

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, OCTOBER 15, 2018 – 7:00 PM
SALISBURY TOWN HALL, 5 BEACH ROAD
COLCHESTER ROOM**

PRESENT: Selectmen Ronalee Ray-Parrott, Chairman; Wilma McDonald, Freeman J. Condon, Chuck Takesian, and Donna Abdulla

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

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

Minutes of Sept. 24, 2018 and Special Meeting of Sept. 19, 2018

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to approve the Minutes of Sept. 24, 2018 and the Special Meeting of Sept. 19, 2018 as written

III. Old Business

General Licenses: T&A Small Engine Repair & Junk in the Trunk – 156 Bridge Rd.

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to remove this item from the table.

Since the applicant was not present, the Manager stated that in checking with the Building Inspector and Conservation Agent there are still several violations and the applicant has been notified. At this time, the Manager recommended that the matter remain on the table.

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to leave this matter on the Table and request the applicant to attend the next meeting.

IV. New Business

a. License Renewals:

Motion by Selectman Takesian, Second by Selectman Condon; 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: Richard's Maytag – 155 Bridge Rd., (2017 and 2018)

b. New Licenses - none

c. License Amendments

General: Special Stars Performing Arts – 133 and 133B Elm St. (amended to include 133B)

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously vote to amend the license as requested.

d. Liquor License Renewals

e. New Liquor Licenses

f. Committee Appointments - none

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g. Update/Presentations: DPW Director/Planning Director

Lisa DeMeo, DPW Director, addressed the following:

- Street Maintenance: top coating has been done on several streets and 12th Street is schedule to be done soon. Many pot holes have been filled and skimmed.
- Tree Maintenance: Much pruning has been done since the storms of last winter, but there are several more trees that must come down.
- Snow and ice season is coming up and materials for treating the roads have been ordered.
- The last day for street opening permits will be November 16th.
- BETA Engineering was hired by the Town to perform a complete inventory of the condition of every street and they have produced a report that identifies the priorities and the costs associated with keeping all town streets in good condition. Ms. DeMeo suggested that Beta be invited to a future meeting of the Board to present their findings.
- DPW continues to maintain the parks and cemeteries as well as the Town Common. The Department also continues to keep up with the maintenance of all buildings. She is looking into hiring a college intern to survey all buildings and evaluate what needs to be repaired and/or replaced.
- She reminded the Board that, much like her predecessor, she believes that the Town needs to determine a location for a new well.
- Ms. DeMeo has been helping the Manager on an article for Town Meeting re: taking over the Rings Island Water District.
- She is working with DEP and the EPA to get a final sign-off on the Town's proposal to extend the outfall pipe from the sewer treatment plant so that effluent can be discharged during high tide events, but the approval process is moving slowly.
- Miscellaneous: A site walk is scheduled for tomorrow (Oct. 16th) on the Whittier Bridge. DPW helped out with the gas explosions in Lawrence, Andover and No. Andover and sent light towers over as well. The Merrimack Valley Planning Commission will be doing a survey of Long Hill Cemetery identifying grave locations, etc. She also pointed out that there is not much land left for grave plots at Long Hill; new sites for a cemetery will need to be identified.

Lisa Pearson, Planning Director, gave the following update:

- She is working with residents to see how many people may be interested in applying for a FEMA grant that will reimburse homeowners in flood districts who raise their properties by putting them on pilings; interested homeowners should contact her office to apply. If qualified, homeowners can receive anywhere from 75% to 95% reimbursement. She is also preparing a FEMA grant to provide the Town with emergency generators for certain public building.
- Work has been largely completed on Phase I of the "presidential streets" project. New drainage, sidewalks, curbing and paving has greatly improved the appearance of this neighborhood. There will be a meeting in December for residents to offer their input on the design plans for Phase 2 of the project.
- A great deal of work has been done on getting the next 2 phases of the Town's Rail Trail system constructed. Projects to connect the Ghost Trail with Amesbury underneath the highway and to extend the Marsh Trail northward across Elm Street, behind Lions Park, across Lafayette Road, behind the Elementary School and all the way to the New Hampshire border are both going out to bid shortly and construction should begin in the spring of 2019.

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- She has been working with the Assistant Planner and Assessor on several zoning articles for Town Meeting.
- She has remained active with the Affordable Housing Trust on the re-sale of affordable units, as well as the lotter for the new affordable units on Maple and Elm Streets and the Habitat for Humanity housing project, which is about to begin.
- The Planning Dept. is coordinating an event to dedicate the new veterans' memorial and celebrate the completion of the Town Common project on November 12 at 2:00 PM.
- Benches are still available for adoption on the Town Common.
- The Town has received a Housing Choice Grant in the amount of \$225,000 that will be applied to the next phase of Partridge Brook Park.

h. Schedule Public Hearing for a New Liquor License for Zycorp Entertainment d/b/a Cinemagic – 6 Merrill Street

Dan O'Reilly, representing Zycorp, informed the Board how Cinamagic intends to monitor and control the serving of alcohol at the theater. Anyone who purchases alcohol will be asked to produce identification and will be given a plastic bracelet; no patron will be allowed to purchase more than two drinks. Also, no one who is served will be allowed outside of the building and anything alcohol-related will be locked up inside a cage.

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to schedule a Public Hearing for a New Wines and Malt Liquor License for Zycorp Entertainment d/b/a Cinemagic – 6 Merrill Street on October 29, 2018 at 7:30 PM.

i. Revocation of Class II License for Congdon Auto Sales & Repair – 50 Elm St.

Chairman Ray-Parrott opened this item for discussion.

