispenser and waste receptacle. The Selectmen's action was based on the fact that the DPW had declined to maintain the donated unit. Since that time, the Board has learned from the dog officer that she is willing to replenish waste bags in a bag dispenser. As such, the Board asked Mr. Zubricki to be in touch with Mr. True to see if he will donate a unit that only includes a dispenser. He will also ask the dog officer to purchase an identical dispenser for Centennial Grove. Further, the Board asked Mr. Zubricki for the DPW to place and maintain a barrel at the new park at Conomo Point.

It was moved, seconded and approved to sign a Lease Addendum Tight Tank Notification for Mayer – 23 Middle Rd., Map 108, Lot 53.

APPOINTMENTS:

CATA Board Representative:

- 1-year term: Laurel Eisenhower
- It was moved by Mr. Spinney, seconded by Mr. Phippen and unanimously approved.

Historical Commission:

- 3-year term as an alternate: Richard Stevens
- It was moved by Mr. Spinney, seconded by Mr. Phippen and unanimously approved.

Youth Commission

- 1) 3-year term ending 6/30/21: Mark McKeen
- 2) partial term ending 6/30/20: Penny Hasseli
- 3) partial term ending 6/30/20: Kate Sundquist
- It was moved by Mr. Spinney, seconded by Mr. Phippen and unanimously approved.

LICENSING:

A motion was made, seconded, and unanimously voted to accept the Student Commercial Shellfish License and Waiver of Application Deadline for Liam Hemson.

A motion was made, seconded, and unanimously voted to ratify the one day wine and malt license for the Essex Bay Sailing Club for the event that occurred July 28, 2018 in the Conomo Point Association Boat House.

The Board was reminded about the following:

- The next regular Board of Selectmen's meeting will take place on Monday, August 13, 2018, at 6:00 p.m. in the Stage Conference Area on the 2nd floor of the Town Hall.
- There will be a Special Town Meeting in the cafetorium at the Essex Elementary School on Monday, August 27, 2018, starting at 7:30 p.m. The Special Town Meeting will be preceded by a Selectmen's meeting at 6:00 PM.
- The Fall Town Meeting will take place on Tuesday, October 16, 2018 in the gymnasium at the Essex Elementary School, starting at 7:30 p.m.
- The Building Committee will meet at 7:00 PM on August 9, 2018 review the Project Manager Proposals. They will choose three in an unranked manner.
- The Selectmen will meet on August 13, 2018 at 7:00 PM to interview the chosen three.

There being no other business before the Board, a motion was made, seconded, and unanimously voted to adjourn the meeting at 9:15 p.m.

Prepared by: _____
Vickie H. Cataldo

Attested by: _____
Andrew C. Spinney