

MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, JUNE 28, 2021 – 7:00 PM
SALISBURY TOWN HALL, 5 BEACH ROAD
COLCHESTER ROOM

PRESENT: Selectmen Wilma McDonald, Chairman; Chuck Takesian, Freeman J. Condon,
and Donna Abdulla
ALSO PRESENT: Neil J. Harrington, Town Manager and Janet Flannery, Secretary
ABSENT: Selectman Ray-Parrott

I. Call to Order/Salute to the Flag

Chairman McDonald 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 June 14, 2021

Motion to approve the Minutes as presented by Selectman Takesian, Second by Selectman Condon for discussion purposes. Selectman Condon moved that the second sentence of the second paragraph under "Public Comment" be amended to strike the phrase "Selectman Condon said he understands where she is coming from but assured her that no Board of Selectmen member, Town Manager or Cemetery Commission member ordered that the urns be removed...." Mr. Condon stated that this was not what he said at the meeting. Rather, he said that no Town official had any motive other than to do what they thought was in the best interest of the townspeople as it relates to the cemetery. Selectmen Abdulla seconded the motion to amend the minutes, and it was approved unanimously. A vote was then taken on the main motion, as amended, and it was approved unanimously.

III. Public Comment- none

IV. Old Business - none

V. 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 A.J.I. Cleaning Co. – 6D Sawyer Lane

b. New Licenses

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve a **Common Victualer** license for Uptown Comic Book Café – 6B Elm St.

c. License Amendments - none

d. Liquor License Renewals - none

e. New Liquor Licenses - none

f. Committee Appointments

Harbor Commission: One alternate position to expire 6/30/23; one applicant: Stephen Roth
Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to appoint Stephen Roth to fill the alternate position to expire 6/30/23.

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Housing Authority: Two openings: one to expire 6/30/25 and one to expire 6/30/26: one applicant: Jayne Arnold.

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to appoint Jayne Arnold to the Housing Authority for a term to expire 6/30/25.

Ring's Island Neighborhood Preservation Committee: Two openings to expire 6/30/24; two applicants requesting re-appointment: Stephen Roth and Stephen Spaulding

One Alternate position to expire 6/30/23; one applicant: Alison Novello

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to re-appoint Stephen Roth and Stephen Spaulding for three-year terms expiring 6/30/24.

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to appoint Alison Novella to the alternate position for a two-year term to expire 6/30/23.

g. Update/Presentation: Harbormaster

The Harbormaster was not available this evening and will be re-scheduled.

h. Vote to Approve Inter-Municipal Agreement with West Newbury for Pump-Out Services and Enforcement of Harbor Regulations

Mr. Harrington explained that this proposal is for a 3-year agreement between Salisbury and West Newbury, and it largely the same terms as previous one- year agreements between the two towns, except that the proposed agreement increases the compensation due to Salisbury due to an increase in wage rates for our Assistant Harbormasters. In a recent discussion with the Town Manager in West Newbury, Mr. Harrington said he agreed it would be better to renew the agreement for three years. He said it was his understanding, in speaking with West Newbury, that their Selectmen approved the renewal of the agreement at their meeting in June, and he didn't see any reason not to approve it.

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve the Inter-Municipal Agreement with West Newbury for Pump-Out Services and Enforcement of Harbor Regulations.

i. Vote to Adopt Complete Streets Standards for Town Public Rights-of-Way

Mr. Harrington explained that when the Town was accepted into the Complete Streets program, adoption of a Prioritization Plan made the Town eligible to apply for Complete Streets grant funding. However, the Town never completed the second step of the process, which was to have the Selectmen adopt a set of regulations and standards for public rights-of-way in town. A draft of the regulations and standards was developed by the Town's consultant, Howard Stein Hudson, and had been reviewed by the DPW Director, but had never been presented to the Selectmen for adoption. The Manager said that the final draft of the proposed regulations and standards had been included in the back-up material for the meeting, and he recommended that the Board vote to approve.

Motion by Selectman Condon, Second by Selectman Abdulla; unanimously voted to approve the Complete Streets Standards for Town Public Rights-of-Way, as presented.

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j. Vote to Submit Home Rule Bill Approved at Annual Town Meeting to the Legislature

The Town Manager reminded the Board that a home rule petition was approved at the Annual Town Meeting in May authorizing the State to convey the property at 39 Beach Road to the Town for affordable housing purposes. The property had been used as a group home but the building burned down several years. Since Article Twelve at Town Meeting authorized the Selectmen to petition the General Court to convey the property to the Town, he recommended that the Board vote to submit the home rule petition to our representatives in the Legislature.

Motion by Selectman Condon, Second by Selectman Abdulla; unanimously voted to submit the Home Rule Bill approved at the Annual Town Meeting to the Legislature.

VI. Sewer/Water

VII. Correspondence

A letter was received from from Beverly Gulazian informing the Board of her resignation from the Historical Commission, effective June 30, 2021.

