

BOARD OF SELECTMEN

Meeting Minutes

Wednesday, August 16, 2017

Swampscott, MA 01907

Attendance: Chairman, Naomi Dreeben, Vice Chair, Laura Spathanas, Selectman Don Hause, Patrick Jones, Peter Spellios, and Town Administrator, Sean Fitzgerald,

Resident Comment:

Ms. Debbie Seagall from Greater Lynn Senior Services spoke on a program called "In the Moment Café" for people living with Alzheimer and Dementia and their care givers- these programs will be held every third Thursday of each month at the Lynn Museum.

Swampscott Public Library Director, Alyce Deveau was present along with Library Trustee Ellen Winkler spoke on the following request on the Centennial Event & Birthday Celebration to be held on Saturday, September 23, 2017, from 3:30-7PM which includes approval for banners and signs.

Appointment:

The Board voted unanimously on a motion by Selectman Spellios to appoint Mr. Brad Croft to the Zoning Board of Appeals for a term of five years, seconded by Selectman Hause.

Open Discussion:

Site approval application (40B) from SEB LLC, who will be representing 133 Puritan Road, Swampscott, Mass was discussed -No vote by the Board was taken-Pete Kane, Director of Community Development discussed the following with the Board:

- *30 Day comment period- letter to be written for an extension to the MassHousing.*
- *Sean Fitzgerald, Town Administrator requested more time for a site review.*
- *Include the following Chairs of the Planning Board, Historical Committee, Public Safety and Harbor and Waterfront Advisory for a site visit.*

Discussion Items-

- *No Notices given to neighbors*
- *Are there dimensions correct*
- *Height of the building*
- *What is the process needed to go forward with this requested project.*
- *Safety*
- *Traffic concerns*
- *Sea wall concerns*
- *Parking spaces / parking proposals*

Attorney Bernie Caniff spoke on behalf of the Puritan Road residents and Lincoln House Avenue, Swampscott, Mass. Mr. Caniff will provide at a later time to the Board the neighborhoods concerns in a written letter.

Discussion & Vote:

Town Administrator, Sean Fitzgerald, informed the Board members of the new Town's Purchasing Policy.

Selectman Dreeben suggested Mr. Fitzgerald be aware of any item over \$10K and stated she is happy with the policy and authorization contract threshold and asked for a monthly update from Mr. Fitzgerald.

Selectman Spellios asked for an example from the DPW Department expenses and any item over 10K that would be required to have three quotes to qualify for that expense.

The Board voted unanimously on a motion by Selectman Spathanas to approve the Town's Purchasing Policy, Seconded by Selectman Hause.

Town Administrator's Report: Sean Fitzgerald, Town Administrator spoke on the following:

- *Swampscott Library Centennial Event & Birthday / \$6K donation for event.*
- *Manny Bettencourt, Building Inspector's resignation*
- *Clerical Assistant for the DPW Department applicants being interviewed / recommendation should be soon.*
- *Organization changes –use of spaces at Town Hall.*
- *DPW Negotiations being worked on.*
- *Rail Trail RFQ ends this week for responses.*
- *New Budget format going forward.*
- *Looking to fill a IT Director position and a Laborer for the DPW Department.*
- *FY17 closed / reconciliation will take place at the next meeting.*
- *Recognized DPW Director Gino Cresta and Danielle Strauss for their help at Abbott Park.*
- *Recognized Maureen Shultz, Administrative Assistant and Nancy Lord, Personnel Manager with their help on the Boards and Committee with more work to be done.*
- *Met with DPW Director Gino Cresta and the Town of Nahant on a Regional Wastewater Project, working together to be supportive neighbors.*
- *Recommended Swampscott Police Officer Mr. Todd Nottingham from a part time reserve officer to a full-time officer.*
- *Looking for a Board consensus for a three-year employment contract with Pete Kane, Town Director of Community Development*

New & Old Business:

The Board voted unanimously on a motion and recommendation from Selectman Spellios to create a Rail Trail Design and Construction Committee that will include members with the following experience :

- *Background in landscape architecture*
- *Background in design*
- *Background in civil engineering*
- *Background in other technical fields related to the project*
- *Abutters to the proposed trail*

The committee will be a total of (7) seven voting members, one ex-officio member, term to be for two years or until project is completed or disbursed at a Town Meeting, seconded by Selectman Spathanas.

Selectman Spathanas spoke on pedestrian safety concerns on Paradise Road, Humphrey Street, and at Clarke School, suggestion of a robo call to remind drivers on safety, request to see a report of data since changing the speed limit, -Mr. Fitzgerald, Town Administrator spoke on the possibility of Educational Programs by the schools.

Selectman Spellios spoke on opening day of the New Turf Field at Blocksidge Field to be held on Saturday, September 9, 2017, more donations could be used for extra items such as parking, fences, upgrade to entrance ways, Field will not open if there is no usage plan, operations and maintenance plan in place, User policy will need to be signed off.

Selectman Spellios spoke on advertising the Affordable Housing Trust for volunteers, request for Sean Fitzgerald, Town Administrator to reserve some time in the future to meet / communicate with Board members regarding Town's Assessment process including values of properties.

Votes of the Board:

The Board voted unanimously on a motion by Selectman Spathanas to approve a Common Victualler's Permit for Gourmet Fusions, Inc 435 Paradise Road, Swampscott, Mass this allows for seating-The Health Department has approved this application, seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Hause to approve a one day all alcohol liquor license from White Court Estates, 35 Little Point Road, Swampscott, Mass to be held on August 24, 2017 from 5-10PM, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Spathanas to approve a one-day beer and wine only permit from the Fox Trot for Parkinson's Research Run/ Walk to be held on October 15, 2017 request is from 1-3PM. (walk/run has been approved prior) seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Hause to approve the 12th annual "Miles for Kyle" fundraising run/walk to be held on Sunday, October 15, 2017, starting at 10AM. seconded by Selectman Spathanas.

True Attest:

*Maureen Shultz,
Administrative Assistant*