

**Selectmen's Meeting  
Town Hall, 3<sup>rd</sup> Floor Auditorium, 30 Martin Street**

**November 30, 2020**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at [www.essexma.org](http://www.essexma.org). For this meeting, members of the public who wish to listen to and/or view the meeting may do so via Video Call (with the option to show yourself on video or not and with the option to use a phone to call in, for audio-only). No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so using the tools discussed below, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

The link to the video conference is: <https://join.freeconferencecall.com/bzubricki>, and, if prompted, the on-line meeting ID is bzubricki. Depending on your device and software installed, you may be able to join directly, by web browser, or, you may have to download the application directly (you will be shown that choice when you go to the above link). You should be joined in mute mode. However, if that is not the case, please click on the audio icon to mute your microphone. You can choose to activate your camera to show yourself, or not. The camera should be off, by default, when you join.

If you do not have a digital device to join via the link above, you can also dial a telephone number and be directly connected to the meeting, via audio only. The call-in-only number is: (425) 436-6352 and the access code is 1729820.

**In the event that the video conferencing system fails for some reason, the meeting will be broadcast on a different conference call line, accessed by telephone only, as follows: 717-275-8940. The access code is: 8378315. PLEASE DO NOT USE THIS BACKUP PROTOCOL UNLESS THE METHODS IN THE TWO PRECEDING PARAGRAPHS ARE NOT WORKING (NOT YOU JUST HAVING TROUBLE CONNECTING), SINCE THE BOARD WILL NOT BE MOVING TO THIS ALTERNATIVE NUMBER UNLESS THE PLATFORM FAILS FOR THE BOARD.**

**AGENDA – OPEN SESSION**

6:00 p.m. Public Comment. Please email comments to Town Administrator Brendhan Zubricki: [bzubricki@essexma.org](mailto:bzubricki@essexma.org) Comments will be read from time to time throughout the meeting. If your comment relates to an agenda item, please note that in the email subject line.

Brendhan Zubricki: Presentation of his Town Administrator's Report for the period November 14, 2020 through November 27, 2020, regarding the following:

- Strategic Planning Committee Meeting Summary and Representation
- Public Safety Building Construction Project Update
- Change Order: Public Safety Building Barn Door Detail
- Change Order: Public Safety Building Air & Vapor Barrier at Soffit
- Change Order: Public Safety Building Landscaping Revisions
- Change Order: Public Safety Building Kitchen Hood Duct Changes
- Change Order: Public Safety Building Credit for Helmet Holder
- Potential Construction Credit, Public Safety Building Cedar Shingles Coating
- Addition of Concrete Parking Slab to Public Safety Building Project
- Research Concerning Possible Purchase of Railroad Property
- School Budget Collaboration Group Meeting Summary
- Draft Annual Town Meeting Topic List
- EPA Building Blocks Grant Program Regional Application

OTHER BUSINESS:

- Approve the weekly warrant in the amount of \$.
- Vote to exempt from Section 20 of Chapter 268A of the General Laws, the contracts and amounts for the individuals listed below contained within the 11/19/2020 warrant pursuant to subsection (d) of said Section.

<u>NAME</u>	<u>VENDOR</u>	<u>DATE</u>	<u>AMOUNT</u>	<u>DEPT'S BILL</u>
Ernie Nieberle	Nieberle's	10/24/2020	\$ 678.62	Highway

- Approve the minutes for the Selectmen's November 16, 2020, Open Meeting.
- Acknowledge award of a Byrne Justice Assistance Grants (JAG) program Local Law Enforcement (LLE) Grant for portable police radios, in the amount of \$39,385 (grant contract has been signed and returned by the Chief of Police as pre-authorized by the Board).
- Discussion concerning possible revised entertainment licensing forms.
- Discussion regarding the issuance of one-day entertainment permits for the upcoming 2021 season, in light of COVID restrictions and a possible revised application form.
- Continued review, based on recent feedback from the Cape Ann Chamber of Commerce and the Essex Merchants' Group, of a letter to the business community seeking input from the community on ways the Town might work with individual businesses.
- Discussion concerning recent Finance Committee vote to limit budget increases for fiscal year 2022, exclusive of contractual obligations.
- Items that could not be reasonably anticipated by the Open Meeting Law posting deadline.

**LICENSING:**

**Antiques License Renewal:**

- Vincent W. Caravella, The Scrapbook, 34 Main Street
- David Neligan, DPN Corp., d/b/a David Neligan Antiques, 38 Main Street
- Andrew Spindler Roesle, Andrew Spindler Antiques, 163 Main Street

**Common Victualler License Renewal:**

- Adrian Wilkins, Essex Meeting & Retreat Center, LLC, 1 Conomo Point Road
- Roy Serpa, MAIA LLC, d/b/a Dunkin Donuts, 125 Main Street
- Joshua Silverstein, RDS Restaurant Group d/b/a The Mill, 121 Eastern Avenue

**Innholder's License Renewal:**

- Adrian Wilkins, Essex Meeting & Retreat Center, LLC, 1 Conomo Point Road

**REMINDERS:**

- The Board will meet jointly with the Essex Finance Committee and the Manchester Essex Regional School Committee to discuss planning for the FY22 School District budget on December 2, 2020 at 7 p.m., virtually.
- The Board will meet jointly with the Essex Finance Committee, the Manchester Essex Regional School Committee, and personnel and officials from the Town of Manchester to participate in the FY22 School District budget Tentative Budget Hearing on December 9, 2020 at 6 p.m., virtually.
- The next regular Board of Selectmen's meeting will take place on Monday, December 14, 2020, at 6:00 p.m. in the 3<sup>rd</sup> Floor Auditorium of the Town Hall, 30 Martin Street.

**AGENDA – EXECUTIVE SESSION - None.**