Mr. Boling called the BOS meeting to order at 6:31 p.m., stating the meeting was being recorded by Studio 1623 (Cape Ann TV) for later broadcast and by Ms. Hunter for accuracy in minutes. He asked if anyone was recording the meeting to let him know and requested attendees silence their cell phones.

Mr. Boling requested a moment of silence in the memory of Bill Hatcher who had served as Chairman of the BOS and was instrumental in forming the Manchester Friends of Trees. His wife Thalia Hatcher was part of the DPW staff for many years. The Board and Town feel deeply for the family and their loss.

Mr. Boling asked if there was public comment on items not on the agenda.

There were no public comments on items not on the agenda.

1) Board of Health Candidate Interview: Joan Cottler

Ms. Cottler introduced herself stating she had been a resident of the Town since 1976. She retired from McLean Hospital having served as Director of Social Work, Director of Medical Records and Director for Privacy and Volunteers. She felt the need to be more active in the community and when the position on the BOH became available she believed it was a good match for her background.

Ms. Jaques asked Ms. Cottler if she was available for Board meetings? Ms. Cottler stated her scheduled would allow for participation in all meetings. Mr. Steinert stated the position was an opportunity to serve the Town, look at areas of concern and assist children and adolescents in need. He thanked Ms. Cottler for volunteering.
Ms. Driscoll moved to approve the appointment of Ms. Cottler to the Board of Health serving the term ending in May 2020; Ms. Jaques seconded the motion. The motion passed unanimously.

2) Cultural Council Candidate Interview: Aishling Reilly

Ms. Reilly has been a resident of Manchester for 6-years. She has been active in the Mother’s Club and has a son in kindergarten. She is completing her master’s at Harvard in Museum Studies, Marketing and Design. She is currently a volunteer at Peabody Essex Museum in Salem.

Ms. Jaques asked if time would allow her to participate in Council meetings? Ms. Reilly stated she was looking forward to serving on the Council and attending meetings.

Ms. Jaques moved to approve the appointment of Ms. Reilly to the Cultural Council to serve a term ending in 2022; Ms. Driscoll seconded the motion. The motion passed unanimously.

3) Public Hearing – Request for Entertainment License, 7 Central Hospitality LLC, DBA Antique Table

Ms. Driscoll moved to open the continuation of the Public Hearing on the Request for an Entertainment License, 7 Central Hospitality LLC, DBA Antique Table; Ms. Jaques seconded the motion. The motion passed unanimously.

Mr. Gateman stated he was requesting an entertainment license for single artists, duos and trios with no amplification or drums. The request is for Friday and Saturday from 8:00 p.m. to 11:00 p.m. and Sunday afternoons from 1:00 p.m. to 4:00 p.m. The entertainment will take place within the building and not on the back deck.

Mr. Steinert asked if there were plans for the upstairs room. Mr. Gateman stated the upstairs room will be a function room. Mr. Steinert also asked if the license request differed from the previous license at 7 Central. Mr. Federspiel stated there were some modifications to the request. Mr. Gateman stated the vibe of the restaurant differs and there were no plans for bands with amplification and set up on the back deck.

Mr. Boling stated this was a Public Hearing and asked if there were any questions or comments from those in attendance.

Chris Shea, 50 Bridge Street indicated for 10 years 7 Central hosted a Celtic Session upstairs on Sunday evenings from 5:00 p.m. to 8:00 p.m. The group supporting the session has been in touch with him and would like to renew the Sunday evening events. Mr. Gateman stated he was open to hosting the event.

Mr. Boling asked Mr. Federspiel if it was possible to extend the Sunday hours to 8:00 p.m.? Mr. Federspiel stated he was hesitant to allow that given the hours on the posting. Mr. Federspiel indicated it would be possible to shrink the hours but not extend. Mr. Federspiel stated the license could be modified later.
Ms. Driscoll moved to close the evidentiary portion of the public hearing on the Request for an Entertainment License, 7 Central Hospitality LLC, DBA Antique Table; Ms. Jaques seconded the motion. The motion passed unanimously.

Ms. Driscoll moved to approve the Entertainment License for 7 Central Hospitality LLC, DBA Antique Table as written with no amplification or drums; Ms. Jaques seconded the motion. The motion passed unanimously.

