

IPSWICH SELECT BOARD  
Meeting of Monday, July 23, 2018  
Ipswich 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 Board members, a meeting of the Select Board was held on Monday, July 23, 2018 at 7:00 pm in Meeting Room A.

With a quorum present, Nishan Mootafian called the meeting to order at 7:02 pm.  
Board members present: Nishan Mootafian, Chair; William Whitmore, Vice-Chair; Linda Alexson, Edward Rauscher, William Craft  
Also present: Anthony Marino, Town Manager; Eileen Page, Recording Secretary

Abbreviations used: SWOT Analysis - Strengths, Weaknesses, Opportunities, Threats Analysis; ELD - Electric Light Department

Public Information: Agenda; Meeting Packet

**Welcome / Announcements**

Mr. Marino reminded viewers that the annual Foam Frolic will be held on Thursday, July 26th at 10:00 am at the Winthrop Elementary School. Due to current restrictions, the Fire Union has donated water so that the Foam Frolic will not use any Town water.

**Citizen Queries**

Mr. Keith Rice (28 Haverhill Road, Topsfield) was present representing the National Grid employees currently engaged in a lockout, which began June 24th. Mr. Rice requested that the Board discuss a moratorium on non-emergency National Grid work in town. He provided handouts for the Board to review. Ms. Alexson asked who has been doing work during the lockout, and whether or not they are licensed. Mr. Rice stated that work is being performed by workers and managers from out of state that are licensed according to the standards of Marcy Reed, President of National Grid Massachusetts, but expressed concerns that they may not be qualified for certain projects, which could create a safety issue. Mr. Mootafian suggested that a moratorium on non-emergency work be added to the agenda for the August 6th Select Board meeting.

**Board & Committee Appointments**

Binni Hackett - Affordable Housing Trust Fund Board - New Appointment

Keith Carlson - Public Safety Facilities Committee - New Appointment

Lee Prentiss - Public Safety Facilities Committee - New Appointment (Alternate)

*Vote: Ms. Alexson moved to appoint Ms. Hackett, Mr. Carlson, and Mr. Prentiss to their respective committees, and Mr. Craft seconded. The motion carried unanimously.*

Ellen Maher - Library Board of Trustees - New Appointment

Jennifer Norton - Library Board of Trustees - New Appointment (Alternate)

The Board corrected an error from the July 9th meeting, in which it appointed both Ellen Maher and Jennifer Norton to the Library Board of Trustees. There was only one spot available. Jennifer Norton (22 Spring Street) was in attendance.

*Vote: Mr. Craft moved to appoint Ms. Maher to the Library Board of Trustees, and Ms. Norton as an Alternate. Mr. Whitmore seconded. The motion carried unanimously.*

**Zoning Articles**

Ethan Parsons, Senior Planner, presented four articles to the Board that would amend town bylaws at Special Town Meeting. He requested that the Board formally refer the four articles to the Planning Board. The Planning Board anticipates attending the August 6th Select Board meeting to delve deeper into the articles. Mr. Parsons stated that the two main differences between these articles and those presented at 2018 Annual Town Meeting are that these articles will not affect the general business district, and they will not make changes to building heights. The articles are likely to permit more affordable housing.

*Vote: Mr. Craft moved to refer the articles to the Planning Board, and Mr. Whitmore seconded. The motion carried unanimously.*

### **State Primary Election Warrant**

*Vote: Mr. Craft moved to approve the ballot as presented, and Ms. Alexson seconded. The motion carried unanimously.*

### **Appointment to the Board of Registrars**

*Vote: Ms. Alexson moved to appoint Ms. Katherine Eliopoulos to the Board of Registrars, and Mr. Craft seconded. The motion carried unanimously.*

### **Approval of Minutes - June 4, 2018**

The Board is waiting on corrections from Human Resources Manager Mary Gallivan, and decided to postpone approval of the June 4th minutes until the August 6th Select Board meeting.

