

SELECT BOARD

MINUTES

July 23, 2025



Board met in HYBRID session at 7:00 p.m. at Abbot Hall, 188 Washington Street, Select Board Meeting Room

The following Board members were present constituting a quorum:

Dan Fox, Chair
M. C. Moses Grader
Erin M. Noonan
Alexa J. Singer
James R. Zisson

Thatcher W. Kezer III, Town Administrator

The Chair called the meeting of July 23, 2025, to order.

PUBLIC COMMENT. Nick Ward addressed the Board (remote) related to the list of infrastructure projects that the Town may have to look for alternative funding due to noncompliance with 3A Bylaw and asked the Town Administrator if the Town would track additional funding sources for infrastructure projects, particularly focusing on potential cost increases due to delays and maintenance expenses during the wait for permanent repairs.

TOWN ADMINISTRATOR UPDATE. The Town Administrator updated the Board on the following:

Elm Street Park Project - A 7-foot-deep cistern was discovered during construction work, built in 1858 with granite blocks. After obtaining additional funding from the board, the team transformed the problem into a solution by integrating the granite blocks into the design of Elm Street Park, creating beautiful steps and seating. The remaining granite blocks were taken by public works for future use. This project is funded partially through ARPA and neighborhood fundraising efforts, with each phase dependent on securing further funding.

Marine Corps 250th Anniversary –As part of Marine Week in Boston celebrating the 250th anniversary of the United States Marine Corps a potential event is scheduled to take place in Marblehead on August 21, 2025, at Fort Sewall. The event will likely draw regional attendance and include a ceremony, silent drill, and cake cutting at Fort Sewall, with the entire event lasting approximately 3 hours. The main activities will occur in Boston starting on August 20th with Marblehead's event serving as an important venue to recognize the town's historical connection to the Marine Corps. The Town Administrator will coordinate with Department Heads and bring more details and potential parking restrictions to the Select Board at a future meeting.

AMBULANCE CONTRACT. John Morris, President, Beauport Ambulance Services, Inc., appeared before the Board. The Town Administrator reviewed the details of a new ambulance service contract between Marblehead, Swampscott, and Beauport Ambulance. This is a joint contract, approved by Swampscott the night before, which will provide enhanced competitiveness and include provisions for response times, performance oversight, and a 6-month notification period for municipalities to opt out. Beauport, which has experience serving multiple towns, will provide one fully staffed ALS ambulance and additional BLS coverage, with new co-branded vehicles. The contract includes a 5% annual profit donation to community organizations and begins on August 15th, with Beauport already having acquired and prepared new ambulances for the service. The change will be seamless with no loss of service, as the previous provider has agreed to an orderly transition. Beauport will offer modern equipment, better employee retention, and dedicated service, which would improve response times and service levels. There are potential cost savings due to a zero bid and the fact that the new provider would handle replacements for medical supplies, which were previously a cost to the organization. After discussion motion made and seconded to approve the contract between the Town and Beauport Ambulance Service, Inc., as presented and prepared by Town Counsel. All in favor.

LICENSING. Secondhand Dealer. Steven Manchini appeared before the Board seeking a Secondhand Dealers License. Motion made and seconded to approve the application for a Secondhand Dealers License for Marblehead Custom Jewelry, 66 Washington Street, Steven Manchini, subject to receipt of the required fees, forms and CORI approval. All in favor.

PRIVATE DRAIN CONNECTION. 18 Orchard Street. Motion to approve the **License for Private Drain Connection** between the Town and Doug Larose and Bella James, 18 Orchard Street, as presented, and authorize the Chair to sign on behalf of the Board. All in favor.

MINUTES. Motion made and seconded to approve the minutes of May 28, 2025. Four voted in favor, Mr. Zisson voted present. Motion made and seconded to approve the minutes of June 25, 2025. All in favor.

