

SELECT BOARD

MINUTES

September 10, 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 September 10, 2025, to order.

PUBLIC COMMENT. The following public comment was taken:

Eileen Haley Mathieu advocated for Marblehead to become a Green Community, highlighting potential state funding and energy efficiency benefits. She urged the Select Board to take the steps necessary to complete the application to become a Green Community so that the Town can start to apply for various sources for money.

Albert Jordan stated he is not in favor of the application for Green Community and expressed concerns about possible increased electric bills due to a proposed renewable energy surcharge. He feels the town is already in the process of making things energy efficient and we should take into consideration any burden that would be put on the taxpayers.

JOINT MEETING WITH SCHOOL COMMITTEE. Interviews. Appointment.

Mr. Zisson recused himself from the joint meeting. The Board met in joint session with the School Committee to interview applicants for the vacancy on the School Committee. The Chair gave a brief overview of the process. The following applicants were interviewed and asked questions by all board members: Melissa Clucas, Sarah Fox, Yael Magen and Mark Schwartz. At the completion of the interviews the Chair stated how the voting would take place and noted that the first applicant to receive 5 votes (majority of the 8 board members voting) would be appointed to fill the vacancy. A motion was made and seconded to place all names into nomination. All in favor. On a roll call vote the Board's voted as follows:

Mr. Gwazda, Melissa Clucas
Ms. Schaeffner, Sarah Fox

Ms. Schmeckpeper, Melissa Clucas
Mr. Williams, Melissa Clucas
Mr. Grader, Melissa Clucas
Ms. Noonan, Ms. Clucas
Ms. Singer, Mark Schwartz
Mr. Fox, Melissa Clucas.

Melissa Clucas is appointed to the School Committee with a term to expire in June 2026.

The Board took a 10-minute recess to reset the meeting room.

The meeting resumed. Mr. Zisson joined the meeting.

TOWN ADMINISTRATOR UPDATE. The Town Administrator provided a consolidated summary of key ongoing projects, operational updates, and upcoming initiatives currently underway across town departments.

Finance Department Professional Development

Treasurer/Collector Passes Collector Exam

Treasurer/Collector Cami Iannarelli has successfully passed the Massachusetts Collectors and Treasurers Association (MCTA) Collector exam on her first attempt, earning the designation of Massachusetts Certified Collector.

Assistant Assessor Passes Professional Assessing Course

Assistant Assessor, Viktorija Babrauskaite, successfully completed the Massachusetts Association of Assessing Officers' Annual Summer School held August 18–22 in South Hadley. She was enrolled in *Course 200: Principles of Assessing Procedures*, an intensive program covering the full range of assessor responsibilities including deeds and ownership, excise abatements, real estate exemptions and abatements, Appellate Tax Board filings, sales analysis, and data uploads to the state's Gateway system.

Marblehead Police Department Updates

Re-Accreditation

The Marblehead Police Department has been issued re-accreditation and will be formally recognized in October. Accreditation is a self-initiated process through which police agencies voluntarily strive to meet and maintain professional standards established for the law enforcement profession. This achievement reflects our commitment to excellence and accountability, and marks six consecutive years of accredited status for the Department.

Mental Health Services Grant

The Department of Mental Health has awarded the Police Department a grant in the amount of **\$121,300** to support the work of our mental health clinician, **Gina Rabbitt**. Gina serves 32 hours per week in this role and provides an additional 8 hours per week focused on opiate and substance use disorder work. While this grant had been

significantly reduced in the Governor’s budget proposal, our local legislators, Representative Jenny Armini and Senator Brendan Crighton, worked effectively to reinstate the full funding, ensuring the continuation of this vital community service.

September 2025 Street and Utility Project Update (Map attached)

Amy McHugh, Director, Department of Public Works, appeared before the Select Board to review the following project updates:

Pedestrian and ADA Ramp Improvements

Work on pedestrian accessibility and ADA-compliant ramps is scheduled to begin in late September 2025. The initial focus will be along **Atlantic Avenue** on the outbound side near the Temple Emanuel ramp and sidewalk. Additional ADA ramp work is scheduled for **West Shore Drive** at Jersey Street, coordinated with school holiday periods to minimize disruption. Sidewalk and ramp upgrades are also planned along **Pleasant Street**, from Maverick Street to Prince Street on the outbound side. Looking ahead, in spring 2026, further ADA improvements will be made at **Tedesco** and **Humphrey Streets**, as well as along **West Shore Drive** and **Lafayette Street**.

Paving Projects

Full-depth reclamation paving for **West Street**, **Mystic Street**, and **Florence Street** will began on September 15, 2025. This process involves removing existing pavement, re-grading the road base, resetting structures, installing a binder course, reconstructing sidewalks, and applying a final pavement topcoat.

