

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
MONDAY NOVEMBER 27, 2023 – 7:00 PM  
SALISBURY TOWN HALL, 5 BEACH ROAD  
COLCHESTER ROOM**

**PRESENT:** Chairman Ronalee Ray-Parrott, Selectmen Michael Colburn, Selectman Donna Abdulla, Chuck Takesian and Terry Marengi, Jr.

**ALSO PRESENT:** Neil J. Harrington, Town Manager and Adrienne Linnell, Executive Assistant

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

Chairman Ray-Parrott 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: Regular Session of November 13, 2023.**

Motion by Selectman Takesian, Second by Selectman Colburn; unanimously voted to approve the Minutes of the November 13, 2023 regular meeting.

**III. Public Comment - None**

**IV. Old Business –**

- a. Vote to Approve Assignment of Host Community Agreement Between the Town and Ganesh Wellness, Inc. - continued to be tabled. No action necessary
- b. Vote to Approve Amended Host Community Agreement for Recreational Marijuana Retail Business at 191 Lafayette Road – continued to be tabled. No action necessary

**V. New Business**

**a. License Renewals:**

Motion by Selectman Takesian, Second by Selectman Colburn; unanimously voted to renew a **Class I** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Priority Chrysler Dodge Jeep Ram – 158 Elm Street

Motion by Selectman Takesian, Second by Selectman Colburn; unanimously voted to renew a **Class II** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Salisbury Auto Salvage – 16 Main Street, Causeway Enterprises, Inc. – 77 Bridge Road, Chris Auto Body – 100 Elm Street, Highland Motors – 205 Lafayette Road, and Ryder Vehicle Sales – 74 Main Street

Motion by Selectman Takesian, Second by Selectman Colburn; unanimously voted to renew a **Class III** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Salisbury Auto Salvage – 16 Main Street and Causeway Enterprises, Inc. – 77 Bridge Road

Motion by Selectman Takesian, Second by Selectman Colburn; unanimously voted to renew **Repair** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Claxton Powersport Repair – 142 Lafayette Road, Black Death Restoration Co. – 25 Atlantic Avenue and Gray's Garage – 35 Elm Street

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Entertainment - None

Common Victualer - None

- b. New Licenses:  
Special Event Permit:
- c. License Amendments: None
- d. Liquor License Renewals:

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to renew **Liquor License** renewals pending their inspections for: Kitten's, Mapow, Capri, All American Tavern, Play Ball, pending reinspection, and Harbor Pizza, pending their completed work and inspection.

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to renew **Liquor License** renewals for: Express Food Mart, Salisbury Minimart Inc, Bucciarelli's Meat Market LLC, Tens Show Club, Good Fortune, The Dolphin at Salisbury Beach, Stage Coach Restaurant, Seaglass, The Winner's Circle, Hideaway Pub, Family's Chinese Restaurant and Bar and Uncle Eddie's.

Motion by Selectman Takesian, Second by Selectman Colburn; 4 voted to renew 1 abstained (Ms. Abdulla) a **Liquor License** for Sin A Loa LLC.

- e. New Liquor Licenses: None
- f. Committee Appointments: None

**g. Update/Presentation:**

**COA Director** Elizabeth Pettis presented her update to the Board: She spoke of all the activities the Hilton Center offers to seniors, and also mentioned the food pantry, summer activities, community donations made for the holidays, and different programs offered for the seniors that need it, including fuel assistance & SNAP. She also talked about van driver Andy Dimarca, who has provided close to 1,000 rides in the last six months, either for medical appointments, shopping or errands.

Ms. Pettis stated it is currently open enrollment time for SHINE until Dec 7. Audrey the Outreach Coordinator is averaging 18 – 20 appointments per week along with phone consultations. Dave Golner, the SHINE representative from AgeSpan, is averaging 7-9 appointments per week and also doing phone consultations. Together they are averaging 25 appointments each week. Finally, starting in January those with Medicare Advantage will be able make changes. The COA is beginning to book those appointments now with Audrey and Dave.

