

## BOARD OF SELECTMEN MINUTES OF MARCH 7, 2016

**PRESENT:** Selectmen Freeman J. Condon, Chairman; Henry Richenbourg, and Chuck Takesian

**ABSENT:** Selectman Hunt and McDonald

**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.

### **II. Acceptance of Minutes**

#### **Minutes of February 22, 2016**

Motion by Selectman Richenbourg, Second by Selectman Takesian; unanimously voted to approve the Minutes of Feb. 22, 2016 as written.

### **III. Old Business - none**

### **IV. New Business**

#### **a. License Renewals:**

Motion by Selectman Richenbourg, Second by Selectman Takesian; 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: Groundswell Surf Café – 25 Broadway, MacDougall Sales & Services – 29 Old Elm St., Port City Glass – 141 Bridge Rd., Tri-City Cuts – 38 Lafayette Rd., and Sun Fun Tanning – 175 Elm St.

Motion by Selectman Richenbourg, 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 Groundswell Surf Café – 25 Broadway

#### **b. New Licenses**

Motion by Selectman Richenbourg, Second by Selectman Takesian; unanimously voted to approve a **Special Event Permit** to the Parks & Recreation Commission for their annual Tortoise and the Hare 10K and 3 mile walk on April 9, 2016

#### **c. License Amendments - none**

#### **d. Committee Appointments**

**Library Board of Trustees** – 1 vacancy for a term to expire June 30, 2017 – 1 Applicant: Jane Purinton

Motion by Selectman Richenbourg, Second by Selectman Takesian; unanimously voted to appoint Jane Purinton to fill an unexpired term until June 30, 2017.

#### **e. Update/Presentations: Finance Director**

Ms. Snow, Finance Director, reported that it has been a busy couple of months getting to know all the staff and the Town's accounting system. She noted that the FY15 audited financial statements have been issued and will be put on the Town's website tomorrow. There were no significant issues or items in need of attention. She met with the Town's financial advisors last month and went over the current bonded debt as well as the upcoming \$10.2M BAN sale and upcoming bond issue. The general fund in the FY16 budget is 72.5% expended.

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Ms. Snow listed a few line items that are currently overspent, but noted that this is manageable. She reported that she had her first meeting with Warrant Advisory in preparation for the FY17 budget and she is working to balance the budget before scheduling the next meeting with them. She also will be meeting with the Police, Fire and DPW to update the Town's capital plan. As for "other projects" she is monitoring project and grant balances to avoid deficits; the goal is to not overspend projects and have as little as possible deficit balances. She is also formalizing the tracking of compensated absences and reviewing/updating financial management policies as needed. Chairman Condon stated that Ms. Snow's position is one of the most important ones. He said that he attended the Warrant Advisory meeting last week and was very impressed with her conduct and bearing and the poise and manner in the way she handled herself. Selectman Richenburg reiterated the Chairman's comments and said she seemed to have had the answers to all the questions she was asked.

### **f. National Grid – Set Pole Hearing Date for Installation of new pole and conduit on Railroad Ave.**

Motion by Selectman Richenburg, Second by Selectman Takesian; unanimously voted set a pole hearing for March 28, 2016 at 7:15 PM.

### **g. Vote to Approve Postponement of Triton Regional School Committee's Adoption of FY17 Budget**

The Town Manager had provided a copy of the Superintendent's letter regarding the District Communications Committee meeting, where they voted unanimously to request the three towns to agree to postpone the due date for their submission of the FY17 final budget from March 15<sup>th</sup> to March 31, 2016.

Motion by Selectman Richenburg, Second by Selectman Takesian; unanimously voted to approve of the Triton School Committee postponing its vote on their FY17 budget from March 15 to March 31.

### **h. Discussion of Complete Streets Program**

The Town Manager noted that he had provided a multi-page document to the Board explaining a new program instituted by MassDOT for fiscal years 2016 and 2017 only called Complete Streets. \$12M has been set aside for this program, which provides State money to cities and towns to do full-scale local street construction projects, including new drainage, curbing, sidewalks and, where appropriate, bike lanes. He said that this item was on the agenda for discussion only; the goal is to get input from the Board about the program, hold a public hearing, and adopt a policy similar to the draft included in the documents provided. The Manager suggested that the Board consider holding a public hearing at its next meeting. He further said that there is no downside to applying; right now it is a pilot program and any Town accepted into the program can opt out at any time. He mentioned that Mr. Levesque is in favor of this program. The way the program works is that once a city or town is accepted, it submits a road reconstruction project for funding. There is no match required, but the Town has to pay for all design work. He thought that the reconstruction of Pleasant Street would be a good project to submit since the drainage, curbing and sidewalk design is already complete, but right now the Town does not have adequate funding in place to do the full reconstruction of the street.

Motion by Selectman Richenburg, Second by Selectman Takesian; unanimously voted to schedule a public hearing on the Complete Streets Program for March 28, 2016 at 7:30 PM.

## **V. Comments by Visitors**

## **VI. Sewer/Water**

## **VII. Correspondence**

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3 "Save the Date" notices:

Celebrating Remarkable Women – April 7, 2016 – 5PM at Spinelli's in Lynnfield.

May 7, 2016 – 15<sup>th</sup> Annual Spring Charity Auction for the Boys & Girls Club

Oct. 9, 2016 – Mass for Public Safety Personnel & Families at the Cathedral of the Holy Cross

### **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 Richenbourg, Second by Selectman Takesian; unanimously voted to ratify the signing of the following weekly warrants: W16-141 through W16-147.

#### **b. Subcommittee Reports**

##### **Lafayette Corridor Sewer Extension:**

Mr. Richenbourg state that a meeting is scheduled for Wednesday with the engineers, who will have their final drawings.

##### **Police Station:**

Mr. Richenbourg reported that furniture and electronics are now being put out to bid; colors have been chosen for the exterior and everything is going as planned.

Chairman Condon thanked Selectman Richenbourg for the progress reports he gives at each meeting and said he doesn't think most people realize the work and effort that Mr. Richenbourg puts into these subcommittee meetings, and he believes Henry saves the Town thousands and thousands of dollars.

The Town Manager reminded the Selectmen that in order to roll over several existing BANs as they come due this month the Board needs to vote to approve a new BAN sale anytime between March 15-21, which will likely mean the need for a special meeting. The general consensus was to have a special meeting on March 21, 2016 at 6:00 PM to take the necessary votes.

### **XI. Executive Session - none**

### **XII. Adjournment**

Motion by Selectman Richenbourg, Second by Selectman Takesian; unanimously voted to adjourn at 7:40 PM.

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

Minutes of Feb. 22, 2016

Letter from Supt. Farmer

Copies of licenses as listed

Town Manager's Report

Copy of the Complete Street Program

Respectfully submitted:

Janet E. Flannery, Secretary

Approved: \_\_\_\_\_  
Chuck Takesian, Clerk