

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, APRIL 25, 2022 – 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.

II. Acceptance of Minutes

Minutes of April 11, 2022 (Regular Meeting) and Minutes of April 15, 2022 (Executive Session)

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to approve the Minutes of April 11, 2022 (Regular Meeting) and the Minutes of April 15, 2022 (Executive Session Meeting) as written.

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 B. Hersey – 99 Beach Road -- to sell campfire wood during summer daylight hours only from June 1, 2022 to October 1, 2022.

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: Salisbury House of Pizza – 2 Beach Road.

Motion by Selectman Condon, 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: Pushcart Caterers – State Reservation.

b. New Licenses

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve a **Common Victualer** license for Ira's Restaurant – 135 Bridge Road.

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; voted to approve a **Common Victualer** license for Sin A Loa – 3 Broadway. The motion passed with four Selectmen voting to approve. Selectman Abdulla abstained.

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Special Event Permit

Selectman Ray-Parrott spoke for Jen Roketenetz, the Parks and Recreation coordinator. Ms. Ray-Parrott said the Parks and Rec Commission is requesting permission to have a Farmer's Market on the Town Common with concerts during the summer. She spoke to Chief Fowler, who will assign a police officer (perhaps an officer on a bike) as needed. She also noted that she spoke with the Institution for Savings and Richdale's in the square to obtain additional parking. The dates are the first and third Thursdays on the Town Common. If there is a fifth Thursday, as there will be in June and September, they are asking for permission to hold a pop-up market at Salisbury Beach. Ms. Ray-Parrott added that the concerts are entirely funded through the market fees, and they are still looking for vendors.

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve a Special Event Permit for an Outdoor Farmer's Market on the Town Common.

c. License Amendments - none

d. Liquor License Renewals - none

e. New Liquor Licenses - none

f. Committee Appointments – Historical Commission – Two vacancies, one expiring 6/30/24 and one expiring 6/30/25 – 1 applicant: Kasha White

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to appoint Kasha White to a three- term to expire on June 30, 2025.

g. Update/Presentations: Town Clerk/Health Agent/Assessor

Town Clerk Melinda Morrison provided the Selectmen with an update.

- Ms. Morrison reminded the Selectmen that the precincts have changed due to the 2020 Federal Census. She advised citizens to check and see which precinct they are in. She stated she will be there to assist the citizens.
- She stated that all households were mailed the annual Town Census. She asked that if any Town residents have not yet returned the census to please do so.
- Dog License renewals were mailed out with the Town Census and were due April 1st. To date, she has licensed 673 dogs. She stated that there is a form on line for dog owners to download. She stated that she will be sending out reminders.
- Ms. Morrison said they have sold 474 recycling passes. She stated that citizens can obtain dog, parking and re-cycling passes at the Clerk's office at Town Hall.
- Ms. Morrison review the Town Parking Lot permit process. She stated that all parking in the Town lot requires that the car be locally registered. She explained they are using a new digital software system for the kiosks at the Town lot. She then reviewed the parking options:
 - Day Passes – There are resident and non-resident day passes. The resident day pass is \$15.00, and the non-resident day pass is \$75.00. Passes may be purchased on-line.
 - Weekly Pass – there are seven day and overnight passes available to residents and non-residents. They are for sale in the Clerk's office or via the app.

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- Overnight resident parking passes are \$50.00
- There is a Beach Business employee parking pass available for \$25.00.

For specific information on any of the parking pass options, people should see the Town's website. In response to a question, the Town Clerk clarified that parking permits are license plate-specific.

- Ms. Morrison said there has been an uptick in marriage licenses.
- Ms. Morrison stated that the Town Election would be held on May 10 from 10:00 AM to 8:00 PM at the Senior Center. She stated that a sample ballot is available for review online. She stated that absentee ballots are available either by coming into the Clerk's office, by an application which is on line, or a hand-written note. She stated that a signature is required to obtain an absentee ballot. Ms. Morrison stated that there will be no early voting for the Town election.
- Ms. Morrison stated the Town Meeting would be held on May 16 at 7:00 PM at the Salisbury Elementary School. There is be information on the Town's website.
- Ms. Morrison thanked Lynne Karpenko, assistant Town Clerk, for her assistance.

