

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING**  
**MONDAY, APRIL 8, 2019 – 7:00 PM**  
**SALISBURY TOWN HALL, 5 BEACH ROAD**  
**COLCHESTER ROOM**

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

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

**I. Call to Order/Salute to the Flag**

Chairman Ray-Parrott 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 Feb. 25, 2019 and Mar. 25, 2019**

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to approve the Minutes of Feb. 25, 2019 and Mar. 25, 2019 as written.

**III. Old Business**

**IV. New Business**

**a. License Renewals:**

Motion by Selectman Takesian, Second by Selectman McDonald; 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: 5 Dragons Martial Arts Academy – 1 Merrill St., Unit 16B, PC Wizard – 50 Elm St., Systems By Miles – 57 Elm St., and Richard Surette – 218 Lafayette Rd. (corner of Rtes. 286 & 1)

**b. New Licenses**

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to approve a **Common Victualer** license for Dunkin's – 147 Bridge Rd. (formerly Honey Dew Donuts)

Motion by Selectman McDonald, Second by Selectman Takesian; unanimously voted to approve a **Common Victualer** license for Portside Waterfront – 175 Bridge Rd.

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to approve an **Entertainment** license for Portside Waterfront – 175 Bridge Rd.

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to approve a **Sunday** license for Portside Waterfront – 175 Bridge Rd.

**c. License Amendments**

Motion by Selectman Takesian to approve an amendment to the General License for C&R Realty – 110 Elm Street -- to include 114 Elm Street and to increase the number of boats from 52 to 66; Second by Selectman McDonald for discussion.

Selectman McDonald pointed out that the Selectmen could not increase the number of boats because that number was set by the ZBA as a condition of a special permit and the applicant would have to get a determination from the Building Inspector.

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Motion by Selectman McDonald, Second by Selectman Abdulla; unanimously voted to approve the address to include 114 Elm Street and to table the number of boats allowed until a determination is made by the Building Inspector.

**Special Event Permit:** Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to approve a Special event Permit to Stonehill College for a student film at the Beach from April 12 at 7PM – April 14, 2019 at 5PM.

**d. Liquor License Renewals**

**e. New Liquor Licenses**

**One-Day Liquor License:**

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to grant a One-Day Liquor License to the Boys & Girls Club for their Annual Auction on May 4, 2019 from 5PM – 11PM.

**f. Committee Appointments - none**

**g. Update/Presentations: COA Director/Historical Commission**

Ms. Pettis, COA Director, reported:

- In 2018 over 1,000 seniors took part in documented events and activities.
- Over 800 round-trip rides were provided for medical appointments and shopping.
- Meals-on-Wheels provided 10,000 meals and over 1,000 meals were provided in-house.
- Social events included: Mother's Day brunch, Halloween & Valentines social, summer BBQ's, Holiday & New Year's luncheons, monthly birthday parties, senior field day, and Winter Carnival.
- Trips included: Parker River Refuge, Lowell Canal boat tour, progressive luncheons with other COA's, Triton breakfast and concert, Whittier luncheon and yearly Skee Ball Tournaments.
- The COA holds monthly art classes, crafts and card making, and weekly knitting & quilting.
- There is a monthly Breakfast with Police and a yearly Veteran's Breakfast.
- With the increase in the senior population, assistance is provided with MassHealth applications and re-certifications, Medicare enrollments, and the need to change plans outside of open enrollment; complete and process SNAP applications; assistance in applying for fuel assistance and weatherization updates; home visits are done daily for wellness checks and housing issues; assistance is provided for Registry of Motor Vehicle needs, handicapped placards or licenses if seniors are under age 75; medical equipment is also provided as needed. Documented seniors have participated at the Hilton Center over 27,000 times.
- May is "Older Americans Month" and the COA will amp up programs and services.

Selectman Condon commended Ms. Pettis for all she does and for the passion she has for her position and the welfare of the seniors.

