

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, AUGUST 16, 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

ABSENT: Selectman Ray-Parrott

ALSO PRESENT: Neil J. Harrington, Town Manager and Janet Flannery, 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.

II. Acceptance of Minutes

**Minutes of Joint Meeting of July 12, 2021 with Parks & Recreation Commission and
Regular Meeting of July 19, 2021**

Motion by Selectman Abdulla, Second by Selectman Condon; voted to approve the Minutes of July 12, 2021 joint meeting with the Parks & Rec Commission. VOTE: 3 yeas – Selectman Takesian – Present. Motion carried.

Motion by Selectman Abdulla, Second by Selectman Takesian; unanimously voted to approve the Minutes of July 19, 2021 as written.

III. Public Comment - none

IV. Old Business - None

V. New Business

a. License Renewals - none

b. New Licenses

General – WJC Services, LLC – 88 Beach Road

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve a **General** license for WJC Services, LLC – 88 Beach Road for the sale of firewood.

c. License Amendments - none

d. Liquor License Renewals - none

e. New Liquor Licenses - none

f. Committee Appointments

Library Trustees: Jeannette Lazarus requesting re-appointment for a term to expire 6/30/24

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to re-appoint Jeannette Lazarus to the Library Trustees for a term to expire 6/30/24.

Council on Aging: Wayne David requesting re-appointment for a term to expire 6/30/22

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to re-appoint Wayne David to the Council on Aging for a term to expire 6/30/22.

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Historical Commission: Bennett Lahey requesting appointment: 3 vacancies – one to expire 6/30/22, one on 6/30/23 and one on 6/30/24.

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to appoint Bennett Lahey to the Historical Commission for a three-year term to expire 6/30/24.

g. Update/Presentations: Harbormaster/Building Inspector/ZBA

Harbormaster Willem van de Stadt reported the following highlights of this boating season:

- Patrols have been going well and relationships between the staff and boaters are fine.
- He is developing a plan to make better use of the Town's existing mooring fields.
- Three new assistant harbormasters have been appointed and will be trained in the Fall.
- A 3-year contract has been negotiated with West Newbury to continue the pump out service.
- He has developed a program to rebuild floats and hopes to rebuild two per year.
- Abandoned moorings have been sitting in the river with unknown owners. He and the Harbor Commission are trying to get them all cleared up. There is presently a waiting list for Town moorings with about eleven names.

Selectman Condon said he has had to deal with Mr. van de Stadt and he's always been very helpful and courteous. He also indicated that Reggie Santos, Assistant Harbormaster, has been a great advantage to the Town.

Derick de Petrillo, ZBA Chairman, began by thanking the Board's prior Chairperson, Susan Pawlischek, who was a very knowledgeable and helpful ZBA member for many years. The Board presently has four full-time members and one alternate and they are looking for more members. From January 1 – June 30, the Board received 12 applications for variances and one comprehensive permit. Selectman Condon congratulated Mr. DePetrillo for being elected as the new Chairman and also agreed that Ms. Pawlischek worked very hard and was one of the better chairs that the Town has had. Chairman McDonald said she appreciated Mr. DePetrillo's service as well as that of all members of the ZBA, as they all work very hard.

Scott Vandewalle, Building Inspector, reported that earlier in the year he made conversion to the on-line permitting system, which has been operational for about six months and is very successful. He has issued permits for 200 family dwellings and 32 commercial buildings, in addition to 151 electrical, 84 gas, and 77 plumbing permits. Everything now is all submitted on line with the new permitting system, limiting the amount of paperwork generated.

In other developments, he reported the following: 3 Bridge Road is close to getting a Certificate of Occupancy; a demolition permit was issued for 504 No. End Blvd. and the Fire Department is practice training so the two eyesore buildings are almost ready to be taken down; 32 Maple Street is being turned into a livable dwelling unit; the situation with the illegal apartment at 70 Elm Street is being resolved through the courts;

h. Vote to Approve FY2021 CDBG Grant Application

The Selectman had received a written outline of the application prior to the meeting. Lisa Beaulieu was present in the absence of Lisa Pearson, Planning Director. Chairman McDonald asked her to

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explain about the Emergency Assistance Program. Lisa said many times people don't have money for rent, prescriptions or medical emergencies and they will go to the Council on Aging, who oversees the Program, for help.

