

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, DECEMBER 14, 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 Nov. 9, 2020 (Regular Session) and Nov. 23, 2020

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve the Minutes of Nov. 9, 2020 (Regular Session) and Nov. 23, 2020

III. Public Comment - none

IV. Old Business

Vote to Approve Presentation Schedule for 2021

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve the Presentation Schedule for 2021, amending it to add the Cemetery Commission, Housing Authority, and Affordable Housing Trust to the schedule.

V. New Business

a. License Renewals:

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to renew a **Class II** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Westside Trucking – 172 Elm St., Highland Motors – 205 Lafayette Rd., Paul's Auto Body & Glass – 48 Rabbit Rd., and Salisbury Auto Center – 76-78 Elm St.

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to renew a **Class III** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Hotrods Vintage Auto Recycling – 137 Lafayette Rd. and Pauls Auto Salvage – 71 Seabrook Rd.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to renew a **Repair** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Bob Fuller Truck & Repair – 72 Main St. #2A, Daaboul & Sons Auto Repair – 76 Elm St., and Stan's Place – 205 Lafayette Rd.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; 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: Joseph Wekelo – 207 No. End Blvd.

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Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to renew a **Sunday** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Winner's Circle – 211 Elm St., Uncle Eddie's – 8 Oceanfront, and Kittens – 99 Bridge Rd.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; voted to renew a **Sunday** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for Joe's Playland – 10-12 and 25 Broadway. VOTE: 4 yeas – Chairman Abdulla abstained. Motion carried.

Motion by Selectman Ray-Parrott, Second by Selectman Condon; unanimously voted to waive the reading of the Common Victualer Licenses.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; 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: Aroma Joe's – 1 Merrill St., Kitten's – 99 Bridge Rd., Burger King – 66 Main St., Connie's Stagecoach – 95 Elm St., MAPOW – 147 Bridge Rd., Crossroads Pizza – 6 Merrill St., Marie's Restaurant – 85 Beach Rd., The Deck – 179 Bridge Rd., Nancy's Marshview – 155 Bridge Rd., Dunkin Donuts – 15 Lafayette Rd., Northeast Ice Cream – Mobile, Dunkin Donuts – 192 Elm St., Pat's Diner – 11 Bridge Rd., Happy's Fried Dough – 14 Broadway, Salisbury House of Pizza – 2 Beach Rd., Hideaway Pub – 183 N.E. Blvd., Sylvan Street Grille – 195 Elm St., Good Fortune – 2 Elm St., Tripoli Pizza – 15 Broadway, Hungry Traveler – 96 Beach Rd., Uncle Eddie's – 8 Oceanfront, John's Famous Foods – 72 Main St., Winner's Circle – 211 Elm St., All American Tavern – 34 Bridge Rd., Cosmos Restaurant – 136 Rabbit Rd., Annarosa's LLDC – 175 Elm St., Family's Chinese Restaurant & Bar – 139 Elm St., Niko's Place Roast Beef & Seafood – 194 Elm St., and Salisbury Mini Mart d/b/a Subway – 192 Elm St.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; 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 Lee's Seafood – 5 Oceanfront. VOTE: 4 yeas, Chairman Abdulla abstained. Motion carried.

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to waive the reading of the Entertainment Licenses.

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to renew an **Entertainment** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Black Bear Campground – 54 Main St. – Arcade, The Deck – 179 Bridge Rd. – Karaoke/Live Entertainment/DJ, Hideaway Pub – 183 No. End Blvd. – Acoustic Music & trivia/Juke Box (2 licenses), Kitten's – 99 Bridge Rd. – live entertainment and DJ/2 pool tables & 3 videos (3 licenses), Pat's Diner – 11 Bridge – juke box, Sylvan Street Grille – 195 Elm St. – Live Entertainment/Juke box, Uncle Eddie's – 8 Oceanfront – Bands and DJ/1 pool table/Juke box (3 licenses), and Winner's Circle – 211 Elm St. – Comedy/Arcade/Juke Box (3 licenses).

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Motion by Selectman Ray-Parrott, Second by Selectman Takesian; voted to renew an **Entertainment** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for Joe's Playland at 10-12 and 15 Broadway for an arcade – 2 locations – 2 licenses. VOTE: 4 yeas – Chairman Abdulla abstained. Motion carried.

