

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, DECEMBER 28, 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 Agnes Donovan, 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 by Salisbury Cable Television and broadcast live.

II. Acceptance of Minutes

Minutes of Special Meeting of December 10, 2020

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve the Minutes of the Special Meeting of December 10, 2020.

III. Public Comment - none

IV. Old Business - none

V. New Business

a. License Renewals:

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: Hodgie's Too of Salisbury – 136 Rabbit Road, Gracie's Bar & Grille – 5 Broadway, and Dunkin Donuts – 46A Toll Road.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; 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 Gracie's Bar & Grille – 5 Broadway.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to renew a **Class I** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Priority Motor Group – 158-160 Elm Street.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; 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: DPW Associates – 98 Elm St., Trans East Equipment – 67 Main St., and BTB Auto Sales – 49 Beach Road.

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: Glen's Auto Repair – 90 Lafayette Rd., Cassidy's Auto Body – 29 Locust St., Hatheway Auto Service – 66 Bridge Rd., Harry's Auto Repair – 27 Elm St., and Gray's Garage – 35 Elm Street.

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a. License Renewals (Continued):

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: Gracie's Bar & Grille – 5 Broadway.

General Licenses

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

Motion by Selectman MacDonald, Second by Selectman Ray-Parrott; unanimously voted to renew a General license, with the address correction for Pandora's Box which should be 141 Bridge Road, Suites 103 and 104, and with the same conditions/restrictions that may have been on the original license and all subsequent renewals for: A Hair Better – 6 Merrill St., Beach Rose RV Park, LLC – 147 Beach Rd., Daisy Disc Corp – 167 Bridge Rd., Jim Phillips Firewood Sales – 57 Main St., Ambassador Limousine – 128 Elm St., Johnson Lumber Co. Inc. – 133 Main St., JP Green Creations – 56 Lafayette Rd., Kadee's Tumbleweed – 1 Merrill St. – Unit 8, Knight Oil, Inc. 126 Rabbit Rd., Leeward Light – 126 Bridge Rd., LC Technology Solutions, Inc. – 2C Fanaras Drive, Laundry Express LLC – 183 No. End Blvd., LKB/Tires LLC – 11 Main St. - Unit 2, Linda's Alpha-Omega Salon – 4 Elm St., Moonlight Limousine Co. – 60 Lafayette Rd., Mattress Depot- 122 Lafayette Rd., MVFR Society, Inc. – 63 Elm St., Guppy Spirits, Inc. – 121 Bridge Rd., New England Chocolate – 123 Lafayette Rd., Pandora's Box – 141 Bridge Rd., Suites 103 & 104, Paradise Spa – 141 Bridge Rd., and Plantwerks, Inc. – 102 Bridge Road.

b. New Licenses

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve a **General** license for John's Famous Foods, LLC – 72 Main St., for the sale of wreaths and kissing balls.

Motion by Selectman Takesian, second by Selectman MacDonald; unanimously voted to approve a **General** license for Via Brazil Market Place, Inc. – 111 Lafayette Road., Unit 1.

c. License Amendments - none

d. Liquor License Renewals - none

e. New Liquor Licenses - none

f. Committee Appointments: Affordable Housing Trust – 1 vacancy for a term to expire 6/30/22: 1 applicant – George Burtch

Motion by Selectman Ray-Parrott, Second by Selectman Condon; unanimously voted to approve the appointment of George Burtch to the Affordable Housing Trust for a term to expire June 30, 2022.

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g. Update/Presentations: Building Inspector

Scott Vandewalle, Building Inspector, appeared before the Board. He stated that his department stayed open through the year and continues to be open for permitting and licenses. He stated that inspections have been done all year long. Mr. Vandewalle provided the following information:

Licenses/Permits issued:

- 67 Commercial permits
- 422 Residential permits
- 325 Electrical permits
- 395 Plumbing/Gas permits – These and the electrical permits are up quite a bit due to generator and solar requests
- 59 Mechanical permits
- A handful of sign permits

In addition, Mr. Vandewalle reported that the State moved to the 2018 Energy Code for electrical and solar permits. On the subject of permits, he informed the Board that the Building Department is transitioning to a new permitting system called Citizen Serve. This new system will have more capabilities and will be integrate more smoothly with other boards and departments. In terms of enforcement, he explained that the courts have been closed since March and they are currently overloaded with eviction cases. He stated he hoped to get back into and move forward with enforcement and housing cases as soon as possible. He stated he continues to work with the Health Department on putting abandoned and decrepit properties into receivership. Finally, he noted that the Zoning Board of Appeals has been holding its meeting remote via Zoom, and that the process has seemed to be working fine.

h. Vote to Approve 2nd Amendment to Host Community Agreement with Alternative Therapies Group II, Inc. re: Payment of Annual Community Impact Fee

Neil Harrington, Town Manager, advised Board members that he supplied them with a memo explaining a proposed change to the Host Community Agreement with Alternative Therapies Group, II. The intent of the amendment is for the company to make its annual Community Impact payment at the end of each calendar year, rather than on the anniversary date of their initial opening date of operation, which was Sept. 3, 2019. For this year, it means that, in addition to the payment received in September, the Town would receive another payment at the end of December representing 3% of gross sales between September and the end of the calendar year. Mr. Harrington stated that Finance Director Karen Snow, agrees with the proposed amendment, and he recommended approval by the Board.

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to Approve the 2nd Amendment to the Host Community Agreement with Alternative Therapies Group II, Inc. re: payment of the Annual Community Impact Fee.

