

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, OCTOBER 19, 2020 – 7:00 PM
SALISBURY TOWN HALL, 5 BEACH ROAD
COLCHESTER ROOM**

PRESENT: Selectmen, Donna Abdulla, Chairman; Wilma McDonald, Chuck Takesian,
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 Abdulla 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 Aug. 17, 2020 and Sept. 28, 2020 (Regular Session) and Sept. 14, 2020

(Executive Session)

Motion by Selectman Ray-Parrott, Second by Selectman McDonald; unanimously voted to approve the Minutes of Aug. 17, 2020 and Sept. 28, 2020 (Regular Session) and Sept. 14, 2020 (Executive Session) as written.

III. Public Comment - None

IV. Old Business - None

V. New Business

a. License Renewals - None

b. New Licenses - none

c. License Amendments - none

d. Liquor License Renewals - none

e. New Liquor Licenses

Transfer of Liquor License from Antonio's Pizzeria to Harbor Pizza, Restaurant & Pub – 188 Lafayette Rd. to be effective on Jan. 1, 2021 (Schedule Public Hearing)

Motion by Selectman, Second by Selectman; unanimously voted to schedule a Public Hearing on November 9, 2020 at 7:10 PM

f. Committee Appointments - none

g. Update/Presentations - none

h. Vote to Approve Host Community Agreement with Brother Jonathan's Alchemy, Inc. for an Adult Use Marijuana Cultivation and Product Manufacturing Facility at 10 Fanaras Drive

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to table until after the Executive Session.

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Motion by Selectman McDonald, Second by Selectman Condon; unanimously voted to approve the Agreement with Brother Jonathan's Alchemey, Inc. as amended to include a provision that the Agreement be reviewed by Town Counsel.

VI. Sewer/Water

a. Vote to Approve Lafayette Road/Main Street Sewer Service Zone

Mr. Harrington noted that he had provided a memorandum to the Board explaining the new sewer service zone map, a copy of which is attached and made part of these Minutes. A map also will be available for review at the Town Clerk's office. He stated that the new sewer service zone is on the warrant for approval at the upcoming Annual Fall Town Meeting on Oct. 26th and needs to be approved by the Board of Selectmen, acting in their capacity as Sewer Commissioners.

Motion by Selectman, Second by Selectman; unanimously voted to approve the Lafayette Road/Main Street Sewer Zone Map, as presented

VII. Correspondence

Notification from Xfinity re: Regional Sports Networks.

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 Takesian, Second by Selectman Ray-Parrott; unanimously voted to ratify the signing of the following weekly warrants: W21-22 through W21-30.

Selectman McDonald announced that early voting started today here in Town Hall and ends Oct. 30th at 1:00 PM, and she encouraged people who don't want to vote at the polls to come and vote early.

Selectman Ray-Parrott announced that "Salisbury Days" was as successful as it could be due to COVID. She said the committee met for 5 weeks to put a schedule of events together and she thanked Lisa Pearson and the Planning staff for planning it all out and making it happen.

Selectman Condon announced that Dana Chouinard recently retired from the Fire Department after 44 years of service and he wanted to congratulate and thank him and for his years of service to the Town.

XI. Executive Session

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to move into Executive Session at 7:30 PM for the purpose of discussing the Board's negotiating position re: a proposed Host Community Agreement with Brother Jonathan's Alchemy, Inc. for an adult use marijuana cultivation and product manufacturing facility at 10 Fanaras Drive, as having such a discussion in open session may be detrimental to the negotiating position of the Board. Those present will include the Board members, the Town Manager, the Board's Secretary and Christopher Edwards.

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Roll Vote: Selectman Takesian – yes; Selectman Condon – yes; Selectman Ray-Parrott – yes; Selectman McDonald – yes; Chairman Abdulla – yes.

At the conclusion of the Executive Session, the Board reconvened in open session at 7:40 PM.

Selectman Condon moved to remove agenda item V(h) from the table. The motion was seconded by Selectman Ray-Parrott and was adopted unanimously. Selectmen McDonald moved that the Board approve the proposed Host Community Agreement with Brother Jonathan's Alchemy, Inc., subject to including the word "retail" in Section 6 of the draft Agreement and also subject to final review of the Agreement's language by Town Counsel. Selectman Condon seconded the motion and it was adopted unanimously.

XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to adjourn at 7:45 PM.

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

Minutes of Aug. 17, 2020 and Sept. 28, 2020 (Regular Session) and Sept. 14, 2020 (Executive Session)

Copy of Liquor License Transfer

Host Community Agreement

Town Manager's Report

Respectfully submitted:


Janet E. Flannery, Secretary

Approved: _____

Chuck Takesian, Clerk

MEMORANDUM

To: Members of the Board of Selectmen

From: Neil J. Harrington, Town Manager 

Date: October 19, 2020

Re: October 19th Report to the Board

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

1) Annual Fall Town Meeting

The warrant has been posted for the Oct. 26 Annual Fall Town Meeting. There are 29 articles and all but one have been recommended for approval by the Warrant Advisory Committee, which held its public hearing on the articles last week. The one article not recommended is the citizens' petition seeking to establish a resident parking program for property owners on both ends of Salisbury Beach. Town Meeting will be held in the gym at Salisbury Elementary School, with the same precautions as we put in place for the Annual Town Meeting in June. Seating will be spaced out for social distancing and all attendees are expected to wear masks.

