

SELECT BOARD

MINUTES

October 22, 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 October 22, 2025, to order.

PUBLIC COMMENT. None.

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

FY26 State Earmark Funding

The Governor has authorized the release of FY26 earmarks. Marblehead will receive \$50,000 for repairs and irrigation at Waterside Cemetery and \$35,000 for updated firearms for the Police Department. These earmarks are not subject to MBTA 3A compliance. Representative Jenny Armini and Senator Brendan Creighton have continued their advocacy and support in securing these important local earmarks for Marblehead.

FY26 Community One Stop and Coastal Zone Management (CZM) Grant Loss Summary

In FY26, the Town of Marblehead submitted seven strategic grant proposals through the Community One Stop for Growth and Coastal Zone Management (CZM) programs. These projects supported key Town priorities in accessibility, infrastructure modernization, economic development, and climate resilience. However, despite strong alignment with state objectives, all submitted grants were deemed ineligible due to the Town's current non-compliance with the MBTA 3A multifamily zoning requirements. This resulted in a total loss of \$2,816,493 in potential funding for FY26, bringing the cumulative impact of MBTA 3A-related funding losses to nine grants totaling \$3,601,493.

The affected projects include:

Program	Project Title	Funding Request	Status	Reason
Community One Stop – Underutilized Properties	Abbot Hall Attic & Accessibility Project (Construction)	\$999,320	Ineligible	MBTA 3A Non-Compliance
MBTA Communities Catalyst Fund	Marblehead Rail Trail Improvements (Design Phase)	\$866,930	Ineligible	MBTA 3A Non-Compliance
Community One Stop – MassWorks Infrastructure Program	Washington Street Corridor Improvements (Design Phase)	\$301,050	Ineligible	MBTA 3A Non-Compliance
Community One Stop – Real Estate Services	Coffin School Reuse/Redevelopment Study	\$50,000	Ineligible	MBTA 3A Non-Compliance
Massachusetts Downtown Initiative	Downtown Parking Study	\$30,000	Ineligible	MBTA 3A Non-Compliance
Community One Stop – Vacant Storefronts Program	Vacant Storefront Tax Credit Program	\$50,000	Ineligible	MBTA 3A Non-Compliance
Coastal Zone Management – Coastal Resilience Grant	State Street Landing & Tucker Wharf Resilience Project (Design Phase)	\$519,193	Ineligible	MBTA 3A Non-Compliance

Total Lost Grant Funding: \$2,816,493

Overview and Impact

At the time the Town submitted these applications, Marblehead was considered compliant under MBTA 3A; however, subsequent state determinations rendered the Town ineligible. The loss of these grants delays critical planning and infrastructure efforts and limits the Town’s ability to leverage future investment opportunities. These projects collectively represented progress toward several Town goals, including ADA accessibility at Abbot Hall, multimodal transportation via the Rail Trail, downtown revitalization through parking and storefront programs, adaptive reuse planning for the Coffin School property, and climate resilience through waterfront infrastructure improvements.

The inability to secure these funds has a direct and measurable impact on economic development, public safety, and sustainability initiatives. Each unfunded project not only delays immediate progress but also weakens Marblehead’s ability to compete for future grant cycles that build upon prior design or feasibility work. The Town will continue to prioritize compliance with state housing and zoning mandates, maintain project readiness, and pursue all available opportunities for reapplication in upcoming fiscal years.

Council on Aging (COA) Roof Replacement Project

Roof replacement work at the Council on Aging (COA) building is underway. The contractor has been mobilized, and construction is proceeding according to schedule. Operations and programming at the COA continue with minimal disruption to staff and visitors. Once completed, the new roof will significantly improve weather protection, reduce maintenance needs, and extend the useful life of the building.

Mary Alley Building Roof Project

Roofing materials for the Mary Alley Municipal Building were delivered last week, and the contractor has begun site setup for the roof replacement project. The project is

expected to take approximately four weeks to complete, weather permitting. Upon completion, the new roof will enhance the building's structural integrity, improve energy efficiency, and protect the critical municipal offices housed in the facility.

Coffin School Reuse Project

The Community Development & Planning Department continues to make steady progress on the Coffin School Reuse Project, which aims to determine the most beneficial long-term reuse of the former school property while balancing community needs, financial feasibility, and potential partnerships. The Town recently completed its Municipal Expression of Interest (EOI) process, receiving submissions from the Marblehead Municipal Light Department, the Recreation and Parks Commission, the Cemetery Commission, and the Marblehead Housing Authority. These responses demonstrate strong interdepartmental interest and provide valuable insight into possible municipal reuses of the property.

In parallel, the Town issued a Request for Information (RFI) seeking input from nonprofit organizations and private developers to gather creative and financially sustainable reuse concepts. The RFI asks respondents to provide preliminary redevelopment ideas, relevant team qualifications, and feedback on feasibility and partnership structures. Responses are due by Thursday, October 30, 2025.

Community engagement remains an important component of this process. The Department hosted an initial public meeting attended by approximately 15 to 20 residents, to discuss the property's condition, community priorities, and possible uses. A second community meeting is being planned for mid-November. Once all responses have been reviewed, the Planning Department will synthesize the findings and prepare recommendations for the Select Board later this fall to guide next steps in determining the property's long-term future.

Alexa Singer joined the meeting.

FY27 FINANCIAL FORECAST. Aleesha Nunley Benjamin, CFO, and Alec Goolsby (remote attendance), Chair, Finance Committee, presented the Town of Marblehead Financial Forecast (see attached) to the Board. A discussion followed with questions and comments from the Board.

