

IPSWICH SELECT BOARD
Meeting of Monday, May 20, 2019
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 Monday, May 20, 2019 at 6:30 PM in Meeting Room A.

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

Also present: Anthony Marino, Town Manager

Abbreviations used: DPW, Department of Public Works

Public Information: Agenda

Executive Session

Vote: Mr. Whitmore moved to go into Executive Session 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, to conduct strategy sessions in preparation for negotiations with non-union personnel or to actually conduct collective bargaining and contract negotiations with non-union personnel. Mr. Craft seconded. Motion carried unanimously by roll call.

The Select Board returned from Executive Session at 7:08pm.

Welcome/Announcements

GIFT ACCEPTANCE: DONATION FOR 10TH ANNIVERSARY IPSWICH ARTS & ILLUMINATION

\$1,000 has been donated from the First Ipswich Bank, and \$4,000 has been donated from the Open Door to be used for Ipswich Illuminations.

Vote: Mr. Whitmore moved to accept the donations, and Mr. Craft seconded. The motion carried unanimously.

GIFT ACCEPTANCE: NEW ENGLAND BIOLABS FOR HYDRATION STATION TO IPSWICH MIDDLE AND HIGH SCHOOL GREEN TEAM

\$3,000 has been donated from New England Biolabs to assist the Green Team in the installation of outdoor hydration stations in the downtown area.

Vote: Mr. Whitmore moved to accept the donation, and Mr. Craft seconded. The motion carried unanimously.

PRESENT PROCLAMATION AND CITATIONS TO SELECT BOARD MEMBERS EDWARD D. RAUSCHER AND WILLIAM M. CRAFT

Mr. Mootafian issued a proclamation on behalf of the Select Board to Edward B. Rauscher for his service on the Board from 1995 to 2008, and 2015 to present, as well as for his service on the Electric and Water Subcommittees, Shade Tree Beautification Committee, Article 20 Committee, Climate Resiliency Committee, and the Community Development Committee. Mr. Marino presented citations from the State Representative, Senator, and Governor.

Mr. Mootafian issued a proclamation on behalf of the Select Board to William M. Craft for his service on the Board from 2010 to present and for his service on the Finance Committee from 1995 to 2008, as well as for his service on various committees and subcommittees, and for serving as interim Town Manager in the past.

UPCOMING EVENTS

Tuesday, May 21: Town Elections from 7am to 8pm, Ipswich Family YMCA

Tuesday, June 4: 30 minute Select Board meeting with only one agenda item, 6:30pm to 7pm

Monday, June 10: Select Board meeting at 7pm. A new Chair and Vice Chair will be appointed.

Monday, June 24: Select Board meeting at 7pm

Citizen Queries

Joan Soffron (114 Essex Road) asked if the Town would consider implementing “reasonable guidelines” upon local dog daycares through the bylaws, as such businesses are not currently regulated by the Commonwealth of Massachusetts. Mr. Mootafian stated that he will speak with the Town Manager and Animal Control Officer about the issue and get back to Ms. Soffron.

Board and Committee Business

1. Kathleen Milano, Resignation, Planning Board

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

2. John Fiske, Select Board Confirmation, Historical Commission
3. Lee Hathaway, Select Board Confirmation, Historical Commission

Vote: Mr. Craft moved to confirm the appointments, and Ms. Alexson seconded. The motion carried unanimously.

4. Eileen Page, Request Regular Membership from Alternate. Council on Aging

Vote: Ms. Alexson moved to approve the appointment, and Mr. Whitmore seconded. The motion carried unanimously.

5. Jane Ward, Reappointment, Cultural Council

Vote: Ms. Alexson moved to approve the reappointment, and Mr. Craft seconded. The motion carried unanimously.

Ipswich Museum Loan Request

John Stump (9 Hodges Way) appeared before the Board on behalf of the Ipswich Museum requesting that the Ipswich Railroad Depot sign be loaned for display.

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

Vote Town Manager as Certifying Authority for Asset Management Grant

Mr. Marino stated that the vote requested is required for a grant that the Water Department is seeking. The grant would fund a study to provide recommendations for water conservation. Mr. Marino noted that he is already a certifying authority via the Town Charter, but the State would like an official vote.

Vote: Ms. Alexson moved to approve Mr. Marino as the Certifying Authority, and Mr. Whitmore seconded. The motion carried unanimously.