Selectman Takesian asked if the Director of Public Health had received any response from Mr. Congdon to the letter that had been sent to him. The Town Manager replied in the negative and also reported that Mr. Morris had informed him that Mr. Congdon had not produced a letter from DEP that Mr. Congdon claimed provided evidence that there were no environmental violations on his property.

Chairman Ray-Parrott said she had called Mr. Congdon and reminded him that he had to comply and he said he had everything done. She said that improvements had been made on the property where Mr. Congdon had proposed to operate his Class II, but the other parcel is not in compliance and her concern is that he is not going to clean up the rear of his property.

Selectman Condon said in the five terms he has served on the Board he could not recall anyone being less cooperative than Mr. Congdon. He said he was concerned that Mr. Congdon had informed the Director of Public Health that the DEP had given him a "clean bill of health" but that he had never produced any letter from DEP to back up this claim.

Motion by Selectman McDonald, Second by Selectman Condon; unanimously voted to revoke the Class II License for Congdon Auto Sales & Repair at 50 Elm Street.

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j. Discussion of Landlord/Tenant Agreement with Triton Regional School District

At the Chairman's request, Mr. Harrington gave a brief outline of this issue, which has been the subject of discussion for several months between Triton and representatives of the three member communities. He reminded the Board that when Salisbury Elementary School was constructed, the Town's bond rating was so poor that Triton agreed to borrow the money necessary to build the school, with Salisbury agreeing to make the debt service payments. However, what was left unresolved was who would own the school building and grounds once the debt was paid. This issue needs to be resolved, as the final debt payment for Salisbury Elementary is scheduled for FY19. He noted that the other two Towns, Rowley and Newbury, own their own elementary schools and have agreements with Triton that spell out the respective responsibilities for maintenance of these schools. However, in Salisbury, for the past 20 years, all three communities, through their assessments, have contributed to maintenance and repair costs at Salisbury Elementary.

He suggested that the Board consider entering into a lease arrangement with Triton that spells out which party is responsible for daily maintenance and larger capital improvement costs at Salisbury Elementary, and that the Board join the other communities in placing an article on the warrant for the Annual Town Meeting in the spring of 2019 to change the Triton Agreement to reflect this change. Mr. Harrington noted that the Board may want to have an analysis done of the conditions of Salisbury Elementary School before signing any lease. He said that Triton was expecting the Board to make a decision on this matter before the end of the year.

V. Comments by Visitors

VI. Sewer/Water

VII. Correspondence

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 Condon, Second by Selectman Takesian; unanimously voted to ratify the signing of the following weekly warrants: W19-49 through W19-60.

b. Subcommittee Reports

Selectman Abdulla reported that there have been good responses from individuals interested in serving on a group to study parking issues on the south end of the beach.

Chairman Ray-Parrott reported on the recent Brewfest sponsored by the Parks & Recreation Commission. She thanked the PTA, Lisa Pearson, DPW employees and Michael Colburn for all their hard work in making it a success. She also reported that she and Lisa Pearson have been talking about

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bringing back Salisbury Days and will be looking at creating working group to plan for this event, which would hopefully take place next year.

Selectman Condon reported that he attended the day-long workshop on municipal vulnerability that had been sponsored by the Planning Department. He noted that the workshop was well attended and very interesting and informative.

XI. Executive Session - none

XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to adjourn at 8:30 PM.

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

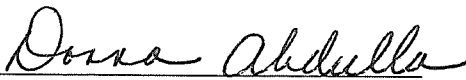
Minutes of Sept. 4, 2018 and Special Meeting of Sept. 19, 2018

Copies of licenses as listed

Town Manager's Report


Respectfully submitted:

Janet E. Flannery, Secretary

Approved: 
Donna Abdulla, Clerk

MEMORANDUM

To: Members of the Board of Selectmen

From: Neil J. Harrington, Town Manager 

Date: October 15, 2018

Re: October 15th Report to the Board

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

1) Annual Fall Town Meeting

Much of my time in recent weeks has been taken up with preparing for the Annual Fall Town Meeting, which will be held on October 22. On October 2, the Warrant Advisory Committee held a meeting at which I explained the 29 articles on the draft warrant, the final warrant was then posted on October 5, and on October 10 the Committee held its public hearing on the warrant articles. All articles are being recommended for adoption by the WAC.

Included in the warrant are articles to balance the FY19 town budget, to appropriate matching funds for a FEMA grant for a new ladder truck for the Fire Department, to appropriate funding to convert the Town's street lights to more efficient LED lighting, to update the Town's zoning definitions and Table of Uses, to increase tax exemptions for the senior citizen and veterans' tax work-off program, and to submit a home rule petition to the State Legislature seeking to dissolve the Ring's Island Water District and to merge it with the Town.

2) Recreational Marijuana Update

Over the past few months, I have met with a half dozen parties interested in opening either a retail or cultivation facility for recreational marijuana. I have explained to these people what the Town's approach to this issue will be and steps they will need to take in order to be prepared to move forward with a formal application to the Town. We are now at the point where I believe it would be prudent for the Board to interview the potential applicants. With the Board's guidance, I would like to proceed to set up interviews beginning after Town Meeting.

3) Harbormaster's Office

The Harbormaster's office is in the process of moving to the Police Station. With the need to free up additional office space at Town Hall, and the recent coordination of the collection of boat-related fees to the Treasurer/Collector's office, I have decided to re-locate the office of the Harbormaster. By moving to the police station, there will be more space for the Harbormaster, and there will be greater opportunities to coordinate enforcement-related activities, such as the monitoring of the waterfront cameras the Town recently received, with the Police Department. The Harbormaster currently shares an office with the Director of Public Health, and freeing up this space at Town Hall also will help us in our ongoing space needs study.