

MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, MAY 9, 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 Janet Flannery, 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 April 25, 2022

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to approve the Minutes of April 25, 2022 (Regular meeting) as written.

III. Public Comment

IV. Old Business

a. Vote to Approve Collective Bargaining Agreement Between the Town and NEPBA Local #15 (Police Patrol Officers), FY2023-2025

Motion by Selectman Ray-Parrott, Second by Selectman Abdulla; unanimously voted to table this item.

V. New Business

a. License Renewals:

Motion by Selectman Abdulla, Second by Selectman Takesian; 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: LAS Concessions d/b/a Slush Factory – 18 Broadway.

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; 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 Ozzie's Fried Dough – 15 Broadway. VOTE: 4 yeas – Selectman Abdulla abstained. Motion carried.

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; 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 Jilly's Pizzeria d/b/a Taste Buds Seaside – 8 Broadway

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to renew a **Parking Lot** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: MJF Bowery Corp. – 11 North End Blvd.

b. New Licenses - none

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c. License Amendments

General – Bishop’s Farm – address amendment

Mr. Bishop explained that his current location has been sold. He found another location (89-91 Beach Road) but was approached by the owner of 159 Beach Road, who offered to lease space there to Mr. Bishop, which he accepted.

Motion by Selectman, Second by Selectman; unanimously voted to approve to amend the location of Bishop’s farm stand from 7 Taft Street to 159 Beach Road.

Special Event Permits submitted by the Salisbury Beach Partnership

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to approve the Special Event Permits for The Carousel from May 21 – September 5, 2022; The State from June 24 to September 5, 2022; and Bands on the Beach from June 24 – September 5, 2022.

d. Liquor License Renewals

e. New Liquor Licenses

Vote to Schedule Public Hearing for a Transfer of License for Hideaway Pub – 183 North End Blvd.
Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to schedule the Public Hearing for Monday, May 23, 2022 at 7:15 PM.

f. Committee Appointments - none

g. Update/Presentations: Fire Chief/Parks & Recreation

Chief Carrigan reported the following:

- The Fire Dept. recently conducted a babysitting safety class in conjunction with Parks & Rec and more are planned. These are conducted by Capt. Murphy.
- Public education has resumed at the elementary school. Lieutenants Groder and Foss have several events planned.
- Upcoming training is scheduled with the Coast Guard on search and rescue.
- The Department recently acquired an inflatable raft for flood/water rescue.
- The budget is generally in good shape. Two area concern are vehicle fuel and vehicle repair and maintenance due to rising costs.
- Emergency calls are at around 650 year-to-date, which is comparable with previous years.
- Looking forward, the Department may need to study the provision of emergency medical response (ambulance) services and, in the long term, there will be a need for a new fire station.

Jenn Roketenetz – Parks & Recreation Director – reported the following:

- It has been just one year since her appointment as Director of Parks & Recreation. He job is multi-faceted and is driven by the voices of the community. Over the years the community has contributed tremendously to building and/or maintaining the recreational spaces. Now the town is stepping up and making more of an investment of time and money in the parks and recreational programs.

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- She is working with Pauline at the Senior Center to support and cross promote all our events and programs.
- Recently, she partnered with the Fire Dept. on a babysitting safety program.
- She connects with our local newspaper, schools, and news stations. Events are marketed in every publication she can find and the events have been in North Shore Magazine, Boston Globe Magazine, Seacoast, Macaroni Kid and Only In Your State.
- She has launched a new software platform, MyRec, which is widely used in this area by communities such as Amesbury, Newburyport, Salem, Beverly, Reading and Lynn. It provides residents recreational information in one spot where people can register for programs, view activities, reserve community space and much more.
- She manages fields and oversees the Town's parks, including coordinating field usage/schedules for teams, leagues and community use.
- She has been managing and overseeing some of the maintenance, repairs, and improvements to our recreational spaces. She is currently focusing efforts on Lions Park. The Fall Town Meeting approved funding for these efforts and the majority of the funding is going towards addressing the tennis/pickleball courts. A contractor has been secured to repair all the birdbaths, filling cracks, resurfacing, repainting and lining out the courts with both tennis and pickleball lines.
- She recently purchased new swings, basketball rims, paint, and a playground climber.
- The annual event Tortoise and the Hare generated over \$5,000 in revenue.
- Her plans for a Farmer's Market have come to fruition. Some other events that have been hosted and will be held again in the future are: the Memorial Day Parade, Tuesday "Movies in the Sand," family events on Tuesdays at the beach and at the Carousel, Salisbury Days, Car Cruisin', Fireman's Muster, Fair in the Square, Scarecrows, Truck or Treat, holiday tree lighting and more.
- Parksand Recreation is currently offering a variety of ALL age programs to Salisbury residents and beyond. Some of which include, surfing, skateboarding, safety, fitness, horseback riding, farming, music, photography, Ronalee's running and more.
- In addition of creating, promoting and overseeing the beach activities, she will be overseeing the inner part of the beach center: lawn area and the dining tables.

h. Vote to Approve updated Planning Board Fees

Information had been provided to the Selectmen prior to tonight's meeting and Ms. Pearson gave a brief overview to the Board prior to a vote being taken.

