

Board of Selectmen Meeting  
Tuesday, October 14, 2014

A meeting of the Rockport Board of Selectmen was held at 6:45 pm in Conference Room A in Town Hall; five selectpersons were present; Selectperson Murphy arrived at 7:20pm.

6:45 Meeting Called to Order

Executive Session – Confidential Information: Selectperson Battistelli moved that the Board of Selectmen enter Executive Session under MGL Chapter 30A, §21(a) for Exception #10 to discuss confidential information and reconvene in open session, seconded by Selectperson Sheedy, Roll Call Vote: Selectperson Battistelli – aye, Selectperson Lucas – aye, Selectperson Sheedy – aye, Chairperson Wilkinson – aye, all in favor (4-0), Selectperson Murphy is arriving late.

Executive  
Session:  
Motion  
Approved  
Roll Call Vote

7:00 Pledge of Allegiance and Moment of Silence

Lt. Mark Schmink explained the process for hiring a police officer. He said the civil service police officer procedure starts with the town requesting a requisition. We request a position; the civil service provides us with a list. If you're asking for two officers you will receive five candidates, if you're looking to hire one position, you would receive a list of three candidates. You go through a process where the candidates indicate whether or not they would accept the position if it is offered to them. Then background investigations are conducted and conditional offers are extended. Then the Physical Abilities Test, and a medical and psychological examination is conducted. There are two candidates being interviewed tonight; they have been working shift for the Rockport Police Department for the past two years so this procedure has already occurred. He said Adam Ludovicz is the first on the list that is willing to accept the position. He said A. Ludovicz is in the National Guard and takes on additional shifts and responsibilities. He said Mary Edgerton was first on the list, but she declined; she is currently a full time dispatcher in town.

Interview with Adam Ludovicz for Full Time Police Officer: Selectperson Battistelli moved that the Board of Selectmen appoint Permanent Intermittent Officer Adam Ludovicz as a Full-Time Police Officer on the Rockport Police force, seconded by Selectperson Lucas, Vote: 5-0.

Interview of  
Adam Ludovicz  
for Full Time  
Police Officer  
Motion  
Approved

Adam Ludovicz said he attended Gordon College in Wenham, and finished at Salem State College; he stayed on the North Shore. He joined the National Guard and is still in. He was deployed in 2007 and 2008; his internship under Lt. Schmink in Rockport was in 2003 or 2004. He currently lives in Beverly; he has completed his contract with the National Guard but has been extending it one year at a time.

Interview with Corbin Keating for Full Time Police Officer: C. Keating said he was born and raised in Rockport; he went to Plymouth State in New Hampshire and graduated in 2010. He was an intern in Rockport under Lt. Schmink; he applied for and was hired for a reserve position. Then the dispatcher position came up, and he was hired for that position; currently he is doing both.

Interview of  
Corbin Keating  
for Full Time  
Police Officer

Approval of Minutes of September 16, 2014: Selectperson Murphy moved that the Board of Selectmen approve the minutes of September 16, 2014, Selectperson Lucas seconded, Vote: 4-0; Selectperson Sheedy abstained as she was not present at the 9/16/14 meeting.

Approval of  
9/16/14 Minutes  
Motion  
Approved

Approval of Minutes of September 30, 2014: Selectperson Sheedy moved that the Board of Selectmen approve the minutes of September 30, 2014, Selectperson Murphy seconded, Vote: 5-0.

Selectmen Updates and Liaison Reports: HarvestFest is being held this Saturday afternoon; the Board of Selectmen has been invited to judge the seafood throw down.

Public Comment Period: T. Arsenian, 95 Granite St., said he had some comments regarding the item regarding fees and filming in town. He said encouraging films to come to town is socialism for the rich. He said you're giving exclusive use of the sites and the rest of the residents are deprived of the use during those times. He said the Board of Selectmen has the legal right to do that. Fees were discussed and whether the fees went into the general fund or as donations. He said it is dishonest to call them donations; it ought to be a sliding fee scale. The funds should go in the general fund and the voter's should get to spend the money. Selectperson Murphy said he couldn't disagree with T. Arsenian more. He said it is great fun to watch the film crew, all businesses gain having the people in town and it's good for the economy. He said communities compete to attract these film companies. He said there should be something concrete regarding the fee schedule. Selectperson Lucas said we spoke about coming up with the fees; the movies are already here in Rockport and there wasn't a fee structure in place to address the compensation when a permit was issued. Chairperson Wilkinson said the filming has only generated maybe two complaints over the years. She said we aren't trying to attract them, but trying to develop a fee structure when they apply.

