

**IPSWICH SELECT BOARD**  
**Meeting of Monday, May 4, 2020**  
**Remote Meeting Via Zoom Video Conference**

The Select Board participated in a meeting remotely utilizing Zoom in accordance with the Governor's March 12 Order suspending provisions of Open Meeting Law and to promote public health and social distancing.

Board Members present: William Whitmore, Chair; Linda Alexson, Vice Chair; Dr. Tammy Jones; Kerry Mackin; Nishan Mootafian

Also present: Anthony Marino, Town Manager; Eileen Page, Recording Secretary

Abbreviations used: kWh, kilowatt hour; FY21, Fiscal Year 2021

With a quorum present, Mr. Whitmore called the meeting to order at 7:03 PM.

**Welcome/Announcements**

Masks are now mandatory inside all essential businesses.

Residents can opt into receiving text messages from the Town. To subscribe: [ipswichma.gov](https://www.ipswichma.gov) → Notify Me/Alerts.

A blood drive was held at Town Hall on April 30. The event was fully booked, and over 30 people donated.

The Shellfish Subcommittee will hold a remote meeting via Zoom on May 5.

The Eastern Essex Veterans District Board of Directors will meet via Zoom on May 13.

**Citizen Queries**

The Board had received an e-mail query regarding parking on Mile Lane when the Clam Box is open. Another no-parking sign will be added and there will be enforcement.

**Announcement of Board and Committee Vacancies and Reappointments**

There are open seats on several Boards and Committees. For a complete list of opportunities to volunteer, residents can visit [ipswichma.gov](https://www.ipswichma.gov)/get involved or contact the Town Manager's office.

**Approval of Minutes**

I. April 21, 2020

*Vote: Ms. Alexson moved to approve the minutes as amended, and Mr. Mootafian seconded. The motion carried unanimously via roll call.*

**2020 Commercial Shellfish License Applications**

- I. Skylar Thayer, 42 Essex Street
- II. Jenelle Kanaday, 42 Essex Street
- III. Student Benjamin Hetnar
- IV. Student Tyler Pratt
- V. Student Ava Vitale

In a memorandum to the Select Board, Amy Akell (Town Clerk) reported that Mr. Thayer and Ms. Kanaday were given the incorrect deadline date to apply for a shellfishing permit. The Town has a cap of 125 licenses per year. Police Chief Paul Nikas suggested a one-time extension for 2020 only, allowing 126 licenses to be issued so as to accommodate both Mr. Thayer and Ms. Kanaday. Ms. Alexson reported that to avoid confusion in the future, the Shellfish Subcommittee and Constable will work on creating a written procedure, including deadlines, for the Clerk's office that could be given out with permits.

*Vote: Dr. Jones moved to grant permits to Skylar Thayer and Jenelle Kanaday for one year, with the understanding that the quota will be returned to 125 for the 2021 season. Ms. Alexson seconded. The motion carried unanimously via roll call.*

Ms. Alexson reported that three students were seeking shellfishing permits, and there were two vacancies available. It was suggested that the student quota be extended from five to six permits for the 2020 season. Ms. Alexson stated that in her personal opinion she believes it's important to appreciate the interest of students who may want to pursue clamming. Dr. Jones agreed.

*Vote: Ms. Mackin moved to accept three late student applications and extend open spots from five to six permits for the 2020 season only. Ms. Alexson seconded. The motion carried unanimously via roll call.*

#### **PUBLIC HEARING: Electric Rate Hearing (2 of 2)**

“Residents of the Town of Ipswich, please note that the Select Board, as Electric Light Commissioners, will hold public hearings on Tuesday, April 21, 2020 at 8:00 PM and Monday, May 4, 2020 at 7:20 PM in Meeting Room A of Town Hall, to consider and act on electric rate changes under the Provisions of Massachusetts General Laws, Chapter 164, Section 58 and Bylaws IV and VI for the purpose of adjusting all classes of rates.” – Electric Light Commissioners, William D. Whitmore, Chair

*Vote: Mr. Mootafian moved to open the Public Hearing, and Ms. Alexson seconded. The motion carried unanimously via roll call.*

Jon Blair (Electric Light Manager) proposed increasing the electric base rate from \$0.044 per kilowatt hour to \$0.048 per kilowatt hour, and reducing the Purchase Power Fuel Adjustment from \$0.103/kWH, resulting in a net rate of \$0.1470/kWH, the same as FY20. The average household of four will pay \$154 per month.

