

**Selectmen's Meeting
3rd Floor Auditorium, Town Hall, 30 Martin Street**

December 18, 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.

Brendhan Zubricki: Presentation of his Town Administrator's Report for the period December 2, 2023 through December 15, 2023, regarding the following:

- Revision to Essex Police Association Collective Bargaining Agreement
- Specification, Bid Assistance, & Oversight of Public Safety Building Repairs
- Possible School District Operations Review
- Fixed-Rate Natural Gas and Electricity Contract Discussion
- Regional School District Tentative Budget Hearing Summary
- Preliminary Review of Selectmen's FY25 Operating and Capital Budgets
- Sewer Inspection Camera Agreement Renewal
- MAPC Technical Assistance Grant Application, Open Space Plan

OTHER BUSINESS:

- Approve the weekly warrant in the amount of \$.
- Approve the minutes for the Selectmen's December 4, 2023, Open Meeting.
- Review and approval of updates to various IT-related policies and inventories.
- Consider a request from Woodman's Lobster Pool, 119 Main Street, to close from January 2 until January 11, 2024, for cleaning, maintenance, and repairs.
- Vote to accept a donation in the amount of \$150.00 to the Police Gift Account from Manchester-Essex Rotary Club.
- Vote to accept a donation in the amount of \$250.00 to the Police Cruiser Gift Account from Elwood and Susan Philhower.
- Further consideration of the Town Administrator's suggested goals for calendar year 2024.
- Annual Town Meeting:
 - Vote to hold the Annual Town Meeting on Monday, May 6, 2024, starting at 6:45 p.m. at the Essex Elementary School.
 - Vote to open the Warrant for the Annual Town Meeting and accept articles for inclusion in the Warrant until 3:00 p.m. on Wednesday, March 6, 2024.
 - Vote to accept reports for the Annual Town Report until noon on Thursday, February 1, 2024.
- Discussion with respect to choosing the date for the 2024 Special Town Meeting.
- Items that could not be reasonably anticipated by the Open Meeting Law posting deadline.

LICENSING:

All Alcoholic Beverage Restaurant License Renewals:

- Patrick Shea, Hog Island Inc., d/b/a C.K. Pearl, 112 Main Street

Estimated 2024 Seasonal Population and Renewal Certification:

- Approve and sign the 2024 Renewal Certification to the Alcoholic Beverages Commission.

Antiques License Renewals:

- Robert Coviello, Main Street Antiques, 44 Main Street
- Channing Howard, Howard's Visual Merchandise, 165 Eastern Avenue

Common Victualler License Renewals:

- Patrick Shea, Hog Island Inc., d/b/a C.K. Pearl, 112 Main Street
- Joshua Silverstein, RDS Restaurant Group d/b/a The Mill, 121 Eastern Avenue

Municipal Street License Renewal:

- Peter Lovasco, All American Transportation, 138 Main Street

Annual Sunday Entertainment License Renewal:

- Patrick Shea, Hog Island Inc., d/b/a C.K. Pearl, 112 Main Street

Annual Weekday Entertainment License Renewal:

- Patrick Shea, Hog Island Inc., d/b/a C.K. Pearl, 112 Main Street

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.

REMINDERS:

- The next regular Board of Selectmen's meeting will take place on Monday, January 8, 2024, at 6:00 p.m. in the 3rd floor auditorium of the Town Hall, 30 Martin Street.
- The Board will attend the Finance Committee's "Tax Talk" Public Forum on January 11, 2024, 6:00 p.m., in the 3rd floor auditorium of the Town Hall, 30 Martin Street.

PUBLIC COMMENT.