### **Goal Setting**

Paper pads and easels were set up. Mr. Marino was joined by three volunteer scribes. Mr. Marino shared that he had asked the Select Board to complete a SWOT Analysis prior to the meeting. He stated that he would like to focus on clear goals with measurable progress. The goal setting was broken into four major categories.

### **VIABILITY & ECONOMIC DEVELOPMENT**

Mr. Whitmore would like a clear plan on the types of business the Town is seeking in regards to small businesses versus larger groups. He would also like to find better ways to collaborate with local businesses to market Ipswich as a tourist destination. Mr. Rauscher would like to see a more diverse range of businesses downtown that would meet more needs, drawing people to do all of their shopping in one place. He would also like to see an improvement to the Hammatt Street parking lot. There are currently 102 spaces in the lot owned by the Town. Mr. Mootafian would like to see what the Downtown Parking Task Force recommends before decisions are made regarding the lot. Ms. Alexson would like to see more family-oriented businesses. She brought up that in the past, Ipswich has had a bowling alley and movie theater. Mr. Craft would like to focus on Ipswich in the next 5-10 years, and which areas the Town should focus on building up to attract more activity. Regarding transportation, Mr. Mootafian and Ms. Alexson agreed that there should be a focus on providing mobility to seniors for big town events, such as a central meeting place where seniors can be bussed to Castle Hill concerts or Downtown Tuesdays. Mr. Rauscher suggested reducing traffic during town events by creating a seasonal parking area at Appleton Farms and providing busses into town. Both he and Mr. Craft would like to consider bike lanes in town. Mr. Whitmore suggested educating residents about ride sharing apps (such as Uber) who may otherwise be nervous to use such services as a convenient, affordable way to get around town. Mr. Craft stressed the importance of sidewalk improvement. Mr. Marino shared that he would like to work on providing Zipcar at the train station for tourists. Regarding existing industries, Mr. Rauscher would like to explore what role the Board could play in “cross-pollination” among businesses to create collaborations. Mr. Whitmore agreed, saying he would like to see businesses work with the three major farms in town (Marini’s Farm, Appleton Farms, and Russell Orchards) to host more community events. He would like to see these groups work together to bring back events like the Farmers Market. Regarding Affordable Housing, Mr. Craft stressed the importance of diversity in what “affordable housing” means. Mr. Whitmore held a similar view, stating that some people may be looking for apartments or smaller homes in the downtown area. Affordable housing does not have to be restricted to separate complexes. Regarding climate change, Mr. Marino stated that the Climate Resiliency Committee will begin meeting this Fall. Mr. Whitmore would like to better define what the Town’s role

will be in climate resiliency, both in creating efficiency within its own infrastructure and policies in place to encourage residents to be more conservative.

### INFRASTRUCTURE

Regarding water and sewer, Mr. Craft would like to see more education towards ratepayers. He suggested that the Town needs a better way to explain to consumers that while they wait for necessary repairs and renovations, we need to be dedicated to conservation and stress the importance of quality and quantity of drinking water. Mr. Whitmore suggested that one way to do this is to be more transparent and informative about costs and specifics. Ms. Alexson stated that she would like to explore the possibility of water storage (i.e., new towers) and tying into other communities' systems. Regarding the ELD and Power Plant, Mr. Marino shared that the power plant will be in need of repairs soon, so the Town should prepare to examine funding and borrowing. Mr. Whitmore praised the Electric Light Sub-Committee for their strong support of the Green Community initiative and their efficient use of social networking. Mr. Rauscher would like to find a way to end the idea that the ELD should be used as a source for all climate discussion. In addition, he'd also like to find a way to generate revenue using Town poles. The Town currently owns half the poles, and the other half is owned by Verizon. Mr. Mootafian would like to see the Town eventually have exclusive ownership of the poles. Regarding the schools and future Public Safety Building, Mr. Craft floated the idea of moving operations at the Payne School Building into Town Hall in an effort to streamline efficiency. Mr. Whitmore would like to see a broader approach to a solution for the elementary school debate. Mr. Rauscher suggested that one way to save space on a Public Safety Building was to decentralize it, pointing out that State Troopers often take their cruisers home, and perhaps in an ideal situation, all that would be needed at a central location would be a holding cell and a central dispatch.

