

**TOWN OF IPSWICH | MASSACHUSETTS  
SELECT BOARD MEETING  
Tuesday, January 3, 2023 06:30 PM  
Ipswich Town Hall, Meeting Room A, 25 Green Street**

Pursuant to Open Meeting Law M.G.L. Chapter 30A, §§ 18-25, a written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Select Board was held on Tuesday, January 3, 2023 6:30 PM at Town Hall, 25 Green Street.

Board Members present: William Whitmore, Chair, Linda Alexson, Sarah Player, Kerry Mackin  
Also present: Mary Gallivan, Assistant Town Manager/HR Director

**Motion for Executive Session (M.G.L. c. 30A, sec. 21(a))**

Linda Alexson moved to convene in executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes:

To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel as it relates to the electric light manager contract.

Sarah Player seconded. Motion passed unanimously by roll call vote. The Board will return to Open Session at 7:00 PM.

The Board returned to Open Session and Mr. Whitmore called the meeting to order at 7:00 PM.

**Welcome/Announcements**

- Commendation – Lineman William Stevens was presented with an award for his service when he found a person having a medical emergency and was able to provide lifesaving care until further help arrived.
- Ms. Alexson said that there have been questions about the special election that won't happen. It needs to be announced that there will be one election in May. 2 seats up for 3-year terms and 1 seat for 2 years. Ms. Player explained the election is not happening due to timeline issues.

**Citizen Queries**

Ms. Alexson said they received one by email about the confusion for the land that is for sale on Pineswamp Road. It was clarified that parcel is owned by the church, not the town. This is not the land that the Public Safety building will be built on.

**Board and Committee Business**

- a. Ken Savoie – Reappointment Request Design Review Board.

Mr. Savoie was not in attendance. In Mr. Whitmore opinion, due to concerns he has heard, he would not move to reappoint. Ms. Player had similar concerns. Ms. Alexson voiced her concerns.

No motion was made.

### **Department Updates IT, COA, HR, Library**

Jay Wassouf, IT Director appeared before the Board to discuss the IT department and how the past year went and current years plans. The IT department finalizes about 100 items a month. The department was able to secure a \$250,000 grant to upgrade the fiber optics in town and they will start on this soon. Mr. Whitmore asked if this was the same project, he wanted to use ARPA funds for. Mr. Wassouf said the grant will replace the existing fiber in town, ARPA funds will install it where it doesn't already exist.

Mr. Whitmore asked about resupplying the older equipment, are they just switching desktops to laptops? They are replacing with desktops unless it's requested for a laptop. Ms. Player said he mentioned that IT would be taking over the clickers for town meetings, which means that the town is going to purchase their own and IT will manage the roll out? Mr. Wassouf explained the clickers were purchased by the previous town manager, but IT was never trained so they now have training. They also discussed the new phone system that was installed.

Nora Blake, Library Director appeared before the Board to discuss what happened this past year and plans for the upcoming year. The children's department brought back the annual vehicle day and cookout which was a huge success. The library is working on writing a long-range plan and sent out a citizen's survey. They added three new databases: Ancestry, Kanopy and Creative Bug. Mr. Whitmore said the summer library camps book up in about an hour and he is wondering if there is something that can be done to try to get more of those available. Ms. Alexson asked if there were groups for children/teens in the afternoon or later. Ms. Blake explained they are trying to add more of these.

Sheila Taylor, Director of Council on Aging appeared before the Board. Since the pandemic the COA have had huge increases in programs and services that they provide. Ms. Taylor went over the programs that were offered in the past few years. They are finding that social connections are not as strong lately for seniors and they are trying to help, they are managing this, but they are always evaluating the need for this. Mr. Whitmore asked if she felt they were able to meet the current demand, or does she feel they don't have enough. Ms. Taylor said it's a double-edged sword. They are happy they can help people, they aren't drowning yet, but they are grasping. The numbers are certainly also climbing. Ms. Alexson asked if they worked with other towns, it was confirmed that they do.

Mary Gallivan, HR Director, and Assistant Town Manager appeared before the Board. She discussed the past year and the plans for the upcoming year. In the past year, she was also able to serve as the interim town manager. Hiring was a large focus, and they were not immune to the issues heard about on the news. Hiring is a focus in the upcoming year. Personally, continuing education for HR part of the role is important and she is focusing on continuing training. Ms. Alexson asked if it was only her in the HR department, it was confirmed she is. Employee Health Insurance plans was discussed at length.

### **Open Warrant for 2023 Annual Town Meeting**

Mr. Whitmore read the annual town meeting warrant opening. If there are any questions about submitting warrant items to reach out to the Board or the Town Manager. Warrant article and

citizens petitions are due by noon on February 17<sup>th</sup>.

- **VOTE:** Ms. Mackin moved to open the warrant for the annual town meeting, Ms. Player seconded. The motion passed unanimously.

### **Vote Sewer Easements for 4 and 6 Riverbank Lane**

Rich Kallman, 4 South Main Street appeared before the Board to discuss the easements. It is based on a plan presented previously by Larry Graham. The plan was approved in July, but the Board must vote to approve and sign it tonight. Mr. Kallman is also a notary. Ms. Alexson had a technical question on the first easement, this grant of sewer easement is granted this day of November, and in another point, it says December. Mr. Kalman said they will really become effective when it's registered and what they sign has the correct dates.

- **VOTE:** Ms. Alexson moved to approve the sewer easements for 4 and 6 Riverbank Lane. Ms. Mackin seconded. The motion passed unanimously.

### **Consent Agenda –**

A. One Day All Alcohol Liquor License Application from Elenor Harbeck for Winter Pizza Pop Up Event at Appleton Farms, 219 County Road on February 4, 2023.

B. New Common Victualler, Weekday Entertainment and Sunday Entertainment Applications from Synergy Restaurant Group dba Choate Bridge Pub

C. 2023 Renewal Application for Antiques & Old Metals from AnnTiques.

Ms. Alexson had a question about the Sunday entertainment license for Choate Bridge Pub, the application and form hours do not line up. The Board decided to wait on this application.

- **VOTE:** Ms. Mackin moved to approve the one day all liquor license for Elenor Harbeck at Appleton Farms and Renewal Application for Antiques & Old Metals from AnnTiques. Ms. Player seconded. The motion passed unanimously.

### **Approval of Minutes**

a. November 21, 2022

- **VOTE:** Ms. Player moved to approve the minutes from November 21, 2022, and Ms. Alexson seconded. The motion passed unanimously.

### **Select Board Sub Committee Updates**

Ms. Alexson wanted to clarify that the public safety committee should pause it's work once the public gardens are relocated.

### **New Business**

None

### **Old Business**

Ms. Alexson asked if there were any updates to the MBTA zoning working group. Ms Player said she could speak to that a little bit. She was asked by the planning board to join it, and she received information from Leah that all membership seats have been filled and first meeting should be the second week of January.

Ms. Alexson asked about the recreation committee, has anyone responded to join? That would be investigated.

Ms. Alexson asked if the ARPA Committee has met? Ms. Player said they were waiting for Mr. Crane to explain next steps.

Ms. Alexson wanted to know when the goal setting meeting would be. The Board agreed it should be done soon.

### **Miscellaneous and Correspondence**

a. Approved Banner List

b. Employee Changes

### **Adjourn**

- **VOTE:** Ms. Player moved to adjourn at 8:22PM, and Ms. Alexson seconded. Motion passed unanimously.

*Respectfully submitted by Jennifer Dionne on 01/5/2023*