Motion by Selectman Ray-Parrott, Second by Selectman Condon; unanimously voted to approve the updated Fee schedule.

i. Vote to send Letter Requesting that Salisbury Beach State Reservation be Named after Robert "Boots" Chouinard

Selectman Condon had previously asked to have this on the agenda to move it forward. Working with Representative Kelcourse, he said it would be accomplished.

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Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to formally request the help of Rep. Kelcourse, and Senators Tarr. and DiZoglio in having the Salisbury Beach State Reservation named after Robert “Boots” Chouinard.

j. Vote to Approve Quarterly Billing for Water Effective July 1, 2022

Mr. Harrington provided a memorandum describing the work being done during the transition of the Town taking over the operation and maintenance of the water system. He said that one of the most important issues that needs to be decided relates to the billing cycles. Presently, the Town bills quarterly for sewer, but water bills have been issued monthly since before the Town took ownership of the water system. It is the recommendation of the working group that has been planning this transition and an implementation committee that has been working on the logistical details that the Selectmen support moving to a quarterly billing system for water, effective July 1, and that the water and sewer bills be combined on one bill, with the water and sewer charges broken out separately, to be sent out four times a year. He did note that there are about 275 of the Town’s 3,000+ water customers where the water bill and sewer bill for the same property address are currently sent to different persons or entities. He said that this practice would continue, as the proposal for these customers would be for them to receive separate water and sewer bills four times per year. If the Board approves this request, he said that the plan is to conduct an aggressive public relations outreach during the last few months of the fiscal year, so all water customers are made aware of the upcoming operational takeover by the Town and are also informed about the new combined quarterly billing system. Mr. Harrington strongly recommended that the Board endorse the above for water and sewer, effective July 1, 2022.

Selectman Condon said he supports this proposal 100% and stated it is being done both to make local government more efficient and save money for the ratepayers. He commended the effort of the study committee and the implementation group, noting that in the long run it is the best thing to do for the Town and for the residents.

Motion by Selectman Abdulla, Second by Selectman Condon; unanimously voted to approve the proposed new quarterly billing system for water as presented, effective July 1, 2022.

k. Vote to Approve Collective Bargaining Agreement Between the Town and IAFF/PFFM Local #4694 (Salisbury Firefighters), FY2023-2025

Mr. Harrington said that the Selectmen had previously met in Executive Session to review the town’s strategy with regard to all the proposed new contracts and he recommended approval.

Motion by Selectman Condon, Second by Selectman Ray-Parrott; unanimously voted to approve the new contract with the Firefighters Union.

l. Vote re: Town Manager’s List of Recommended ARPA Priority Items

Mr. Harrington informed the Board that the federal government passed a bill called the American Recovery Plan Act (ARPA) and Salisbury has been allocated about \$2.8M. Originally, communities could only spend money from these legislation on four categories relating to recovery from the effect of the Coronavirus pandemic. Since then the U.S. Treasury released final guidelines and communities may consider the first \$10 million in funding they receive as “revenue replacement” that can be spent for any legitimate expense for which a city or town could legally appropriate funds, with the exception of putting money into stabilization accounts, paying debt service, or using funds to pay legal settlements.

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He noted that he had compiled a suggested list of one-time expenditures for the Board of Selectmen to consider, as he felt that would be the most prudent use of this funding. He also noted that rather than allocating these funds to a small number of higher-priced projects, he was recommending a list of more than 50 project and capital expenditures for the Board to consider. Under the terms of the ARPA bill, the Selectmen must vote to approve any actual expenditures. The Manager noted that he had solicited requests from all of the department heads and was recommending that the ARPA funding be spread out across as many areas as possible, from fire and police needs, to DPW, the library, Council on Aging, and Parks and Recreation. The total of all departmental requests was over \$5 million, but his final list of recommended spending priorities was within the \$2.8 million available from the ARPA legislation. He noted that the Town has until the end of calendar year 2024 to identify how it intends to spend the money and until the end of calendar year 2026 to finish any project for which ARPA funds have been appropriated. He requested that the Board endorse the priority list he had provided, so that the various department heads could begin to order capital items and being projects related to their respective departments.

