

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, NOVEMBER 8, 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, Agnes Donovan and Janet Flannery

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 October 18, 2021**

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to approve the Minutes of October 18, 2021, as written.

III. Public Comment - None

IV. Old Business

Request to Maintain Private Ownership of Sewer Extension on Ferry Road – Mike Goodridge

Neil Harrington, Town Manager, provided an update to the Selectmen. Mr. Harrington advised the Board that he met with the DPW Director and the Millennium Engineer designing the sewer extension for Mr. Goodridge. He stated that Mr. Goodridge has agreed to putting the sewer back into the public right-of-way. The applicant's engineer also agreed to the other conditions required by the DPW, included that it be inspected by the Town. The sewer extension will be done via directional drilling under the sidewalk on the east side of the roadway and will provide stubs to the east and across the street to the west. Mr. Harrington reminded the Board that eventually the applicant will return to the Selectmen to request that the sewer extension be taken over by the Town as part of the Town's sanitary sewer system, so it is important that it be installed according to Town standards. Board members agreed, and after discussion it was determined that this item did not need a motion at this time.

V. New Business

a. License Renewals - None

b. New Licenses - None

c. License Amendments - None

d. Liquor License Renewals

Motion by Selectman Freeman, Second by Selectman Abdulla unanimously voted to postpone the Liquor License Renewals to 7:30 PM, as advertised.

At 7:30 PM Chairman McDonald took up the Liquor License Renewals

The following liquor licensees appeared before the Board for renewal of their licenses for 2022: All American Tavern, Capri, Seaglass, Carousel Lounge, Express Food Mart, Family Chinese, Good Fortune, Gulf Express, Gourmet Pantry, Harbor Restaurant & Pizza, Hideaway Pub, Hungry Traveler,

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Kittens, Mapow, Mike's Package, Portside Waterfront, R&L Liquors, Seaside Liquors, Salisbury Mini Mart, Ten's, Uncle Eddie's, and Winner's Circle.

Chairman MacDonald thanked all the owners/managers who took time from their busy schedules to show up at the meeting. The Chairman also stated that the Town updated its Liquor License regulations and asked that if any establishment was to close, even for a few weeks, that they please advise either Janet Flannery or Ages Donovan at Town Hall.

The following businesses are to appear at the next meeting on November 22, 2021 to renew the liquor licenses for 2022: Bucciarelli Butchery, Connie's Stagecoach, Mobil Mart, Salisbury Play Ball, Salisbury Sports Pub, Stateline Liquors and Sylvan Street Grill. If they fail to appear, their license will expire, they will not be renewed and they will have to apply for a new license.

e. New Liquor Licenses – Dolphin at Salisbury Beach

Attorney Joseph Edwards of Haverhill, representing the applicants, appeared and offered to answer any questions. He was advised that the only action item for the meeting was only to set a Public Hearing and that questions should wait until the Public Hearing. Motion by Selectman Takesian Second by Selectman Ray-Parrott; unanimously voted to hold a Public Hearing on November 22, 2021 at 7:15pm for the Dolphin at Salisbury Beach – 28 Oceanfront South.

f. Committee Appointments – none

The Chairman mentioned that there are openings on several boards and commissions. including the Agricultural Commission, Arts and Lottery Council, Harbor Commission, Historical Commission, and Conservation Commission. The Town Manager added that there are openings on the Zoning Board of Appeals.

g. Update/Presentations: Fire Chief/Conservation Commission

Fire Chief Scott Carrigan provided the following report:

The Department has hired a second full-time fire fighter. Both new hires are still in the probationary stage, but are doing well.

The Department also has implemented a new software program. This program provides information on all buildings and hydrants in Salisbury. At the time of an incident, the program maps the incident location and makes it available to all fire trucks. It also provides a description of the call, a view of the building/location, square feet of the building, and floor plan, and provides the location of the nearest hydrant. This system incorporates information from the Assessor's office showing pictures of buildings, and if there is a garage whether that garage is detached, underneath or attached, giving the firefighters valuable information. He stated that thirteen other communities are using/transitioning to this system, although Newburyport and Amesbury have not signed up yet. The system is borderless and if other cities and towns have this system, information can be shared when there is mutual aid sent to an incident.

The Chief also reported that there is a Salisbury Community Connect app on the Town's website where residents will be able to create an account and enter information into this system to help the Fire

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Department. Residents can enter into this secure system how many people live at a particular property, how many are children, if the address has a meeting point for emergencies, etc., and individuals can list their contact information, provide information on any disabled residents and their special needs, evacuation needs, and other crucial information for their address. The Chief provided the Board with several screen illustrations of this system.

The Chief stated that there have been 1900 calls for service during the year to date, which is similar to the amount of call at the same time last year. He also noted that the Department is still doing COVID calls.

The Chief said there are no major budget issues at this time. However, there are electrical issues at the fire station and they are maxed out on storage. He also stated there will need to be some investments made in the future in the building, including additional roof repairs.

Finally, Chief Carrigan stated he is working with the DPW in anticipation of the Town taking over the operation and billing for the Town's water supply system. He noted that he was particularly concerned about making sure that all hydrants were properly maintained and that lines were flushed and tested, so that the Town could maintain its fire rating for insurance purposes.