Water System Upgrades

Water utility improvements are ongoing in multiple areas. The **Pleasant Street** connection project is scheduled to be completed by early October 2025. Following this, work will shift to **Gerry Street**, where water system upgrades are planned to take place from October through December 2025.

Gas Utility Upgrades

Several significant gas line replacement projects are underway. Work along **Conant** and **Winthrop Streets** began in September 2025 and will continue through April 2026. **Atlantic Avenue** is scheduled for work in September 2025, while **Prospect Street** upgrades will extend from September 2025 through February 2026. Finally, gas line work on **Gerry Street** is scheduled between December 2025 and February 2026.

ABBOT HALL BELL TOWER. Bell Rotation. Chief Gilliland came before the Board to advise them that the Bell in the Clock Tower needs to be rotated so it does not take repeated knocks on the same location when the bell rings, causing fatigue and loss of tone and possible cracks. Motion made and seconded to approve the request from Chief Gilliland to coordinate the rotation of the Bell at Abbot Hall. All in favor.

REV250 COMMITTEE. Upcoming Events. Donald Doliber, Town Historian, Member Rev250 Committee, appeared before the Board to invite the Board to the “Headers in the Revolution” events, in celebration of the 250th Anniversary of

Marblehead's role in the Revolution, that will take place on September 20, 2025, and September 21, 2025, 10:00 a.m. – 4:00 p.m. Events will take place throughout the Historic District. These events are sponsored in part by the Marblehead Cultural Council and the Mass Cultural Council. Visit www.marbleheadmuseum/mhd250/ for more information. The Board thanked Don and the committee for organizing these events for the Town.

LICENSING. Farine Artisanal French Bread. Overhanging Sign. 146 Washington Street. Suzanna Naudin, Graphic Designer, appeared before the Board on behalf of Farine Artisanal French Bread seeking a sign permit. After discussion with the Board a motion was made and seconded to approve the application from Farine Artisanal French Bread, 146 Washington Street, for an overhanging sign subject to approval from OHDC, Sign Permit and receipt of the required insurance. All in favor.

LICENSING. Brothas Consignment. Secondhand Dealers License. Overhanging Sign. 80B Washington Street. Kathleen Doyle appeared before the Board seeking a Secondhand Dealers License and overhanging sign for Brothas Consignment, 80B Washington Street. After discussion the following motions were made:

Motion made and seconded to approve the application from Brothas Consignment, 80B Washington Street, for a Secondhand Dealers License subject to receipt of the required documents, fees and CORI approval. All in favor.

Motion made and seconded to approve the application from Brothas Consignment, 80B Washington Street, for an overhanging sign subject to approval from OHDC, Sign Permit and receipt of the required insurance. All in favor.

CULTURAL COUNCIL Interview/Appointment. Steve McClure appeared before the Board seeking appointment to the Cultural Council. Motion made and seconded to appoint Steve McClure to the Cultural Council with a term to expire in June 2028. All in favor.

OLD & HISTORIC DISTRICTS COMMISSION. Reappointment. Motion made and seconded to reappoint Duncan Facey to the Old and Historic Districts Commission, Full Time Member, with a term to expire in June 2026. All in favor.

OLD & HISTORIC DISTRICTS COMMISSION. Interview / Appointment. Michael Hall appeared before the Board seeking appointment to the Old & Historical Districts Commission, Alternate Members. Motion made and seconded to appoint Michael Hall to the Old & Historic Districts Commission, Alternate Member, with a term to expire in June 2026. All in favor.

POLICY. Zero-Emissions Vehicle First Procurement Policy. Logan Casey, Sustainability Coordinator, appeared before the Board to answer any questions by the Board on the draft Zero-Emissions Vehicle First Procurement Policy that was presented to the Board at their meeting on August 13, 2025. After review, motion made and

seconded to adopt the Town of Marblehead Zero-Emissions Vehicle First Procurement Policy as presented. All in favor.

LICENSING. Public Hearing, continued. Shin Dynasty, 1 Atlantic Avenue.

Revocation Hearing. The Chair announced this is a continuation of the Public Hearing, opened on November 13, 2024, on the revocation of the Wine Malt Beverage License # 00042-RS-0656, Shin Dynasty, 1 Atlantic Avenue. Alexander Lewis appeared before the Board and updated them on the progress at 1 Atlantic Avenue. Work continues to be done on a daily basis with the installation of the firewall nearing completion, electrical permits have been pulled and the ADA Entrance Door has been installed. Inspections for the hood and alarms are scheduled. Mr. Lewis expects the work to move along at a reasonable rate but did not have a hard date for expected completion stating he hoped it could be completed in a few months. The Board reviewed the information and had a discussion with Mr. Lewis regarding expectations moving forward, reminding him that the annual renewals are coming up and he will need to be in compliance to renew his license. Motion made and seconded to continue the Public Hearing to October 8, 2025, at 7:00 p.m. and require Mr. Lewis to submit regular updates to their office. All in favor.

