

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
THURSDAY, NOVEMBER 2, 2017 – 7:00 PM  
SALISBURY TOWN HALL, 5 BEACH ROAD  
COLCHESTER ROOM**

**PRESENT:** Selectmen Chuck Takesian Chairman; Wilma McDonald, Henry Richenburg,  
Freeman J. Condon, and Ronalee Ray-Parrott

**ALSO PRESENT:** Neil J. Harrington, Town Manager and Janet Flannery, Secretary

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

Chairman Takesian called the meeting to order at 7:00 PM in the Colchester Room, Salisbury Town Hall. The meeting was postponed from the regularly-scheduled meeting of October 30, 2017, due to a two-day power outage. He then announced, per the Open Meeting Law, that this meeting is being recorded and broadcast live.

**II. Acceptance of Minutes**

**Minutes of October 16, 2017 and Executive Session of Sept. 25, 2017**

Motion by Selectman Richenburg, Second by Selectman McDonald; unanimously voted to approve the Minutes of October 16, 2016.

Motion by Selectman Ray-Parrott, Second by Selectman McDonald; voted to approve the Minutes of the Executive Session of Sept. 25, 2017. VOTE: 4 yeas, 1 abstention. Selectman Richenburg abstained because he was absent on Sept. 25<sup>th</sup>.

**III. Old Business - none**

**IV. New Business**

**a. License Renewals - none**

**b. New Licenses**

Motion by Selectman Richenburg, Second by Selectman Condon; unanimously voted to approve a **General** license to Star Spa – 1 Merrill Street, Unit 13

**c. License Amendments - none**

**d. Committee Appointments**

**Cultural Council – 4 openings – 2 applicants: Beverly Gulazian and Mary Whitmore**

Motion by Selectman Richenburg, Second by Selectman Ray-Parrott; unanimously voted to appoint both applicants for three-year terms to expire June 30, 2020.

**e. Update/Presentations: Fire Chief and DPW Director**

**Chief Carrigan** thanked the Board and Town Manager for their support in accepting and moving his warrant articles forward to Town Meeting. He also mentioned that he is very happy with his new Administrative Aide and said she brings a lot of experience to the job. He then gave a breakdown of the status of the Fire Department's equipment, specifically the engines and the ladder truck, and he passed out a list of the Department's needs. He spoke about the possibility of purchasing a vehicle called a "Quint" that is a combination of a ladder and pumper truck, which would be a big savings to the Town, and would have a life expectancy of 20 years. Selectman Richenburg asked if there is any way the Town can fund the purchase of new vehicles through any reserve funds. The Chief said the Town's Stabilization Fund would be the only fund and that can only be approved by Town Meeting.

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The Board thanked the Chief for his openness and honesty about the condition of the Department's vehicles. Some members expressed the concern that this information should have been brought to their attention much earlier.

**DPW Director Ms. DeMeo** reported on the following accomplishments since her arrival:

- Approximately 700 catch basins have been cleaned
- Chapter 90 street paving was done on Folly Mill Road, Elmwood Street, Sweet Apple Tree Lane, and Vic-Lin Drive. Gaelic Way will be done at a later date.
- Line painting and crosswalk painting has been done, as well as tree maintenance.
- The Parks Department has been very busy. They have mowed and maintained all the parks in town, as well as the cemeteries, which were recently taken over by the Town, and the new Partridge Brook Park
- The DPW managed and staffed the parking lot and comfort station all during the summer
- She is working with the USDA to restart the well #8 project, as well as looking at new sources for drinking water
- Tidal discharge – The DPW is working with Weston & Sampson to get EPA approval of the modeling/permitting of the outfall diffuser and other plant improvements. She is also working on the NPDES Permit for the storm water collection system O&M plan
- The DPW is presently preparing its equipment for another season of snow and ice

**f. Discussion of Petition Re: Making Pleasant Street a One-Way Street**

Chairman Takesian announced that the Board had received a petition from some residents of Pleasant Street asking that the Board vote to make Pleasant Street one way westbound, toward Salisbury Square. The Fire Chief was still present, so Selectman McDonald asked what he thought about making Pleasant Street a one-way street. He said he would like to take a look at it and get back to the Board after doing so. Selectman McDonald stated that after all the money that has just been spent to improve the street it should be open to all people and not be a one-way. Selectman Condon said that either way the Board decides to go on this issue, it is something that not everybody is going to be happy about. Chairman Takesian said he put the petition on the agenda for purposes of discussion, but since no member of the public had shown up to speak on the issue, he suggested putting it on the next agenda, and that if anyone watching the meeting on local cable TV wanted to speak, he or she should attend the next meeting.