**Library Director** Terry Kyrios presented her update to the Board: She spoke about the significant staff changes that have happened this past summer. Joan Bomba retired in July after 27 years as the

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Circulation Librarian. Also, after 17 years as the Children's Librarian Joan Cox stepped into the Circulation Librarian's position. She spoke of how Joan did the Polar Express and Beach Story hours and when she started Beach Story hour five years ago her top number was 22 children and this year she had 394 in one day. She went on to say that Ms. Cox has been mentoring the new children's librarian, Nicole Chouinard.

Ms. Kyrios also she spoke about the activities that the library has to offer: book group, yoga, knitting and Tarot classes. For the second year, the library is sponsoring "Seasons Wreathings," where people can pick up a wreath, decorate it, and drop it back off at the library before December 8, where it will be put on display in the big meeting room. After December 21, those who decorated wreaths can pick them up and take them home.

She noted that Kristin Packer, the Reference and Technology Librarian, is starting a round table for local history enthusiasts the first meeting is Thursday January 18 at 6:00 PM. Finally, she informed the public that the Merrimack Valley Library Consortium is now offering "E Cards." If a person doesn't have a library card and he/she doesn't want to take out books, but wants to use the database, they can go to the Salisbury Library website and sign up for an "E Card."

**Health Director** Jack Morris presented his update to the Board: He started with a COVID report, stating that there are four cases currently and there has been an average of four cases every 2-4 weeks. He then informed the Board that there were flu clinics held on October 5 and November 16, where 238 and 120 residents, respectively, received shots. Five vaccines were offered: high dose and standard dose flu shots, COVID, shingles, pneumonia and RSV. He also noted that the Town has a new Public Health Nurse who started in June. She was the former Public Health Nurse in Newburyport and currently is the Public Health Nurse for Rowley, and her name is Pam Palumbo.

Mr. Morris said it is a busy time of year, as food service inspections are ongoing and the Health Department is wrapping up septic system installations before the frost starts and getting ready to do motel renewals. The Health Dept. issues 150-175 permits in a calendar year and 30-40 in the spring. He stated that he's continued to attend planning sessions for emergency response, health trainings, and has followed through on other health requirements that need to be met for him to remain in active status. He spoke about Northeast Mosquito Control, which sprayed about seven thousand acres of salt marsh over the course of the season and treated 2,800 catch basins with a 90-day solution that kills West Nile virus mosquitos. He said housing inspections are ongoing and there are 24 cases that need to be filed in Housing Court.

- h. Vote to Approve Request of Mass. Dept. of Agricultural Resources to Reduce Public Notice Period for Agricultural Restriction on Bartlett Property

The Town Manager explained that the Board had received a request from the Mass. Dept. of Agricultural Resources to agree to a reduction in the standard 120-day notice period required by law then the State acquires an agricultural restriction on private property. A public hearing is also required by law before the acquisition of the restriction can take place.

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Motion by Selectman Takesian, second by Selectman Colburn; unanimously voted to reduce the public notification period, per request of the Mass. Dept. of Agricultural Resources, for placing an agricultural restriction on certain parcels of property owned by the Bartlett from 120 days to 60 days.

Motion by Selectman Takesian, second by Selectman Colburn; unanimously voted to set a public hearing regarding the agricultural restriction on the Bartlett property for December 18, 2023 at 7:15 PM.

- i. Vote to Set Public Hearing for New Liquor License Application Submitted by 191 Lafayette Road Brewery LLC – 191 Lafayette Road

Motion by Selectman Takesian, second by Selectman Colburn; unanimously voted to set a public hearing for a new Liquor License application submitted by 191 Lafayette Road Brewery LLC for December 18, 2023 at 7:30 PM.

- j. Vote to Approve Selectmen's Meeting/Presentations Schedule for 2024

Motion by Selectman Abdulla, Second by Selectman Takesian; unanimously voted to approve the Selectmen's Meeting/Presentations Schedule for 2024 as presented, with one change – moving the dates of the November 2024 meetings to Nov. 4 and 18.

- k. Vote to Send Letter re: Proposed Whittier Tech School Building Project

Mr. Harrington reminded the Board that Mayor Gove of Amesbury had drafted a letter to the Whittier Tech School Committee for other Whittier communities to sign, expressing concerns about the proposed district-wide vote to approve the project, as well as the projected cost of the project. The letter also asked that the 1967 Whittier regional agreement be revisited.