### TRANSPARENCY & COMMUNICATION

Mr. Marino placed a heavy focus on utilizing social media. He would like to get the Town Facebook page active, and begin using Twitter and Instagram. He wants to link all the Town pages and use them as a source for Reverse 911s, sending messages from departments, and posting updates and Public Service Announcements. Mr. Mootafian would like to see social media used to spread information about town events. Mr. Whitmore would like to see the town website's text message notification system provide more in depth information, and he would like clear guidelines regarding who is allowed to post on official Town social media pages. The goal is to have all social media pages active by Fall. Mr. Marino and Finance Director Sarah Johnson are also finalizing the process of having the Town's finances accessible through a program called Open Checkbook. Regarding technology, Ms. Alexson brought up the possibility of keypad voting at Town Meetings. Mr. Marino shared that he met with the Town Clerk, and they are exploring whether it would be cheaper to buy or rent keypad units. They hope to have a plan in place for Annual Town Meeting in the spring.

### CITIZEN CONTRIBUTION

The Board would like to explore how residents can be more involved in community service. Mr. Rauscher brought up that the Shade Tree & Beautification Committee hosts cleanup events. Mr. Whitmore would like to see better communication to residents regarding time commitments and scheduling, as this may play a key role in gaining volunteers. He would also like to reassess the need for Select Board representatives within each committee, as some committees have two representatives, while others have none. Regarding Youth Engagement, Ms. Alexson would like to see the development of an internship that could fulfill the high school community service requirement. Mr. Marino shared that he has asked Ms. Gallivan to reach out to local colleges for job recruitment.

Mr. Marino will review the brainstorming session and provide a summary for the August 6th meeting.

### **CONSENT AGENDA: One Day Liquor License Applications**

Wine & Malt, Mercury Brewing for Roaring 20s Event at Castle Hill on August 4th and August 5th

### **CONSENT AGENDA: Over 70 Recreational Shellfish Permits**

Barbara Markiewicz

William Markiewicz

Ms. Alexson noted that Over 70 recreational Shellfish Permits are no longer lifetime valid as stated on the Agenda; they must be renewed every two years.

*Vote: Mr. Craft moved to approve the Consent Agenda, and Mr. Whitmore seconded. The motion carried unanimously.*

### **Town Manager Report**

#### **FIRE DEPARTMENT**

Mr. Marino reported that the new fire trucks are scheduled to be delivered Tuesday, July 24th, and will be ready for duty after two to three weeks of outfitting and training. The five Fire Chief candidates are scheduled to attend the Assessment Center on Wednesday, July 25th.

#### **LOCAL BUSINESS**

Mr. Marino, Ms. Alexson, and Mr. Whitmore attended Gathr's grand opening, and Mr. Marino wrote a letter of support for the business's grant application.

#### **GOAL SETTING**

Mr. Marino and Senior Center Director Sheila Taylor have reached out to the Massachusetts Competitive Partnership regarding more accessible senior and veteran transportation.

#### **WATERWAYS**

Mr. Marino and Wayne Castonguay of the Ipswich River Watershed Association attended a meeting with several other towns to discuss conservation efforts and the impact of private wells on the Ipswich River.

#### **New Business**

None.

#### **Old Business**

None.

#### **Miscellaneous & Correspondence**

None.

*Ms. Alexson moved, and Mr. Whitmore seconded to adjourn at 9:02 pm. The motion carried unanimously.*

*Respectfully submitted by  
Eileen Page  
07.30.18*