



MANCHESTER-BY-THE-SEA

BOARD OF SELECTMEN • TOWN HALL
Manchester-by-the-Sea, Massachusetts 01944-1399
Telephone (978) 526-2000 FAX (978) 526-2001

MINUTES OF THE BOARD OF SELECTMEN

August 1, 2016

6:00 p.m.

Town Hall

MEMBERS PRESENT: Chairman Boling, Vice-Chair Beckmann, Mr. Kehoe, Mr. Barclay & Mrs. Driscoll

MEMBERS ABSENT:

STAFF PRESENT: Greg Federspiel, Town Administrator & Debi Morong, Executive Assistant

GUESTS: Senator Bruce Tarr & Representative Bradford Hill

PRESS: Pat Slade of the Cricket

At 6:00 p.m., Chairman Boling called the meeting to order noting that the meeting was being video / audio-taped by volunteers from Cape Ann T.V. and audio-taped by Debi Morong and asked that if anyone in the audience was taping the meeting, they should let the Board of Selectmen know.

Citizens Open Forum: *no comments*

Announcements: *None*

Moment of Silence:

National Grid Public Hearing

Selectman Kehoe made a motion to open the public hearing. Selectman Driscoll seconded the motion and it was approved (5-0).

National Grid representative, Peter Gallant was seeking permission to lay 52 feet of conduit to run from an existing manhole on Sea Street to the new lot being developed alongside the railroad tracks. The work should be completed in one day. There is a possibility that some residents will be without power for a short while, but National Grid will inform the residents prior to the work beginning.

Selectman Kehoe makes a motion to close the public hearing. Selectman Driscoll seconded the motion and it was approved (5-0).

Selectman Kehoe makes a motion to approve the work National Grid requested to perform on Sea Street with the stipulation of returning the road back to working condition. Selectman Driscoll seconded the motion and it was approved (5-0).

APPROVED 9.6.2016

Selectman Barclay mentioned to Mr. Gallant that many streetlights in Manchester have been out and reported to National Grid as far back as six months ago with no response or repairs being made. Mr. Gallant said he would look into the situation and try to rectify it.

Public Safety Personnel Commendations

Interim Fire Chief, Al Beardsly recognized Call Firefighter David Forsythe for his 28 years of service to the community. We all wish him well in his retirement.

For an incident that occurred on July 2nd, the following were recognized:

- Andrew Herendeen, Firefighter / Paramedic
- Nate Campbell, Firefighter / Paramedic
- Rick Curran, Firefighter / Paramedic

For an incident that occurred on July 13th, the following were recognized:

- James Doucette, Lieutenant
- Jeffrey O'Brien, Firefighter / EMT
- Timothy Crosbie, Lieutenant
- Joshua Butler, Firefighter / Paramedic
- Todd Fitzgerald, Acting Police Chief
- Richard Newton, Police Sergeant
- Michael Richard, Police Officer

For an incident that occurred on June 17th, Acting Police Chief Todd Fitzgerald presented a commendation to the following:

- Robert DeSantis, Reserve Officer

Senator Bruce Tarr & Representative Bradford Hill also presented commendations to all.

Both Senator Tarr & Representative Hill recommended for the Board of Selectmen to write a letter to the Lieutenant Governor requesting funds for dredging in the Manchester Harbor.

Vice Chairman Beckmann made a motion to send a letter to the Lieutenant Governor requesting dredging funds for Manchester. Selectman Kehoe seconded the motion and it was approved (5-0).

Senator Bruce Tarr also made the announcement that \$60,000 in funds for Morss Pier was approved and not vetoed by the State.

Appointments

Affordable Housing Trust: Margaret Driscoll (Board of Selectmen Rep), Connie Sullivan (Planning Board Rep), Nancy Hammond (Housing Authority Rep), Sarah Mellish (Finance Committee Rep) & Joan McDonald (CPC / Designee)

Selectman Kehoe made a motion to approve the appointments as listed to their respective terms. Vice Chairman Beckmann seconded the motion and it was approved (4-0). (Selectman Driscoll abstained from the vote)

Conservation Commission Candidate

Thomas Colby West of 21 Proctor Street has applied to serve on the Conservation Commission. He believes it is a balance between protecting the environment and helping people get their projects completed. He believes his strong points are: practicality and being pro-active.

Parks & Recreation Committee

Michael Coyne of 3 Crooked Lane has applied to serve on the Parks & Recreation Committee. He has been a resident for 30 years. Very active in town; Little League President for many years and involved in both Recreational Basketball & Travel Basketball. Michael has been very involved in fundraising.

Tod Johnson of 41 Summer Street has applied to serve on the Parks & Recreation Committee. He has been a resident for 10 year and on the Soccer Board since 2012. He believes he is very objective, logical and genuinely interested in serving his community.