Town Administrator's Report:

- The Asst. Town Administrator said D. Lashua is now an accredited assessor; the Board sent her a letter of acknowledgement.
- The Town has applied for a sewer rate relief fund for the DPW, from the state, to assist with escalating costs for sewer and eligible debt service. We are waiting to hear; this could indirectly have an impact on sewer rates.
- The Economic Development committee is sending a survey to families in Rockport, asking why they chose and why they stay as well as a survey from Barry Bluestone from Northeastern University. The Rockport Inn and Suites is hosting an event to review the findings from the survey on November 13, 2014 from 6 to 9pm.
- The Long Beach railings project is complete. Some sidewalks were repaired and railing repairs took place, all major areas have been addressed. Selectperson Murphy said he is embarrassed by the bathrooms (Jiffy Johns) and would like to see permanent bathrooms at Long Beach. Chairperson Wilkinson inquired when the next Board of Selectmen meeting would be held with the DPW commissioners.
- Some individuals have expressed an interest in the Police Chief Screening Committee, one is a police sergeant; there are some conflicts of interest. Kopelman & Paige advised against having current officers on the screening committee. The Town Administrator said we want to hear from everyone regarding filling this position. We have talked about a survey where we could gather the information from all groups as we move forward. Chairperson Wilkinson recommended putting

this on as an action item on the next meeting, to design the committee structure. Potentially the interim chief may start sometime in December of 2014.

7:40 Action List

- State Election Warrant: Selectperson Lucas moved that the Board of Selectmen approve and sign the Warrant for the November 4, 2014 State Election, Selectperson Murphy seconded, Vote: 5-0.
  - Appointment of Mary Zivkovic for the Beautification Committee: Selectperson Battistelli moved that the Board of Selectmen appoint Mary Zivkovic as a member of the Beautification Committee for a one year term to expire on June 30, 2015, Selectperson Murphy seconded, Vote: 5-0.
  - Appointment of Stephanie Woolf for the Millbrook Meadow Committee: Selectperson Sheedy moved that the Board of Selectmen appoint Stephanie Woolfe, as a member of the Millbrook Meadow Committee, for a one year term to expire on June 30, 2015, Selectperson Murphy seconded, Vote: 5-0.
  - Approval to Hire Two DPW Employees: Selectperson Murphy moved that the Board of Selectmen approve the hiring of two DPW Public Properties Laborers to fill vacancies created as a result of a termination and retirement, seconded by Selectperson Sheedy, Vote: 5-0.
  - Recommended FY16 Budget Guidelines: Selectperson Lucas moved that the Board of Selectmen adopt the FY16 budget guidelines as recommended by the Town Administrator, Selectperson Murphy seconded, Vote: 5-0.
  - One Day Alcohol License for the Chamber of Commerce: Selectperson Battistelli moved that the Board of Selectmen approve and sign a One Day Alcohol License for the Cape Ann Chamber of Commerce for the October 18, 2014 Harvestfest, seconded by Selectperson Murphy, Vote: 5-0.
- S. Kelly said the winery also sells wine by the bottle; it's agricultural licensing. The application requested selling alcohol by the glass. S. Kelly said at Farmer's Markets they sell by the bottle as an agricultural product. It was stated that this would violate the liquor regulations and given that this event is being held this week, there isn't sufficient time to investigate.
- Brackett's Ocean View Off-Season Event: Selectperson Sheedy moved that the Board of Selectmen approve a request for Brackett's Ocean View Restaurant to hold one off-season function for the Granite Savings Bank Annual Meeting on December 10, 2014, with alcohol, seconded by Selectperson Murphy, Vote: 5-0.
  - 24 Old County Road Lease Transfer: Selectperson Murphy moved that the Board of Selectmen approve and sign a lease for 24 Old County Road with Charles Tarbell and Janice Mirabassi to reflect a transfer of ownership, seconded by Selectperson Sheedy, Vote: 5-0.
  - Road Salt Cooperative Agreement: Selectperson Lucas moved that the Board of Selectmen approve and sign a Service Agreement with Granite State Minerals of 227 Market Street, Portsmouth, New Hampshire for road salt for a fixed price of \$53.26 per ton, seconded by Selectperson Sheedy, Vote: 5-0.

Action List:

State Election Warrant  
Motion Approved

Appointment to Beautification Committee  
Motion Approved

Appointment to Millbrook Meadow Committee  
Motion Approved

Approval to hire two DPW Employees  
Motion Approved

Recommended FY '16 Budget Guidelines  
Motion Approved

One day Alcohol License for Chamber of Commerce  
Motion Approved

Brackett's Ocean View Off-season Event  
Motion Approved

24 Old County Road Lease Transfer  
Motion Approved

Road Salt Cooperative Agreement  
Motion Approved

Action List:  
Continued

New Bedrock Well  
Pump Station  
Agreement  
Motion Approved

- New Bedrock Well Pump Station Agreement: Selectperson Battistelli moved that the Board of Selectmen approve and sign an agreement with Kinsmen Corporation of 35 Londonderry Turnpike, Hooksett, New Hampshire for the New Bedrock Well Pump Station and Appurtenances for a cost of \$283,000, seconded by Selectperson Murphy, Vote: 5-0.

