

**MINUTES OF THE SALISBURY BOARD OF SELECTMEN MEETING
MONDAY, SEPTEMBER 26, 2016 – 7:00 PM
SALISBURY TOWN HALL, 5 BEACH ROAD
COLCHESTER ROOM**

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

ABSENT: Selectman Richenburg

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 September 12, 2016

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to approve the Minutes of Sept. 12, 2016 as written.

III. Old Business - none

IV. New Business

a. License Renewals - none

b. New Licenses

General – Kurgo – 2D Fanaras Drive

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to approve a **General** license to Kurgo at 2D Fanaras Drive.

Special Event Permit – Magilla Entertainment

Motion by Selectman Takesian, Second by Selectman Ray-Parrott; unanimously voted to approve the Special event Permit to Magilla Entertainment for the filming of Beachfront Bargain Hunt from Oct. 7, 2016 to Oct. 10, 2016.

c. License Amendments - none

d. Committee Appointments

Planning Board – 1 opening to fill an unexpired term until 6/30/18 – 2 applicants: John Doggett and Gil Medeiros

Motion by Selectman Condon, Second by Selectman Takesian; unanimously voted to table.

e. Update/Presentations: Finance Director/Assessor/Town Clerk

Finance Director Karen Snow stated the last six months have been very busy and went on to report the FY16 operating results: General Fund Revenues came in approximately \$1M over budget and the expenditures were approximately \$260,000 under budget, with an unreserved fund balance of approximately \$2.1M. The FY16 operating results for the enterprise funds: In sewer, the revenues were +\$1.1M over budget and the expenditures were \$270,000 under budget, with an undesignated fund balance of approximately \$3M. In water, revenues were \$630,000 over budget and the expenditures were \$260,000 under budget, with an undesignated fund balance of approximately \$1.8M.

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Ms. Snow said she is currently working to close FY16 out and submit her reports to the DOR to get Free Cash certified and her goal is to do so by the end of this week. She also noted that the Town has just gone through a major debt issue and bond rating review, resulting in a AA bond rating and a SP1+ BAN rating, which is the highest rating available for short-term borrowing. Ms. Snow is working on scheduling the audit of the FY16 budget for the week of Nov. 14.

Other projects include monitoring project balances so that they do not run into deficit, and quantifying compensated absences so that we have an accurate accounting of everyone's sick, vacation, personal and compensatory time balances. It is also her hope to formalize financial management policies before the next bond rating review. She also pointed out that the Town's OPEB report was recently updated for FY16, and that our overall liability has increased by \$1.2M since FY14.

Chief Assessor Cheryl Gorniewicz has been working on several projects along with her staff and other Departments.

- The largest project is the Lafayette Road Sewer Project, and the study committee is doing a hard cost analysis to see what the actual betterments might be. In addition, they are looking at the status of certain streets to see if they are legally public ways owned by the Town.
- Easements for the Dune Restoration Project – easements are temporary and the Town is monitoring the funds even though the State is doing the work.
- The Community Compact Program is administered through the Lt. Governor and the Town has received grant funding for upgrading our IT Infrastructure and implementing best practices on data security on the integrity of our email system.
- Lisa Pearson applied for the IT grant. There was \$2M available statewide and Salisbury was awarded \$84,949.
- She is almost to the point of bringing information on a new solar PILOT agreement for a facility on Rabbit Road to the Selectmen for their approval.
- She and Ms. Snow met with DOR personnel and are very comfortable with the way the DOR is approaching the tax classification process for this fiscal year.

Selectman Condon said he believes these updates are very important and he commended Ms. Gorniewicz, especially with all she has done with the Lafayette Road Sewer Project.

Town Clerk Melinda Morrison reported that this has been and continues to be a very busy year. 4,500 voters turned out in March for the Presidential Primary election; there was a 21% turn-out for the Town election, but for the State Primary there was only 9% turn-out. The Annual Fall Town Meeting is scheduled for October 24th at 7PM at the Salisbury Elementary School. The Warrant closed last week and will be posted on Oct. 7th. The Presidential election is November 8th and the last date to register to vote is October 19th. Absentee ballots will be available in the next couple of weeks and the deadline for their return is the day before the election at 12:00 noon. For the first time in history, Massachusetts will be allowed to have early voting starting on October 24th through November 4th; ballots will be available in the Town Clerk's Office during regular business hours and will be processed the same as absentee ballots. Currently, there are 6,272 registered voters and she urged people to find out before election day if they are registered.