**g. Vote to Approve Contract for Confidential Administrative Assistant to Fire Chief**

Chairman Takesian noted that he had added an Executive Session to the agenda, in case the Board felt it was necessary. However, the Board could proceed to a vote on the matter if there were no questions. There were no questions and the following vote was taken:

Motion by Selectman McDonald, Second by Selectman Richenburg; unanimously voted to approve the Contract for the Confidential Administrative Assistant to the Fire Chief.

**V. Comments by Visitors**

**VI. Sewer/Water**

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**a. Discussion of Dept. of Revenue Decision Re: Water & Sewer User Billing for Town-Owned Properties**

The Town Manager asked that this be on the agenda because in September the Board voted to amend the Water and Sewer Regulations to require that the General Fund be billed for water and sewer user fees at Town-owned buildings. During that same week in September, however, the auditors were on site doing work on the Town's FY17 audit and Finance Director Karen Snow mentioned to one of the firm's principals that the Town had adopted the policy change re: water and sewer billing. The auditor told Ms. Snow that he did not think the State would allow the Town to implement such a policy. She then contacted the Dept. of Revenue for an opinion and was told that the Town's water and sewer enterprise funds cannot bill the Town for water and sewer user charges at Town-owned municipal buildings. The Town Manager noted that he had provided a copy of an email from DOR to Ms. Snow re: this matter. He mentioned that no action was required this evening by the Board, but that he wanted to make an announcement re: this matter so that the public would be informed.

**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 Richenburg, Second by Selectman Ray-Parrott; unanimously voted to ratify the signing of the following weekly warrants: W18-57 through W18-62.

Mr. Harrington said he failed to mention it in his report but he wanted to publicly commend Bob Cook, the Town's Emergency Management Director, for all the work he did during the power outage this week. He also announced that the Treasurer was giving a two-day amnesty to anyone who was unable, due to the power outage, to pay their tax bills that were due on November 1. Ms. Caron will allow taxpayers to make their payments by Friday, November 3, without penalty.

Chairman Takesian thanked the Police, Fire, DPW, and the Council on Aging for everything they did to help out during the power outage.

**b. Subcommittee Reports**

**Lafayette Corridor Sewer Extension:** Status quo.

**XI. Executive Session**

**XII. Adjournment**

Motion by Selectman McDonald, Second by Selectman Ray-Parrott; unanimously voted to adjourn at 8:05 PM.

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

Minutes of Oct. 16, 2016 and Executive Session of Sept. 25, 2017

Copies of license as listed

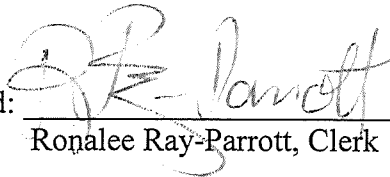
Copy of Petition for Making Pleasant Street a One-Way Street

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: October 30, 2017

Re: October 30<sup>th</sup> Report to the Board

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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 Meeting

The major event of the past two weeks has been the Annual Fall Town Meeting, held on Oct. 23, at which 27 warrant articles were presented. They were all approved. Aside from several appropriations from Free Cash, two important warrant articles were adopted:

- a) Establishment of a moratorium on recreational marijuana establishment until Dec. 31, 2018, or until the Town establishes new zoning regulating these establishments, whichever comes earlier. Between now and the Annual Town Meeting in May of 2018, we will be working to craft such zoning.
- b) Approval of a Home Rule petition to eliminate the current Liquor License Commission, which was established by a special act of the Legislature in 1958. I have submitted the Home Rule bill to Sen. O'Connor Ives and Rep. Kelcourse to be filed. If the bill becomes law, the Board of Selectmen will become the liquor licensing authority for the Town, as is the case in all other towns in the State.

2) Lafayette Road Sewer Project

On October 19, the committee studying the Lafayette Road sewer project met with the Town's consulting engineer, Weston & Sampson, to review ways in which the Town might be able to reduce the overall cost of the project, in order to make the projected betterment costs more affordable. As this technical review continues, the committee needs to define a geographic area within which privilege fees on future development could reasonably be assigned to the project, and make a decision on the privilege fee issue. The committee also needs to determine a time frame for moving forward and making a decision on when to approach Town Meeting to seek authority to borrow the funds necessary to construct the project. The next 6 months will be critical to this process.

3) Medical Marijuana Host Community Agreement

The attorneys for the Town and for Alternative Therapies Group, Inc. have been negotiating the terms of a host community agreement that will satisfy both parties, and I am optimistic that I will be able to present a document for the Board to review at your next meeting.