Discuss/Vote to Request Commonwealth of Massachusetts Technical Assistance Bureau for No Cost Comparative Analysis

Mr. Marino stated that the analysis will provide data on how Ipswich compares to other similar municipalities.

Vote: Mr. Whitmore moved to request the analysis, and Mr. Rauscher seconded. The motion carried unanimously.

Consent Agenda

1. One Day Liquor Applications
 - a. All Alcohol from Ipswich Masonic Temple for a Wedding on 5/25
 - b. Wine and Malt from Ipswich Ale Brewery, Appleton Farms Dinner Series at 219 County Road on 7/19, 8/16, 8/23, 9/6, 9/20
 - c. Wine and Malt from Old Planters Brewing for Appleton Farms Father’s Day BBQ at Appleton Farms, 219 County Road on 6/16
 - d. Wine and Malt from Monarch and Rose Foods, Inc for Night Out Event at Cellar Door on 1 North Main Street on 6/13
2. Partial Street Blocking Application
 - a. Roger LeBlanc requests periodic Partial Street blocking from 5/21 to 11/5 on 27 Water Street for material deliveries and staff parking.

Mr. Leblanc's request stipulates that obstructions will be removed on weekends, and road closures will not exceed 30 minutes without public safety officials being contacted.

Ms. Alexson noted that Water Street sees a lot of boat and foot traffic in the summer, and the blockage would be on a street that is already very narrow to begin with.

Mr. Craft stated that May to November seemed to be an exceptionally long time for a narrow street, and suggested the period of time be reduced.

Vote: Mr. Rauscher moved to approve the entire Consent Agenda, and amend the partial street blocking from May 21 through July 31. Ms. Alexson seconded. The motion carried unanimously.

PUBLIC HEARING: Class II Auto Sales License, SEO Holdings, LLC, Frank D. Julian, 11 James Road

Mr. Mootafian read the legal notice.

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

Frank Douglas Julian (11 James Road) appeared before the Board seeking a Class II Auto Sales License. He had previously held a Class II license for eight years, and will now focus his business on purchasing vehicles on behalf of his customers at auction. There will not be any vehicle storage at his property, and the entirety of his business will be conducted online.

Debbie Frontiera (216 Washington Street, Gloucester) spoke on behalf of her mother, Elizabeth Presbruhi (13 James Road). She asked whether or not using 11 James Road as a business address would open up an otherwise quiet neighborhood to be restructured as a commercial area. Mr. Whitmore stated that his impression was that the business would be conducted as if Mr. Julian were working from home, and that there would not be any customers or cars on the property. Ms. Frontiera asked if the Class II license would still apply with the property if Mr. Julian were to move. It was confirmed that the license would not.

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

Vote: Mr. Craft moved to approve the license with the various limitations placed on it, and Mr. Whitmore seconded. The motion carried unanimously.

Pony Express Update

Jeff Putur (Cemetery and Parks Superintendent) and Beth O'Connor (Open Space Administrator) appeared before the Board to provide an update on the Pony Express fields. Phase 1 of the parking lot improvements were finished in December, and the lot now accommodates 95 vehicles. Mr. Putur cited some drainage issues in the area due to the recent excessive rain, but the issues have since been fixed. He noted that parking seems adequate for the games and practices taking place on the fields without vehicles overflowing onto Candlewood Road. The department hopes to have a name picked for the fields by September, and is considering Candlewood Fields or some variation of Castle Neck River Fields.

Mr. Whitmore noted a significant problem with goose droppings on the fields. Mr. Putur said that the problem is being resolved as mowing and maintenance is conducted twice a week, and frequent usage of the fields has been deterring the geese. Mr. Whitmore also asked for clarification on the dog policy at the fields. Mr. Putur clarified that while dogs are allowed on the property, they are not allowed on the fields. Horses and dogs are encouraged to use the trails on the edge of the property.

Ms. Alexson asked if there is fencing around the irrigation pond. Mr. Putur stated that fencing is planned, but in the meantime, staff is allowing the grass at the edge of the pond to grow up to 3' as a deterrent. Ms. Alexson asked if the department had any revenue projections. Mr. Putur stated that because the property was sold as a non-taxable bond, generating revenue is a tricky subject. He plans on speaking with Sarah Johnson (Finance Director) about what amounts may or may not be constituted as revenue.

Ms. O'Connor presented the Management Plan, a document guiding the use and management of the property. Mr. Craft stated that he would like to see the plan reevaluated every three to five years, and Mr. Mootafian stated that the Board would schedule a vote on a June agenda.

