

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
MONDAY, MARCH 23, 2020 – 7:00 PM  
SALISBURY TOWN HALL, 5 BEACH ROAD  
COLCHESTER ROOM**

**PRESENT:** Selectmen, Freeman J. Condon, Chairman; Chuck Takesian, Wilma McDonald, and Ronalee Ray-Parrott  
**REMOTE:** Selectman Abdulla  
**ALSO PRESENT:** Neil J. Harrington, Town Manager and Janet Flannery, Secretary

**I. Call to Order/Salute to the Flag**

Chairman Condon called the meeting to order at 7:00 PM in the Colchester Room, Salisbury Town Hall. He then announced, per the Open Meeting Law, that this meeting is being recorded and broadcast live; however, Selectman Abdulla is in attendance remotely. He also read the following statement: "Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §18, and the Governor's March 15, 2020 Order imposing strict limitations of the number of people that may gather in one place, this meeting of the Salisbury Board of Selectmen will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties, and or/parties with a right and/or requirement to attend this meeting can be found on the Town's website at [www.salisburyma.gov](http://www.salisburyma.gov). For this meeting, members of the public who wish to listen/watch, may do so by watching Salisbury Community Television (SCV) channel 12. No in-person attendance by members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting."

**II. Acceptance of Minutes  
Minutes of March 9, 2020**

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to approve the Minutes of March 9, 2020 as written.

**III. Public Comment - none**

**IV. Old Business**

**Seasonal Liquor License Renewal – Gracie's Bar & Grille – 5 Broadway**

Motion by Selectman McDonald, Second by Selectman Takesian; unanimously voted to remove from the Table.

Motion by Selectman McDonald, Second by Selectman Takesian; unanimously voted to renew the seasonal Liquor License for Gracie's Bar & Grille – 5 Broadway.

**V. New Business**

**a. License Renewals:**

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to renew a **General** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals for: Bishop Farm – 7 Taft Street and The Dojo – 141 Bridge Rd., Suite 100A

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to renew a **Common Victualer** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals for Pushcart Caterers - State Reservation.

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**b. New Licenses - none**

**c. License Amendments - none**

**d. Liquor License Renewals – Voted on under IV. Old Business**

**e. New Liquor Licenses - none**

**f. Committee Appointments - none**

**g. Update/Presentations:**

**h. Vote to Approve New Contract for Confidential Administrative Assistant to the Police Chief**

Motion by Selectman McDonald, Second by Selectman Takesian; unanimously voted to table this matter.

**i. Vote to Place Question on the Town Election Ballot re: Adoption of Proposed Amendments to the Town Charter**

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to approve placing the Question, as drafted, on the Town Election ballot.

**VI. Sewer/Water**

**a. Vote to Approve Acquisition of Property on Jak-Len Drive (Map 19, Lot 8) for the Purposes of Constructing a Sewer Pump Station and to Sign all Documents Relating Thereto**

Mr. Harrington reported that Town officials have been negotiating with the property owner to acquire a parcel on Jak-Len Drive for the purposes of using the site for a pump station for the Lafayette Road sewer project, and as of this afternoon a formal agreement with the land owner was reached to convey the property to the Town. He recommended that the Board vote to approve the acquisition.

Motion by Selectman McDonald, Second by Selectman Takesian; voted that pursuant to the vote taken under Article 5 of the May 20, 2019 Annual Town Meeting, to acquire by gift, purchase or eminent domain, for sewer purposes, the parcel of land located at 41 Jak-Len Drive (Assessors Map: 18 Lot: 168) for consideration of no more than \$40,000.00, and to authorize the Town Manager, acting on behalf of the Board of Selectmen, to acquire said land for such consideration as the Town Manager deems appropriate, not to exceed \$40,000.00, and to execute any and all documents, including, without limitation, purchase and sale agreements, acceptances and affidavits, and take any and all action as may be necessary or convenient to accomplish the foregoing.

**b. Vote to Approve Extension of Sewer Service on CCC Road**

Mr. Harrington provided documents submitted by Jonathan Collins of the Litchfield Company regarding the proposed extension of water and sewer lines on CCC Road, as well as a memo from the DPW Director approving the plan. Joseph Serwatka will be on site overseeing the project. Mr. Harrington recommended that the Board approve the request.

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
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Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to approve the extension of sewer service on CCC Road.

Selectman McDonald referred to a previously-approved sewer extension on Ferry Road and noted that residents along the route of the new sewer line would be able to connect if they wished. She asked if the same would apply to the CCC Road project and the Manager indicated that it would.

**VII. Correspondence**

Notification from Xfinity Re: Postponement of the cartoon network moving to Digital Preferred Tier.

**VIII. Hearings – none scheduled**

**IX. Town Manager's Report**

Mr. Harrington spoke about the Town's response re: the Coronavirus.

- The Town's Public Health Director, Jack Morris, is on top of everything.
- The most important thing to do is to follow the directives from the State Dept of Public Health.
- Public meetings will continue to be held but the public will not be allowed to attend. Public Hearings will be held and the public will have remote access, but will not be allowed in the building.
- As of noon tomorrow, March 24<sup>th</sup>, non-essential employees will be sent home. The public can continue to business by calling Town offices to leave messages or they can e-mail.
- The Governor has spelled out what types of businesses can remain open.
- Anyone with symptoms of the Coronavirus is advised to call their primary care physician and rely on their advice. Do not call 911 to be taken to the hospital.
- This is a time for everyone to look out for each other, and especially to look out for the elderly. This is a public health crisis and the Town is prepared to take on the responsibility of providing information to the public and dealing with health-related issues to the best of its ability.
- He urged people to stay home.

Selectman McDonald said that essential staff at the Hilton Center are available, so people can call if they need anything. The Director announced that the senior bus is still available for shopping, etc.

**X. Selectmen's Report**

**a. Ratification of Signing of Weekly Warrants:**

Motion by Selectman McDonald, Second by Selectman Ray-Parrott; unanimously voted to ratify the signing of the following weekly warrants: W20-96 through W20-100.

In closing, Chairman Condon said he wants everybody to take the virus very seriously but not to panic. Citizens should be cautious, prudent and look out for each other.

**XI. Executive Session - none**

**XII. Adjournment**

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to adjourn at 7:33 PM.

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Documents provided at the meeting and on file in the Selectmen's Office:

Minutes of March 9, 2020

Copies of licenses as listed

Info re: items under Section V.h, Vi, and Section VI

Town Manager's Report

Respectfully submitted:

Janet E. Flannery, Secretary

Approved: \_\_\_\_\_

A handwritten signature in black ink, appearing to read 'Chuck Takesian', written over a horizontal line.

Chuck Takesian, Clerk