

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, JULY 19, 2021 – 7:00 PM
SALISBURY TOWN HALL, 5 BEACH ROAD
COLCHESTER ROOM**

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

ALSO PRESENT: Neil J. Harrington, Town Manager and Agnes Donovan, Secretary

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 by Salisbury Cable TV.

**II. Acceptance of Minutes
Minutes of June 28, 2021**

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to approve the Minutes of June 28, 2021 as written.

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 an **Entertainment** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for: Captain's Corner – 73-75 Main Street for an arcade.

b. New Licenses – none

c. License Amendments - none

d. Liquor License Renewals - none

e. New Liquor Licenses - none

f. Committee Appointments

Housing Authority – Incumbent Ralph Sweeney requesting re-appointment for a term to expire June 30, 2026.

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to re-appoint Ralph Sweeney to the Housing Authority for a 5-year term to expire June 30, 2026.

Harbor Commission – David Cretien requesting re-appointment for a three-year term to expire June 30, 2024.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to re-appoint David Cretien to the Harbor Commission for a 3-year term to expire June 30, 2024.

Historical Commission – Incumbents Tom Tatro, Wayne David, and Connie Hellwig each requesting re-appointment to the Historical Commission for a 3-year term to expire June 30, 2024.

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Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to re-appoint Thomas Tatro, Wayne David, and Connie Hellwig to the Historical Commission for 3-year terms to expire June 30, 2024.

g. Update/Presentations: Planning Board/Historical Commission

Planning Board Presentation

Don Egan, Chairman of the Planning Board, presented the following update to the Board.

1. Membership

Mr. Egan advised the Board that currently the Planning Board has a full Board consisting of the following members: Don Egan, Chairman; John "Marty" Doggett, Vice-Chair; Gil Medeiros, Clerk; Lou Masiello, Member (who is also the Planning Board's appointee to serve as Salisbury's representative to the Merrimack Valley Planning Commissioner); Deborah Rider, Member; and John Schillizzi, Alternate.

2. PROCEDURES & HEARINGS

Mr. Egan provided the following update:

a. Approval Not Required - ANR (3) – for smaller projects where an NOI is not required

156 Lafayette	Dorothy Triandafilou Trust	Endorsed January 25, 2021
159 Beach Rd	Larkin Real Estate	Endorsed 04/28/2021
50 Beach & Gravel Way	Downeast Building & Development	Continued

b. Subdivisions - Mr. Egan said that no new subdivision applications were submitted for consideration by the Planning Board.

c. Site Plan Review – Mr. Egan said there were two Major and two Minor reviews

MINOR	10 Fanaras Dr	Coastal Infusions LLC	Marijuana Facility	03/ 24/ 2021
MAJOR	504 North End Blvd	The Daly Group	Condos	06/ 23/ 2021
MINOR	91 North End Blvd	Smart link Group	Add Cell Transmitter to the water Tower	05/ 26/ 2021
MAJOR	207 Beach Rd	Tom Patenaude	Ongoing new development	Continued

d. Modification of Site Plan Approval – all three requests were Minor

Modification	232-238 Lafayette Rd	Ganesh Wellness	02/10/2021
Modification	187 Lafayette Rd	Root & Bloom – small change to the parking configuration	04/28/2021
Modification	10 Fanaras Dr	Coastal Infusions LLC	06/23/2021

e. Special Permits (4 plus one Modification)

Marijuana Manufacturing	10 Fanaras Dr	Coastal Infusions LLC	03/24/2021
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New Cingular Wireless	91 North End Blvd	Smartlink Group	05/26/2021
Construction Contractor Storage – change of use	158 Lafayette Rd	Kearney HVAC	05/26/2020
Modification-Marijuana Manuf.	10 Fanaras Dr	Coastal Infusions LLC	06/23/2021
Storage of Construction Materials	45 Main St	Port Gutters, LLC	Continued

f. Accessory Dwelling Units - One application, for an Accessory Apartment at 9 Locust Street, which was withdrawn without prejudice.

g. Certificate of Completion

Partial CoC	57 Railroad Ave	The Daly Group	Site Plan - Major	03/24/2021
Partial CoC	2 Broadway	Joe's Playland/Abdulla Enterprises	Parking Lot	06/ 23/ 2021

3. Mr. Egan provided a status of the Planning Board's review of Ordinances and Regulations:

- Lafayette-Main Design Guidelines – A sub-committee has been formed working with the Planning Department and Planning Board members Mr. Doggett and Ms. Rider. Their work is ongoing.
- Rules and Regulations Update – Mr. Eagan advised the Board of Selectmen that the Planning Board and the Planning Department are working together to review the rules and regulations. He stated that they need Design Guidelines which are being developed.