Suzanne Kelsey (33 Candlewood Road) noted that Ipswich police have made it a habit to scan the area when available, especially on Saturdays during heavy traffic, and that she is pleased with the security attention being given to the property.

Glenn Gibbs (Director of Planning and Development) was present and stated that he prefers the name Candlewood Fields for the property because it clearly identifies the location.

Mr. Craft stated that he likes the name Pony Express.

It was decided that a naming survey would be re-opened and re-distributed for resident feedback.

Discuss Pavilion Beach Issues

Lt. Jon Hubbard reported that Special Police Officers will be utilized on a regular basis from May 1 to September 13 for day shifts at Pavilion and Crane Beach. Additionally, a part-time Animal Control Officer will patrol the beaches on weekends.

Mr. Craft asked about the backgrounds of the Special Police Officers. Lt. Hubbard stated that there are currently twelve Specials on the payroll, and the department is looking to hire a few more. Some Specials have worked part time for the Town for over 25 years, and others are younger officers looking to eventually become full time officers. Additionally, retired officers return in the summer to work patrols.

Ms. Alexson asked for Lt. Hubbard's thoughts on parking at Pavilion. Lt. Hubbard responded that the lot cannot be painted with lines, because it is gravel. The department has discussed applying for a grant that would pay for a study to be conducted, which would provide solutions in conjunction with the Conservation department. Ms. Alexson asked the Board if they had any interest in discussing making Pavilion a resident-only beach in the summertime. Mr. Whitmore responded that the subject was discussed a few years ago with backlash, and does not believe it is worth bringing up again.

Mr. Rauscher asked if surrounding streets have issues with overflow parking. Lt. Hubbard reported that some areas are available as public parking, such as the area near the playground, but the department has only received two complaints from residents in the area in a five-month period.

Joan Soffron (114 Essex Road) asked if more signage can be posted at the beach indicating parking regulation and dog policies. Lt. Hubbard stated that he would go to the beach in the morning and evaluate what existing signs can be improved upon.

Patricia Stewart (23 Stagehill Road) stated that she was bit by a loose dog on the beach last Saturday, almost had a collision in the parking lot last year, and was hit by a kayak last summer while swimming. Lt. Hubbard stated that Chapter 90B of Massachusetts General Law does not restrict kayaks from entering the swim zone, but the Town could explore making it a bylaw.

MBTA Lot and Other Parking Policy Issues

Glenn Gibbs (Director of Planning and Development) presented recommendations on behalf of the Parking Task Force:

1. Limit parking along the southern side of Depot Square, at Institution for Savings. The Task Force suggests enforcing a two-hour time limit.
2. Regarding the streets surrounding the MBTA commuter lot, the Task Force presented two approaches. Approach 1 would implement sticker parking for neighborhood residents only. Public spots would be reserved for residents of that particular street. Approach 2 would limit parking to town residents only.
3. Change the parking fine from \$15 to \$30. The \$15 fine was implemented in 1989 and has not been changed since.

4. Communicate with EBSCO asking that their employees use their garage and refrain from parking on surrounding residential streets.
5. Designate the commuter rail lot as resident-only. Thirty days before enforcement begins, flyers would be placed on windshields of cars parked in the lot, and again two more times leading up to the restriction taking effect. Once in effect, a first violation ticket written would be a warning, followed by monetary fines for subsequent offenses.

Patricia Ames (32 Allen Road) stated that she rides the train into Boston every day. She stated that when she parks on residential streets, residents have left notes on her car and spoken to her. She stated that she does not park on the street anymore because she is afraid of a resident keying her car.

Diane Kelley (15 Second Street) asked where the regular out of town commuters will park if the lot becomes resident-only. Mr. Gibbs believes that with the enforcement of two-hour time limits and implementing resident-only sticker parking on surrounding streets, these commuters will no longer come to Ipswich to use the train. Ms. Kelley asked how police will identify residents versus out-of-town parkers. Mr. Gibbs responded that a Crane Beach sticker (available for \$20) or a Transfer Station sticker (free, through the DPW) will service as proof of residency on the vehicle.

Lt. Hubbard spoke on behalf of Chief Paul Nikas, expressing concerns over the feasibility of enforcement in regards to personnel. The police have three officers on the street, patrol at the schools in the morning, and are stretched so thin as it is that Lieutenants are out answering regular calls. Mr. Whitmore acknowledged the concerns, but stated that parking must still be enforced.