#### 8:10 Selectmen Briefing

Selectmen Briefing

Millbrook Meadow  
Project

- Millbrook Meadow Project: Barbara Sparks, Sam Coulbourn, Shannon Mason are presenting. Gunilla Caulfield is present for the Trust and as adviser, and Frank Hassler is the committee's financial adviser. A year ago May was the ribbon cutting ceremony; this is an update on the restoration. At Spring Town Meeting 2013 \$60,000 was approved and \$100,000 at Fall Town Meeting in the same year. Many residents don't know much about the Meadow project. It is four acres right in the middle of town across from Front Beach; the town has owned it since 1938. In 2012 the new dam was being built; soon we will have a swamp if progress isn't made. The committee knew the DPW couldn't handle all that needed to happen. The Lura Phillips Trust contributed \$162,000 and \$160,000 was received from the town. Less than one year ago we kicked off the restoration. Barbara Sparks said the design project will be discussed in phases. The first step was an analysis; it needed to be determined if the sediment in the pond was contaminated. Samples were sent for analysis. A site analysis was done including, utilities topography, arborist, and types and health of vegetation within the park. She said they needed to respond to schematic designs, they sought public input. The landscape architect has all the input; we are awaiting the master plan and should have a draft next week. The committee is reviewing the draft on 10/22/14 then we will have a master plan. The next phase is design/development and then the permitting process takes place. Then the final design will be decided, as well as cost estimates and methods for the bid package. Construction will be the final phase in 2016; the DPW will handle the bid negotiations. They will be going back to the CPC; the deadline is 2/2/15. The CPC would like accurate figures on what is needed. S. Mason provided an update on the ongoing public outreach effort, they have established a website in coordination with the town website and the committee's website; they are looking to link the websites. She said A. Morrissey is spearheading an abutter's group; all abutters were invited to join and they were updated on the project; it was well attended. We are working on face-to-face outreach efforts, they have a table at the HarvestFest at Harvey Park with displays and they are taking e-mail addresses. There are fund raising initiatives; the Essex County Community Foundations is taking donations. There is a general ask campaign, 300 letters went out two weeks ago, \$2,500 has been received so far; there is \$18,000 so far in the fund. In addition, they considered pursuing The Park Grant, a state grant, but didn't last year. They may consider applying for it in June of 2015; it's a reimbursement grant. Frank Hassler is looking at a global package, CPC, CIPC, looking for group discussions with all players to put together package. Removal of the willow trees will take place in the first part of November, they are a hazard. The committee's website is [www.millbrookmeadow.org](http://www.millbrookmeadow.org). T.Arsenian questioned if material was available somewhere publicly for those who don't have computers.

#### 8:40 Discussion Item

Discussion Item:

IS&T Review with  
School Committee

- IS&T Project Review with School Committee: Representatives from the schools include: Rob Liebow, Michael Kelley, Susan Brisson, Martha Morgan, and Colleen Coogan; Monty Hitschler was presenting. This is the third joint biannual meeting. Introductions of IS&T staff were made, there was a basic allocation of resources review, a list of completed accomplishments, and where they are now. Frank

Taormina Information Systems and Network Manager, Mike Montgomery, User Support Specialist, Scott Mullen, Tech. Support Specialist were introduced. The labor allocation has been 58% for Education, and 42% for government. The breakdown of tickets submitted is 39% for government and 61% for the schools; the breakdown of funds expended is 63% for the schools and 34% for government. Accomplishments include: Municipal fiber for every building is connected, data center is operational w/servers, SAN, Backup, FW & MDM, town hall has an all new network, town e-mail, Middle School iMac lab, RPS Network, electronics, wiring for phone and Wireless and RPS intercom. The intercom system is separate from the phone system. Now the data center is the core, Town Hall and the schools are connected. Revised voice and ISP contracts are being negotiated now.

T. Arsenian inquired about the allocation for the DPW. M. Hitschler said that tickets for each department can be reviewed; Chairperson Wilkinson said this can be discussed at a workshop with the DPW. Chairperson Wilkinson said she would like to set up a workshop with the school at some point as well.

Other Business/Announcements: Selectperson Murphy thanked the Rockport School Committee; he said a Manchester High School student passed away and the first call he received was from Rockport School officials offering support. Selectperson Battistelli said she plans to visit the DPW barn on 10/22 or 10/23, in the late afternoon; board members may be visiting the water treatment plant as well. Selectperson Murphy said the Middleton Jail has a program on removing graffiti.

9:15 Selectperson Murphy moved to adjourn, seconded by Selectperson Sheedy, Vote: 5-0.

Warrant signed:

Warrant signed for the Fiscal Year 2015 Payroll and Expenses for the week of 10/16/14 in the amounts of \$494,569.35 and \$271,538.12 respectively.

Items signed:

Letter of congratulations to Diane Lashua  
New Bedrock Well Pump Station Agreement \$283,000  
Granite State Minerals – road salt agreement  
24 Old County Road Lease  
One Day Alcohol License for the Chamber of Commerce  
State Election Warrant