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f. Vote to Refer to the Planning Board a Zoning Amendment to Article XIII, Inclusionary Housing Requirements

Mr. Harrington had provided information to the Board re: possible zoning amendments to the Zoning By-Law. He also mentioned that the Affordable Housing Trust has been meeting with a Consultant and several interested parties over the summer resulting in a zoning amendment to Article XIII.

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to refer to the Planning Board, in accordance with MGL 40A, Section 5, a Zoning Amendment to Article XIII, Inclusionary Housing Requirements.

g. Vote to Refer to the Planning Board a Zoning Amendment to Article XII, Beach Overlay District

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to refer to the Planning Board, in accordance with MGL 40A, Section 5, a Zoning Amendment to Article XII Beach Overlay District.

h. Vote to Refer to the Planning Board a Citizen's Petition Zoning Amendment to Article XII, Beach Overlay District

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to refer to the Planning Board, in accordance with MGL 40A, Section 5, a citizen's petition Zoning Amendment to Article XII Beach Overlay District.

i. Discussion of Historic District on Ring's Island – Harbormaster Ray Pike

Selectman Ray-Parrott pointed out that she had read the information provided by Mr. Pike and found it very helpful. She referred to the list of possible applicants and suggested that interested people should submit a letter requesting appointment. Mr. Pike explained that a lot of work has already been done by the Historical Commission and the historical homes are numbered. Selectmen Takesian and Condon said for Mr. Pike to make sure that the Committee makes an effort to consider people who are opposed to a historical district as well as those who are in favor of it.

Motion by Selectman Ray-Parrott, Second by Selectman Takesian; unanimously voted to establish a local Historic District Study Committee consisting of 7 members. Applications will be open until the end of October.

j. Vote to Sign the Presidential Election Warrant

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to sign the Presidential Election Warrant

V. Comments by Visitors

**VI. Sewer/Water
Update on Lafayette Road Sewer Extension Project**

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The Town Manager read a 3-page report on the project, a copy of which is available in the Selectmen's Office. Selectman Condon stated that this is a very large, expensive, and important project and he noted that the study committee was doing it due diligence in studying all aspects of the project thoroughly before seeking approval to borrow money for construction. The Manager noted that public meetings will be held and people affected by the project will be invited to attend and ask questions. It is important for the public to understand all costs associated with the project. He also noted that privilege fees will be explained and members of the public should know that the Town is trying to keep the betterment fee as low as possible.

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 Takesian; unanimously voted to ratify the signing of the following weekly warrants: W17-43 through W17-57.

b. Subcommittee Reports

Lafayette Corridor Sewer Extension: There is nothing new to report.

Police Station: Selectman Condon reported that the contractor is a few weeks behind schedule but still on target with the budget.

Selectman Ray-Parrott said she had a tour of Ferry Lots Lane and she thanked Tom Tatro for his time and for the information he provided.

XI. Executive Session

Vote to Approve Contract for Assistant Town Manager

Vote to Approve Contract for Confidential Administrative Assistant to Police Chief

Vote to Approve Settlement of Litigation re: 13th Street East

Motion by Selectman Takesian, Second by Selectman Condon; unanimously voted to table the two Contracts until the meeting of October 17, 2016 and table the litigation settlement until Oct. 3, 2016.

XII. Adjournment

Motion by Selectman Takesian, Second by Selectman Ray Parrott; unanimously voted to adjourn at 8:15 PM.

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

Minutes of Sept. 12, 2016

Copies of licenses as listed

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Info copies of the Proposed Zoning Articles
Town Manager's Report

Respectfully submitted:
Janet E. Flannery, Secretary

Approved: _____
Ronalee Ray-Parrott, Clerk