

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

**December 4, 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.

6:30 p.m. Tax Classification Hearing with the Board of Assessors to determine and vote on the following:

- Selection of the Residential Factor
- Open space Discount
- Residential Exemption
- Small Commercial Exemption
- Vote to grant authority to the Board of Assessors' Chairman to sign on behalf of the Board of Selectmen on the DOR Gateway.

Brendhan Zubricki: Presentation of his Town Administrator's Report for the period November 25, 2023 through December 1, 2023, regarding the following:

- Town Administrator's Performance Review and Goal Setting
- Possible Manchester Essex Regional School District Operations Review
- Development of Scope of Services for Public Safety Building Repairs
- Zoning Bylaw Review Project Meeting Summary

**OTHER BUSINESS:**

- Approve the weekly warrant in the amount of \$.
- Approve the minutes for the Selectmen's November 27, 2023, Open Meeting and Executive Session.
- Consider a revised proposal for improvements to the Essex Senior Center.
- Review a replanting plan submitted by Laurel Lane LLC with respect to reestablishing trees that were accidentally cut down on Town property.
- Consider a request to allow a dumpster to remain on Town property at 28 Main Street during the renovation of an abutting property.
- Consider a request from the Friends of Essex Elementary School to hold their annual Polar Plunge at Front Beach on Saturday morning, starting at 9:00 a.m., January 6, 2024, and a request for a 5-hour waiver of resident parking restrictions from 7 am to 12 am.
- Authorize the order for a new ladder truck for the Essex Fire Department from a vendor on the State Contract.
- Items that could not be reasonably anticipated by the Open Meeting Law posting deadline.

**PERSONNEL:**

- Consider proposed changes to Council on Aging Director and Outreach Coordinator position descriptions and consider a new position description for a Volunteer and Activity Coordinator.

**LICENSING:**

All Alcoholic Beverage Restaurant License Renewals:

- Thomas Riordan, AuroraGray, Inc., d/b/a Ripple , 74 Main Street
- Mary Kiely, Bia Mor Hospitality, LLC, d/b/s The James North Shore, 55 Main Street
- Allen W. Matthews, Blue Marlin Grille, Inc., 63 Eastern Avenue
- Bradley Atkinson, BN Farm LLC, d/b/a The Farm, 233 Western Avenue
- James N. Stavros, Cape Ann Golf Course Corp., d/b/a Fairway Pub, 99 John Wise Avenue
- John Collins, Great Marsh Restaurant LLC, 99 Main Street
- Alyssa Walton, Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, 122 Main Street
- Corey Matthews, MRG, Inc., d/b/a The Boathouse, 234 John Wise Avenue

- Curt Bergeron, Riversbend at Essex Marina, LLC, d/b/a Riversbend, 35 Dodge Street
  - Susan Werrick, Vita Bella Ristorante, 109 Eastern Avenue
  - Stephen B. Woodman, Woodman's, Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, 125 Main Street
  - Stephen B. Woodman, Woodman's, Inc., d/b/a Lobster Pool, 119 Main Street
- Wine & Malt Beverage Restaurant License Renewal:
- Aguinaldo Ferreira, Eben Creek Corporation, d/b/a J.T. Farnham's, 88 Eastern Avenue
- Wine & Malt Beverage Package Store License Renewals:
- Declan McClung, Devonshire Wine, LLC, d/b/a Essex Wine Exchange, 91 Main Street
  - Gayle McKinley, Weezie's Dylan, d/b/a Shea's Riverside Inn, Main Street
- Estimated 2024 Seasonal Population and Renewal Certification:
- Approve and sign the estimated 2024 seasonal population form for the Alcoholic Beverages Commission.
- Automatic Amusement License Renewals (2):
- James N. Stavros, Cape Ann Golf Course Corp., d/b/a Fairway Pub, 99 John Wise Avenue
- Class II License Renewals:
- Paul Wright, Wright Industries Inc., 22 Western Avenue
- Common Victualler License Renewals:
- Thomas Riordan, AuroraGray, Inc., d/b/a Ripple , 74 Main Street
  - Mary Kiely, Bia Mor Hospitality, LLC, d/b/s The James North Shore, 55 Main Street
  - Allen W. Matthews, Blue Marlin Grille, Inc., 63 Eastern Avenue
  - Bradley Atkinson, BN Farm LLC, d/b/a The Farm, 233 Western Avenue
  - James N. Stavros, Cape Ann Golf Course Corp., d/b/a Fairway Pub, 99 John Wise Avenue
  - Declan McClung, Devonshire Wine, LLC, d/b/a Essex Wine Exchange, 91 Main Street
  - Aguinaldo Ferreira, Eben Creek Corporation, d/b/a J.T. Farnham's, 88 Eastern Avenue
  - Renato Inacio, Essex Pizza & Restaurant, 235 Western Avenue
  - John Collins, Great Marsh Restaurant LLC, 99 Main Street
  - Alyssa Walton, Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, 122 Main Street
  - Jocelyn Pierce, Mayflour Confections, 162 Main Street
  - Corey Matthews, MRG, Inc., d/b/a The Boathouse, 234 John Wise Avenue
  - Curt Bergeron, Riversbend at Essex Marina, LLC, d/b/a Riversbend, 35 Dodge Street
  - Gayle McKinley, Weezie's Dylan, d/b/a Shea's Riverside Inn, Main Street
  - Susan Werrick, Vita Balla Ristorante, 109 Eastern Avenue

- Stephen B. Woodman, Woodman's, Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, 125 Main Street
- Stephen B. Woodman, Woodman's, Inc., d/b/a Lobster Pool, 119 Main Street

Annual Sunday Entertainment License Renewal:

- Bradley Atkinson, BN Farm LLC, d/b/a The Farm, 233 Western Avenue
- Stephen B. Woodman, Woodman's, Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, 125 Main Street

Annual Weekday Entertainment License Renewal:

- Allen W. Matthews, Blue Marlin Grille, Inc., 63 Eastern Avenue
- Bradley Atkinson, BN Farm LLC, d/b/a The Farm, 233 Western Avenue
- James N. Stavros, Cape Ann Golf Course Corp., d/b/a Fairway Pub, 99 John Wise Avenue
- Kimberly St. Onge, Googan's Galley, 1 Martin Street
- John Collins, Great Marsh Restaurant LLC, 99 Main Street
- Alyssa Walton, Greenbow Corporation, d/b/a Shea's Riverside Restaurant & Bar, 122 Main Street
- Curt Bergeron, Riversbend at Essex Marina, LLC, d/b/a Riversbend, 35 Dodge Street
- Stephen B. Woodman, Woodman's, Inc., d/b/a Woodman's Function Hall & Lobster Trap Pub, 125 Main Street
- Stephen B. Woodman, Woodman's, Inc., d/b/a Lobster Pool, 119 Main Street

One-Day Wine and Malt License:

- Georgeanne Richards, Sea Meadow Gifts, 7 Main Street, for use on Thursday, December 14, 2023, between the hours of 4:00 p.m. and 8:00 p.m.

REMINDERS:

- The next regular Board of Selectmen's meeting will take place on Monday, December 18, 2023, at 6:00 p.m. in the 3<sup>rd</sup> floor auditorium of the Town Hall, 30 Martin Street.

PUBLIC COMMENT.