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to waive the reading of the General Licenses.

Motion by Selectman McDonald, Second by Selectman Ray-Parrott; 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: 5 Yogi Convenience Store – 5 Bridge Rd., All Natural Training - 6 Merrill St, Units 10 A, B, Audiology Network Services-158 Bridge Rd., Aurora Ballroom Dance School-141 Bridge Rd., Bartlett's Farm Stand – 96 Main St., Bennie's Catering – Mobile Vending Truck, Best Friends Doggie Spa – 90 Beach Rd., Big Al's Archer's Paradise-141 Bridge Rd., Bishop Farm – 7 Taft Street, Black Bear Campground – 54 Main St., Black Bear Campground – 2 Lena Mae's Way, Black Bear RV's – 54 Main Street, Body Trends – 102 Bridge Rd., Bridge Marina – 179 Bridge Rd., Cash for Gold – 158 Bridge Rd, Unit C, C&R Realty, LLC – 110 Elm St., Circle Insurance Agency – 4 Elm St., Unit 1A, Clover Club Boat Storage – 40 Bridge Rd., Coastal Finds Marketplace – 25 Bridge Rd., Community Beauty Shop – 45 Baker Rd., Complete Car Cleaning, Etc. – 106 Bridge Rd., Corbin's Boat Yard – 4 Second St., David's Fish Market – 54 Bridge Rd., DeLuca's Auto Wash – 106 Elm St., Ditto Pines Construction – 13 Collins St., Divided House, Inc. – 145 Elm St., Roberts Electric Supply – 154 Elm St., Dot's Wig Center – 36A Elm St., Essential Balance Wellness – 141 Bridge Rd, # 201, Express Food Mart – 183 No. End Blvd., E.J. Tremblay Excavating/Trucking – 67 Bridge Rd., Extra Space Storage #267– 143 Lafayette Rd., Firewood & Lawncare – 72 Mudnock Rd., Footloose Dance Studio – 1 Merrill St. Ste. 3, Four Star Limousine – 14 Elm St., Golden Nails – 4 Elm St., Gordon's Sew & Vac Center – 54B Bridge Rd., Gourmet Pantry – 160 Beach Rd., Graf Brothers Leasing, Inc. – 166 Lafayette Rd., H. A. Richard & Sons, Inc. -54. Elm St., Half Mood Mods, LLC – 5 Fanaras Drive, Unit B, Hudson's Outboard, Inc. – 46, 48, &50 Bridge Rd., Hall's Towing – 205 Lafayette Rd., Salisbury Mini-Mart – 192 Elm St., Northeast Boat Storage – 48 Rabbit Rd., and Hidden Treasures Holistic & Therapeutic Massage – 38 Lafayette Rd. Units B & D

Motion by Selectman McDonald, 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 Joe's Playland at 10-12 and 15 Broadway– 2 locations – 2 licenses. VOTE: 4 yeas – Chairman Abdulla abstained. Motion carried.

b. New Licenses

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to approve a **General** license to Extra Space Storage – 242 Lafayette Rd. Units B&D

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to approve a **General** license to Holmes Physical Therapy – 191 Elm St.

c. License Amendments - none

d. Liquor License Renewals - none

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e. New Liquor Licenses - none

f. Committee Appointments - none

g. Update/Presentations: Fire Chief

The Fire Chief stated that everything is drastically different since Covid-19. Firefighters are wearing masks, keeping safe distances and keeping separated. They are often called to go on certain calls not knowing whether those to whom they are responding have Covid-19 or not. The Department has instituted policies and procedures as to how to handle these calls. Also, he is part of a 6-town collaborative sharing policies and how to respond to certain situations. He was pleased to report that no firefighters in Salisbury have tested positive. He is also working with Health Director Jack Morris on a voluntary program to administer the vaccines when they become available.

In other news, the Chief reported that there have been 2,130 calls for service this year, which is a slight increase from last year. At the start of the Covid-19 outbreak there was a drastic increase in calls, but is now slowing down. Also, there was a house fire on High Street a few weeks ago and mutual aid was called. Nobody was hurt and the house will be renovated and not torn down.