Mr. Tatro, Historical Commission Chairman, reported that they now have a new and full Board consisting of himself, Jim Mogababab, Connie Hellwig, Bev Galazian, Wayne David, Joyce McKenna, and Jeff Salerno. The Commission went through the winter playing "catch up" and through the Town Manager they were able to use the Pike School for their meetings. They are working with Larry Paul about re-doing "Ben Butler's Toothpick"; they have language completed on a Paul Revere sign to be

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placed between the library and Pike School. This year Wayne David appeared on SCTV explaining various historical sites. The Commission also received an American Legion historic medal which was found in a home on Meaders Lane when it was being cleaned out. Connie Hellwig provided information about the medal and said she located a well-known historian in Boston who found that Salisbury hosted the American Legion State Convention in 1940, which was the only year that Salisbury hosted the convention. Mr. Tatro is working on the issue of registering historical properties in town with Secretary of State William Galvin's office. Salisbury Days is scheduled for September 28<sup>th</sup> and 29<sup>th</sup>. In closing he wanted to personally thank Bev Gulazian, Secretary of the Commission, as well as Jim Mogababab and Wayne David who have been on the Commission for many years. He also provided the Commission's new e-mail address which is: [oldcolchester@gmail.com](mailto:oldcolchester@gmail.com).

**h. Vote to Send Letter to State Office of Outdoor Advertising re: Proposed Billboard at 109 Rabbit Rd.**

Mr. Harrington prepared a draft a letter, as requested at the last meeting, opposing the proposed billboard to be erected at 109 Rabbit Road and he gave a brief overview of it. Selectman Takesian asked Mr. Harrington to include a reference to the dangerous of the roadway in the vicinity of the of the proposed billboard, particularly the intersection of Rte. 95 and Rte. 495.

Motion by Selectman Condon, Second by Selectman Abdulla; unanimously voted to approve the letter, sign it and forward it to the State Office of Outdoor Advertising.

**i. Vote to Approve Municipal Vulnerability Grant Application**

Ms. Pearson explained that this grant programs provides financial and technical assistance for municipalities who have received designation from the Executive Office of Energy & Environmental Affairs as a Climate Change Municipal Vulnerability Preparedness Community. Salisbury received the designation in February 2019, which provides the Town access to apply for grant funds to assist in constructing resiliency projects. The project that she and her staff have been working on would include replacing an undersized culvert under Ferry Road (between 136 and 153 Ferry Road) and March Road, which causes significant flooding that affects commuters, residents and emergency responders during storms and astronomical high tides. The first phase of the project is expected to cost about \$200,000. There is a required 25% match which can be a combination of in-kind services and local funding.

Motion by Selectman McDonald, Second by Selectman Takesian; unanimously voted to approve the grant application referenced above.

**j. Vote to Amend and Update Parking Policies at Salisbury Beach**

Mr. Harrington provided the Board with a copy of the updates to the Parking Policy at Salisbury Beach, which is attached and made a part of these Minutes. He explained that the working group that has been studying parking issues at the beach for the past two years analyzed the policies that were put into place in 2018 and recognized that some improvements need to be made. Among these are the need for further kiosks, better signage, the ability of visitors to pay at multiple locations, and a reduction in the number of parking zones.

Motion by Selectman McDonald, Second by Selectman Takesian; unanimously voted to approve the amendments to the Beach Parking Policy as presented.

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**k. Refer to the Planning Board a Zoning Amendment Changing Certain Definitions (§300-12)**

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to refer to the Planning Board, in accordance with Mass. General Laws Chapter 40A, §5, a Zoning Amendment Changing Certain Definitions (§300-12).

**l. Refer to the Planning Board a Zoning Amendment Making Certain Changes to the Table of Use Regulations (§300-12)**

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to refer to the Planning Board, in accordance with Mass. General Laws Chapter 40A, §5, a Zoning Amendment Making Certain Changes to the Table of Use Regulations (§300-12).