CONTRACTS. Motion made and seconded to approve the following Contracts for the Town or Marblehead and authorize the Chair to sign on behalf of the Board:

AMEND 2024-041 Marblehead Rail Trail Smith to Pleasant Street between the Town and Raffaele Construction Corp of Swampscott for 2024-041 Marblehead Rail Trail Smith St to Pleasant St Project by extending the date of the contract performance to September 30, 2025, resulting in no change to the total contract amount.

AWARD contract for Professional Engineering Service between the Town and Woodard & Curran, Inc. of 40 Shattuck Road of Andover, MA 01810 in the amount not to exceed one hundred and ninety-five thousand dollars and no cents (\$195,000.00).

All in favor.

PERMISSION. Half Marathon. Yukcanrun.com. Motion made and seconded to approve the request from YukanRun.com, to hold a half marathon on April 12, 2026, at 9:00 a.m. subject to approval from Police and Fire, School Department, police details and the required Certificate of Liability. No permanent markings are allowed on the streets, and any temporary markings must be removed at the conclusion of the event. All in favor.

LICENSING. 1 Day Liquor License(s). Kearsarge Lodge. Motion to approve the following application for two (2) One Day Liquor License(s), Wine and Malt Beverage only, from the Kearsarge Lodge for November 7, 2025, and November 8, 2025, from 7:00 – 10:00 p.m. at Abbot Hall subject to the following conditions:

- Delivery of and receipt by the Licensing Authority of the required fee (\$50 each).
- Delivery of and receipt by the Licensing Authority of Proof that the alcohol will be purchased from an authorized source.
- Proof that the applicant can receive proper delivery; provide proper storage and disposal of all alcoholic beverages purchased all in accordance with the requirements of G. L. c. 138.
- Authorized distributor to be determined before license is released
- Receipt of the required Certificate of Insurance
- Wine and Malt Beverages only
- No alcohol is allowed to remain on the premises unattended or overnight.
- Alcohol will be purchased from Merrimack Valley.

Moved by Mr. Grader, seconded by Mrs. Noonan. On a polled vote the Board voted as follows: Mr. Zisson, in favor; Mrs. Singer, in favor; Mr. Grader, in favor; Mrs. Noonan, in favor; Mr. Fox, in favor.

COMPREHENSIVE MASTER PLAN ADVISORY COMMITTEE. Select Board Representative. The Community Development and Planning Department along with the Planning Board are seeking a representative from the Select Board to serve on the Master Plan Advisory Committee. The Chair asked who may be interested in serving and both Mrs. Noonan and Mr. Zisson expressed interest. Motion made and seconded to appoint James R. Zisson to the Comprehensive Master Plan Advisory Committee. All in favor.

MARBLEHEAD FOREVER COMMITTEE. Request for Proclamation. Motion made and seconded to prepare a proclamation in honor of the 2025 Marblehead Forever Award. All in favor.

LETTERS OF INTEREST. The Board received letters of interest from:
Matthew Burke, Harbors & Waters Board
Steve McClure Cultural Council
Andrew Gillis, Council on Aging

The Board will receive letters of interest to serve on the Harbors & Waters Board, Council on Aging and Cultural Council with a deadline to apply of August 29, 2025. The Board will schedule interviews for a future meeting date.

SELECT BOARD ANNOUNCEMENTS. Mr. Grader proposed sending a letter to the Marine Corps Delegation thanking them for their visit and expressing the Town's support in the upcoming Marine Corp anniversary celebration event proposed for August 21, 2025, noting it would be an honor for the Town to be considered, and the town looks forward to working with everyone involved. Discussion was had around questions from Board members relating to the date and venue for the event and coordinating with public safety and various departments. Motion made and seconded to have the Town Administrator send a letter to the Delegation. All in favor.

Motion to adjourn at 7:50 p.m.



Kyle A. Wiley
Administrative Aide

List of documents used: Town Administrator update / Draft Ambulance Contract / Secondhand Dealer application / Private Drain Connection License 18 Orchard / YukanRun half marathon request / Kearsarge Lodge (2) 1 day liquor licenses / Marblehead Forever request for proclamation.