In terms of staffing, the Department is moving to eliminate the last of the special duty/part-time firefighter positions. A special duty firefighter recently retired and his job has been advertised as a full-time position with good response and interviews are now being set up. In addition, as of July 1, he took over responsibility for Emergency Management from former Fire Chief Bob Cook, although Mr. Cook is still working and helping out and continues to work with the Seabrook Power Plant.

In terms of equipment, the Chief reported that the Department is doing well. Overall, the vehicles are in good shape. The need now is to replace the vehicle that Capt. Murphy is using when he responds to emergencies, which he does since he lives in Town. The electric car that the Town has allowed the Department to use is helpful when Capt. Murphy does inspections, but is not suitable when he need to respond to an emergency. Finally, the station will need some painting and replacement of some baseboards, but he will use the Sheriff's Department to keep costs down.

Selectman Condon said he appreciates all the Chief is doing to keep morale up in the Department in these stressful times. Chairman Abdulla thanked him for all his efforts and applauded him for reaching out to other departments to work on a regional response to Covid-related issues.

h. Vote to Approve the 2021 Election & Town Meeting Schedule

Motion by Selectman Condon, Second by Selectman McDonald; unanimously voted to approve the schedule as presented by the Town Clerk.

i. Discussion and Vote on Proposed Alcoholic Beverages Regulations

A Public Hearing was held on December 10th and the regulations were sent to all license holders and the Police Chief. The Chief suggested that Section 3 state that every license must be posted in a conspicuous place. The Board agreed to add that. There was further discussion and suggestions made by the Board to delete the following: Section 5f, and under Section 19 delete a, b, and e.

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Motion by Selectman Ray-Parrott, Second by Selectman Condon; unanimously voted to approve the Alcoholic Beverages Rules & Regulations with the amendments made this evening.

j. Discussion and Vote on Reducing Certain License Fees

Mr. Harrington reported that the revenue raised annually from the granting of all licenses amounts to about \$118,000. He noted that the projected revenue for liquor licenses, which is the largest portion of the total fees, is \$85,000, and that the Board did receive a few formal requests to reduce these fees. He minded the Board that at a workshop held on December 1, a potential reduction in all fees was discussed due to the hardships imposed on several business by the Covid-19 pandemic. He also stated that the second highest annual fees were for arcades, at \$1,000 per year. He said it is up to the Board to decide whether to approve a reduction in any fees for 2021. Restaurants, bars and arcades were the most affected. Selectman Takesian agreed that 2020 has been a tough year, especially for the restaurants, and he wholeheartedly supports reducing the fees for 2021.

Motion by Selectman McDonald, Second by Selectman Ray-Parrott; unanimously voted to reduce the 2021 liquor license fees by 50%, as follows: Annual On-premise/all beverage - \$1,500; Seasonal On-premise/all beverage \$1,250; Annual On-premise/Beer & wine - \$750.00.

Motion by Selectman McDonald, Second by Selectman Ray-Parrott; voted to reduce the fee for arcades licenses by 50% to \$500.00 for the year 2021 and, further, not require these fees to be paid until arcades open in the Spring. VOTE: 4 yeas – Chairman Abdulla abstained. Motion carried.

VI. Sewer/Water

VII. Correspondence - none

VIII. Hearings

7:15 PM – The Deck – Request for Alteration of Premises

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to open the Public Hearing at 7:15 PM.

Mark Audette, owner of The Deck, thanked the Board for allowing outdoor seating at his restaurant during the 2020 season, due to the disruption caused by Covid-19, as it allowed him to have a half decent summer. As a result of this approval, his customers have asked outdoor seating could continue going forward. That is why he has requested the alteration of premises at The Deck to be permanent. He then explained the new proposed seating arrangement and said it will all be wheelchair accessible.

Selectman Condon thanked Mr. Audette for the attention he has paid as to how serious the Covid situation is. He mentioned that someone has raised a question about whether the additional outdoor seating may become a problem as it relates to parking. He said he spoke with the Police Chief to see if there had ever been any problems with valet parking and the Chief said there have never been any. Mr. Audette clarified that there will be 40 more seats but the customers will be spread out better and his setup discourages drinking on the first floor because that is for dining. He said he is also going to continue with parking attendants rather than valet service. No abutters were present and there were no other questions from the Board.

