

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

**May 22, 2023**

This meeting will be conducted in-person, with the public welcome, but will also be made available to the public via remote participation to the greatest extent possible. Members of the public who wish to listen to and/or view the meeting may do so via two-way Video Call (with the option to show yourself on video or not and with the option to use a phone to call in, for two-way audio-only). Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or its quality, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person versus virtual attendance accordingly.

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 two-way audio only. The call-in-only number is: (425) 436-6352 and the access code is 1729820.

Further, it is likely that this meeting will be broadcast by 1623 Studios over the local cable television network. Please check your cable listings for details if you are a Comcast cable television subscriber.

**AGENDA – OPEN SESSION**

- 6:00 p.m. Call to Order.
- 6:15 p.m. Public Hearing – Transfer of Annual All Alcohol Restaurant License for the Windward Grille, Tim Kennefick, Manager, 109 Eastern Avenue, to Vita Bella Ristorante, Susan Werrick, Manager.
- 6:30 p.m. Discuss with various interested parties their ideas for the future use of the Town-owned property at 30 Apple Street (in addition to and compatible with alternative access to the Town Transfer Station property).

Brendhan Zubricki: Presentation of his Town Administrator's Report for the period April 29, 2023 through May 19, 2023, regarding the following:

- Town Clerk Hiring Update
- Transfer Station Solid Waste Compactor Replacement Contract Award
- Request for Proposals for Summer Camp and Youth/Adult Enrichment Services
- Third-Party Ambulance Billing Agreement Renewal
- Apple Street Roadbed Elevation and Culvert Replacement Project Update
- North Shore IT Collaborative Memorandum of Understanding Renewal
- MassDOT 133 Sidewalk Project and Goodwin Court Crosswalk.
- Possible Special Town Meeting: Manchester Essex Regional School District Budget
- Submission of Grant Application for Centennial Grove Improvements

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 05/04/2023 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	04/24/2023	\$ 155.00	Ambulance

- 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 05/11/2023 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	04/24/2023	\$ 1,585.49	Police
Ernie Nieberle	Nieberle's	04/24/2023	\$ 366.00	Fire

- Approve the minutes for the Selectmen's May 1, 2023, Open Meeting.
- Vote to accept a letter of resignation from the Council of Aging from Gil Frieden.
- Vote to appoint Peter Phippen to a one-year term on the Eight Towns and the Great Marsh Coalition, ending 6/30/2024. Sign the appointment card.
- Consider a request from Police Chief Paul D. Francis to carry over 80 hours of vacation time from FY 2023 to FY2024.
- Consider a request from Sergeant Daniel Bruce to carry over 80 hours of vacation time from FY 2023 to FY2024.
- Vote to sign the reapplication for a transfer of license for J.T. Farnham's. (The previous one was incorrectly completed.)
- Ratify the Town Administrator's signature on a letter of support on behalf of the Council on Aging for a regional grant application to the Executive Office of Elder Affairs to enhance digital literacy for older adults.
- Consider the assertion of an abutter to the Essex Senior Center that a portion of a paved area commonly utilized by patrons is actually on the abutting property at 11 Pickering Street.
- Vote to ratify the Chairman's signature of a contract with Weston & Sampson with respect to the replacement of aging water and sewer equipment - all costs to

be offset by the GAP III Energy Grant (already approved by the Board), various National Grid and DEP incentives and rebates, and approximately \$12,000 of ARPA funding.

- Consider a request from the Friends of the Essex Elementary School to hold their Annual Happy as a Clam 5 K Race on Friday, September 15, 2023, starting at 5:00 p.m.
- Discuss requirements for mobile food truck licensing beyond a mobile food service permit from the Board of Health, whether on private property or Town property, and, if the Board is interested, consider a policy for the allowance of food trucks on Town property.
- Sign the Selectmen's Citizenship Award Proclamation for this year's senior graduate. Consider who will present the award on May 24, 2023 (May be a conflict with Planning Board Meeting).
- Sign the renewal paperwork for the Town's Police and Fire Accident insurance policy.
- Sign the renewal paperwork for the Town's Police and Fire Excess Medical Accident Coverage.
- Consider the observations of a long-time Essex resident with respect to the need to return to more beachside parking at Clammers' Beach.
- Ratify the Town Administrator's signature, on behalf of the Chairman, of a contract for the replacement and augmentation of plantings in downtown Essex public spaces.
- Sign the contract for the purchase of a replacement copy machine for the Town Hall.
- Further discussion relative to whether the Manchester Essex Regional School District has the legal authority to actually implement borrowing for turf fields authorized on March 7, 2023.
- Consider a vote to reorganize the Board.
- Items that could not be reasonably anticipated by the Open Meeting Law posting deadline.

LICENSING:

Student Commercial Shellfish Permit:

- Charles Rousmaniere

Common Victualler's License:

- Mayflour Confections, Jocelyn Pierce, Manager, 162 Main Street

APPOINTMENTS - Vote the following appointments and sign the appointment cards:

ADA Coordinator for 1 year: William Sanborn

Affordable housing Trust for 2 years:

- Cliff Ageloff
- Shelly Bradbury
- Michael Flynn

Building Inspector for 1 year: William Sanborn

Building Inspector's Assistant for 1 year: Paul Orlando

Community Preservation Committee for 3 years:

- Cliff Ageloff

Conservation Commission for 3 years:

- Cliff Ageloff
- Tom Barrieau

Council on Aging for 3 years:

- Diane Polley

Economic Development Committee for 3 years:

- Stacey Clarimondo

Electrical Inspector for 1 year: John Shields

Electrical Inspector's Asst. for 1 year: Ramie Reader

Fence Viewers:

- Board of Selectmen

Local Emergency Planning Committee for 1 year:

- Paul Francis
- Michael Galli
- Erin Kirchner
- Ruth R. Perea
- Ramie Reader

Plumbing & Gas Inspector for 1 year: Richard Corriere

Plumbing-Gas Inspector's Assistant for 1 year: David Perea

Police Officer, Part-Time for 1 year:

- Katelynn Chuilli
- Victor Munoz
- Meaghan Wonson

Shellfish Deputy for 3 years: Peter Wilson

Strategic Planning Committee for 1 year:

- Tom Barrieau
- John Bediz
- Annie Cameron
- Diane Corrao
- Richard Denton
- Dave Frithsen
- Jodi Harris
- Peter Levasseur
- Ruth Perea
- Mark Renzi
- Julie Scofield
- Scott Sheppard
- Jay Tetzloff

Town Counsel for 1 year: KP Law  
Veterans' Graves Officer for 1 year: Chris Osborne

**REMINDERS:**

- Tuesday, May 23, 2023, 6:00 p.m., public hearing concerning the Manchester Essex Regional School Committee's reconsideration of the proposed fiscal year 2024 operating budget, Manchester Essex Regional High School.
- Wednesday, May 24, 2023, 6:00 p.m., presentation of Selectmen's Citizenship Award at Manchester Essex Regional High School.
- Wednesday, May 24, 2023, 7:00 p.m., joint Planning Board/Board of Selectmen's meeting concerning the ongoing zoning bylaw review project.
- Thursday, May 25, 2023, 8:30 a.m., special meeting to consider a personnel matter, Town Hall Auditorium.
- Monday, May 29, 2023, 11:00 a.m., join the Essex Veterans' Association for their annual Memorial Day Service at Shepard Memorial Park.
- The next regular Board of Selectmen's meeting will take place on Monday, June 5, 2023, at 6:00 p.m. in the 3<sup>rd</sup> floor auditorium of the Town Hall, 30 Martin Street.

**PUBLIC COMMENT.**