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve the FY22 CDBG Grant Application.

i. Vote to Approve Special Event Permit for the 2021 Seacoast Century Bicycle Ride on 9/25/21

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve the Special Event Permit for the 2021 Seacoast Century Bicycle Ride on 9/25/21.

j. Vote to Approve Special Event Permit for Salisbury Days on 9/17/21 through 9/19/21, to include Salisbury Brewfest and Tortoise and the Hare

Jennifer Roketenetz, a newly hired part-time staff person working with Parks & Recreation and planning community events, stated that she is working on getting ready for this year's edition of Salisbury Days, which was at one time a yearly event but was discontinued. However, it was rekindled two years ago and it is now going to be celebrated yearly. It is a celebration of the Town and its people, and she is seeking approval of a Special Event Permit. As of today, there are 20 events that will take place over three days. A copy of the events is attached and made part of these Minutes.

Selectman Condon applauded Jenn for her enthusiasm and for bringing Salisbury Days back. Selectman Takesian applauded her as well and said she has "hit the road running."

Motion by Selectman Abdulla, Second by Selectman Takesian; unanimously voted to approve the Special Event Permit as presented.

k. Vote to Approve One-Day Liquor License Permit for the Tortoise and the Hare Beer Tent on 9/17/21

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve the One Day Liquor License Permit for the Tortoise and the Hare Beer Tent on 9/17/21.

l. Vote to Approve One-Day Liquor License Permit for the Seaside Brewfest on 9/18/21

Motion by Selectman Condon, Second by Selectman Abdulla; unanimously voted to approve the One Day Liquor License Permit for the Seaside Brewfest on 9/18/21.

m. Vote to Approve a Special Event Permit for Kingpins 2021 Season Closer Car Show on 10/17/21

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve the Special Event for the Kingpins 2021 Season Closer Car Show on 10/17/21.

n. Lions Club Presentation re: September 11 Memorial

Michael Colburn, representing the Lions Club, addressed the Board to inform them that the Lions Club is looking to do a Memorial on 9-11-21 at 8:30 AM to commemorate the 20th Anniversary of 9/11. Flags will be placed throughout the Town Common, one for every person who was killed that day. He invited the Selectmen, Town Manager and Representative Kelcourse as well.

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o. Vote to Sign and Approve Sale of \$11,171,750 General Obligation Bond Anticipation Notes, dated September 10, 2021 for the Sewer Construction, Bridge Road Water Main Replacement, Salisbury Beach New Visitor's Center, and Ring's Island Neighborhood Flood Resiliency Projects

Ms. Snow, Finance Director advised the Board that the Town will be renewing some Bond Anticipation Notes (BANs) for one year. There will be a premium of \$91,496.64 paid the winning bidder submitted an interest rate of 0.1764%.

Selectman Condon stated that this will result in a significant savings for the Town because of the extremely low interest rate. It great news and a testament to the confidence that the institutions have in her and the Town Manager, and he congratulated them both.

Motion by Selectman Abdulla, Second by Selectman Takesian; unanimously voted to approve the sale of \$11,171,750 1.00 percent General Obligation Ban Anticipation Note (the "Notes") of the Town dated September 10, 2021 and payable September 8, 2022 to Piper Sandler & Co. at par and accrued interest, if any, plus a premium of \$91,496.64.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated August 2, 2021 and a final Official Statement dated August 12, 2021, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures in such form as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt state of the Notes.

Further Voted: that each member of the Board of Selectman, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

p. Vote to Approve FY2021 Year-End Budget Transfers

Ms. Snow explained that this is the start of FY2022 and she is in the process of closing out FY2021. There are a few individual line items over-budget, however the bottom line is that General Fund expenditures for FY21 came in under budget. Most departments turned back money at the end of FY21 and she commended them for not over spending and working with her to keep costs down. She then stated that there are some budgetary transfers internally that need to be approved by the Selectmen, which she is presenting tonight.