4) Complete Streets Update and Discussion

Mr. Boling summarized the status of the Complete Streets Projects stating this is a follow up to the previously agreed on four Complete Street projects for the Town. The Town’s initial request for bids on the projects was unsuccessful; there were no interested contractors available to bid on the projects in the spring. The projects went out to bid for a second round at the end of summer. As suspected, the bids for the four projects came in much higher than originally estimated at $660K and the State Grant is $242K. As a result, the Town will not be able to complete all four projects.

Mr. Boling stated the most controversial projects are Beach Street/Union Street and Central Street/School Street. Those projects are on hold, will be addressed in the future and should not be the focus of the discussion this evening.

The Washington Street/Sea Street intersection and Beach Street Sidewalk projects are ready to move forward. Mr. Dam stated the State has supported the Town’s recommendation to spend the grant funds on the Washington Street/Sea Street intersection and Beach Street Sidewalk.

Mr. Boling asked Mr. Dam to outline the plan for the Beach Street Sidewalk improvement from Masconomo Street to Singing Beach. Mr. Dam defined the project that was put out to bid as a ten-foot-wide “shared use path” for bikes and pedestrians. The right of way is wide enough to support the “shared use path” and allow for ten-foot traffic lanes in both directions of Beach Street. The three streetlights will be relocated to the back or front of the sidewalk. He indicated that a narrower sidewalk in the 7’ range and keeping bikers on the road would be possible and still provide a significant improvement to what currently exists.

Ms. Jaques expressed some concern about a “shared use path” asking if paths tend to be successful or are there problems with people not paying attention. Mr. Dam indicated the people using the path will be the same people currently using the sidewalk. Serious bikers would continue to use the road.

Ms. Driscoll asked what was the current condition of the sidewalk? Mr. Dam stated it was not too compromised but the grass strip between the pavement and sidewalk has eroded and deteriorated, work would be done to address the problem. Ms. Driscoll asked if a granite curb would be added and what would happen to the grass strip? Mr. Dam replied the grass strip would become part of the path and yes there would be a granite curb.

Mr. Steinert is concerned about two issues: will the ten-foot lanes provide enough space for safety vehicles and will the path need to be dug up in the future for water pipe work.
Mr. Dam stated water pipe work will result in the road being dug up not the sidewalk and the ten-foot wide roads are standard for traffic. Mr. Steinert asked if the Police and Fire Departments have weighed in on the project. Mr. Dam stated he would discuss with the Chiefs.

Mr. Boling asked if the scope of the “shared use path” was reduced to seven feet would we be able to paint a bike lane on the roadway? Mr. Dam stated the Town has the ability to paint the bike lane on the roadway with in-house resources.

Mr. Boling asked for public input.

Robert Coyne, 115 Beach Street – Mr. Coyne stated he has lived on Beach Street for 35 years and he does not believe this is a worthy or safe project for the Town to pursue. He believes the Town should be discussing options more meaningful than this. Mr. Coyne expressed concern the Town was spending money and reducing the green footprint to the beach with flat asphalt.

Jody Morse, 11 Jersey Lane – Stated the two projects not being discussed would make the downtown more friendly and she would like to see the projects back on the agenda.

Robert Meahl, 114 Beach Street – Submitted a statement from Ronald L. Skates, President of the Singing Beach Club suggesting the Board consider keeping the sidewalk in the seven-foot width which will allow Beach Street’s roadway and width to remain unchanged.

Mr. Meahl stated he lived with the traffic on Beach Street all year long; it is always heavy with people checking the beach and status of the ocean. He stated the existing sidewalk is not in good shape and he would like to see funds allocated to fix it. Additionally, he would like to see funds spent on infrastructure like preparing Town Hall for future storms.

Chris Shea, 50 Bridge Street – Mr. Shea stated the Downtown Improvement Committee took the position they were not in favor of the “shared use path” and the Bike and Pedestrian Committee took the same position. He would like to see the two projects not being discussed this evening reopened.

Sheila Hill, 2 Running Ridge Road – Ms. Hill stated the Town has a lot of grant applications in process and it looks like the Town is in search of funds for non-essential projects.

Al Centner, 72 School Street – Chairmen of the Bike and Pedestrian Committee has been involved in Complete Streets project since the beginning and the Committee does not support this project. It was the lowest priority project. It is a project that is good for aesthetics not safety. Ms. Driscoll stated the Board has kept safety as its first priority along with concern for merchants and landlords. Mr. Centner stated parking spaces do not increase retail business – walking traffic increases retail sales.