4. Mr. Egan provided the Board with a status on two ongoing undertakings which include Project Review Fees, and Certificates of Completion

- Mr. Egan stated that according to Planning Director Lisa Pearson, the Planning Department staff meets every Friday to review and develop a strategy to resolve the outstanding amounts.
- The Planning Director has advised the Planning Board that the Planning Department has made significant progress and will provide the Board of Selectmen with a status update shortly.

5. Hybrid Meetings

Mr. Egan advised the Board of Selectmen that the Planning Board adopted a hybrid meeting format at their July 14th meeting to allow those who cannot attend to participate in the meetings via Zoom.

Historical Commission Presentation

Thomas Tatro, Chairman, appeared before the Board. He advised the Board that the Historical Commission was moving forward and covered the following topics:

-Historic Signage Update

- The Commission has been working with Representative Kelcourse to obtain state signs for the water crossing on Route 1, Town Creek, and Small Pox Brook. Later they will work to re-obtain a state sign for Vincent Creek going south bound, as that sign went missing.

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- He advised the Board that they obtained four First Settlers signs; Stevens Farms (John Stevens), Mr. John Sanders' property at the end of Mudnock Road, Mr. Isaac Boswell's house near the Rail Trail, and the Pike School for Robert Pike.
- The Commission is working on but needs to do more research on other signs including Healy's Canal (Hampton to Essex Canal), Skate Park Crossing, and Spalding Square.

-Spalding Remembrance

- The Historical Commission is planning a remembrance in October for Dr. Jacob Spalding, who died 100 years ago.

-Salisbury Days

- The Pike School will be opened for Salisbury Days on September 18 and 19th. The Commission will do an Open House, tours, and several exhibits.

-Drop Box

- The Historical Commission now has a drop box located outside the Town Clerk's office at Town Hall for questions, comments and old photos.

-Pike School

- They are in the process of renovating this school. The work done so far includes new shades, a new flag and rope, six easels for maps and pictures, picture hooks, and a repointed foundation. They have to do other work including windows, shutters and the Commission is working on other repair/update projects.

-Ben Butler's Toothpick

- The Commission visited the facility and it needs repair. They will get bids to re-point the base, which is a complicated project.

-Master Plan Committee

- The Commission has signed up and will work with the Planning Board on this Committee.

-Mass Historical Commission

- The Commission will work on developing and adopting a preservation plan. This is not part of the master Plan.

-First Settlers' Descendants

- Mr. Tatro stated that two families contacted him: the Bradberry family from Maine and the Stevens family from Amherst, Mass. Mr. Tatro provided both families with a site walk tour of their family properties so they could see where their ancestors lived.

-Ring's Island

- Mr. Tatro stated that the Historical Commission would like to have voice in what happens to the historical buildings on Ring's Island. He also suggested that the former fire station building could be used for archives and storage.

-Thank You

- Mr. Tatro thanked the many citizens and Town employees who have helped the Historical Commission.

-Salisbury Residents

- Mr. Tatro mentioned the loss of several residents who have played a significant role in Salisbury's history and development who passed away during the last year: Robert Pike, Robby Bartlett, Davie Frost, Charlie Papoulias, Harold Congdon, and Millie Greaney.