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve the FY2021 Year-End Budget Transfers as presented.

q. Vote to Adopt Order of Taking for Jak-Len Drive

Mr. Harrington explained that this is the last step the Town has to take in order to make Jak-Len Drive a public way. Notices have been sent out to property owners on the street and once the Order of

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Taking is adopted it must be recorded at the Registry of Deeds. This same action has to be done for the taking of Liberty Street which is the next item on the agenda.

Motion by Selectman, Second by Selectman; voted that the Selectmen hereby vote, pursuant to the authority granted under Article Four of the May 17, 2021 Annual Town Meeting, to take by eminent domain a permanent public way easement in Jak-Len Drive, and, having determined that no damages are due and/or damages have been waived, hereby award no damages for said taking.

r. Vote to Adopt Order of Taking for Liberty Street

Motion by Selectman, Second by Selectman; unanimously voted that the Selectmen hereby vote, pursuant to the authority granted under Article Five of the May 17, 2021 Annual Town Meeting, to take by eminent domain a permanent public way easement in Liberty Street, and, having determined that no damages are due and/or damages have been waived, hereby award no damages for said taking.

VI. Sewer/Water

a. Vote to Approve Sewer Extension Plan for 39 Old County Road (Map 28, Lot 37)

Matt Steinel of Millennium Engineering explained that the property is located on the north side of Old County Road, just past the old landfill. There will be minimal construction associated with the sewer extension, as the installation is being proposed to be accomplished via an underground drill, and there will be no trenches along the side of the road.

Motion by Selectman Condon, Second by Selectman Takesian to approve the request for purposes of discussion. Mr. Condon stated that if the proposal was approved, he believed such approval should be contingent on the approval from the DPW Director. A brief discussion followed, after which it was suggested that the matter be tabled until the Board receives a recommendation in writing from the DPW Director. Selectmen Condon then withdrew his motion.

Motion by Selectman Takesian, Second by Selectman Condon; it was unanimously voted to table this item until the next meeting.

VII. Correspondence

Notification from Xfinity re: upcoming programming changes.

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 Abdulla, Second by Selectman Takesian; unanimously voted to ratify the signing of the following weekly warrants: W21-107 A&B, W21-108 through W21-111, and W22-4 through W22-11.

XI. Executive Session - none

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XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to adjourn at 8:25 PM.

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

Minutes of Joint Meeting with Parks & Rec. Comm on July 12, 2021 and Regular Meeting of July 19, 2021

Copies of licenses Special Event Permits as listed

Info re: Sale of General Obligation Bond Anticipation Notes & Year-End Transfers

Info re: Orders of Taking for Jak-Len Drive and Liberty Street


Sewer Extension Plan for 39 Old County Road

Town Manager's Report

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: August 16, 2021

Re: August 16th Report to the Board

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

1) Rail Trail Completed

After several years of hard work on the part of several Town employees, elected officials, and the Mass. Dept. of Transportation, and advocacy from the Coastal Trails Coalition and a wide variety of rail trail enthusiasts, the final leg of Salisbury's Multi-Use Trail Extension has been completed. For over a decade, the Town has lobbied for the funding for our rail trail system, has worked with the State and private property owners to acquire easements, and has promoted a town-wide system of multi-use rail trails that is rapidly becoming one of the most widely-used recreational amenities in this entire region of the State.

Tomorrow, August 17, at 1:30 PM behind Lion's Park, State the local officials will celebrate the official opening of the final Salisbury piece of this multi-community resource which now connects the Town to Amesbury and Newburyport (via the Whittier Bridge) and awaits a further extension to the north from the Town of Seabrook. On any given day, hundreds of individuals and families are walking or biking on the trail, enjoying the beautiful scenery in the wooded areas of town, and spreading the word about this fabulous resource. Everyone involved in the effort to complete this trail system should be justifiably proud. I hope a good number of our citizens will be able to join us tomorrow for the ribbon-cutting ceremony.

