

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
MONDAY, MARCH, 11, 2019 – 7:00 PM  
SALISBURY TOWN HALL, 5 BEACH ROAD  
COLCHESTER ROOM**

**PRESENT:** Selectmen Ronalee Ray-Parrott, Chairman; Wilma McDonald, Chuck Takesian  
**ABSENT:** Selectman Freeman J. Condon and Selectman Donna Abdulla  
**ALSO PRESENT:** Neil J. Harrington, Town Manager and Agnes Donovan, Secretary

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

Chairman Ray-Parrott called the meeting to order at 7PM 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 Minutes of December 3, 2018**

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to approve the Minutes of December 3, 2018.

**III. Old Business - None**

**IV. New Business**

**a. License Renewals for 2019:**

**Common Victualer**

Motion by Selectman Takesian, Second by Selectman McDonald; 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 Carousel Lounge, Inc. – 20 Ocean Front South, and Gracie's Bar & Grill, LLC – 5 Broadway.

**Class I**

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to renew a **Class I** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for Howard Motors – 141 Beach Road.

**Entertainment**

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to renew the **Entertainment** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals for:

Carousel Lounge, Inc. – 20 Ocean Front South - Band and Karaoke

Carousel Lounge, Inc. – 20 Ocean Front South – 2 Pool Tables, 1 Video Game, 1 Juke Box, and Gracie's Bar & Grill, LLC – 5 Broadway – Live Music/Juke Box.

**Parking Lot**

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to renew the **Parking Lot** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for Carefree Parking Lot – 14 Central Avenue.

**Sunday**

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to renew the **Sunday** license, with the same conditions/restrictions that may have been on the original license and all subsequent renewals, for Carousel Lounge, Inc. – 20 Ocean Front South – Live Entertainment, and Gracie's Bar & Grill, LLC – 5 Broadway – Karaoke/Juke Box.

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
MONDAY, MARCH, 11, 2019 – 7:00 PM  
SALISBURY TOWN HALL, 5 BEACH ROAD  
COLCHESTER ROOM**

b. New Licenses:

**Class II** – Ryder Vehicle Sales, LLC – 74 Main Street (has held a Class I License since 1999)

Motion by Selectman McDonald, Second by Selectman Takesian; unanimously voted to schedule a Public Hearing for March 25, 2019 at 7:15 PM for the **Class II** license application for Ryder Vehicle Sales, LLC – 74 Main Street.

c. License Amendments

**License Amendments** for Salisbury Sports Pub – 3 Broadway – Request to change in hours on Liquor License (pending ABCC approval), Common Victualer License, Entertainment License, and Sunday License.

The applicant addressed the Board and said he had checked opening times for the other establishments and most open at 8:00 AM so he asked if he could change his hours as follows: Monday – Saturday from 8:00 AM – 1:00 AM and Sunday 10:00 AM – 1:00 AM.

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to Approve Amending the Operating Hours for the Salisbury Sport Pub **Liquor License** as follows: Monday – Saturday 8:00 AM – 1:00 AM and Sunday 10:00 AM – 1:00 AM, pending ABCC approval on the liquor license changes.

After ABCC approval, the Common Victualer, Entertainment and Sunday licenses will be amended.

d. Liquor License Renewals (Seasonal)

The Deck – 179 Bridge Road.

Gracie's Bar and Grille – 5 Broadway

Surfside – 25 Broadway

Chairman Ray-Parrott reviewed the seasonal liquor license renewal process with the applicants.

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to Renew the **Seasonal Liquor Licenses** for The Deck – 179 Bridge Road; Gracie's Bar and Grille – 5 Broadway, and Surfside – 25 Broadway.

e. New Liquor Licenses

Vote to Set Public Hearing Date for BNR Salisbury LLC d/b/a Portside Waterfront – 175 Bridge Road

Motion by Selectman Takesian, Second by Selectman McDonald; unanimously voted to Set the Public Hearing Date for BNR Salisbury LLC d/b/a Portside Waterfront – 175 Bridge Road on their application for a new annual all alcoholic **Liquor License** for March 25, 2019 at 7:30 PM.

f. Committee Appointments - None:

g. Update/Presentation: Finance Director/Library Director

**Terry Kyrios, Library Director**, informed the Board that circulation has increased in the last four months. Specifically, 13,965 items have been circulated; 2,515 interlibrary loans have been circulated, and 1,768 e-collections items have been circulated. She said that the Book-a-Librarian program, which provides one-on-one time for residents to meet with a Librarian so that the resident can learn how to utilize the library programs and download items for their specific needs, has increased by 51%. She

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
MONDAY, MARCH, 11, 2019 – 7:00 PM  
SALISBURY TOWN HALL, 5 BEACH ROAD  
COLCHESTER ROOM**

also informed the Board that 623 meeting spaces have been booked at the library in the last four months. She then reviewed some of the adult programs held at the Library, including Yoga; Mindfulness; Bridge; Book Club; Cook Book Club; Knitters time, and Tarot Tuesday. She stated that some of the upcoming programs include Art, Terrarium workshop and a crochet class. In addition, the Library will be hosting several guest speakers.