VI. Sewer/Water - none

VII. Correspondence

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Selectman Takesian read a December 16 letter from Xfinity regarding channel programming changes. This correspondence also contained information on Municipal Emergency Reporting procedures, which are not for public dissemination. Selectman Takesian also read a December 22 correspondence from Xfinity informing the Board that the company was providing savings to customers in a courtesy credit adjustment related to sporting events and broadcasts which were put on hold between April and June 2020 due to the pandemic.

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 Condon, Second by Selectman Ray-Parrott; unanimously voted to ratify the signing of the following weekly warrants: W21-42 through W21-47.

XI. Executive Session - none

XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to adjourn at 7:42 PM.

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

Minutes of Special Meeting of December 10, 2020

Copies of licenses as listed

Town Manager's Report


Respectfully submitted:

Agnes Donovan, Secretary

Approved: 
Chuck Takesian, Clerk

MEMORANDUM

To: Members of the Board of Selectmen

From: Neil J. Harrington, Town Manager 

Date: December 28, 2020

Re: December 28th Report to the Board

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) COVID-19 Vaccination Readiness

Health Director Jack Morris has submitted the Town's response to the State Dept of Public Health's survey of local Boards of Health re: each city/town's readiness to establish vaccination clinics to meet the need to distribute the first phase of the State's COVID-19 vaccine roll-out. As Mr. Morris mentioned recently, Salisbury is joining with 6 other local communities in a regional effort to distribute the vaccines that had recently been approved for emergency use by the federal government. The first phase will include distribution of the vaccines to first responders, which includes Police, Fire and EMS. The State will supply the vaccines, but each community must be able to supply its own refrigeration/freezer capacity, (PPE), clinical and non-clinical staffing, and any other resources needed to support local clinic operations.

As you know, Mr. Morris and I sent out a town-wide mailing recently asking for volunteers to help with COVID vaccine distribution when it becomes available to the general public, which is currently projected to begin in the spring of 2021. To date, I am happy to report, over 50 people from Salisbury have volunteered so far. I have been informed that several people who volunteered have been calling or asking what they need to do and when. There is nothing for volunteers to do at this time. We have everyone's contact information and we are asking for volunteers to be patient and wait for public health officials to contact them.

Just so everyone is aware of the State's vaccination distribution plan, please remember that there are 3 phases. Phase 1 is underway and includes availability of vaccines to health care workers in direct contact with COVID-19 patients; those in long-term care, rest homes and assisted living facilities; fire, police and EMS personnel; those in congregate care settings; and home health care workers. This phase has started and is estimated to run until sometime in February. Phase 2 is expected to begin in February and continue until April, and includes vaccine distribution to individuals with high risk of COVID-19 complications; adults age 65 and older; early education and K-12 teachers; transit, grocery, utility, food and agriculture, sanitation, public works and public health employees. Phase 3 will include the general public and is estimated to take place between April and June.

2) SBBA/DCR Meeting re: Salisbury Beach Resilience

On December 15, I joined several people in a remote meeting organized by the SBBA to discuss ways in which the Town and DCR can work together to promote beach resiliency at Salisbury Beach. Included in the meeting were representatives of the SBBA, the Salisbury Beach Partnership, DCR, CZM, Rep. Kelcourse, Sen. DiZoglio and two Selectmen – Donna Abdulla and Chuck Takesian. The primary focus of the meeting was to re-establish an ongoing dialogue between primary stakeholders in Salisbury and the major State agencies responsible for maintaining and enhancing the resiliency of the beach. Rodney Elliott, the Regional Director of DCR, shared a list of projects paid for by the Salisbury Beach State Reservation Trust Fund in recent years and the group discussed possible future uses of such funds for initiatives, such as stock-piling of sand for emergency use. It was agreed that the group would meet again in a few months and would continue to meet regularly going forward.

3) MRBA Meeting

On December 19, I participated in a remote meeting of the Merrimack River Beach Alliance, at which several items of interest were discussed. The first portion of the meeting focused on the dire situation at North Point/Reservation Terrace on Plum Island, and the second portion of the meeting consisted of an update from the Army Corps of Engineers about potential dredging projects and prospects for sand to be placed on or near beaches in Salisbury and Plum Island. In this update, the Army Corps noted that funding for the potential dredge of the Piscataqua River may be included for funding in the federal government's FY21 budget, but at this point funding is uncertain. Funding for "maintenance dredging," which would include a possible dredging of the mouth of the Merrimack River is also not certain at this point. If and when funding becomes available for the dredging of the Piscataqua River, sand from this dredge would be available to Salisbury and Plum Island, but a cost-sharing arrangement would need to be worked out between the local communities and the State. Salisbury already has \$150,000 set aside for this purpose.

With regard to the possible replacement of much of the sand that was placed onshore at the south end of Salisbury Beach following the dredging of the Merrimack River in 2010, the Army Corps reported that the Section 204 study they conducted has determined that emergency placement of sand in this area is not eligible for funding under federal law P.L. 84-99. A letter will be sent soon to DCR and the Town informing us of this finding. You may recall that in recent years the Army Corps was pressing the Town to contribute to the cost of this study. I declined to do so on the premise that the cost to the Town would be too great, it was not a certainty that the Town would be eligible to receive the sand, and even if we were eligible, the Town's cost of any such project was unknown, but was likely to be very expensive. The fact that we now know Salisbury is not eligible to receive sand as a result of the Sec. 204 study underscores the fact that the right decision was made not to commit any Town funds to the study.