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Motion by Selectman McDonald, Second by Selectman Ray-Parrott; unanimously voted to close the hearing at 7:25 PM.

Motion by Selectman McDonald, Second by Selectman Condon; unanimously voted to approve the request for the alteration of premises at The Deck.

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: W21-40 through W21-41.

Selectman Ray-Parrott wished everybody a Happy and Merry Christmas and a Happy New Year, and expressed the hope that everyone will be safe. Chairman Abdulla also wished everyone a Merry Christmas and reminded everybody to abide by all precautions that pertain to Covid-19.

XI. Executive Session - none

XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to adjourn at 8:45 PM.

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

Minutes of Nov. 9, 2020 (Regular Session) and Nov. 23, 2020


Copies of licenses as listed

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: December 14, 2020

Re: December 14th Report to the Board

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

1) Driftway Project

The Driftway street renovation project has been put in hold for the time being, as bids for the project came in too high this fall for the Town to award a contract and begin the work. As you may recall, the Town received a \$362,000 Complete Streets grant to help facilitate this project, which will include new street paving, new concrete sidewalks, new crosswalks, more parking spaces and a dedicated loading zone area. We were planning to use some Ch. 90 funding, but the overall bids came in too high to allow us to proceed. In the next month or so, we will work with the Town's engineers to trim some aspects of the project and put it back out to bid over the winter, with the hope of getting a better price, so that we can begin the project in the spring. So as not to interfere with next year's summer season, we may split the project into two parts, and finish up the last portions of it in the Fall of 2021. We have also applied for a "Shared Streets" grant, which is a new program that the State started this year to assist communities in helping businesses expand outdoor dining service during the Covid pandemic. Part of the Driftway project includes a provision for outdoor public dining at the eastward end of the street, closer to the ocean, and we are hopeful that receiving a grant will help us make this amenity a reality.

2) Extra Covid Precautions

With the recent spike in Covid-19 cases in Salisbury and surrounding towns, I have made the decision to close certain Town buildings to public access, effective on December 16. This announcement was posted on the Town's website and social media platforms this afternoon. As we did for several weeks at the beginning of the Covid outbreak, we will be restricting public access to Town Hall, the Hilton Senior Center and the DPW building to appointment only. Members of the public may still call or email employees if they need assistance, and may utilize the drop box outside Town Hall or go online to make payments for various bills, but there will be no public access until further notice. I am taking this step out of abundance of caution, so that we can continue to offer Town services safely, for the benefit of the public and our employees.

3) Housing Choice Grant Application

The Town recently submitted a \$250,000 application for a State Housing Choice grant. These funds are available to communities who are looking to provide safety and other infrastructure improvements to neighborhoods where there is new housing being constructed. In the

Forest Road, Gerrish Road and School House Lane neighborhood, there are three new housing developments underway, approved, or proposed. We believe this situation lends itself to this specific type of grant application. On Dec. 7, Planning Director Lisa hosted a remote Zoom meeting for residents of the neighborhood to allow them to tell the Town what types of improvements would be helpful. Common themes were: new sidewalks (there are none in the neighborhood except for a small section on Forest Road crossing the brook), better signage and new street paving. Our goal is to apply for funding this year for engineering design work in this neighborhood and then to apply in a subsequent year for construction funding. This is another example of the Town attempting to leverage grant funds to improve the infrastructure in our neighborhoods.

4) Financial Management Policies

As was mentioned a few months ago, Finance Director Karen Snow secured a grant from the State for the Town to hire a consultant to assist us in drafting Financial Management Policies. Such policies would include how the Town intends to handle issues such as: revenue and expenditure forecasts, management of enterprise and revolving funds, the spending of Free Cash, goals for the Stabilization Fund, the development of capital improvement plans, gift and grant administration, unfunded liability issues (such as OPEB), etc. Bond rating agencies like to see such policies in place in cities and towns when we go into the market and float bonds. The goal is to have Financial Management Policies developed for Salisbury over the winter and have them adopted by the Board of Selectmen in the spring of 2021.