Ms. Kyrios reviewed some of the Library's events for children including story hours, drop in playground, and therapy dog training. She said the library lobby now has a tower vegetable garden which the children maintain and that the goal is that the children will have a salad from the garden. Ms. Kyrios said March 15<sup>th</sup> was the last day to donate to the Pajama Drive which benefits the Cradles to Crayons program. She thanked the Friends of the Library for their support. Chairman Ray-Parrott encouraged everyone to visit the Library.

**Karen Snow, Finance Director** advised the Board that she was working on three fiscal years.

- FY18: Ms. Snow said they are closing FY18 out and the financial statements are being finalized.
- FY19: Revenues - Ms. Snow said the 74% of the property taxes have come in, that the Motor Vehicle and Boat fees, room occupancy and local meals tax revenues are coming in fine, and parking meters are a strong revenue source and are up 52% from the same period last year.
- Expenditures - She stated that 73% of the funds have been expended and that the department heads are monitoring their budgets. Also, the snow and ice budget is close to being fully spent.
- Enterprise Funds - Ms. Snow that the revenues and expenses of the Enterprise funds are tracking OK and that she has no concerns regarding the Enterprise Fund budgets.
- FY20: Ms. Snow said she and The Town Manager met to develop a preliminary budget and as of right now the budget is unbalanced and there is a shortfall. She said the Triton School budget increased; that there were six additional students at Whitter Vocational School; that they do not know what the health insurance increase will be, and that the Essex Regional pension assessment increased. She stated that it will be a challenge to balance the budget.

Ms. Snow advised the Board that she will be meeting with the Warrant Advisory Board on March 27, 2019 to present the preliminary budget. She stated that we may not have a balanced budget at the May Town Meeting and may have to wait for a balanced budget until the Fall Town meeting.

**V. Comments by Visitors**

Timisha Johnson-Malone addressed the Board regarding Long Hill Cemetery. She stated her concern was that the cemetery is closed during the winter and therefore people are denied access to the cemetery and are unable to mourn family members who have passed away. She specifically cited being unable to visit her grandfather's grave. She requested that the cemetery be unlocked during the winter months.

Chairman Ray-Parrott explained that the Cemetery Commission sets policies for the cemetery. She asked the Town Manager for the status of the Cemetery Commission and he replied that there were

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING  
MONDAY, MARCH, 11, 2019 – 7:00 PM  
SALISBURY TOWN HALL, 5 BEACH ROAD  
COLCHESTER ROOM**

only two applicants and the bylaw stipulates that there are five members; therefore, there is not a quorum of members to conduct business yet. Chairman Ray-Parrott encouraged people to send letters requesting to be appointed to the Cemetery Commission.

**VI. Sewer/Water- None**

**VII. Correspondence - None**

**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 Takesian, Second by Selectman McDonald; unanimously voted to ratify the signing of the following weekly warrants: W19-155 through W19-161.

**XI. Executive Session - none**

**XII. Adjournment**

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

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


Minutes of Minutes of December 3, 2018

Copies of licenses as listed

Town Manager's Report

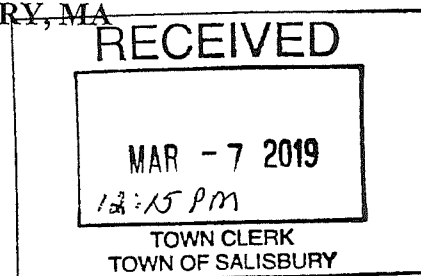
Respectfully submitted:

Agnes H. Donovan, Secretary

Approved:   
Donna Abdulla, Clerk

**SALISBURY BOARD OF SELECTMEN MEETING  
AGENDA**


**MONDAY — MARCH 11, 2019 - 7:00 PM  
TOWN HALL – 5 BEACH RD., SALISBURY, MA  
COLCHESTER ROOM**



- I. Call to Order/Salute to the Flag
- II. Acceptance of Minutes - December 3, 2018
- III. Old Business
- IV. New Business
  - a. License Renewals for 2019:
    - Common Victualer**  
Carousel Lounge, Inc. – 20 Ocean Front South  
Gracie's Bar & Grill, LLC – 5 Broadway  
**Class I** – Howard Motors – 141 Beach Rd.
    - Entertainment**  
Carousel Lounge, Inc. – 20 Ocean Front South - Band and Karaoke  
Carousel Lounge, Inc. – 20 Ocean Front South – 2 pool Tables, 1 Video Game, 1 Juke Box  
Gracie's Bar & Grill, LLC – 5 Broadway – Live Music/Juke Box
    - Parking Lot**  
Carefree Parking Lot – 14 Central Avenue
    - Sunday**  
Carousel Lounge, Inc. – 20 Ocean Front South – Live Entertainment  
Gracie's Bar & Grill, LLC – 5 Broadway – Karaoke/Juke Box
  - b. New Licenses:
    - Class II** – Ryder Vehicle Sales, LLC – 74 Main Street (has held a Class I License since 1999)
  - c. License Amendments  
Salisbury Sports Pub – 3 Broadway – Request change in hours on Liquor License (pending ABCC approval), Common Victualer, Entertainment and Sunday
  - d. Liquor License Renewals (Seasonal)  
The Deck – 179 Bridge Rd.  
Gracie's Bar and Grille – 5 Broadway  
Surfside – 25 Broadway
  - e. New Liquor Licenses  
Vote to Set Public Hearing Date for BNR Salisbury LLC d/b/a Portside Waterfront – 175 Bridge Road
  - f. Committee Appointments:
  - g. Update/Presentation: Finance Director/Library Director
  - h.
  - i.
  - j.
- .. Comments by Visitors
- VI. Sewer/Water

## MEMORANDUM

To: Members of the Board of Selectmen

From: Neil J. Harrington, Town Manager 

Date: March 11, 2019

Re: March 11<sup>th</sup> 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) Electric Vehicle/Charging Station

I am pleased to announce that the Town has just purchased an electric vehicle with grant funds from our participation in the Green Communities Program. This vehicle will be assigned to the Fire Department, which will be utilized by Capt. Andrew Murphy to do local fire safety inspections of businesses, building projects, etc. We are also applying for an electric vehicle to be used by the Police Dept. for traffic/parking enforcement beginning this summer.

In addition, the Town recently installed and activated its first electric charging (EV) station, located in the parking lot of the Town library. This station is open to all members of the public, who can charge their electric/hybrid vehicles for \$2.00 by using a debit/credit card. We hope to add EV stations in the near future at the Town's fire and police stations.

2) Street Light Conversion

A pre-construction meeting was held on March 26 in advance of the start of the upcoming project to replace all street lights in the Town with modern, energy-efficient LED lighting. The contractor should be starting soon and the project will conclude before the summer season. The payback of the Town's investment in these new lights is less than three years, and it will save the Town a considerable amount of money in annual street lighting costs. My assistant, James Ryan, is in charge of this program. Please contact him if you have any questions.

3) Beach Parking

The working group that has been studying ways to improve the parking experience at the beach met twice in the past two weeks to work on tweaking the new policy that went into effect in 2018, utilizing parking kiosks instead of meters for all street parking in and around the Beach Center. We have been analyzing some of the problems that arose last year and will be making recommendations for the Board to adopt a few changes to the policy that was adopted in 2018. Despite the fact that there were problems in getting the kiosk application up and running in a timely manner last year, our data shows that thousands of visitors to the beach utilized the app to pay for their parking. I also intend to request funding at the Annual Town Meeting for additional kiosks and we are planning on installing more signs to help direct parking patrons to the kiosks.

Overall, the program worked well in 2018, but with some improvements for the summer of 2019, we are hopeful that we will not have to make any significant changes after this year.

4) Merrimack River Beach Alliance

On March 1, I attended the most recent MRBA meeting, where a proposal to establish a regional dredging initiative was discussed at length. It was the consensus of the seaside communities in our area and along the North Shore to explore the possibility of applying to the State to acquire dredging equipment which could be shared going forward to perform local dredging projects at more frequent intervals than when the U.S. Army Corps of Engineers might have money available for dredging projects. If successful, this program would also allow participating towns to dredge local waterways for commercial and recreational purposes since Army Corps funding can only be used to dredge navigable waterways. Under the proposal, towns would only be charged when they actually performed a dredging project, but the sand and other dredged materials could be made available to any participating community depending upon need. The MRBA agreed to join with the North Shore communities in utilizing a State grant to hire the Woods Hole Group, a consulting and engineering firm, to compile a list of likely dredging projects and potential beneficial uses of dredged materials.

5) North End Boulevard Improvements

On March 5, DPW Director Lisa DeMeo, Town Planner Lisa Pearson, Conservation Agent Michelle Rowden and I met with officials from MassDOT District 4 to review the findings of the survey work that was performed along North End Boulevard by a consultant last summer and fall, as the first stage of plan to look at improving roadway conditions on this heavily-traveled street. Having completed this preliminary work, the consultants discussed several options for improving North End Boulevard, from a basic resurfacing to a more complex project that would involve improvements in drainage, sidewalks, crossing areas, etc.

No cost estimates for any of the alternatives have been developed at this point, and there is no money currently available within the District office or the Merrimack Valley Transportation Improvement Plan to fund any project on North End Boulevard, but we have started the process of eventually upgrading this important roadway. The Town and MassDOT are preparing to hold a public meeting sometime later in the spring to allow residents of the area to review and comment upon the results of the survey, as well as the alternatives proposed by MassDOT's consultants. We will then work to see if we can build a consensus for one of the alternatives and begin to advocate for the funding to make the necessary improvements.