Joan Wogan of 5 Ledgewood Road has applied to serve on the Parks & Recreation Committee. She has been a resident for 70 years. Joan is currently serving on the board for the Friends of the Public Library, Friends of the COA & Manchester Historical Museum. Joan is retired and enjoys giving back to the community.

Abatements

Sacred Heart Parish 62 School Street:

Selectman Driscoll made a motion to deny the abatement request. Selectman Kehoe seconded the motion and it was approved (5-0).

Mr. & Mrs. Levendusky 9 Windemere Park:

Chairman Boling made a motion to approve a \$3,668.50 abatement to the sewer portion of the Levendusky's bill. Selectman Kehoe seconded the motion and it was approved (5-0).

FY2018 Priorities

As a follow-up to the discussion with the FinCom, the Board of Selectmen priorities and the possibility of forming a few working groups to advance some of the projects. The list includes:

- Union Contracts & Strategies (up-coming negotiations)
- Town Hall Staffing & Hours – *Selectman Kehoe*
- DPW Structure & Options – *Selectman Driscoll*
- Beach & Mooring Sticker Process
- Capital Planning (Memorial School, CPC Funds)
- Updating Long Range Forecasts
- Continuation of Benchmarking Efforts – *Chairman Boling / Vice Chairman Beckmann*
- Develop & Approve Financial Polices / Guidelines

Any working groups formed will be informal and mainly assisting the Town Administrator in developing recommendations, unless the Board suggests otherwise.

Public Safety Leadership Structure & Update

To change the structure by going to a Public Safety Director rather than what we currently have now is a multi-year effort and we do not have that time. The Town has a good two chief model and we have received some good information from the Public Forum. We are a small town and we believe we are not in the right place to go with one Director. It is believed that too much cross training would be needed.

There were 38 residents that filled out the survey pertaining to the Public Safety Leadership. Out of the 38, 33 were in favor of keeping the two chief model in Manchester.

The Board of Selectmen is glad to have gone through this process to engage the public and receive valuable feedback. They thanked all that were involved.

Chairman Boling made a motion to continue to work with MRI, Inc. and not actively seek one Public Safety Director, but a Police Chief & a Fire Chief. Vice Chairman Beckmann seconded the motion and it was approved (5-0).

Consent Agenda

- State Primary: Thursday, September 8, 2016 – Warrant
- BOS Meeting Minutes – 7.18.2016

Selectman Kehoe made a motion to approve the consent agenda. Selectman Driscoll seconded the motion and it was approved (5-0).

Town Administrator's Report

- Patrice Rotondo has decided to stay in Manchester after all. The town has agreed to work with her on giving her additional hours by including administrative support to the Fire Department.
- Boat Ramp: A resident's letter contained several inaccuracies. The town has followed all protocols concerning contamination. The Town Administrator has been forthcoming with funds being used, conditions of the site and has taken full responsibility for the mistake of not securing a performance bond.
- Information Technology: After reviewing all the RPF's that were submitted, the town has decided to continue working with Steve Kwiatek. He has agreed to a one year contract with the option to extend for a second & third year.
- Hiltz: The trash, recycling & compost vendor will continue to honor the contract, but the situation remains somewhat fluid and will require monitoring. To be on the safe side, discussions have begun with other vendors and possibly collaborating with other towns to seek alternatives.

Email from Concerned citizen regarding noise:

Selectman Driscoll received a letter from a concerned citizen about noise before 7AM. Currently there is no By-Law or any type of ordinance in place. *What are our options?* We need to have conflict resolution for this issue whether it is barking dogs, loud people or construction. It was determined that more research will need to be done on this subject. It may need to go to a Town Meeting Vote.

APPROVED 9.6.2016

At 8:42 p.m., Chairman Boling moves to go into:

Executive Session #2: To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

Contract Negotiations

Selectman Kehoe seconded and by a roll call vote the motion was approved (5-0).

Respectfully Submitted,

Debi Morong
Executive Assistant

Documents Used:

National Grid Request dated July 8, 2016

Chief Beardsly letter describing the incident on July 2, 2016

Chief Beardsly letter describing the incident on July 13, 2016

Acting Chief Fitzgerald letter commending a fellow officer dated July 28, 2016

Volunteer Applications for Parks & Recreation and the Conservation Commission

Abatement request from Sacred Heart Parish dated July 18, 2016

Abatement request from the Levendusky's dated May 31, 2016

State Primary Warrant for Thursday, September 8, 2016

BOS Meeting Minutes from July 18, 2016

Derosa Environmental dated July 15, 2016: Tier Classification & Phase I Site

Assessment for 9 Morss Pier, 2 Elm St., 6 Elm St., 20 Elm St., & 29R Central St.

MIIA letter dated July 18, 2016 regarding the Manchester ZBA

(Documents used by the Selectmen during this meeting are filed in the Selectmen's Office along with a copy of the posted Agenda & Minutes)