

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
MONDAY, MARCH 28, 2022 – 7:00 PM  
SALISBURY TOWN HALL, 5 BEACH ROAD  
COLCHESTER ROOM**

**PRESENT:** Selectmen Wilma McDonald, Chairman; Chuck Takesian, Ronalee Ray-Parrott, Freeman J. Condon and Donna Abdulla  
**ALSO PRESENT:** Neil J. Harrington, Town Manager, and Agnes Donovan, Secretary

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

Chairman McDonald called the meeting to order at 7:00 PM in the Colchester Room, Salisbury Town Hall. She then announced, per the Open Meeting Law, that this meeting is being recorded and broadcast live.

**II. Acceptance of Minutes  
Minutes of March 14, 2022**

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to approve the Minutes of March 14, 2022 as written.

**III. Public Comment**

Mr. Dennis Mason of Collins Street appeared before the Board. He stated that there is a pipe from the street which drains into his and his neighbor's yard. Mr. Mason stated that the drain is connected to the street and that this has been an ongoing problem for over twenty years. He stated there is no easement for the pipe into his yard.

Mr. Mason is requesting that this pipe be removed to stop the drainage onto his and his neighbor's property. He stated that this is the time to correct the problem as his street is scheduled for paving later this year. Chairman McDonald stated that they would take his concerns under advisement and ask the DPW Director to go out and look at his property with him. Mr. Mason said he works and would be home in the afternoon after 1:00 PM.

**IV. Old Business**

**V. New Business**

**a. License Renewals - None**

**b. New Licenses**

**General – Middleton Supply, LLC – 41 Elm Street**

Mr. Morrison, the applicant, appeared before the Board. He stated that his business is erosion control and that he will be utilizing the existing building on the property.

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve a **General** license to Middleton Supply – 41 Elm Street.

**Parking Lot – Vinnie's Parking - 70 Railroad Avenue**

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to approve a **Parking Lot** license to Vinnie's Parking at 70 Railroad Avenue.

**c. License Amendments – General License – TintAutos – 213 Elm Street**

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to approve the License Amendment for TintAutos at 213 Elm Street, previously located at 2 School Street.

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**d. Liquor License Renewals - None**

**e. New Liquor Licenses - None**

**f. Committee Appointments: Board of Registrars – Re-Appointment of Karen Parent to expire June 30, 2025**

Motion by Selectman Takesian, Second by Selectman Freeman; unanimously voted to re-appoint Karen Parent to the Board of Registrars for a 3-year term to expire June 30, 2025.

**g. Update/Presentations: DPW Director/SCTV**

**DPW Director:** Ms. DeMeo gave the BOS her spring review.

**Maintenance**

- Chapter 90 Street Paving – Ms. DeMeo stated that the paving will be done in two parts this year. Bids and paving of Pike Street Toll Road to Lafayette Road), Collins Street and Blacksnake Road is planned for this spring. The bidding and paving of Longmeadow Drive, Ferry Road (Beach to Grover Street), and Glenwood Road is scheduled for the fall.
- The Town's pavement management inventory will be updated this spring. The last inventory and rating of the condition of streets in town was done in 2018.
- Tree Maintenance: funds for FY22 are just about fully expended.
- Street Maintenance: pothole filing is ongoing.
- Snow/Ice: The Town finished the season in good shape. Ms. DeMeo said that quite a bit of salt was put down to prevent freezing.
- Street Work Street Opening Permits will open April 4, 2022.

**Parks**

- Ms. DeMeo stated that the DPW mows /maintains four cemeteries; five ball fields, and seven town buildings with only two employees. Ms. DeMeo stated she is hoping to hire another maintenance person.
- Lion's Park: Public Works staff have advertised the project to renovate the tennis courts.
- Partridge Brook Park: The concrete sidewalk installed around the concession stand has developed cracks. The DPW is in the process of reviewing what needs to be done to repair the cracks.
- Christmas Lights: Ms. DeMeo stated that new LED lights were purchased by the Town and the Chamber and installed during this past season. She stated that they were very well received.

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**Solid Waste**

- Recycling Center: Permit sales are now managed by the Town Clerk. DPW staff is working with DEP and CDM to file appropriate environmental reports for the Recycling Center.
- A Household Hazardous Waste Day is to be scheduled for some time in 2022, but the exact date has not been determined.

**Facilities**

- Ms. DeMeo said that the DPW is making sure that the elevator inspections, generator inspections, and boiler inspections are done. She stated that the DPW is assisting the Library with repairs and insurance claims.

**Beach**

- Parking Kiosks will be installed soon. Some kiosk locations were adjusted due to the ongoing construction projects.
- Welcome Center/ Restrooms: Ms. DeMeo said the Town is waiting for a date for the railings on the handicapped ramps to be installed, so that the fencing can come down from around the sites of the new buildings.
- Ms. DeMeo said the Town is preparing to hire two full-time staff to manage and maintain the new restroom facilities and to manage the part-time beach staff this year.

Selectman Ray-Parrott reminded Ms. DeMeo that the restroom facilities at Lions Park and Partridge Brooks also need to be managed and maintained.