CANNABIS SOCIAL EQUITY POLICY. The Town Administrator reviewed the draft Cannabis Social Equity Policy with the Board. Under Chapter 180 of the Acts of 2022 and subsequent regulations, all host communities are required to adopt and implement a Social Equity Policy that promotes equitable access to cannabis business opportunities. Host communities that fail to comply with these requirements may be subject to financial penalties equal to the annual Community Impact Fees collected from marijuana establishments operating within the municipality. The policy will be referred for legal review and refined as needed based on Board feedback. At a subsequent meeting, the Select Board will be asked to formally adopt the policy to ensure Marblehead remains compliant with state law, supports equitable access to cannabis business opportunities, and avoids future penalties associated with non-compliance.

CONSENT AGENDA ITEMS, GENERAL Motion to approve the following Consent Agenda Items:

- **MINUTES** of August 28, 2025
- **OLD TOWN HOUSE, Marblehead Museum, October 18, 2025**, subject to the usual rules, regulations and fees paid to the Town and receipt of the required Certificate of Insurance.

All in favor.

LEASE AGREEMENT. Damera Bus USA LLC. Logan Casey, Sustainability Coordinator, reviewed a lease agreement with the Board. Motion made and seconded to approve the lease agreement between the Town and Damera Bus USA LLC to lease a Damera E-Jest Electric Mini-bus for a period of 1 month as presented, and at no cost to the Town, subject to review by Town Counsel. All in favor.

PARKING RESTRICTIONS. Round House Road. Annual Clean up. Motion made and seconded to approve the request from Amy McHugh, Public Works Director, to temporarily make the entirety of the Railroad Right of Way known as Roundhouse Road, from School Street through to Bessom Street, as well as upper Anderson Street from #10 Anderson through to Bessom Street a **NO PARKING/TOW ZONE** area for the following dates:

October 20, 2025, from the hours of 7:00 a.m. – 3:00 p.m.

Rain Date: October 21, 2025, for the hours of 7:00 a.m. - 3:00 p.m.

This is to facilitate the annual clean-up and repair of town property in this area.
All in favor.

LICENSING. Bubble Bar Boston. Lee Mansion. Motion made to approve the request from Bubble Bar Boston for a One Day Liquor License on Saturday, October 4, 2025, at the Lee Mansion, 12:00 noon to 3:00 p.m. subject to the following conditions:

- Delivery of and receipt by the Licensing Authority of the required fee (\$50).
- 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.

Alcohol will be purchased from Martignetti Liquors.

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

9/11 COMMEMORATION. Notification was received from Chief Gilliland that Marblehead Fire and Police Departments will join public safety agencies and communities across the nation in commemorating the 24th anniversary of the September 11, 2001, terrorist attacks. The ceremony will begin at 10:00 a.m. at Memorial Park. Local leaders and members of the community are invited to join in remembrance and reflection at this solemn event.

SELECT BOARD ANNOUNCEMENTS.

Ms. Noonan announced that a public information session was held tonight on the Lynnway Multimodal Corridor Project and that another information session will be held on Wednesday, September 17, 2025, from 12:00 – 2:00 p.m. at Abbot Library. This project will redesign the Lynnway by removing 1 lane of traffic and dedicating it to a bus lane only. She encouraged residents to attend the information session.

Jim Zisson congratulated the Town on the Marine Corps Celebration with Mr. Grader concurring that it was a successful event and thanked the Town for all their efforts.

Motion made and seconded to adjourn at 9:30 p.m. *Kyle A. Wiley*

Kyle A. Wiley, Administrative Aide

List of documents used: Resumes: School Committee: Melissa Clucas, Sara Fox, Jael Magen, Mark Schwartz / Farine overhanging sign application / Brothas Consignment application; Secondhand dealer/overhanging sign / Cultural Council; Steve McClure / OHDC: Michael Hall / Shin Dynasty update // Draft Zero Emissions Policy/ Green Communities Program /Shin Dynasty update / Cannabis Control updates, draft policy / Draft minutes 08.28.25 /Old Town House October 18, 2025 /Lease Agreement Damera Ejest bus / DPW annual cleanup, Roundhouse Road / 1 Day liquor request, Bubble Bar Boston