Mr. Dam stated part of the selection of projects had to do with fitting projects into available funds. The two projects not being funded required substantially move funding.
than available. The projects presented are possible with the current funds. Mr. Dam assured those present that the first two projects are not the last two projects.

Mr. Boling stated he would like to take a moment to state how the Board was going to handle the remaining time. He would like to discuss the Washington Street/Sea Street intersection. Mr. Boling asked if there was anyone with something to say about the Beach Street sidewalk that has not been said.

Alfred Rossi, 89 Bridge Street – Stated he understood Mr. Dam’s challenge with funding and understands the Town has not funded maintenance for sidewalks. Bike use of roads is legal. He proposes a seven-foot sidewalk from Masconomo Street to Singing Beach with a granite curb and with the savings (10 foot to 7 foot) a concrete sidewalk instead of asphalt. Mr. Rossi pointed out if this money is not spent it goes away.

Mr. Boling moved the discussion to the Washington Street/Sea Street intersection and asked Mr. Dam if there were any changes to the intersection since it was initially presented. Mr. Dam stated the intersection is as previously presented.

Ms. Jaques asked Mr. Dam for clarification regarding the bump out, does the bump out impede the line of sight from the opposite direction. Mr. Dam stated the bump out eliminates the slip movement and directs traffic into a more traditional T shape intersection improving lines of sight.

Mr. Steinert asked if there was anything to be done when coming north of the intersection and crosswalk. Mr. Dam stated part of the redesign will include a flashing pedestrian activated crossing lights.

Mr. Boling proposed approving the Washington Street/Sea Street improvements. He stated it appears everyone is in favor of the proposed improvements to the intersection, the work is ready to begin, the project fits into the State Grant and is not particularly controversial.

As far as Beach Street Sidewalk and the other intersections are concerned the Town is not ready to move forward because we have not reached a resolution on the projects. Mr. Boling stated he is in favor of improvements to Beach Street/Union Street and Central Street/School Street intersections as he believes the crossings at those intersections need to be addressed for safety issues.

In the interest of serving the community Mr. Boling would like to propose carving out some time for the Downtown Improvement Project committee to present their proposals possibly at the next meeting.

Regarding the Beach Street Sidewalk project there has been concern stated about increasing the width to 10 feet, however, there has been support for improving and repairing the sidewalk. Mr. Boling would like to give additional time to allow the Police Department to weight in and to consider a 7-foot sidewalk with sharrows painted in the road. That decision will be moved to the next meeting.

Ms. Jaques stated she thought Mr. Boling’s proposal was a good plan. She acknowledged there are concerns and differing opinions on the other intersections.
However, she would like to thank and recognize DPW for all the work they do on behalf of the Town.

Ms. Jaques moved to approve the Washington Street/Sea Street project; Ms. Driscoll seconded the motion. The motion passed unanimously.

5) Special Fall Town Meeting Discussion

Mr. Federspiel stated the objective for this evening’s discussion is to select a date for the Fall Town Meeting and to review items for the Warrant. Potential topics for the Special Town Meeting include the following:

1. Western Woods Lot: Purchase of a 12-acre parcel. The lot is surrounded by existing Town owned or MECT owned land with no road frontage. The parcel is ideal for conservation land. CPC Funds for the purchase of conservation land was previously approved by voters. There are $100K available and the 12-acre parcel is priced at $80K.

2. Compost Facility to be developed at the old landfill. This will likely be 2 articles, one would be to authorize the Board to enter into a 20-year lease and the second article to appropriate $200K for the construction of the facility.

3. Town Common Project: The cost for renovating the Town Common has grown significantly. CPC pushed for and the Conservation Commission has required the installation of pervious pavers instead of asphalt which added $136K to the cost. The Historic District Commission required different lighting adding $35K. The new steps and ADA ramp account for an additional $40K. With contingencies the total project cost is over $428K.

4. Water Pipe Engineering Money: To keep efforts moving forward, DPW is requesting $55K in order to do needed engineering work on the next water main replacement project – the Boardman Avenue loop.

There was a fifth item initially considered for the warrant, but Town Counsel stated it was not necessary for residents to approve.