Motion by Selectman Colburn, Second by Selectman Takesian to open discussion on potentially signing Mayor Gove's letter. Most members said that sending a letter to the Whittier School Committee was important, but that perhaps a letter should also be sent to the Mass. School Building Authority (MSBA), asking them to work with the eleven Whittier communities to hold the State funding in place until a more cost-effective solution could be found. Ultimately, Board members agreed that the Board should not sign on to Mayor Gove's letter, but send two letters themselves – one to the Whittier Tech School Committee and one to the MSBA.

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to send a letter to Whittier Tech School Committee requesting that they delay the vote in January and also that they have a town-by-town vote, and not a district wide vote.

Motion by Selectman Abdulla, Second by Selectman Takesian; unanimously voted to have the Town Manager draft and send a letter to the MSBA requesting that they keep the State funding in place while cities and towns seek less-costly alternatives to the current Whittier building plan.

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Motion by Selectman Takesian, Second by Selectman Colburn; unanimously voted to send a letter/email to Whittier Superintendent Maureen Lynch requesting that she re-schedule the community meeting for Salisbury residents at the Library that had been cancelled earlier.

- I. Vote to Designate Purchaser/Developer for Former Police and Comfort Station  
Motion by Selectman Marengi, Second by Selectman Takesian to open discussion on this matter.

Selectman Abdulla recused herself from the discussion on this issue. Motion by Mr. Marengi to open discussion, seconded by Mr. Takesian. The motion was approved unanimously (4-0).

Mr. Marengi stated that the Board had met with each of the respondents to the RFP issued by the Town and he felt that two of them met the criteria for further consideration. He noted that the Board reached out to one respondent to ask for additional information, which was just received. He said he was not comfortable moving forward until he had time to review this information, and he suggested that this item be tabled. Mr. Takesian said that he had seen floor plans from two of the respondents when the Board met with them, but that he only had a copy of one of the plans, he was comfortable with tabling the matter as well. Mr. Colburn agreed, adding that he would be willing to meet with all three respondents again. Ms. Ray-Parrott stated that the next Board meeting is not until December 18, so there should be time for another workshop, or even a special meeting, if necessary.

Motion by Selectman Marengi, Second by Selectman Takesian; unanimously voted to table this matter. Following this vote, Ms. Abdulla returned.

**VI. Sewer/Water - None**

**VII. Correspondence - None**

**VIII. Hearings –None**

**IX. Town Manager's Report**

Mr. Harrington gave a brief overview of his written report, a copy of which is available in the Selectmen's office.

**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: W24-56 through W24-64.

Selectman Marengi spoke about "Santa's Helper" looking for additional assistance this year. Last year the organization provided gifts for 77 families and this year they're hoping to assist about 140-150

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families. He said there are boxes all around town in which people can drop donations. Santa's Helper is looking for "Angels" to take on sponsorship of a full family if possible. He said he hopes that people will come out and support this very worthy cause. [Salisburysantashelpers.com](http://Salisburysantashelpers.com) is the website where you can find information.

Selectman Abdulla also mentioned that there will be a box for Santa's Helpers donations at the annual tree lighting ceremony tomorrow night for unwrapped presents or gift cards.

Chairperson Ray-Parrott mentioned that the Winner's Circle had a medical emergency occur recently and Officer Travis Tremblay, Laurie Manning, Trisha Lavoie, Madison Duford, Jeffrey Duford and Tina LaCourse all played a part in saving the life of Billy Harris. She acknowledged and thanked them all for going above and beyond.


**XI. Executive Session – None**

**XII. Adjournment**

Motion by Selectman Takesian, second by Selectman Colburn; unanimously voted to adjourn at 8:40 P.M.

Documents provided at the meeting and on file in the Selectmen's Office:  
Minutes of November 13, 2023, Town Manager's Report

Respectfully submitted:  
Adrienne Linnell, Executive Assistant

Approved:   
Donna Abdulla, Clerk