Vote: Ms. Alexson moved to accept the recommendations of the Downtown Parking Task Force, and to schedule Public Hearings for June 10 and July 8. Mr. Craft seconded. The motion carried unanimously.

Town Manager Review

The Select Board conducted an annual employee review of Mr. Marino.

SCORING: 0 – Unsatisfactory; 1 – Below Average; 2 – Average; 3 – Superior; 4 – Outstanding

PERSONNEL

Mr. Marino's scores ranged from 2-4. Feedback from department directors indicated that Mr. Marino has improved relations between Town Hall and the Schools, and employee morale has improved.

ADMINISTRATIVE AND MANAGEMENT RESPONSIBILITIES

Mr. Marino's scores ranged from 2-4. Mr. Mootafian noted very good communication between Mr. Marino and the Select Board.

LOCAL BUSINESS RELATIONS

Mr. Mootafian noted that Mr. Marino regularly attends Rotary, Ipswich Business Roundtable, and Chamber of Commerce meetings.

RESIDENT RELATIONS

It was noted that Mr. Marino does an excellent job of getting involved in the community, such as participating in the Foam Frolic and staff Halloween party.

Mr. Rauscher noted that Mr. Marino's challenge will be to keep the momentum going. He described Mr. Marino as approachable, creative, decisive yet humble, and hard-working.

Mr. Whitmore stated that Mr. Marino "has done everything he said he would do." He has not received any negative feedback regarding performance or decisions.

Ms. Alexson appreciates the constant attention paid to the goings-on in Ipswich. She noted that if a Select Board member is not able to attend a meeting, Mr. Marino reaches out to answer any questions they may have and provide a synopsis of the meeting.

Mr. Craft stated that he has not had any negative feedback from department heads, and has seen only positive interactions with residents.

Approval of Minutes - May 6, 2019

Vote: Ms. Alexson moved to approve the minutes, and Mr. Whitmore seconded. The motion carried 4-0, with Mr. Craft abstaining.

Town Manager Report

PERSONNEL

Alicia Geilen (Conservation Agent) will be moving to a new position working for the state. Her last day will be May 31. Her position has been advertised, and several resumes have been received.

Mr. Gibbs' last day in office will be May 31. He is retiring after 25 years with the Town.

The application period for the Senior Planner position (replaced Ethan Parsons, who will be promoted to Director Planning and Development) will close at the end of the week.

THE SWITCH RIDEABLE ARTSCAPE - Construction will begin on the artscape in early July.

HOT AIR BALLOON RIDES - The Trustees of Reservations will be holding a ticketed hot air balloon ride event on Sunday, July 21 at the Crane Estate. Mr. Rauscher pointed out that the rides are being held on a Sunday in the summer, which may cause traffic at the beach, and expressed concern that people may take up parking at the beach to walk up to the Estate. Mr. Marino stated that he met with the Trustees and they will have security and police details at the event. Mr. Rauscher is concerned that the Trustees are advertising the event before procuring permits from the Town. Mr. Marino suggested having Chief Nikas attend the June 10 meeting to discuss potential impact.

MEMORIAL DAY PARADE - The Select Board has been asked to arrive on Town Hill at 9:30am on Monday, May 27 to march in the Memorial Day Parade.

ARTWORK IN TOWN HALL - The Civil War plaques have been relocated to the walls near the Veterans Office, and new artwork will be hung in the first floor corridor of Town Hall.

New Business

Ms. Alexson attended a Zoning Board of Appeals meeting during which the Bruni's Project (Essex Pastures) was discussed. The developers have proposed installing an irrigation system to be used from June through August. The Water Department is undertaking a study for recommendations regarding a water bank and other conservation measures, but it will not be completed until December. She suggested that the Board, as water commissioners, seek guidance from the Water Subcommittee and implement basic water conservation measures on new development as soon as possible while the study is being done. Mr. Mootafian asked Mr. Marino to get in touch with Vicki Halmen (Water and Wastewater Director) to convene the Subcommittee and discuss temporary measures to be put in place.

Old Business - None.

Miscellaneous and Correspondence

Mr. Mootafian noted that this will be the last Select Board meeting for Mr. Craft and Mr. Rauscher, who are not seeking reelection.

Vote: Mr. Craft moved to adjourn, and Mr. Rauscher seconded. The motion carried unanimously.

The Select Board adjourned at 9:54pm.

*Respectfully submitted by Eileen G. Page
05.27.19*