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to endorse the Town Manager's priority list of expenditures from the Town's ARPA allocation.

VI. Sewer/Water

VII. Correspondence

VIII. Hearings – none scheduled

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 Condon, Second by Selectman Takesian; unanimously voted to ratify the signing of the following weekly warrants: W22-91 through W22-93.

Chairman McDonald reminded people that tomorrow is election day. Polls are open from 10:00 AM – 8:00 PM.

XI. Executive Session - none

XII. Adjournment

Motion by Selectman Abdulla, Second by Selectman Ray-Parrott; unanimously voted to adjourn at 8:26 PM.

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

Minutes of April 25, 2022

Copies of licenses as listed

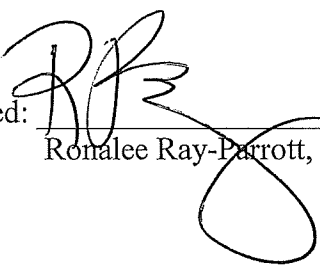
Copies of Special Event Permits

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Copy of Planning Board Fees
Town Manager's Report

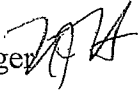
Respectfully submitted:
Janet E. Flannery, Secretary

Approved: _____


Ronalee Ray-Parrott, Clerk

MEMORANDUM

To: Members of the Board of Selectmen

From: Neil J. Harrington, Town Manager 

Date: May 9, 2022

Re: May 9th Report to the Board

Outlined below is a summary of activities over the past two weeks. Please let me know if you have questions about any of these items.

1) Town Meetings

The Special and Annual Town Meetings will be held on Monday, May 16, beginning at 7:00 PM at Salisbury Elementary School. There are 24 articles on the Special Town Meeting warrant and 14 articles on the warrant for the Annual Town Meeting. The Warrant Advisory Committee held its public hearing on the warrant article on May 3 and is recommending approval of all of the articles.

2) Street Paving

The Town's street paving program for 2022 begins this week with work on Pike Street (from Toll Road to Lafayette Road), Collins Street (from Lafayette Road to the NH border), and Black-snake Road. As we discussed at previous meetings, these streets were chosen because they are rated among the streets in the worse condition. The first 3 streets are scheduled to be completed before Memorial Day weekend. Three additional streets will be slated for repaving in the Fall.

3) North End Boulevard Project

In conjunction with the Mass. Dept. of Transportation (MassDOT), the Town will co-sponsor three upcoming meetings for property owners along the entire stretch of North End Boulevard, so that they may get a close-up look at the latest "hybrid" design for the State's proposed improvement project for this street and how it may affect their properties. These meetings will be held on May 19, 24 and 26 in the cafeteria at Salisbury Elementary School from 7-9 PM. The Town will divide No. End. Boulevard into 3 geographic areas and invite property owners from each area to attend one of the three meetings. "Roll-out" plans of the design will be available for close inspection and MassDOT staff and employees of the design team will be on hand to answer questions. Information will also appear on the Town's website and social media platforms.

4) Beach Improvements

The railings for the Welcome Center project accessible ramps were delivered late last week and installation has begun. Due to delays of obtaining this material, the project has been held up for several days. However, it is expected the new restroom facility in the corner of the beach parking lot will be open and operational by Memorial Day weekend. Additionally, the final coat of paving on Driftway was applied today and the line striping should be complete by next week.

5) Water Takeover Transition

The preparation for taking over operation of the Town's water supply and distribution system has been going well, with frequent meetings to work out the logistics of taking over the billing function from Pennichuck. We are also advertising for more of the new staff positions we will need to fill by July 1. Starting this week, the Town will begin to mail informational flyers to all holders of water accounts, explaining what people can expect when the Town takes over operation of the water system. I also plan to do a short program on SCTV in which I explain the steps we have taken so far and what ratepayers can expect following July 1.

In conjunction with all this work, the Town was recently notified that we will be presented this week with a Regional Recognition Award from Mass. DEP in acknowledgement of our efforts to maintain a reliable water supply. This includes recognition for replacing the 1938 water main on Bridge Road, incorporating the Ring's Island Water District into the Town's overall water operation, and working with DEP to ensure a smooth transition to a takeover of our water system as of July 1. I would like to take this opportunity to thank DPW Director Lisa DeMeo and Chief Water Operator Frank Giordano for all their efforts with these initiatives.