There were no public comments.

*Vote: Mr. Mootafian moved to close the Public Hearing, and Ms. Alexson seconded. The motion carried unanimously via roll call.*

*Vote: Dr. Jones moved to support the proposed electric base rate increase from \$0.044 to \$0.048/kWH, and Mr. Mootafian seconded. The motion carried unanimously via roll call.*

*Vote: Mr. Mootafian moved to support the strategic plan of the Electric Light Department, and Dr. Jones seconded. The motion carried unanimously via roll call.*

#### **Approval of ELD Budget**

Ms. Alexson asked why line item “9010 Supervision” was increased about \$12,000. Mr. Blair responded that the department recently shifted roles as the Business Manager decreased to 24 hours per week, and duties and salaries were adjusted accordingly. Monies were moved around in the FY21 budget to reclassify Mr. Blair and other management salaries. The increase in 9010 is balanced by a decrease in other line items.

Ms. Mackin asked where the ELD stands on state proposals to reduce greenhouse gases by 50% by 2030, and 100% by 2050. Mr. Blair responded that the Electric Subcommittee is very supportive of combating climate change and being good environmental stewards. He noted that one of their upcoming agenda items will look at defining Ipswich’s Power Portfolio, including a discussion on what level of diversification is wanted, what kind of price sensitivity is needed, and what level of carbon intensity is wanted.

*Vote: Ms. Mackin moved to approve the ELD FY21 budget, and Mr. Mootafian seconded. The motion carried unanimously via roll call.*

#### **Review and Approval of Bond Anticipation Notice**

Kevin Merz (Treasurer/Collector) stated that a \$4,914,298 bond is being sought for water main replacement in FY21. The Town went out to bid for a bond last week and awarded the winning bid to TD Securities with a 1.75% interest rate.

*Vote: Mr. Whitmore moved to approve the sale of a \$4,914,298 1.75 percent General Obligation Bond Anticipation Note (the "Notes") of the Town dated May 21, 2020 and payable May 21, 2021 to TD Securities (USA) LLC at par and accrued interest plus a premium of \$23,736.06. Mr. Whitmore further moved that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated April 21, 2020 and a final Official Statement dated April 28, 2020, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted. Mr. Whitmore further moved that the Town Treasurer and Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time. Mr. Whitmore further moved that [the Select Board] authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes and to comply with relevant security laws. Mr. Whitmore further moved that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes. Ms. Alexson seconded. The motion carried unanimously via roll call.*

#### **FY21 Budget Update**

Mr. Marino reported that he has asked all department heads to cut 5% from their originally proposed budgets. The Town's financial advisor has provided current projections that show FY21 as reflecting worse than the Recession of 2001 and the Great Recession of 2008. Mr. Marino is currently reviewing the cuts made by department heads, and will present the Select Board with more information at their next meeting.

Janice Clements-Skelton (Finance Committee, Chair) stated that she would like to see each department make a 10% cut from their budget, noting a 14.5% anticipated decrease in revenue projections. She stated that she feels the Finance Committee has received insufficient information to conduct budget reviews thus far, and would like to hold a Triboard Chair call to discuss the matter. She stated that the Finance Committee cannot hold any warrant meetings without a final warrant. Mr. Marino responded that a 5% cut in each department will, in total, equal more than the 5% cut in Local Aid that is currently anticipated.

A Triboard Chair call will be scheduled for May 8.

#### **Annual Town Meeting and Election Update**

Mr. Marino reported that there is currently legislation being discussed that would lower a quorum for Town Meeting to 10% of a municipality's regular quorum. For Ipswich, 10% of a quorum would be 20 attendees. The legislation has passed in the Senate, and is on its way to the House.

