

IPSWICH SELECT BOARD  
Meeting of Monday, October 15, 2018  
Ipswich Town Hall | 25 Green Street

Pursuant to 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, October 15, 2018 at 7:00 pm in Meeting Room A.

With a quorum present, Nishan Mootafian called the meeting to order at 7:00 pm.

Board Members Present: Nishan Mootafian, Chair; William Whitmore, Vice Chair; Linda Alexson; William Craft; Edward Rauscher

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

Abbreviations Used: FY19 - Fiscal Year 2019; FY18 - Fiscal Year 2018; DPW – Department of Public Works; FY20 – Fiscal Year 2020; STM – Special Town Meeting

Public Information: Agenda; Meeting Packet

**Welcome/Announcements**

Mr. Mootafian reminded the public that Special Town Meeting will take place on Tuesday, October 16, 2018 at 7:00 pm in the Ipswich High School Performing Arts Center. He also announced that during tonight's Select Board meeting, agenda item 10 would be moved up to follow agenda item 7.

Ms. Alexson reminded the public that the Public Safety Facilities Committee will meet Wednesday, October 17, 2018. She also announced on behalf of the Shellfish Advisory Board that the state has increased a grant to combat green crab infestation by \$2,500.

Mr. Craft reminded the public that the Electric Subcommittee will meet Wednesday, October 17, 2018.

**Citizen Queries**

None.

**Board & Committee Business**

Mr. Brendan Sweeney resigned from the Government Study Committee. Mr. Mootafian thanked Mr. Sweeney for his time and service to the Town.

*Vote: Mr. Whitmore moved to accept the resignation, and Ms. Alexson seconded. The motion carried unanimously.*

**PUBLIC HEARING: New Liquor License Application, Wine & Malt from S&S Eatery, LLC, d/b/a Burrito Spice at 36-38 Central Street**

Siddhartha Bhalodia (61 Nolan Street, Tewksbury) and Samar Guleria (175 Cottage St, Chelsea) appeared before the Board seeking a Wine & Malt license for Mr. Bhalodia's establishment Burrito Spice at 36-38 Central Street. The establishment will be a "make-your-own burrito bar," operating between 11am and 9 pm, 7 days a week. Ms. Alexson clarified with Mr. Bhalodia that Burrito Spice is not a franchise.

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

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

**DPW Update, Including Cemeteries & Parks Department**

Jeff Putur (Superintendent) appeared before the Board to provide an update from the Cemetery & Parks department. Regarding FY19 purchases, the department is expecting a new John Deere 970 tractor to be delivered within the next week. Regarding the cemetery at 29 Town Farm Road, improvements have been made to the entrance, including the installation of a black aluminum fence and the removal of a rock wall. Regarding the Old North

Cemetery, the Forestry Department has removed several dead limbs and dead trees to prevent damage to older headstones. An animal control specialist was brought in to remove about 14 foxes and woodchucks that had been digging into embankments and causing harmful erosion. The animals were relocated to a rehabilitation center, and are presumed to be released back into the wild. Low-maintenance juniper and blueberry bushes were planted. The goal of these is to encourage growth that doesn't require weekly maintenance. A local couple has been restoring some of the Old North Cemetery's oldest headstones. The restoration will be an ongoing effort over the next several years. Regarding Bialek Park, the flagpoles were replaced with surplus funds from the FY18 budget. Mr. Putur is working closely with the Bialek Park Planning Committee regarding The Switch Ridable Artscape.

Rick Clarke (Director of Public Works) appeared before the Board to provide an update from the Department of Public Works. Regarding Central Street and South Main Street, new sidewalks are being planned, and revised design plans were just received by the department. Regarding Mineral Street and Manning Street, a new sidewalk is planned for one side. Regarding High Street, parking expansion is planned, and plans may be available for review by the beginning of 2019. Regarding improvements to Jeffrey's Neck Road, design drafts are 85% complete. The final design is due one year from now. Regarding the DPW Wash Bay, a new floor drain and pipe was installed, and the grease trap was rebuilt. A sidewalk machine and new pickup truck were recently purchased. Looking forward into the FY20 budget, Mr. Clarke anticipates needing to purchase a new backup pump, as the current one is about fifteen-years-old, and repairs are becoming costly. Regarding upcoming projects, new catch basins and curbing are ready to be installed on Juniper Street. The DPW is actively preparing their trucks for the upcoming winter. Regarding Topsfield Road, Mr. Clarke has applied for a grant that would pay to replace a culvert. Regarding paving on Heartbreak Road, it was stated that the current paving is temporary. Mr. Clarke anticipates reviewing the paving with the Conservation Department in July or August of 2019. Regarding the Winthrop Street bridge, Mr. Clarke has been working with the Town of Hamilton to come up with repair plans, but assured the Board that the bridge is safe. Regarding the Green Street and Heartbreak Road bridges, it was shared that both bridges need basic maintenance, and the State conducts a report on these bridges every two years. Mr. Craft raised concerns on behalf of residents surrounding the safety of the County Street bridge, specifically guard rails. Mr. Clarke stated that the guard rails are safe, citing a recent accident in which the rails stopped a man from driving off the bridge.

### **Pony Express Update**

Mr. Putur appeared before the Board to provide an update on the Pony Express property. Mr. Putur expects that the game fields will be in use by springtime of 2019, and there are currently plans to fertilize the fields five times a year. The Pony Express Task Force has been meeting bi-monthly. A webpage will be added to the Town website that will allow reservation scheduling, similar to that of the athletic fields page. Only one bid was received for irrigation. Bids for the parking lot opened last week, and will remain open until October 25, 2018. A management plan will be finalized by late fall or early winter.

