

## **SALISBURY BOARD OF SELECTMEN MINUTES OF JUNE 27, 2016**

**PRESENT:** Selectmen Wilma McDonald, Chairman; Henry Richenburg, Freeman J. Condon, Chuck Takesian, and Ronalee 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 of June 13, 2016**

Motion by Selectman Richenburg, Second by Selectman Condon; unanimously voted to approve the Minutes of June 13, 2016 as written.

### **III. Old Business**

#### **Salisbury Town Beach Parking Lot Proposal**

Mr. Harrington reported to the Board on the status of a proposal that had been made by Ms. Martha Dastous last month to change the Town's policy re: parking in the Town-owned parking lot near Salisbury Beach. The proposal was to allow all Salisbury residents, and only Salisbury residents, who have purchased a summer parking pass in this lot to park overnight during the summer season. The Board appointed an ad hoc committee to look at the issue and to make a recommendation to the full Board. Those serving on the committee were: Chairman McDonald, Selectman Takesian, the Town Manager, Police Chief and the DPW Director. Selectman Richenburg also attended one of the meetings. Mr. Harrington reported that the ad hoc committee recommended that the Board not change the current policy primarily because it was felt that the current policy works well and there were too many unknowns to justify changing the policy. Some of the concerns raised included: liability issues, the need for additional police enforcement, and the fact that most other towns do not allow overnight parking in their municipal lots. However, the ad hoc committee suggested that the Board consider amending the existing policy, on a trial basis, to allow property owners in town (not only residents) to purchase a seasonal parking pass for \$10.

Motion by Selectman Richenburg, Second by Selectman Condon; unanimously voted to accept the recommendations of the ad hoc committee.

### **IV. New Business**

#### **a. License Renewals:**

Motion by Selectman Condon, Second by Selectman Takesian; 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 Sullivan's Studio – 87 Lafayette Rd.

#### **b. New Licenses**

Motion by Selectman Takesian, Second by Selectman Richenburg; unanimously voted to approve a **General** license for The Shop – 2 Beach Road

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve a **Special Event Permit** for the Parks & Recreation for their annual Seaside Brewfest event on July 23, 2016.

#### **c. License Amendments – none**

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### **d. Committee Appointments**

**Arts Lottery** - 4 positions for 3 years: 1 Applicant: Linda Somma\*

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to re-appoint Linda Somma to the Arts Lottery Commission for 3 years, expiring June 30, 2019.

**Council on Aging** – 3 positions for 3 years and 2 for 2 years – no applicants

**Harbor Commission** – 4 positions for 3 years: 1 applicant: Reggie Santos\*;

1 vacancy for 2 years and 1 Alternate – no applications

Motion by Selectman Richenburg, Second by Selectman Condon; unanimously voted to re-appoint Reggie Santos to the Harbor Commission for 3 years, expiring June 30, 2019.

**Historical Commission** – 3 positions for 3 years and 1 for 2 years – no applicants

**Housing Authority** – 1 position for 5 years and 1 for 2 years – no applicants

**Library Trustees** – 3 positions for 3 years – 3 applicants: Karen McInnis\*, Diane Masiello\*, and Joseph Stucker\*

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to re-appoint Karen McInnis, Diane Masiello and Joseph Stucker to the Board of Library Trustees for 3 years, expiring June 30, 2019.

**License Commission** – 2 positions for 3 years – 2 applicants: Michael Gilbert\* & Christopher Walsh\*

Motion by Selectman Richenburg, Second by Selectman Takesian; unanimously voted to re-appoint Michael Gilbert and Christopher Walsh to the License Commission for 3 years, expiring on June 30, 2019.

**Planning Board** – 1 position for 5 years – 3 applicants: Gina Park\* presently an alternate and requesting to be permanent, John Doggett, and Gilbert Medeiros

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to place the names of Gina Park, John Doggett and Gilbert Medeiros in nomination.

The voting proceeded as follows: Selectman Richenburg – Gina Park; Selectman Condon – Gina Park; Selectman Takesian – Gilbert Medeiros; Ronalee Ray-Parrott – Gilbert Medeiros; Chairman McDonald – Gina Park

By a vote of 3 – 2 Gina Park was appointed to serve as a full member on the Planning Board for a 5-year term, expiring June 30, 2021.

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to post the alternate position on the Planning Board.

**Board of Registrars** – 1 position – 1 applicant: Karen Parent\*

Motion by Selectman Takesian, Second by Selectman Richenburg; unanimously voted to re-appoint Karen Parent to the Board of registrars for 3 years, expiring March 31, 2019.

**Rent Control Board** – 1 position for 3 years and 1 for 1: no applicants

Vacancies on all Boards will be re-posted.

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### **e. Update/Presentations: Liquor Commission and Planning Director**

Mike Gilbert, Chairman, reported that the License Commission has a full board at this time. Also, a transfer has been approved for Connie's Stagecoach and the Commissioners are working with the Police Dept. on compliance checks. A few weeks ago, 3 package stores were caught selling to minors and those violations will be dealt with at the next meeting. He then reminded all license holders to be vigilant about age and over-serving. He is still hopeful that the Town will be granted additional licenses from the Commonwealth. Finally, the Commission is still doing inspections and haven't been finding new violations. The ABCC also has been around several times with no findings.