Mr. Whitmore confirmed to Tom Murphy (Town Moderator) that the Annual Town Meeting warrant has not been posted, and that he believes the Town needs to wait for guidance from the Commonwealth before officially scheduling a meeting. He noted that the Governor's stay-at-home order was just recently extended to May 18. Ms. Clements-Skelton disagreed, stating that the Town should take a leadership role and set a meeting date that the community feels comfortable with. She noted that without a meeting date, the Finance Committee does not have any established deadlines for warrant hearings and budget preparation. Mr. Whitmore stated that at the next Select Board meeting, he would provide an update from the Triboard Chair conference call and establish a plan for Annual Town Meeting. Ms. Clements-Skelton stated that she would be postponing the Finance Committee's warrant hearings in the meantime.

*Vote: Dr. Jones moved to tentatively set Annual Town Meeting for the last week of June (between June 23 and June 30) to be revisited by the Select Board at their May 18 meeting, which is also the date by which the Select Board will know if the Governor's stay-at-home order has been extended. Dr. Jones further moved that Town Elections take place within 10 days after Annual town Meeting. Mr. Mootafian seconded. The motion carried unanimously via roll call.*

## **Town Manager Report**

### **COVID-19**

Mr. Marino reported that there are currently 52 cases of COVID-19 in Ipswich. On April 30, there were 47 cases. Of those, 60% were female, and 40% were male (Massachusetts: 55% female, 45% male.) In Ipswich, one patient is under 19, 7 patients are between 20-29, 4 patients are between 30-39, 1 patient is between 40-49, 16 patients are between 50-59, 9 patients are between 60-69, 2 patients are between 70-79, and 7 patients are over 80. (Massachusetts: 13% under 19; 12% 20-29; 15% 30-39; 14% 40-49; 17% 50-59; 14% 60-69; 10% 70-79; 15% over 80.)

Mr. Marino will be meeting with Peter Pinciario (General Manager, Crane Estate) this week to discuss policies and procedures for Crane Beach summer openings.

The Town Hall has extended its closure to the public until at least May 18. Offices remain operational, with staff working from home when possible. Glass dividers will be installed at the Public Works, Building/Health, and Town Clerk windows to promote proper distancing. The Ipswich Public Library is currently working on protocols for reopening.

Dr. Jones stated that she was impressed with residents' social distancing at Crane Beach this weekend. She noted that people were parked far apart, and seemed to only be interacting with their own families.

### **UPCOMING EVENTS**

The Town continues to work with the YMCA to coordinate a drive-in movie for residents.

### **PAVING & CONSTRUCTION**

The train station parking lot was looked at, and the cost to repave was estimated to be about \$146,000. The Town has decided to prioritize repaving roads, but will do crack-sealing and maybe some sealcoating and restriping at the train station.

Work at Town Wharf is on schedule. The ramp is scheduled to be reinstalled before Memorial Day Weekend, with a goal date of May 15.

Dr. Jones stated that the water main replacement on High Street seemed to be moving along smoothly. Vicki Halmen (Water and Wastewater Director) responded that while it was a challenging decision to allow the contractors to continue working, school closures and a lack of commuters have allowed work to progress smoothly.

### **TOWN ELECTIONS**

The Town Clerk has reported that the Housing Authority has two seats available. Two candidates have pulled papers, and one has returned them. Two Select Board and three School Committee incumbents also returned papers.

### **New Business**

None.

### **Old Business**

### **WATER RESTRICTIONS**

Ms. Halmen presented the Board with the previously requested guidelines for voluntary water restrictions.

Ms. Alexson asked if the department was seeing an increase in water usage with many families being home. Ms. Halmen reported that overall usage is about the same as this time last year; however, the department has seen a decrease in commercial usage as EBSCO and the Y are empty, and breweries are operating at lower capacity. It is believed that this decrease is helping to offset increased usage by residential customers.

*Vote: Dr. Jones moved to implement voluntary water restrictions effective May 5 through June 30. Ms. Alexson seconded. The motion carried unanimously via roll call.*

*Vote: Ms. Mackin moved to adjourn, and Ms. Alexson seconded. The motion carried unanimously via roll call.*

The Select Board adjourned at 9:14 PM.  
*Respectfully submitted by Eileen G. Page*  
05.05.2020