Health Agent Jack Morris provided the Selectmen with an update.

1 – Covid 19 Update

- Mr. Morris said the current number of active cases is 10 for Salisbury. He stated the current positivity rate is 5.3% for the last two weeks, and a new rate will be available on Wednesday, April 27th.
- Mr. Morris said the vaccination clinics have ended, and that there is no great demand for more clinics now, but that they can be re-started if needed. There are no clinics planned for a 4th vaccine.

2 – Housing Case Update

- 191 Atlantic Avenue: The Town is still waiting for a decision from the Housing Court, but has requested an Order to demolish the building on the site.
- 193 Atlantic Avenue: Mr. Morris said his department was working through Town Counsel to clean-up the property. They are waiting for court action.
- 7 – 9 Florence Avenue has been demolished
- 32 Railroad Avenue has been demolished.
- 13 Maple Street was completely renovated and sold
- 37 True Road: The Town is working with the Attorney's General's office in seeking the appointment of a Receiver.
- Mr. Morris stated he is working with the Building to develop a new list of target properties, and that he will be filing eight cases in housing Court this Thursday.

3 – Regulations

- The Board of Health, after several meetings, has updated regulations. The newest regulation is having to register and have a permit for a dumpster. Mr. Morris said his department will be reasonable with regard to compliance and that those with dumpsters should practice maximum feasible compliance. Inspections will be based only on complaints. Mr. Morris said the dumpster permit fee is \$25.00

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4 – Upcoming Season

- Mr. Morris stated his department will be busy with seasonal inspections, septic system inspections, and soil testing.

5 – On-going departmental activities

- Mr. Morris stated that there are almost 1700 housing inspections in the system. He said housing inspections take place every five years, except when there is a complaint.

Director of Assessing Jonathan Greeno provided the Selectmen with an update.

- Mr. Greeno advised the Selectmen that abatement season was January 1 to February 1. The final meeting to consider FY2022 abatements will be on April 28. He stated there were only 20+ abatement requests, which is very light, meaning the Assessors' office did a good job with the valuations.
- Mr. Greeno stated that median values appreciated 9.433% from 2020 to 2021, but that this change was not across the board. Sales went down in 2021 but he stated the primary reason was low inventory.
- Updated GIS maps have been submitted to the State for approval. The new maps will be available in the Assessors' office. They will be laminated and new layers of information have been added to the maps.
- E-911 addresses will be updated quarterly (may switch to monthly during prime building months).
- With the Town Meeting's adoption of Chapter 653 S.40 of the Acts of 1989, growth can be collected up until June 30 (as opposed to January 1). This means that when a condo/new home is completed or partially completed by June 30 the Town can record the new growth up to the end of the fiscal year.
- In response to a question, Mr. Greeno said the Assessors must do a re-evaluation every five years. He stated he believed the next time would be 2024.

h. Vote to Approve Collective Bargaining Agreement Between the Town and Teamsters Local #170 (Department Heads) for FY2023-2025

Motion by Selectman Condon, Second by Selectman Ray-Parrott; unanimously voted to approve a Collective Bargaining Agreement between the Town and Teamsters Local #170 (Department Heads) for FY2023-2025.

i. Vote to Approve Collective Bargaining Agreement Between the Town and NEPBA Local #35 (Police Superior Officers) for FY2023-2025

Motion by Selectman Ray-Parrott, Second by Selectman Abdulla; unanimously voted to approve a Collective Bargaining Agreement between the Town and NEPBA Local #35 (Police Superior Officers) for FY2023-2025.

j. Vote to Approve Collective Bargaining Agreement Between the Town and NEBPA Local #15 (Police Patrol Officers) for FY2023-2025

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Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to Table a Collective Bargaining Agreement between the Town and NEBPA Local #15 (Police Patrol Officers) for FY2023-2025.

k. Vote to Approve Collective Bargaining Agreement Between the Town and AFSCME Local #939 (Dispatchers) for FY2023-2025

Motion by Selectman Ray-Parrott, Second by Selectman Condon; unanimously voted to approve a Collective Bargaining Agreement between the Town and AFSCME Local #939 (Dispatchers) for FY2023-2025

VI. Sewer/Water

VII. Correspondence - none

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 Condon, Second by Selectman Ray-Parrott; unanimously voted to ratify the signing of the following weekly warrants: W22-87 through W22-90.

