

**Selectmen's Meeting
Town Hall, 2nd Floor Stage, 30 Martin Street**

January 11, 2021

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. 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. The 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.

- 6:05 p.m. Board of Assessors regarding their recommendation to appoint Richard Cairns to vacancy left by Brit Hall.
- 6:15 p.m. Treasurer/Collector Jeffrey Soulard Annual Review and Goal Setting
- 6:30 p.m. Town Accountant Virginia Antell Annual Review and Goal Setting
- 6:45 p.m. Chief Paul Francis Annual Review and Goal Setting
- 7:30 p.m. Department of Public Works to consider lawn mowing, trash pickup, snow removal, etc. at the new public safety building.

Brendhan Zubricki: Presentation of his Town Administrator's Report for the period December 24, 2020 through January 8, 2021, regarding the following:

- Public Safety Building Construction Project Update
- Award of Contract for Public Safety Building Furnishings
- Preliminary Draft of Annual Town Meeting Warrant

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 12/31/2020 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>
Jim McNeilly	McNeilly EMS	12/18/2020	\$ 400.00	Fire

- 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 01/07/2021 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	11/24/2020	\$ 296.50	Snow Removal
Ramie Reader	Reader Electrical	11/19/2020	\$ 180.00	Wastewater

- Approve the minutes for the Selectmen's December 28, 2020, Open Meeting.
- Vote to accept a gift to the Police Department in the amount of \$5,000 for the Police Cruiser from Mayer Tree Service, Inc.
- Vote to accept a gift to the Police Department in the amount of \$5,000 for the Police Cruiser from Mayer Tree Service, Inc.
- Vote to accept three donations in the total amount of \$450 to the Police Gift Account.
- Vote to sign the 2021 Audit Engagement Letter with CliftonLarsonAllen LLP.
- Sign or ratify signature of a Memorandum of Understanding with the City of Gloucester for the provision of COVID-19 vaccinations for first responders and possibly others.

- Vote to authorize the Chairman to proclaim January 25, 2021 as International Holocaust Remembrance Day and to recognize the month of January as Holocaust Education Month.
- Items that could not be reasonably anticipated by the Open Meeting Law posting deadline.

LICENSING:

Antiques License Renewals:

- Susan Blake, Muzio Designs, 55 John Wise Avenue
- Katrina Haskell, The Essex Exchange, 101 John Wise Avenue
- Mary and Rachel Tetzloff, Cape Ann Red Shed, 98 Western Avenue

Common Victualler License Renewals:

- James Roumeliotis, Cape Ann Pizza and Subs, Inc., d/b/a Cape Ann Pizza and Subs, 65 Eastern Avenue

REMINDERS:

- The next regular Board of Selectmen's meeting will take place on Monday, January 25, 2021, at 6:00 p.m. in the 2nd Floor Stage Conference Area at the Town Hall, 30 Martin Street.