**m. Vote to Refer to the Planning Board a Zoning Amendment to the Lafayette-Main Commercial District (Article XXIV)**

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to refer to the Planning Board, in accordance with Mass. General Laws Chapter 40A, §5, a Zoning Amendment to the Lafayette-Main Commercial District (Article XXIV).

**n. Vote to Refer to the Planning Board a Zoning Amendment to the Special Provisions for the Village Center District (Article XIII A)**

Motion by Selectman Takesian, Second by Selectman Abdulla; unanimously voted to refer to the Planning Board, in accordance with Mass. General Laws Chapter 40A, §5, a Zoning Amendment to the Special Provisions for the Village Center District (Article XIII A).

**o. Vote to Refer to the Planning Board a Zoning Amendment Creating A New Parking Regulations By-law**

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to refer to the Planning Board, in accordance with Mass. General Laws Chapter 40A, §5, a Zoning Amendment Creating a New Parking Regulations By-law.

**V. Comments by Visitors**

**VI. Sewer/Water**

**a. Presentation and Recommendations from Study Committee re: Lafayette Road Corridor Sewer Extension**

Chris Perkins of Weston & Sampson gave a presentation of a new plan for extending sewer service along Lafayette Road, on behalf of the study committee. He indicated that the committee decided only to include Lafayette Road itself and a small section of Main Street in the new project. The estimated cost is \$13.5 million based on March 2020 bid requirements. Estimated betterments for property owners in the project would be no greater than \$30,500 per EQR, and there would not be any grinder pumps in the project. He pointed out that this project presents a good opportunity to extend economic development to this section of town, and noted that if a grant could be obtained by the State, it would reduce the cost of betterments for all residential and commercial property owners in the project area.

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Selectman Condon pointed out that money which was approved by Town Meeting has been spent on the engineering, which would be wasted if the Town didn't move forward. Also, the Town recently had the foresight to re-zone the part of Route 1 where the sewer would extend, which should create another incentive for economic development. He also pointed out that the project would be ending in 2023 at the same time that the State is scheduled to reconstruct Route 1, and if the timing of both projects is coordinated properly, the Town would not have to pay for re-surfacing the road following the installation of new sewer service, which would also result in savings on betterments.

Chairman Ray-Parrott said she has heard from several people that they would be in favor of this project and she pointed out three good reasons to support extending sewer to this part of town: the residents of Heritage Park needs sewer service; many residents in the area have septic systems that have failed or will likely fail in the future; and economic development is very important to the Town.

**b. Vote to Endorse Lafayette Road Corridor Sewer Extension Project**

Motion by Selectman McDonald, Second by Selectman Takesian; unanimously voted to endorse the Lafayette Road Corridor Sewer Extension Project, as presented.

**VII. Correspondence**

**VIII. Hearings**

**7:30 PM – Class I License – Claxton Powersports, LLC – 142A Lafayette Road**

Mr. Claxton withdrew his application prior to tonight's meeting.

**IX. Town Manager's Report**

No report – Mr. Harrington was on vacation last week.

**X. Selectmen's Report**

**a. Ratification of Signing of Weekly Warrants:**

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to ratify the signing of the following weekly warrants: W19-174 through W19-181.

Chairman Ray-Parrott reminded everyone that the Tortoise and the Hare Annual Fund raiser was scheduled for Saturday, April 13<sup>th</sup>!

**XI. Executive Session - none**

**XII. Adjournment**

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to adjourn at 8:30 PM.

