

TOWN OF IPSWICH  
SELECT BOARD  
Meeting of June 18, 2018  
Town Hall, 25 Green Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30A §§ 18-25, written notice posted by the Town Clerk and delivered to all Select Board members, a meeting of the Select Board (“Board”) was held on Monday, June 18, 2018 in Meeting Room A.

With a quorum present, Mr. Mootafian called the meeting to order at 7:07 PM.

Select Board members present: Nishan Mootafian, Chair; Linda Alexson; William D. Whitmore; Ed Rauscher

Select Board Members not present: William Craft

Also present: Anthony Marino, Town Manager; Mary Gallivan, HR/Recording Secretary; Glenn Gibbs, Director of Planning and Development; Ethan Parsons, Planning Department; Ray Leczynski, Utilities.

**1. Pledge of Allegiance**

**2. Welcome/Announcements – N. Mootafian**

- Mr. Marino spoke of the town wide water restrictions: filling of swimming pools, and washing of vehicles and building prohibited unless necessary for painting, etc.
- Carla Villa spoke of the upcoming opening of the Botanicals shop on Central Street.
- Kurt Kalker, 87 Central Street, RN, spoke of the medical/nursing services that will be provided

**3. Citizen Queries – N. Mootafian**

- None

**4. Board and Committee Appointments – N. Mootafian**

- John Fiske – Architectural Preservation District Commission – Reappointment  
Mr. Rauscher moved to reappoint, seconded by Mr. Whitmore.  
→Vote: *Motion passed unanimously, 4-0*

**5. Discuss/Ratify Town Manager Appointed Board Members – N. Mootafian**

- Jennifer Hughes – Conservation Committee – Reappointment
  - James Stone – Conservation Commission – Appointment as voting member
  - Ruth Strachan – Historical Commission – Appointment as voting member
- Mr. Whitmore moved to approve appointments and reappointment, seconded by Ms. Alexson.

→Vote: *Motion passed unanimously, 4-0*

- William Whitmore – Waste Reduction Advisory Committee – Appointment  
Mr. Rauscher moved to ask Mr. Whitmore to represent Select Board on Waste Reduction Advisory Committee, seconded by Ms. Alexson.

→Vote: [NOTE: Vote not actually taken] *Motion passed unanimously, 3-0 (Mr. Whitmore abstained)*

- Ed Rauscher/William Craft – Electric Light Sub-Committee – Reappointment  
Ms. Alexson moved to appoint Mr. Rauscher and Mr. Craft to the Electric Light Subcommittee, seconded by Mr. Whitmore.

→Vote: *Motion passed unanimously, 3-0 (Mr. Rauscher abstained)*

- Ed Rauscher/ William Craft – Water Sub-Committee – Reappointment  
Ms. Alexson moved to appoint Mr. Rauscher and Mr. Craft to the Water Subcommittee, seconded by

Mr. Whitmore.

→Vote: Motion passed unanimously, 34-0 (Mr. Rauscher abstained)

- William Craft – Shellfish Advisory Sub-Committee – Reappointment tabled

**6. Annual DPU Report – R. Leczynski**

- PowerPoint presentation was made by Ray Leczynski, Utilities. Reference documentation provided.
- DPU utilizes calendar year, and is a detailed report of assets and liabilities.
- Ms. Alexson inquired into the bond interest rates listed (2-5%) Mr. Leczynski stated they are fixed rate and less than reported.
- Mr. Rauscher moved to accept the DPU report, seconded by Ms. Alexson.

→Vote: Motion passed unanimously, 4-0

**7. Five Year Equipment Lease – R. Leczynski**

- Ray Leczynski, Utilities, proposed making the current 3-year lease for the postage machine a 5-year lease to save money.
- Ms. Alexson asked about the cost benefit of owning a machine, Mr. Leczynski noted it is more cost efficient to lease
- Mr. Whitmore moved to approve the 5-year lease, seconded by Ms. Alexson.

→Vote: Motion passed unanimously, 4-0

**8. PUBLIC HEARING – Amendment Application from Trustees of Reservations Seasonal Liquor License – N. Mootafian**

- Motion by Ms. Alexson to open the public hearing, seconded by Mr. Whitmore
- Trina Shell, Trustees of Reservations, spoke to premise alteration
  - Request for basement storage, and alcohol on rooftop deck
- Mr. Mootafian inquired into possible alcohol consumption on the roof deck during summer concert series, Ms. Shell stated currently no alcohol is allowed to be brought on the deck and did not anticipate that changing.
- Mr. Whitmore moved to close the public hearing, seconded by Mr. Rauscher.

→Vote: Motion passed unanimously, 4-0

- Mr. Rauscher made a motion to approve the amendment, seconded by Mr. Whitmore

→Vote: Motion passed unanimously, 4-0

**9. Economic Development Update – G. Gibbs**

- Glenn Gibbs, Department of Planning, provided an economic development update.
  - Hammatt St. parking lot: New owner of 15 Market St. indicated interest in working with the town toward a management agreement. Continuing to talk with National Grid about their portion.
  - Downtown Parking Task Force: currently 11 members, plan to schedule a meeting. Ms. Alexson inquired into Mr. Boynton's participation, he is not currently a member, Ms. Alexson requested Mr. Boynton be contacted. Discussion by Mr. Whitmore to increase the task force to 13 members and seek candidates outside the immediate area.
  - Riverwalk Extension: submitting application to Conservation Commission, anticipated approval by August. Anticipated bid for construction by October. Ms. Alexson inquired into DEP involvement, Mr. Gibbs stated there is none.
  - Commuter Rail Project: no update.
  - Wayfinding Sign: Phase 3 going to bid soon, still waiting on phase 2 digital kiosk approval- Federal law prohibited the sign placement at the USPS location.