Beth O'Connor (Open Space Administrator) also appeared before the Board. She has presented a survey to the public that seeks input on three different names for the field, and also released an update on project process in August. She anticipates backfields of the property will continue to be used by a local farmer for haying purposes. Currently, crews are working on eradicating a phragmites infestation. The stable formerly on the property has been removed, and cost \$22,867.75, leaving a surplus of \$12,000. The goal is to use the excess funds towards parking and irrigation services. Ms. Alexson raised questions of charging for use of the fields. Mr. Whitmore suggested that the property host an open house once the projects are complete.

### **Conservation Commission CZM Grant Presentation – County Street**

Alicia Geilen (Conservation Administrator) appeared before the Board to give an update on a \$66,010 grant received by the Conservation department from the Coastal Resiliency Grant. Phase 1 has been completed, and consisted of identifying coastal riverbank erosion that threatens power lines and sewer lines. Six areas of concern were identified. In Phase 2, the Commission will focus on Area of Concern 4, designing a way to repair areas of eroded coastal bank caused by improper storm water management and foot traffic. The goal is for all environmental permits to be submitted for approval by April 2019. Additionally, two public meetings will take place, tentatively set for January and May of 2019. Ms. Geilen presented current draft plans, which are at 30% completion. Ms. Geilen encourages residents to contact her with any questions or comments.

Gail Anderson (37 County Street) was in attendance, and stated that a main sewer line passes through her property, and has been told that repairs will require the Town to bring heavy equipment into her backyard. She was seeking a

timetable regarding this project. Ms. Geilen referred her to Vicki Halmen, Water & Wastewater Director, as they are two separate projects.

#### **DPW CZM Grant Presentation – Argilla Road**

Frank Ventimiglia (Director of Operations) and Tom O’Shea (Trustees of Reservations Director of Stewardship and Natural Resources) appeared before the Board to provide an update on an awarded grant. Mr. Ventimiglia reported that the Crane Estate has been identified as the most vulnerable area for rising sea levels. As a result, the grant will be used to raise the road, and a culvert will be evaluated and potentially replaced. The project is currently in a conceptual phase, and public meetings will be held after further data is collected and designs are created.

#### **Revise Memorial Bench Policy Proposal**

Glenn Gibbs (Director of Planning and Development) appeared before the Board. He provided a revised policy to the Board, along with a memo describing the changes made. Mr. Gibbs recommended that a public hearing be held before adopting the new policy. Discussion followed regarding terminology clarification. It was stated that money that comes from the purchase of a memorial tree or bench will be placed in a revolving fund.

*Vote: Mr. Craft moved to establish and public hearing, and Mr. Whitmore seconded. The motion carried unanimously.*

#### **Discuss/Vote 2018 STM Warrant Articles**

Regarding Article 7, which would appropriate \$75,000 of Free Cash for the purchase of School Dude, Ms. Alexson asked for clarification on its abilities. Mr. Marino stated that it will be used for management of buildings, inventory, and maintenance work. He stated that the upfront cost is \$75,000, with an annual fee of \$11,000. Mr. Whitmore expressed his support for the purchase of the program, stating that 85% of Massachusetts communities already utilize it.

*Vote: Mr. Whitmore moved to support School Dude, and Mr. Rauscher seconded. The motion carried unanimously.*

Regarding Article 13, Craig Saline and Gary Champion (Government Study Committee) appeared before the Board to present their proposed changes regarding the role of the Select Board in the Town Charter. Discussion followed surrounding the necessity of the changes, as well as the proposed phrasing. After much discussion, it was agreed upon to change the last sentence of the Article to read “The Select Board develops policies and regulations within its jurisdiction.”

*Vote: Mr. Whitmore moved to recommend Article 13 with the adjustments to the last sentence, and Mr. Rauscher seconded. The motion carried unanimously.*

Regarding Article 14, the Board decided to wait on voting to make a recommendation until the wording could be explained at Special Town Meeting.

#### **Approval of Minutes – October 1, 2018**

*Vote: Ms. Alexson moved to accept the minutes, and Mr. Whitmore seconded. The motion carried unanimously.*

#### **Consent Agenda**

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

#### **Town Manager Report**

##### **VETERANS DAY**

Mr. Marino announced that on Sunday, November 11<sup>th</sup>, the annual Veterans Day parade will begin at the War Memorial at 10:30 am, ending at the VFW. He added that this year is also the 100<sup>th</sup> anniversary of the end of World War I.

PERSONNEL UPDATES

Bill Hodge (Facilities Director) has announced that he will be retiring, effective April 1, 2019. His last day with the Town will be November 30, 2018. Mr. Marino thanked Mr. Hodge for his years of service.

UNION NEGOTIATIONS

Mr. Marino reported that union negotiations are going well and a second round of meetings is scheduled for this week.

New Business

None.

Old Business

None.

Miscellaneous and Correspondence

Ms. Alexson brought up a recent news report that claimed the Department of Public Utilities had issued a non-emergency moratorium on National Grid and Columbia Gas work, and wondered how this might affect Ipswich. Mr. Marino will seek clarification.

*Vote: Mr. Craft moved to adjourn at 10:04 pm, and Mr. Whitmore seconded. The motion carried unanimously.*

*Respectfully submitted by Eileen G. Page  
10.17.18*