**Water**

- Ms. DeMeo stated that hydrant flushing will be conducted April 25 – May 2, 2022. She stated that the DPW is coordinating with Pennichuck and that notice(s) will be published in the paper.
- Bridge Road Water Main: Construction and final trench paving is complete. DOT observed the work and were satisfied with conditions.
- Water mains on Meaders Lane, Shady Lane, Short Lane, and Gove Street will be replaced this summer as part of a multi-year CDBG project.
- Leak Detection: Ms. DeMeo stated that this is routinely done in the summer.
- EPA and DEP require each community to file a Risk Resiliency Assessment (RRA) and an Emergency Response Plan (ERP). The DPW worked with Weston & Sampson on these reports and both were submitted on time in 2021.

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- Transition to taking over water operations: Ms. DeMeo stated that during the management/billing transition they have had meetings with Pennichuck. She stated that the DPW is developing job descriptions for new employees to hire and lists of equipment to purchase. Ms. DeMeo stated that the Town recently hired an administrative assistant for the new operation; re-arranged the office set-up at the DPW building to accommodate the new position; ordered two new utility trucks; coordinated electrical hook-up and IT work for the new trailer that will house the Water Division, and continues to plan for the transition. In addition, new meter reading software (Neptune) has been purchased which is compatible with previous equipment.

**Wastewater**

- Ms. DeMeo stated that the Lafayette Road Sewer project continues. The pump station on the corner of True Road is underway and installation of the sewer main under Smallpox Brook (horizontal directional drill) is scheduled for April. This will cause some traffic adjustments.
- Contractors who want to be considered to install private service connections for the new sewer system will need to be qualified on Salisbury's drainlayers list. The Drainlayers License process has moved from the Health Dept. to Public Works.

**Cemetery**

- Longhill Cemetery: Required cleanup of graves has been advertised for April. After that, DPW staff will be removing all items that are not approved by the Cemetery Commissioners.

**Construction Oversight**

- Driftway Project: Ms. DeMeo stated that some punch list items remain and a top coat of paving is being scheduled for prior to Memorial Day.

**Other**

- Tree Warden: Ms. DeMeo stated that the Mass. Tree Warden's and Foresters Association is offering a Chipper Safety course. Public Works is sending some DPW employees to this one-day training session in Salem, MA.

**Lance Wisniewski, SCTV Director**, addressed the Board.

**Election Coverage** - Lance Wisniewski advised the Board of SCTV's election coverage plan. On Thursday, April 14, there will be two election coverage events with a Candidates Night for the School Committee at 6:00 PM, and a Selectmen's Candidate's night starting at 7:00 PM. The public is encouraged to submit questions for the candidates. In addition, the candidates are allowed to record a three-minute message which SCTV cannot monitor. The SCTV website provides details on the policy for the candidate's questions, rules, procedures and local agreement(s). All the election coverage information is on the SCTV website.

**Community House on Ring's Island** – Mr. Wisniewski advised the Selectmen of the efforts SCTV is taking regarding its possible relocation to the Community House on Ring's Island. A group of Ring's

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Island residents has been meeting and working with the Town to determine possible re-uses for the building and allowing SCTV to operate from this location is one of the options the Town and the group are considering. SCTV has put together a document to determine its needs for use of the building and he has presented them to the Town Manager. Mr. Wisniewski stated that last fall, Town Meeting approved a warrant article for \$20,000 for the purpose of hiring a consultant to assist the Town in estimating the cost of providing water and sewer service, and to address handicapped parking and accessibility issues at the Community House on Ring's Island. When the results of that study are complete, he said he hopes that the Town and the residents will seriously consider allowing SCTV to operate from the Community House

**VI. Sewer/Water - None**

**VII. Correspondence - None**

**VIII. Hearings – None Scheduled**

**IX. Town Manager's Report – None**

**X. Selectmen's Report**

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

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to ratify the signing of the following weekly warrants: W22-78 through W22-83.

- Selectman Condon asked the Board to support re-naming of Salisbury State Reservation after Robert "Boots" Chouinard, as a way to honor him as a veteran and a long-time contributor to the life of the Town. Mr. Condon said it would be a fitting tribute to his legacy. The Board requested Town Manager Harrington to write a letter to the Dept. of conservation and Recreation making this request.

- Selectman Ray-Parrott reminded the residents of the Easter Egg Hunt on April 9<sup>th</sup> at the Salisbury Elementary School.

- Selectman Ray-Parrott reminded the Board of the passing of Bruce Pike. She wanted to acknowledge all the work Mr. Pike did for baseball, the Lions Club, and for the Town of Salisbury.

- Selectman Abdulla thanked all who assisted, including Selectman Ray-Parrott, in the building and dedication of the new Habitat for Humanity homes on Old County Road.

- Chairman McDonald, on behalf of the Salisbury Beach Fire Victim's Fund, thanked all who contributed. She reported that, in addition to gift cards, clothing, restaurants donating meals, doctors donating eye-glasses, etc., over \$80,000 was donated to the fund and distributed to the victims of the fire. Chairman McDonald thanked all who donated and said it was a wonderful example of neighbors taking care of neighbors.

**XI. Executive Session - None**

**XII. Adjournment**

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to adjourn at 8:18 PM.

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

Minutes of March 14, 2022

Copies of licenses as listed

Town Manager's Report

Respectfully submitted:

Agnes Donovan, Secretary

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

A handwritten signature in black ink, appearing to be 'RR' with a stylized flourish.

Ronalee Ray-Parrott, Clerk

A large, loopy handwritten flourish or signature in black ink, extending from the line above.