VI. Sewer/Water

a. Vote to Approve Sewer Extension Plan for 26 Cushing Street

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Matt Steinel of Millennium Engineering appeared for the applicant. Mr. Steinel said the applicant was requesting permission for a tie-in to a gravity main sewer extension at the four-way intersection at the corner of the vacant lot, Bartlett Street, Baker Street, and Cushing Street. This project will use directional drilling which drills horizontally under the ground. There is no plan to alter the surface of the road. He stated that this project was currently filed with and waiting approval of an RDA from the Conservation Commission; however, they may have to withdraw this application and re-file for a Notice of Intent for this project. He was looking at the possibility of starting the project as soon as possible prior to the Town's paving in this area. Mr. Steinel replied to questions from Board members and mentioned that there would be no easements involved.

Lisa DeMeo, DPW Director, appeared before the Board. She advised the Board that she does not have any issues with directional drilling but that she has other concerns with this request:

- Ms. DeMeo advised the Board that her major concern was timing and constructability. She said the Town is preparing to pave Cushing Street, Bartlett Street, and part of Baker Road and that the Town's paving contractor will be on site to do this paving in August. She said she is concerned that this project would delay the Town's paving project. She stated that there should be downtime between the projects to allow the asphalt to settle.
- Ms. DeMeo is concerned that the proposed sewer man is shown within the same alley as the existing gas main and she had concerns that the exact location of the gas main/line and water are not shown on the plans and that there is a high probability of conflicts, which could cause delays.
- Other concerns include that the plans do not show the sewer invert elevation and the service connection are to be 1 ½" and not 1 ¼" as shown on plans.
- Concern that the applicants do not have all approvals/permits, e.g., a trench permit, Conservation Commission approval, and a street opening permit. She said street opening permits must be obtained by Dec. 1 but that if there is no snow then they can be flexible. She stated that she would have no problem if the applicant did this project after they have all permits and inspection.
- Inspection – the installation of sewer lines must be inspected by the Wastewater Director or his designated representative.
- Her concern is with two projects taking place in same time. She would have no problem with the Town completing the paving of these streets and then working out a time frame with the applicants which allows the ground to settle. Ms. DeMeo said this sewer project could be done after the paving.
- Mr. Harrington confirmed from Ms. DeMeo that this project would be accepted as a public sewer. He then suggested to Ms. DeMeo that the Town have someone inspect the sewer extension while it is being installed. Ms. DeMeo stated that the installation of sewer lines must be inspected by the Town.
- Mr. Steinel said that his applicants accept all inspection conditions outlined by the Town and that the applicants would be happy to work with the Sewer Department.

Motion by Selectman Condon, Second by Selectman Ray-Parrott, that the Board, acting as the Town's Sewer Commissioners, approve the sewer extension plan for 26 Cushing Street providing the applicants address all the concerns from Salisbury's DPW Director and that the process is inspected per the DPW Director's request. The motion was approved unanimously.

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VII. Correspondence

Selectman Ray-Parrott read a letter from Comcast which provided information about how Comcast is proud to support school and libraries. The letter stated that school districts or libraries can partner with Comcast to seek reimbursement for internet service through Comcast's Emergency Connectivity Funds.

VIII. Hearings - none

IX. Town Manager's Report - none

X. Selectmen's Report

a. Ratification of Signing of Weekly Warrants:

Warrants: Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to ratify the signing of the weekly warrants: W21-105, W21-106 and W22-1 through W22-3.

Individual Selectmen's Reports:

- Selectman Ray-Parrott reminded the Board that Salisbury Days would be September 17th at the Beach, and September 18th and 19th in the Town Center and Pike School. They are looking for vendors and volunteers.
- Selectman Ray-Parrott commended the Salisbury/Triton athletes who had an amazing spring. Triton Lacrosse had an incredible season and went to the Division 3 State Championship.
- Triton Wrestling won Division 3 north championship and made it to the State finals.
- The Board congratulated the several Salisbury boys who made All Star Players of the Year.
- Selectman Ray-Parrott advised the Board that Pickle Ball is up and running and that there are over 60 people signed up.

XI. Executive Session - none

XII. Adjournment

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

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

Minutes of June 28, 2021

Copies of licenses as listed

Letters Requesting Re-appointment

Info Re: Cushing Street Sewer Extension

Town Manager's Report

Respectfully submitted:

Agnes Donovan, Secretary

Approved: _____

Ronalee Ray-Parrott, Clerk