- Downtown Mixed Use: being re-worked, will not include general business district or language for building stories.
- Mr. Whitmore noted and was pleased with the new signs around town and specifically for Crane Beach. Invasive trees were removed to make room for the wayfinding kiosk at the Hall Haskell House, downed trees replaced with a Beech Tree. Anticipate sign installment in October.

**10. Acceptance of License Agreement for Wayfinding Sign – 64 County Road – G. Gibbs**

- Mr. Gibbs, Department of Planning, noted that a location was identified but needed permission from the property owner, and trees had to be removed.
- A lease agreement was created with the property owner for the sign.
- Mr. Whitmore moved to accept the licensing agreement, Ms. Alexson seconded.

→*Vote: Motion passed unanimously, 4-0*

**11. Acceptance of License Agreement for Riverwalk Extension – 26-40 Market Street – G. Gibbs**

- Mr. Gibbs, Department of Planning, noted there is no plan for physical improvement to that area at this time.
- Agreement is effective for 5 years, in a position to move forward with plans
- Ms. Alexson inquired into an owner dispute in the area. Mr. Gibbs noted Tetreault Jewelers had believed they owned more of the alley way, however, a plan was provided to show otherwise, no dispute.
- Ms. Alexson inquired into an easement from Ebsco, Mr. Gibbs noted we already had the easement.
- Mr. Rauscher inquired into the intent for usage of the alley way and the safety therein. Mr. Gibbs noted at this time there is no plan but it may be used as an access/walk to the river. Mr. Rauscher would like further discussion on the usage and whether it would be mixed-use.
- Mr. Rauscher moved to accept the licensing agreement, Mr. Whitmore seconded.

→*Vote: Motion passed, 3-1. Ms. Alexson opposed due to notary issue*

**12. Approval of Minutes – N. Mootafian**

- Ms. Alexson moved to approve the minutes from May 21, 2018, Mr. Whitmore seconded.

→*Vote: Motion passed unanimously, 4-0*

**13. Consent Agenda – N. Mootafian**

- One Day Liquor License Applications
  - Wine and Malt – Mill River Winery for Picnic Concert at TTOR Castle Hill on 7/5, 12, 19, 26, 8/2, 9, 16, 23, 30 and Roaring 20's event at Castle Hill on 8/4 & 5
  - All Alcohol – Ipswich Masonic Temple on 7/7, 20, 22 for Birthday, a Party, and a Company Luncheon respectively.
- Motion to approve license application by Mr. Rauscher, seconded by Ms. Alexson

→*Vote: Motion passed unanimously, 4-0*

**14. Town Manager Report – A. Marino**

- Mr. Marino noted the Fire Chief application window closed today; assessment center to begin on 7/23/18.
- Two Assessor's Office positions, Administrative Assistant and Clerk, were filled, candidates will be starting on 7/2/18.
- Employee Appreciation event at En Fuego was a success, Laura Hoffman from the Library was the Employee of the Year.
- Church easement for sidewalk will be ready for next meeting

- Finalizing skate park grant
- Environmental bond bill submitted, 3-4 projects were submitted
- Chapter 91 application submission for 27 Water Street
- Mr. Marino will be visiting Crane Beach on 6/19/18 to get a tour
- 8/10-8/17 Mr. Marino will be on vacation

**15. New Business – N. Mootafian**

- Mr. Marino asked for a motion to approve the letter in support of the Ipswich Water Department's grant application for repairs to the Dow Brook Reservoir Dam.
- Mr. Whitmore moved to approve the letter, seconded by Mr. Rauscher.  
→*Vote: Motion passed unanimously, 4-0*
- Ms. Alexson requested Vicki Halmen come speak to seasonal water conservation efforts for businesses, Mr. Mootafian will look into it.

**16. Old Business – N. Mootafian**

- Ms. Alexson spoke with Rep. Brad Hill regarding a crossing light in front of the high school. Rep. Hill met with Rick Clarke and Frank Ventimiglia, and they will be discussing this further with the town engineer.
- Mr. Whitmore had attended an ELD meeting looking into green community initiative, would be relatively low cost for the town with good incentives/grant returns.
- ELD also inquired into the old landfill and whether it was capped, would be a good site for a solar field.
- Mr. Rauscher noted that the DEP and the Town were not able to find the paperwork indicating whether the landfill had been capped.
- Mr. Marino noted engineering work had been done there in the past and he was inquiring with the engineers.
- Ms. Alexson noted she would be attending the Public Safety Facilities Committee meeting tomorrow night, 6/19/18.

**Adjournment** – Motion to adjourn made by Ms. Alexson and seconded by Mr. Whitmore at 9:00 PM.

→*Vote: Motion passed unanimously, 4-0*

Respectfully Submitted By  
Mary Gallivan  
6.19.18