2) Driftway Project

The reconstruction of Driftway was largely completed before the July 4th weekend. The only remaining work is the final coat of paving and the final line striping, which will be done after Labor Day. In terms of amenities, the antique lighting will be installed in the fall, as will outdoor seating, which will be located at the eastern end of the street, close to the water. The total cost of this project will exceed \$700,000, with the bulk of the cost (\$542,000 being paid for by two State grants and Chapter 90 State road paving money. The Town will continue to work with private property owners in the area, National Grid and Verizon to complete the process of burying the utility lines on Driftway in underground conduits and removing the unsightly poles along the roadway.

3) Ring's Island Resiliency Project

The Town has been working for the past few years to design a project to improve resiliency against flooding along the two major access points to the Ring's Island neighborhood, which are Ferry Road and March Street/First Street. When high tide events are combined with coastal storms, Ring's Island is often cut off by flooding from the rest of town. For several months, working with a grant from the State, the Town's engineering consultants designed a project which had the goal of raising the elevation of Ferry Road to address one of the two major access points. However, after reviewing the engineer's design, the State decided that the project would not likely receive the necessary environmental permits, and the Town's grant application for construction of the project was denied. The Town is now going back to the drawing board and having its consultants design a plan to alleviate the flooding conditions at the intersection of March Road and First Street. The environmental issues at this location are less complicated and the Town is optimistic that it will be awarded a construction grant to implement this plan when the next grant funding opportunity comes around.

4) Bridge Road Water Main Project

The bulk of the work on this project is complete. The new water main, running from the foot of the Gillis Bridge to Salisbury Square, has been installed and tested and is now fully operational. Eighty services connections to homes, businesses and other properties have been installed and are being utilized. Once the roadway has settled, the contractor will return in the late fall to complete the final trench patching, to be done in preparation for the State to come in and put the final coat of asphalt paving on the entire street. This final work will be done as part of a larger State paving project on Rte. 1, which has seen this stretch of roadway been repaved from Danvers up to Newbury. The final stretch will be from Newbury to Salisbury Square. As you know, the Town timed the completion of the water main project in order to save costs on the final paving of the roadway.

5) Road Paving

A contract was signed last week for the re-surfacing of three streets in Town – Cushing Street, Bartlett Street, and a portion of Baker Road. After several delays, this project should be starting shortly. Due to the condition of the street, Cushing Street will be reclaimed, which is larger in scope than the work on the other two streets, which will be milled and paved. Also, bids will go out soon for the re-surfacing of two more streets – Caroline Drive and High Street. This work is expected to be completed in the Fall. Once the DPW Director and I determine how much Chapter 90 funding is remaining following final payment of costs for the Driftway project, we will put together a list of streets to be repaved in 2022. Depending on the amount of Free Cash certified this fall, I hope, in conjunction with the wishes of the Board, to include an appropriation for an additional \$200,000 for 2022 road paving on the warrant for the Annual Fall Town Meeting. Although it will be expensive, my first priority for re-paving for 2022, if we have enough funding, will be Pike Street.

6) New Sewer Connections

The new sewer line on Main Street has been completed in advance of the rest of the Lafayette Road sewer project, and some of the property owners has asked to connect and begin

to receive sewer service. This is a gravity main system that will feed into sewer on Rabbit Road, so there is no impediment to allowing these properties to connect. The Town's sewer working group met last week to discuss this situation and to develop a mailer to send to the property owners and various forms to be signed before they are allowed to connect. The DPW will be in touch with these property owners soon to help them begin the process of connecting.

7) Welcome Center

After several delays caused by unforeseen underground conditions and the slow delivery of certain products due to Covid restriction, work on both buildings in the Welcome Center is now proceeding nicely. Weekly meetings are held with staff and the Town's Building Committee, which includes two BOS members, and small changes are being discussed and implemented as the project proceeds. Currently, the new restrooms at the corner parking lot are scheduled to be substantially complete by late October and the main building will be substantially complete around Christmas time. The Town's goal is to have both facilities fully operational and staffed by early in the spring of 2022, well before the beach season starts. In terms of funding, we have already received a \$1 million Seaport Economic Council grant in support of the project and we continue to seek the release of a separate \$1 million earmark from a previous State bonding bill. In the meantime, one of the actions this evening will be to roll over the BAN for the Welcome Center project and several other projects until September of 2022.