Motion by Selectman Condon, Second by Selectman Abdulla; unanimously voted to accept her resignation with regret and to send a letter of appreciation for her service to the Town.

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 Takesian, Second by Selectman Condon; unanimously voted to ratify the signing of the following weekly warrants: W21-100 through W21-104.

XI. Executive Session - none

XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to adjourn at 7:43 PM.

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

Minutes of June 14, 2021

Copies of licenses as listed

Appointment Request Letters

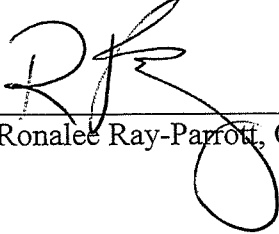
Back-up Information for Items V(h), V(i), and V(j)

Town Manager's Report

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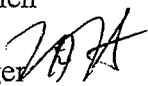
Respectfully submitted:
Janet E. Flannery, Secretary

Approved: _____


Ronalee Ray-Parrott, Clerk

MEMORANDUM

To: Members of the Board of Selectmen

From: Neil J. Harrington, Town Manager 

Date: June 28, 2021

Re: June 28th 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) New Hire

I am pleased to announce that the Town has hired Jenn Rokentenetz to fill the new position of Director of Parks, Recreation and Community Events. The creation of this new part-time position, which is included in the FY2022 budget, will mark the first time the Town has hired a staff person dedicated to coordinating various parks, recreational and community events in town. Many of these activities, such as coordinating the use of Town recreational facilities by local sports leagues and planning for events such as the Arts Stroll, the Easter Egg Hunt, Salisbury Days, the summer schedule of recreational activities, games, and movies at the Beach Center, etc. have been largely staffed in the past by the Planning Dept. and several local volunteers.

The Town's goal is to coordinate all of these activities under one staff person, so that we can add more recreational opportunities for young people in town and create more events for people of all ages to enjoy in town. We hope that eventually this will become a full-time position, to be partially funded by revenue generated from expanded recreational and community programs in town. Ms. Rokentenetz has had several years of experience organizing events as the head of the Salisbury Elementary PTA, and I am confident she will be an asset to the Town.

2) Salisbury Beach Re-Nourishment

This past week, thanks to the tireless efforts of several dedicated residents, legislative support from our local Senators and Representatives, and help from the Town, in particular Conservation Agent Adriane Marchand, several thousand tons of sand were placed on the north end of Salisbury Beach between access points 6 and 7 over the past two weeks, to help replenish dune loss due to the storm of early February 2021. The State contributed \$90,000 to purchase the sand and many property owners affected by the storm damage contributed about \$50,000 toward hiring the contractor, Henry Richard, to re-form the dunes. This intensive effort, which was coordinated by Tom Saab, with the assistance of Rick Rigoli, and supported by the Salisbury Beach Citizens for Change and the SBBA, is a good example of the type of public-private partnership that we need to sustain going forward in our efforts to keep Salisbury Beach properly nourished and to protect the homes that abut this fabulous natural resource.

3) American Rescue Plan Act (ARPA)

The Town has received notification from the U.S. Treasury that the Town of Salisbury is entitled to receive a total of \$2,849,778 from recently-enacted federal legislation known as the American Rescue Plan Act (ARPA). The use of these funds is restricted by federal law to certain types of expenditures, including paying for costs of the Town's public health response to the Covid-19 pandemic, premium pay for work performed by any "essential workers" hired to provides services related to the pandemic, revenue loss attributed to the pandemic, and water, sewer or broadband infrastructure projects that would be eligible for funding under the EPA's Clean Water or Drinking Water state revolving fund programs.

This funding will come to the Town in two payments from the federal government – one now and one at least a year from now – and the Town may expend these funds up to December 31, 2026. The regulations outlining the permissible use of these funds, issued by the Treasury Department, are long and complicated, but Finance Director Karen Snow has been studying them and she and I would like to hold a workshop for members of the Board to discuss what types of local expenditures might be eligible, and what the Town's priorities might be for the expenditure of these funds. I will contact you about scheduling such a workshop.

4) Driftway Project

I am happy to report that the disruption caused by the Driftway reconstruction project is almost over. Over the past few days, new concrete sidewalks have been poured and the contractor is preparing to re-pave the entire street with a binder coat of paving this week. The paving should be finished by the end of the work day on June 30 and temporary striping of parking spaces should be completed by Thursday morning, July 1. Then the road will be completely re-opened to traffic and parking. The final coat of paving and final striping of parking spaces and installation of signs should occur shortly after Labor Day. I realize that this project has been disruptive, but due to its central location and the fact that the western end of Broadway on the northern side has been closed to accommodate outside seating for local restaurants, the Town and the contractor have attempted to be as lenient as possible with people looking to drive on or pass through Driftway. Once the utility poles are removed and the overhead wires are placed in underground conduits, the newly-improved street will take on a much more attractive appearance. I would like to take this opportunity to thank the businesses and their patrons for their patience and cooperation during this project.