Mr. Boling asked Mr. Creighton, Finance Committee Chairman, if the Finance Committee was in favor of the purchase of the Western Woods Lot for conservation or if the Committee preferred to leave the option open. Mr. Creighton stated the final decision was up for additional discussion at the Committee’s Wednesday meeting.

Mr. Wilson recommended placing both options on the Warrant with funding sources for each option. Mr. Burke stated CPC funds were approved for conservation. Mr. Boling indicated the Board would be approving the warrant at the Board’s next meeting on October 21, 2019.

Mr. Creighton stated the Finance Committee has not made a final recommendation on the Compost Facility. The Committee’s concerns focused on the length of the lease and development cost. Ms. Jaques asked if the Committee had considered the amount of money the Town will save over the long term, noting it will be significant. Mr. Boling stated composting is the greatest means the Town has for saving on waste disposal.
Mr. Creighton stated MBTS use of the facility is projected at between 10% to 20% with the balance used by other communities. Mr. Boling confirmed with Mr. Creighton that the Committee still supports the concept and is generally in favor. Mr. Creighton confirmed that was correct.

Mr. Steinert asked if the Town had considered alternative technology stating he understood the industry trend was moving to Digestors, indicating there was a facility in Haverhill and the Town’s only cost would be transporting compost saving the Town from investing in a facility. Mr. Federspiel stated Hamilton had sought bids on the alternative process and there were no responses to their bid request. The Compost Facility remains the most viable option for the Town.

Mr. Wilson stated he believes authorization for the Board to enter into a long-term lease requires a 2/3 vote at Town Meeting.

Water pipe engineering request – it was concluded the request will likely be approved by the Finance Committee as part of Capital Planning and will also be approved by the Board.

**Town Common Funding:**

Ms. Jaques stated the scope of the project has mushroomed and spending nearly $500K to make Town Common look different is a lot of money for aesthetics. She supports making the entrance to Town Hall ADA compliant. Mr. Steinert agreed the optics of the higher price tag look bad but supports the need to address ADA compliance issues.

Ms. Driscoll agreed and stated it appeared the process worked backwards. She recognized the requirements of the Conservation Commission and Historic District Commission were important, but the most important aspects of the project were new steps from Police Department, ADA compliance and eliminating as much asphalt as possible. She believes the Town needs a more reasonable budget.

Mr. Bodmer-Turner was not at this evening’s meeting, however, he requested his statement be read into the record:

…Once again, the bid cost have far outstripped the estimated planning costs. I am concerned about removing the ADA ramp under Mr. Federspiel’s alternative plan. My understanding is that the current ramp does not work well for disabled individuals to access/egress through the front entrance. I would support raising the funds for the complete project so that the Town recognizes an upgrade to the Commons which I do not see happening if the project is cut back to new shrubs and changed to the grass.

Mr. Boling stated he too is concerned about the costs and optics and wondered if this was a project we want to move on. Mr. Creighton stated the Finance Committee will discuss the Town Common Project at their Wednesday meeting.

Mr. Burke, Community Preservation Committee – Mr. Burke stated CPC has been working on the Town Common Project for three years. The current condition of Town Common is a lot of asphalt and several dead trees. Members of the CPC are unanimously in favor of the project; there have been several public meetings and
hearings of the Conservation Commission and Historic District Commission on the project.

Mr. Burke continued stating the design of the new Town Common has been developed by a notable Landscape Architect, Toby Wolf. Mr. Burke suspects the costs for the project are inflated. He specifically mentioned the pervious pavers and additional costs added by the pavers and lighting.

The Town Common Project is scheduled to be completed in conjunction with the Veterans Honor Roll. Mr. Desrosiers stated preparation for the Veterans Honor Roll requires relocating existing gas lines and the water main which run under Town Common. Electric and sewer lines do not require relocating. Mr. Desrosiers stated the project is currently out for bid with bids due October 24, 2019. Preliminary work on the project will start this fall with most of the work scheduled for spring 2020.

Mr. Burke pointed out the Town Common Project was nearly fully funded with CPC funds which are 30% supported with State funds. There is no burden to taxpayers for the project and CPC has no other significant projects planned.

Mr. Burke also asked about CPC’s request for the Historic Museum. CPC has approved $3K for restoration work inside the Museum. The Board will review this request at their next meeting.

(Mr. Boling asked Mr. Dam about MS4 (Municipal Drainage System) Mr. Dam responded MS4 is still in play and the Town has submitted permit requests for year 1 of the 10-year permit process.)

