

**Selectmen's Meeting  
Faculty Room, Essex Elementary School, Story Street**

**February 11, 2019**

Present: Chairman Lisa J. O'Donnell, Selectman Andrew C. Spinney, Selectman Peter D. Phippen, Town Administrator Brendhan Zubricki, Town Counsel Gregg Corbo, and Selectmen's Assistant Pamela J. Witham.

Also Present: Town Moderator Jeff Jones, Project Manager Tim Dorman, Design Consultants Stuart Roberts and Phil O'Brien, Senator Bruce Tarr, Town Accountant Virginia Antell, and Finance Committee members Guy Bradford, Chair Ben Buttrick, Rob Fitzgibbon, Michael Flynn, David Gabor, Richard Ross, and Alison Williard.

Chairman O'Donnell called the meeting to order at 6:00 p.m. in the Essex Elementary School's Faculty Room and announced that the Board would hear Public Comment. No one offered any comment.

Mr. Zubricki began the presentation of his Town Administrator's Report for the period January 26<sup>th</sup>, 2019 through February 8<sup>th</sup>, 2019, regarding the following:

School Budget Group Meeting Summary: Mr. Zubricki reported that bond financing for the Memorial School project has been secured at the favorable rate of 3.289%. He also recounted how he had asked the School Committee, on behalf of the Essex Board of Selectmen and Finance Committee, to review the proposed FY20 budget to see if the Town's apportionment could be reduced and they thought they might be able to reduce it by approximately \$33,000.

Draft Annual Town Meeting Warrant: Mr. Zubricki asked the Board to review the draft of the warrant for the May 2019 Annual Town Meeting and the list of possible future articles for discussion at the next Board meeting.

CHAPA Technical Assistance Grant Housing Coalition Meeting: Mr. Zubricki reported that those attending the first Coalition meeting had discussed demographics relating to housing in Essex. The second Coalition meeting addressed the housing needs of various age groups and how they change over time. The Coalition's goal is to create a larger, more diverse, affordable supply of housing options suitable for a broader spectrum of residents. The Coalition will prepare a presentation that can be used to educate various groups in Town about the issue.

Conomo Point Seawall Design and Permitting Grant Update: At a previous meeting, the Board had discussed various options for repairing the seawall at Conomo Point and had decided that concrete would be the most durable, the most cost effective, and require the least maintenance. At tonight's meeting, Mr. Zubricki showed the Board various examples of "rusticated" concrete, which is concrete that has been tinted or colored and formed to look like stonework, granite, bricks, etc. This technique provides a durable finished product that is visually pleasing. The Board was unanimously in favor of the granite style replication. Mr. Zubricki said that the estimate for repairing/rebuilding the wall is approximately \$1.5 million, plus the cost of

engineering oversight during construction. It is hoped that 75% of the repairs/rebuilding will be funded from a grant.

Grant Funding to Replace Existing Street Lamps with LED Fixtures: Mr. Zubricki reported that the Town may seek Green Community grant funding to replace the existing lights with LED energy efficient bulbs. However, MAPC also has a grant program. The Green Community grant officials will likely expect the Town to tap that first. After Board review, a motion was made, seconded, and unanimously voted to sign a request to MAPC for an LED Streetlight Rapid Retrofit Grant, which would complement Green Community funding.

Regional Dispatch Center Advisory Board Meeting Summary: Mr. Zubricki informed the Board that the State 911 Department will be taking over the operation of the Regional Emergency Center as of 7/1/2019, which they will run at no cost to the Town. A motion was made, seconded, and unanimously voted to approve and sign the new agreement with the State 911 Department when it becomes available.

Senator Bruce Tarr joined the Board, which thanked him for his help with grant funding for various Town projects. Currently, the Town is seeking FY20 State budget programming to help pay for a new public safety building from the Division of Capital Asset Management and Maintenance bond bill, and a motion was made, seconded, and unanimous voted to approve and sign the request to Commissioner Carol Gladstone, with copies to Governor Baker, Senator Tarr, Representative Ferrante, and Secretary Michael Heffernan. Senator Tarr promised his continued assistance and left the meeting.

In other business, a motion was made, seconded, and unanimously voted to approve the weekly warrant in the amount of \$197,570.75.

A motion was made, seconded, and unanimously voted to exempt from Section 20 of Chapter 268A of the General Laws, the contracts and amounts for the individuals listed below contained within the 1/31/19 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>
Ramie Reader	Reader Elect.	01/09/2019	\$2,690.00	Police

A motion was made, seconded, and unanimously voted to approve the minutes for the Selectmen's January 28, 2019, Open Meeting and Executive Session.

The Board acknowledged a letter from Barbara Linscott regarding winter conditions at Chebacco Terrace, which is a Housing Authority matter.