2) New Council on Aging Van

On October, the Council on Aging's new van was delivered and a short ceremony was held in celebration of the acquisition of this new vehicle. Through the generosity of a State grant program and the hard work of COA Director Liz Pettis, the Town paid only 25% (\$14,300) of the cost of this vehicle, which should serve the needs of our seniors for years to come.

3) Community Rating Service Renewal

On October 12, the Town was notified that we have been received preliminary re-certification as a "Class 8" Community Rating Service (CRS) town. This designation, which is subject to final approval by FEMA, will allow hundreds of Salisbury residents to continue receiving a 10% discount on their flood insurance from the National Flood Insurance Program. The Town's Conservation Agent, Adriane Marchand, was our point of contact during the evaluation process and deserves a great deal of credit for providing the information necessary to put the Town in the position of retaining its Class 8 rating.

4) Police Accreditation

On Sept. 29 and 30, a team of evaluators from the State spent two days reviewing the Town's Police Dept. accreditation status, as our current status comes up for renewal. Lt. Rich Dellaria, with the able assistance of retired Lt. Bob Roy, provided the team with all the necessary updated policies and procedure requested, and the Chief is cautiously optimistic that the Department will receive full re-accreditation when the final report is prepared.

5) Projects Update


During the week of Oct. 13-16, following completion of work on Main Street, the new sewer project began work on the main portion of the new sewer line on Lafayette Road. The Town is posting weekly updates on each Friday via our social media sites to keep the public informed about the progress of the project, which is moving along without delay. On Wednesday, Oct. 21, at 3L30 PM, we will hold an official groundbreaking ceremony in the vicinity of 83 Lafayette Road. In addition to elected officials, representatives of the contractor, and Town staff, members of the public are invited.

The Bridge Water Main project will begin actual construction at some point this week. Over the past few weeks, road markings have been made and erosion controls have been placed all along Bridge Road. When construction starts, there will be some traffic delays, as the road will be reduced to one lane when necessary. Again, the Town will post weekly updates on our social media sites.

The contract for the new Welcome Center and public restroom facility at Salisbury Beach has been awarded to Castagna Corporation, the same company that built the Town's library and police station. A preliminary meeting with the contractor, our architects, our OPM, and the Town's building committee for the project was held last week, and an official groundbreaking ceremony will be held soon. We are very excited to have this project get started soon.

MEMORANDUM

To: Board of Selectmen

From: Neil J. Harrington 

Date: October 16, 2020

Re: New Sewer Service Zone Map

As you know, the study committee that met numerous times to put together the final plan for the extension of sewer service on Lafayette Road/Main Street that was adopted at Town Meeting in the spring of 2019 recommended to the Board of Selectmen that funding for this new service come from a combination of sewer betterments and privilege fees, along with any grant funds that the Town may be able to secure before the project is completed. Due to the size and cost of the project, it was determined early on that utilizing the Town's privilege fee bylaw, in combination with the traditional way of assessing betterments, would help keep the cost of each betterment as reasonable as possible. The Selectmen agreed with this approach.

At the conclusion of the project, the Selectmen will need to vote on specifically how many privilege fees they want to assign to the project, in addition to voting to approve the number of EQRs and the per-EQR cost for each betterment. For purposes of providing an estimate of the cost of each betterment for the public before the final plan was approved, the study committee decided to assign 383 EQRs and 200 privilege fees to the project area. This number was determined by analyzing the potential buildout for certain parcels of land, with and without frontage on the roadways where the new sewer lines will be installed, and conservatively deciding how many privilege fees, based on current zoning, such undeveloped land might generate. (As a reminder, the cost of a single privilege fee will be the same cost as a single betterment per EQR.)

In order to avoid any confusion in the future as to which parcels should be assigned privilege fees, the study committee decided that it would be advisable for the Town to adopt a map showing the entire "sewer service zone" in which betterments and privilege fees would be applicable. According to the Town's sewer bylaw, establishment of sewer service zones must be adopted by the Sewer Commissioners and approved at Town Meeting.

Attached is the proposed map for the new "Lafayette Road/Main Street Sewer Service Zone." You will notice that the map includes shaded areas identifying three types of properties in the new zone: (1) properties that have no sewer service now, but will be subject to a betterment when the new sewer runs along the street on which they have frontage; (2) properties that will be subject to one or more privilege fees when the owner attempts to connect to sewer, and (3) properties in the zone that already have sewer service because of previous special circumstances, such as having been connected to the stand-alone sewer line that runs as far as the Elementary School. These properties will not be charged a betterment or a privilege fee. You will also

notice that there are certain properties that are relatively close to Lafayette Road, such as the back portion of Kendell Lane, but which are not included in the zone. This is because, owing to the topography of the land in the area, gravity sewer cannot be installed in these areas.

This new sewer service zone is on the warrant for approval at the upcoming Annual Fall Town Meeting on October 26, and needs to be approved first by the Board of Selectmen, acting in their capacity as Sewer Commissioners. I recommend that the Board approve this map at your meeting of October 19. Please let me know if you have any questions.