Fall Town Meeting Date:

Mr. Boling indicated he was in favor of the November 19, 2019 date for Fall Town Meeting because this date allows for more time to inform residents about the meeting.

Ms. Jaques moved to select Tuesday, November 19, 2019 as the date for the Special Fall Town Meeting; Mr. Steinert seconded the motion. The motion passed unanimously.

6) Consent Agenda

- BOS Minutes – September 3, 2019 and September 16, 2019
- Special Events Permit Application – Filming Request Rosedale Cemetery

Minutes for September 16, 2019 were pulled from the Consent Agenda. The Filming Request was approved with a start time of 9:00 a.m. in order to avoid school traffic and Memorial School building project.

Ms. Driscoll moved to approve the Consent Agenda as modified; Ms. Jaques seconded the motion. The motion passed unanimously.

7) Correspondence

- Letter from Resident re: Police Chief
Letter from North Shore Coalition re: Transportation Vision Forum

8) Town Administrator’s Report

✓ Speed Limit Report: The Board has a report from the Interim Police Chief and Sargent Loff compiled after convening a group of stakeholders which included members of the Downtown Improvement Project, Bike and Pedestrian Committee and additional residents. There are a series of recommendations for the Board to consider. Hearing will be held at the October 21, 2019 Board meeting. Additionally, the Mill Street speed and traffic concerns should be addressed at the hearing.

✓ EEE: Latest sampling indicated there were no infected mosquitos, however, residents are encouraged to continue to cover up and use repellent.

✓ Adele Ervin Bench Dedication: Information is attached.

✓ Manchester Housing Authority: The MHA is proceeding with the RFP seeking a potential developer to rehab/rebuild and expand the housing on various MHA sites. The project is a long way off. Deadline has been extended to November 4, 2019; once proposals are received members of the MHA and AHT will review and make recommendation.

✓ 96 Summer Street Gas Station: Building inspector, Paul Orlando continues to work with the owner in an attempt to get to full compliance on the number of vehicles on site.

9) Other matters, as may not have been reasonably anticipated by the Chair. (Discussion Only)

An unidentified resident spoke up and asked if a decision had been made on the Police Chief position. Mr. Federspiel indicated no decision has been made but a decision will likely be made within the next couple of weeks. The resident asked if the letters received have been presented to the Board. Mr. Federspiel indicated all letters received have been given to the Board as part of their correspondence package.

Sargent Mark McCoy, Manchester Police Department – Sargent McCoy indicated that at the last Board meeting it was stated the position and future of the Department would be discussed with Interim Chief Fitzgerald by October 1, 2019. Mr. Federspiel stated that has happened, but a final decision has not been made. Sargent McCoy asked what was the hold up? Mr. Federspiel stated it was the process and scheduling meetings with the full Board took time.

John Saco, 48 Pleasant Street – Mr. Saco stated Interim Chief Fitzgerald has held the position for 16 months. He asked if the Board had a problem with his performance?

Mr. Boling stated he was not opening this subject for discussion tonight. Ms. Jaques stated the Board cannot legally discuss an item not on the agenda. Mr. Saco asked when the subject would be on the agenda. Mr. Boling stated the subject will likely be on the agenda October 21, 2019.

10) Executive Session – Per M.G.L. CH. 30A Sec. 21 (A)(2) To Conduct Strategy Session in Preparation for Negotiations with Non-Union Personnel
Ms. Jaques moved the Board into Executive Session – Per M.G.L. Ch. 30A Sec. 21 (A)(2) to conduct strategy Session in preparation for negotiations with non-union personnel; Mr. Steinert seconded the motion. The motion passed with a roll call vote: Mr. Boling, yes, Mr. Steinert, yes, Ms. Driscoll, yes, Ms. Jaques, yes.

Meeting Documents:

- Town Administrator’s Report
- Consent Agenda Items as Listed
- Correspondence Items as Listed
- Application for Entertainment License
- Town Meeting Warrant Articles
- Application for Board of Health, Ms. Cottler
- Application for Cultural Council, Ms. Reilly
- Complete Streets Grant Projects Update
- Assessment of Speed Limits and Recommendations
- Adele Q. Ervin Longevity Bench Dedication

Upcoming BOS Meetings

- October 21, 2019
- November 4, 2019
- November 18, 2019
- Fall Town Meeting, November 19, 2019