Conservation Commission

Chairperson Sheila Albertelli provided the following update:

The number of filings since the Commission's last update on February 8, 2021 is as follows:

- Notices of Intent: 34
- Requests for Determination: 9
- Enforcement Orders: 8
- Emergency Certifications: 5
- Abbreviated Notice of Resource Area Delineations: 1

Ms. Albertelli advised the Board that the Town completed its 5-year renewal with FEMA's Community Rating System (CRS) program in May of this year, providing eligible Salisbury property owners a 10% discount on flood insurance premiums. The Conservation Agent serves as the Town's CRS coordinator and can answer questions that residents and property owners have regarding flooding in Salisbury and what can be done to abate flooding issues, as well as any questions on the program.

The erosion season has begun at Salisbury Beach, with significant erosion in the area of 200 block of North End Boulevard. The Commission would like to remind residents that solid structures on the beach that reflect wave action that breaks into the vegetated dunes increase the damage from coastal storms. Any residents looking to use erosion control measures in the coming months are encouraged to contact the Conservation Agent to discuss options and permitting requirements. She recommended that residents contact the Agent as soon as possible to take precautions for the upcoming season.

Ms. Albertelli advised the Board that the much-anticipated Piscataqua River is permitted to be dredged this winter. She does not have an exact starting date for the project at this time. The volume of

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dredged material will be in the range of 250,000 cubic yards, to be placed in the approved nearshore disposal area, starting at about the Beach Center and extending south along Atlantic Avenue. She stated that this is an exciting opportunity to receive a very large amount of sand for a fraction of the price of importing it from an inland source. The benefit to the beach is the addition of sand to a sand starved system that has experienced erosion in recent years. She advised the Board that due to the permitting timeline we were not able to alter the disposal area farther north in response to recent erosion events.

Finally, Ms. Albertelli stated that the Conservation Commission is a seven-member board, but there are currently three open seats. She encouraged any Salisbury resident who is interested in joining the Commission to please contact the Conservation Agent at Town Hall for more information.

h. Town Clerk – Presentation of New Precinct Map & Materials for Board Approval

Melinda Morrison, Town Clerk, appeared before the Board and stated she was here to secure a vote for the new precinct maps. Ms. Morrison advised the Board that every ten years all communities in Massachusetts are required to review population numbers from the Federal Census and submit new precinct maps for approval by the State. She advised the Board that Salisbury's population has increased from 8283 in 2010 to 9236 in 2020.

Ms. Morrison then outlined for the Board the parameters that Salisbury had to work with when developing the new precinct maps:

- Each precinct may have a maximum of 4,000 residents
- The total population in each precinct may not vary more than +/- 5% from the average precinct population
- Precincts must be geographically compact
- Municipalities should also consider race, income and other variables when adjusting precinct boundaries
- Precinct boundaries may not divide the underlying Census Blocks

The Clerk advised the Board that her office worked with the State to redraw the lines to minimize as many precinct changes as possible. She stated that Precinct 2 remains mostly the same, with the exception of losing a triangular area including Old Town Way and a portion of North End Boulevard and Central Avenue to Precinct 1. She stated and showed the Selectman that the end result was that a portion of Precinct One has now become part of Precinct Three. She stated that it was a good thing that Salisbury only has one voting place, as this will help alleviate confusion. She showed the adjusted precinct lines to the Board and asked the Board to vote to approve the changes. Discussion followed.

Motion by Selectman Ray-Parrott, Second by Selectman Condon unanimously voted to adopt the final precinct maps for the Town, the legal precinct boundary descriptions, and the block report, and sign a certified Vote of Adoption.

i. Vote to Approve LIP Re-Financing Request for Unit at 227-B Beach Road

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to Approve a LIP Re-Financing Request for the Unit at 227-B Beach Road.

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j. Vote to Approve Inter-Municipal Agreement with City of Amesbury for Provision of Animal Control Services

Town Manager Harrington explained that the Amesbury had opted out of the original intermunicipal agreement (IMA) with Salisbury for Health, Nursing and Animal Control services, but that both communities agreed it would be beneficial to continue sharing Animal Control. He had drafted a new proposed IMA for Animal Control and had sent it to Amesbury in the spring, but it was not approved by the City Council and signed by the Mayor until recently. He noted that there were no major changes to existing Animal Control protocols and he recommended that the Board approve the agreement, which would be effective for FY2022-24. In response to questions, Mr. Harrington said that Amesbury purchased, owns and insures the vehicle used by the Animal Control Officer, but that Salisbury paid for one-half of the purchase price, so if the vehicle is sold, Salisbury will be reimbursed for its share of the purchase price.

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve the Inter-Municipal Agreement with the City of Amesbury for Animal Control Services, as presented.

VI. Sewer/Water

VII. Correspondence

Selectman Ray-Parrott read a letter from the Executive Office of Housing & Economic Development which thanked Salisbury for submitting a successful application to the FY2022 round of the Community One Stop for Growth. The letter congratulated Salisbury in receiving an award through the Housing Choice Grant Program.

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 Ray-Parrott, Second by Selectman Takesian; unanimously voted to ratify the signing of the following weekly warrants: W22- 34 through W22-38.

XI. Executive Session - none

XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to adjourn at 8:31 PM.

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

Minutes of Oct. 18, 2021

Info re: Public Hearing for Dolphin at Salisbury Beach

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Town Clerk Presentation Info
Town Manager's Report

Respectfully submitted:
Janet E. Flannery, Secretary

Approved: 
Ronalee Ray-Parrott, Clerk