XI. Executive Session - none

XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to adjourn at 7:55 PM.

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

Minutes of April 11, 2022 (Regular Meeting) and Executive Session Minutes of April 15, 2022

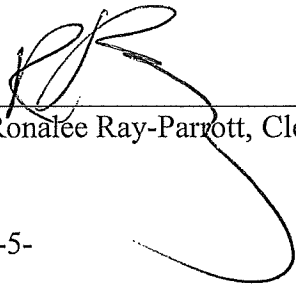
Copies of licenses as listed

Appointment Request Letter

Respectfully submitted:

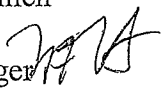
Agnes Donovan, Secretary

Approved: _____


Ronalee Ray-Parrott, Clerk

MEMORANDUM

To: Members of the Board of Selectmen

From: Neil J. Harrington, Town Manager 

Date: April 25, 2022

Re: April 25th 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) Warrant Advisory Committee and Town Meeting

I attended the Warrant Advisory Committee meeting on April 19 and provided updates on the Welcome Center project, the Town's street paving program for this year, and the process for identifying potential uses for the nearly \$2.8 million that the Town will receive in federal funds through the American Recovery Plan Act (ARPA). Finance Director Karen Snow also presented an update on the FY2022 budget.

The next WAC meeting is Tuesday, April 26, at 6:30 in the Colchester Auditorium, at which time I will present the draft warrant articles for the upcoming Annual Town Meeting and Ms. Snow and I will present the FY2023 budget for the Town. The warrant will then be posted on Friday, April 29, and the WAC will hold a public hearing on the articles on Tuesday, May 3. Town Meeting will be held on Monday, May 16.

2) Collective Bargaining

I am pleased to report that we have reached tentative agreements for new labor contracts with four of the Town's seven unions, and I am seeking approval of three of these contracts this evening. Although the Police Patrolmen's contract is on the agenda, there is one more issue to be ironed out, so I will be asking the Board to postpone action on approving this contract, with the intent to put the contract, along with a new contract for the Town's firefighters, on the agenda for the next Board meeting on May 9.

3) North End Boulevard Project

As a follow-up to the virtual meeting hosted by MassDOT in February re: the State's project to upgrade North End Boulevard, we have been working with MassDOT to schedule three additional stakeholder meetings in May before Memorial Day weekend. We are still finalizing the dates, but the Town hopes to divide the next presentations into three segments, each representing one-third of the roadway, so that property owners can review a "roll out" plan for the most recent option that is being considered by the State, focusing on where they live and/or own property along the street. I hope to be announcing the dates of these three meetings shortly, after which the Town will send a mailing to all property owners in each area, letting them know which meeting will pertain to their particular segment of the roadway. Staff from MassDOT and its

engineering team, along with Town staff, will attend the meetings to answer questions and help residents understand how the proposed design will affect their individual properties.

4) Water System Takeover

Periodically over the past several weeks, the DPW has been hosting a series of virtual meetings with representatives of Pennichuck, the Treasurer's office, the Finance Director and our billing software representative to discuss the most efficient way to transition over to a full Town takeover of the billing process for water as of July 1. In conjunction with these logistical meetings, the group has been discussing the timing of future billing, and soon I will be presenting a recommendation to the Board, as Water Commissioners, so that you can decide if you want the Town to move toward a quarterly billing system for water, as we have for sewer billing. Well prior to July 1, the Town also will be conducting a public relations outreach effort to make people aware that we will be taking over the water billing as of FY23.