**Ms. Pearson, Planning Director** reported:

- Four good proposals were received from architectural firms to design the new Comfort Station and hopefully work will begin as soon as possible.
- The Planning Board will be working with the public over the summer months on the Inclusionary Zoning at the beach.
- One and possibly two affordable housing units at Windgate will be removed as affordable and sold at market value.
- The Boardwalk extension project will be put out to bid in the fall.
- The Police Station project is moving ahead.
- This year, our successful CDBG grant award included Merrimac as well as Amesbury. We will continue to fund the Boys & Girls Club, Pettengill House, and Housing Rehabilitation.
- The Planning Dept. is working with DCR on the dune restoration project on the north side of the beach.
- RFQ's have been sent out for the sale of the so-called "McKenna's Mountain" property. Anyone seeking more information should contact the Planning Department.
- Bids were received for Plains School but none were acceptable. She plans on putting it out to bid again and she has been following up on it with others.
- Work is continuing on getting the final punch list items for the library project completed.
- The rail trail from Mudnock Road to the Seabrook line is scheduled for funding in FY18.
- There are still plots available in the community garden.

### **f. Vote to Approve Updated Open Space Plan**

**Leah Hill, Assistant Planner**, explained that the updated Open Space & Recreation Plan coincides with the 5-year action plan matrix that she had provided to the Board. She further stated that having an approved open space plan allows for the opportunity to apply for grants. The last Open Space Plan was done 6 years ago and the State has given permission to do an update and she was looking for the Board to approve the updated plan. Ms. Hill also noted that she would be leaving Salisbury shortly and re-locating to Rhode Island. She told the Board that she has enjoyed working for the Town, and the Board members thanked her for being an asset to the Town and wished her well.

Motion by Selectman Ray-Parrott, Second by Selectman Richenburg; unanimously voted to approve the Open Space Plan as presented.

### **g. Vote to Waive Right of First Refusal of 135 Beach Rd., Unit 303 owned by the Estate of Shirley Elizabeth Buckley**

Ms. Pearson provided information to the Board pertaining to the sale of Unit 303 at 135 Beach Road. She said that because right now it is not priced to be sold as affordable, she encouraged the Town not to purchase the unit and exercise their right of first refusal.

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Motion by Selectman Takesian, Second by Selectman Richenburg; unanimously voted to waive their right of first refusal of 135 Beach Road, Unit 303.

### **h. Vote to Approve PARC Grant Application**

Chairman McDonald recused herself at this time and left the room because she helped work on the writing of the grant.

Ms. Pearson said that the Planning Department is looking to redevelop the Town Common beyond just installing new veterans' monument and this grant is a good opportunity to secure additional funding. An intern has been hired and the Planning Dept. has been working with an architect on a more robust design plan to integrate the monuments, the trees and the open space with the new library. The Town has already appropriated about \$90,000 in funding, which can be dedicated toward the match requirements of the grant application. The Town Manager said he is fully in support of this project.

Motion by Selectman Condon, Second by Selectman Richenburg; voted to approve the PARC Grant application as presented. VOTE: 4 yeas – Chairman McDonald abstained – motion carried.

### **i. Discussion of Annual Goals & Objectives**

Mr. Harrington said that every year at the beginning of the fiscal year, usually in the first 2 weeks in July, the Board and Manager meet to set goals and objectives for the upcoming year, and he suggested that a date be set for a workshop. He will get a copy of the matrix of the FY16 goals and objectives to the Board beforehand. It was the general consensus of the Board to hold a workshop for 6:30 PM on July 13, 2016 in Conference Room A.

## **V. Comments by Visitors**

## **VI. Sewer/Water**

## **VII. Correspondence**

There was a notification from Comcast regarding upcoming changes and re-naming of certain "bundles" and an announcement that new packages that will be available on August 3<sup>rd</sup>.

## **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 Richenburg, Second by Selectman Takesian; unanimously voted to ratify the signing of the following weekly warrants: W16-204 through W16-210.

### **b. Subcommittee Reports**

**Lafayette Corridor Sewer Extension:** Mr. Richenburg reported that the contract with the Town's consulting engineer is being reviewed for signature.

**Police Station:** Mr. Richenburg reported that the project is moving along and still on schedule.

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Selectman Ray-Parrott re-iterated how important it is for people to get out and volunteer for the various openings on Town boards.

The Town Manager noted that the Board recently had received a complaint re: a potential violation of the Open Meeting Law. He pointed out that the Attorney General's guide to complying with the Open Meeting Law states that Board members should each receive a copy of any complaint (which has happened in this instance) and the Board also can delegate the responsibility to someone, such as the Manager, to answer complaints on their behalf. Board members agreed that this was a good idea.

Motion by Selectman Richenburg, Second by Selectman Takesian; unanimously voted to delegate the Town Manager as the Board's designee to answer all Open Meeting Law complaints.

### **XI. Executive Session - none**

### **XII. Adjournment**

Motion by Selectman Takesian, Second by Selectman Richenburg; unanimously voted to adjourn at 8:10 PM.

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

Minutes of June 13, 2016

Copies of licenses as listed

Info re: Right of First Refusal

Town Manager's Report

Respectfully submitted:

Janet E. Flannery, Secretary

Approved: \_\_\_\_\_  
Ronalee Ray-Parrott, Clerk