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


Minutes of Feb. 25, 2019 and Mar. 25, 2019

Copies of licenses as listed

Town Manager's Report

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Respectfully submitted:  
Janet E. Flannery, Secretary

Approved:   
Donna Abdulla, Clerk

## MEMORANDUM

To: Members of the Board of Selectmen  
From: Neil J. Harrington, Town Manager  
Date: April 4, 2019  
Re: Updates to Parking Policy at Salisbury Beach

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As you know, in the spring of 2018 the Board of Selectmen adopted several changes to the Town's parking policies at Salisbury Beach, based upon recommendations of an internal working group consisting of Selectman Takesian, Chief Fowler, Lisa Pearson, Lisa DeMeo, Mindy Morrison and myself. The goal of these changes was to make the parking experience at the beach fair and understandable for visitors, with adequate signage and consistent enforcement. One of the keys to last summer's new policies was the expansion of the parking kiosk system and the institution of a "zone" system, with differential time limits and parking rates per zone.

By and large, last year's changes were successful, although the roll-out of the plan was not as smooth as we would have hoped it to be. Changing from metered parking to a kiosk system was confusing to several visitors, particularly in the beginning of the summer, and inadequate signage proved to be a detriment. As the summer progressed, however, our experience showed that most visitors adapted to the kiosk system, and particularly the ease of paying for parking by credit or debit card. A spate of parking tickets at the beginning of the summer slowed to a trickle before Labor Day and overall parking revenue increased compared to the summer of 2017.

Based on feedback from visitors and merchants, however, the study group recognized that improvements to the beach parking system needed to be made. Thus, over the course of this past winter we met several times to work on identifiable flaws in our original plan. The first thing we recognized is that the Town needs to invest in more parking kiosks. In addition, long lines at the kiosks that were installed prior to the 2018 summer beach season caused several visitors to pay at an alternate kiosk, not realizing that each kiosk was programmed only for one of the five parking zones. Thus, although many visitors paid, some paid for parking in a different zone and, in many cases, received a parking ticket. Most of these tickets were voided by the Clerk's office, but paying at the wrong kiosk remained a problem.

One of the keys to solving this problem is to purchase more kiosks and install better signage. At this year's Annual Town Meeting, I intend to recommend the purchase of six new parking kiosks, and plans are underway to purchase new signage. All of the poles to which the old parking meters and signs were attached were removed over this past winter. In addition, the study group recognized that it would be helpful to consolidate some of the zones and make the parking rates and time limits consistent within those zones, so that parkers have more locations at which to pay at the same rate. We also realized that the Town has been losing money by not staffing the largest parking lot on Beach Road early in the season and after Labor Day, even though the paid parking season established last year runs from May 1 to October 15. The installation of kiosks in the big lot should be able to address this problem. Finally, there is an opportunity to gain additional parking revenues by adding a few streets to the kiosk program.

Thus, the beach parking study committee is recommending that the Board of Selectmen adopt the following amendments and updates to the beach parking policy adopted in May of 2018:

**Zone A – Ocean Front South**

Remove parking meters from Ocean Street and add to Zone A, with signage indicating payment at Ocean Front South kiosk. Increase parking rate from \$3.00 per hour to \$4.00 per hour all day. Retain one kiosk at each end of Ocean Front South.

**Zone B – Cable Avenue Lot**

Retain current rate of \$2.00 per hour with three-hour limit, but re-program kiosks to allow all-day parking rate of \$15.00 after three hours. Retain one kiosk at each end of parking lot.

**Zone C – Railroad Avenue; Zone D – Broadway; Zone E – Driftway and Central Avenue**

Consolidate into one zone with standard rate of \$2.00 per hour (same) and a three-hour limit. Add Shea Street and improve striping on Driftway to add spaces.

Add two kiosks to Driftway/Central Avenue area.

Add better signage and visible flag to indicate location of Broadway Mall kiosk.

Re-program kiosks to add drop-down menu of streets within zone, so parkers can choose street where they are parked within the zone. Add street signs as needed.

**Beach Road Parking Lot**

Install large sign at entrance indicating all zones and parking rates, as well as enforcement timeframe (May 1 through Oct. 15). Add four new parking kiosks.

**Signage**

Add several signs indicating that all parking is to be paid at kiosks, by license plate number. Add larger signs indicating zones and rates, as well as parking enforcement season.