A motion was made, seconded, and unanimously voted to accept a \$100 donation from New England Biolabs, Inc. to the Police Department Gift Account.

Acting in their capacity as Licensing Board, a motion was made, seconded, and unanimously voted to approve the following requests for permits:

Commercial Shellfish Permit:

- Judson Lane
- Dean Rossi

Non-Resident Recreational Shellfish Permit:

- Michael C. Rogers, Georgetown, sponsored by Trescott DeWitt, Jr.

Senior Commercial Shellfish Permit:

- Peter Wilson

The Board was reminded that their next regular Board of Selectmen's meeting will take place on Monday, February 25, 2019, at 6:00 p.m. in the Stage Conference Area on the 2<sup>nd</sup> floor of the Town Hall.

A motion was made, seconded, and unanimously voted to approve Library signage on the Town Hall and grounds and pruning of the large tree on the Library side of 30 Martin Street.

Mr. Zubricki reported that the owner of the Apple Street property that was being considered for a right of way between the Essex DPW yard and Apple Street was not likely in a position to consider the matter at this time and the Board agreed that they would postpone discussion of this matter for the time being.

The Board had one comment concerning the draft locations and text for approximately ten small artistic plaques to be placed in the Town's Great Marsh area presenting information about climate change to the public. Selectman Phippen suggested, and the other Board members agreed, that plaque near the Richdale Store be moved to another site near the Castle Neck River and Mr. Zubricki will forward that request.

After a short discussion, a motion was made, seconded, and unanimously voted to award the Town Administrator a 3% merit increase for FY20 and to award the Treasurer/Collector and the Town Accountant a 2% merit increase for FY20 in addition to their cost of living increases.

A motion was made, seconded, and unanimously voted to approve the appointment of Kenneth Wilson to the position of Assistant Harbormaster contingent upon passing all pre-employment drug and medical testing. The Board signed his appointment card.

A motion was made, seconded, and unanimously voted to approve the reappointment of Margaret Nelson to the Board of Appeals, commencing 2/1/2019. The Board signed the appointment card.

A motion was made, seconded, and unanimously voted to accept the resignation of Jessica Yurwitz from the Essex Youth Commission, effective 2/1/2019.

The Board reviewed a notification from National Grid that three utility poles at Conomo Point are in need of replacement and will be relocated from the marsh closer to the roadbed. Town Counsel advised that National Grid does not presently have an easement to move the poles and

advised executing an agreement with National Grid allowing these poles to be moved to a specific, mutually agreeable location. Mr. Zubricki said that he would also ask the Superintendent of Public Works and Police Chief for their comments regarding the pole relocation, since snow removal and public safety may be affected.

The Board reviewed a brief note from St. John's Prep seeking to utilize a portion of Centennial Grove for their rowing team operations. Selectman Phippen recused himself from the discussion. Mr. Zubricki agreed to obtain more information from the group for a more in-depth discussion at the next Board meeting.

Town Moderator Jeff Jones, Project Manager Tim Dorman, and Project Designers Stuart Roberts and Phil O'Brien joined the Board.

Those present reviewed the final motions and presentation for tonight's Special Town Meeting in the school gymnasium. The Town Moderator left the meeting.

At 6:59 p.m., citing the need to discuss the purchase or value of real property at 11 John Wise Avenue, Map 128, Lot 90; the Town's strategy with respect to Collective Bargaining concerning the proposed FY20 renewal of the American Federation of State, County, and Municipal Employees (AFSCME) collective bargaining agreement; and, strategy with respect to Collective Bargaining concerning the proposed FY20 renewal of the Essex Police Benevolent Association (EPBA) collective bargaining agreement; the Chairman entertained a motion to move to Executive Session. She stated that discussing these matters in Open Session would be detrimental to the Town's negotiating and bargaining strategies and said that there was no new information regarding the Gloucester case to discuss. She invited the Town Administrator, Town Counsel, the Project Manager, and the Project Designers to attend the Executive Session, as well as the Finance Committee and Town Accountant when they joined those present. She said the Board would only be returning to Open Session to adjourn the Board meeting and proceed to the Special Town Meeting in the gymnasium. The motion was moved and seconded. Following a unanimous Roll Call Vote, the Board, their Assistant, the Town Administrator, Town Counsel, the Project Manager, and the Project Designers moved to Executive Session.

The Board, their Assistant, the Finance Committee, the Town Administrator, the Town Accountant, Town Counsel, the Project Manager, and the Project Designers returned to Open Session at 7:27 p.m.

A motion was made, seconded, and unanimously voted to adjourn to the Special Town Meeting in the gymnasium.

Documents used during this meeting include the following:

Attested by: \_\_\_\_\_  
Andrew C. Spinney

Prepared by: \_\_\_\_\_  
Pamela J. Witham