OTHER PUBLIC EMPLOYEE BENEFITS (OPEB). Report. Parker Elmore, President, CEO, Odyssey Advisors, and Aleesha Nunley Benjamin, CFO, presented the Governmental Accounting Standards Board (GASB) 75 Results to the Board. GASB is an independent, private-sector organization that develops and issues accounting and financial reporting standards for U.S. state and local government. The primary objective of governmental accounting is to provide accurate financial information to support decision-making, demonstrate accountability, and ensure proper stewardship of public funds.

APPOINTMENT. On Call Plumbing Inspector. Stephen Cummings, Building Commissioner, appeared before the Board seeking appointment for an On Call Plumbing Inspector due to the Town's Plumbing Inspector going out on short-term leave. Motion made and seconded to appoint Nelson Gagnon as On Call Plumbing Inspector with a term to expire in June 2026. All in favor.

HARBORS & WATERS BOARD. Interviews. Appointment. The following applicants appeared before the Board seeking appointment to the Harbors & Waters Board, Alternate Member: Matthew Burke, Andy Garnitz and John Lucas. After interviewing the applicants, a motion was made and seconded to place all names into nomination to fill the Alternate Member vacancy on the Harbors & Waters Board. On a roll call vote the Board voted as follows: Mr. Zisson, Matthew Burke; Mrs. Singer, Matthew Burke; Mrs. Noonan, Matthew Burke; Mr. Grader, Andrew Garnitz; Mr. Fox, Mr. Garnitz. Matthew Burke is appointed to the Harbors & Waters Board, Alternate Member, with a term to expire in June 2025.

COUNCIL ON AGING. Interview / Appointment. Suzanne Gruhl appeared before the Board seeking appointment to the Council on Aging. After a brief discussion motion made and seconded to appoint Suzanne Gruhl to the Council on Aging with a term to expire in June 2028. All in favor.

VETERANS DAY CEREMONY. Roseann Trionfi-Mazzuchelli, Veteran's Agent, appeared before the Board with Marblehead VFW Commander Ronald Knight to give an overview of the Veterans Day Ceremony, November 11, 2025, at 10:00 a.m. at Abbot Hall and provide a list of upcoming events. The Council on Aging will provide transportation for this event. The VFW will provide breakfast following the ceremony. Commander Knight noted the Wreaths Across America event, that took place this past weekend, was a great success raising funds for over 800 wreaths.

PRISONER OF WAR CHAIR. Roseann Trionfi-Mazzuchelli, Veteran's Agent, appeared before the Board to present information on the Town accepting and displaying a Prisoner of War (POW) Chair. Over 135 cities and towns in the Commonwealth have a POW and/or MIA Chair, representing all POW's and MIA's. VSO Trionfi-Mazzuchelli is researching design and pricing, estimated to be between \$600-700. Ultimately this chair would be placed in Abbot Hall with permission from the Select Board. The VFW has agreed to help sponsor the cost of the chair. The Select Board will place this item for a vote on a future agenda once more information is received.

PUBLIC HEARING. Verizon N.E. Inc. Relocate Pole. The Chair called the Public Hearing to order. This hearing has been legally advertised, and abutters have been notified. Alexander Marrero, Verizon Representative, appeared before the Board to present the petition. Verizon New England Inc. and Marblehead Municipal Light Department request permission to locate poles, wires, cables and fixtures including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used in common by your petitioners, along and across the following public way or ways:

Rockaway Avenue:

Relocate one (1) JO pole, P.18-1, on the southerly side of Rockaway Avenue at a point approximately 15' northwesterly from its existing location. This petition is necessary to accommodate the Marblehead Rail Trail.

No one spoke opposed to the petition. Abutting residents asked a few questions. Brendan Callahan, Community Development and Planning Director, spoke in support of this petition, noting that the pole sits in the middle of the Right of Way and that the Light Department is on board with this request and is coordinating the removal of this pole once approved.

The Public Hearing was closed. Motion made and seconded to approve **VZ N.E. Inc. Plan No. 1A7VG0E** from Verizon New England Inc., as presented, subject to Verizon hiring Police details as required by the Police Chief, said poles shall be of sound timber, and reasonably straight and shall be set at the points indicated substantially in accordance with the plan filed herewith marked-VZ N.E. Inc. Plan No. 1A7VG0E Dated September 9, 2025, and permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes and that space shall be reserved and maintained for the limited purpose of attaching one-way low voltage fire and police signaling wires owned by the municipality or governmental entity for public safety purposes only. All in favor.

Secondhand Dealers License. Johnny Rays Music Emporium. 31-35 Atlantic Avenue. Johnny Ray Nicasastro and Richard Messinger appeared before the Board to present their application for a Secondhand Dealers License. After brief discussion, motion made and seconded to approve the application from Johnny Rays Music Emporium, 31-35 Atlantic Avenue, for a Secondhand Dealers License subject to receipt of the required documents, fees and CORI approval. All in favor.

LICENSING. Public Hearing. Shin Dynasty. 1 Atlantic Avenue. 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. Mr. Lewis could not appear before the Board and provided a written progress update to the Board which read in part that work continues to be done on a daily basis and they expect to meet the deadline of November 30, 2025 for inspections. The Board reviewed the information and reiterated their expectations regarding the upcoming annual license renewals and the requirement that Mr. Lewis be in compliance to renew his license. Motion made and seconded to continue the Public Hearing to November 19, 2025, at 7:00 p.m. and require Mr. Lewis to submit regular updates to their office. All in favor.

OVERHANGING SIGN. Maison De Mer, 155 Washington Street. Judy Golditch appeared before the Board seeking approval for an overhanging sign. After reviewing the application a motion was made and seconded to approve the request from Judy Golditch to erect an overhanging sign at 155 Washington Street subject to approval from OHDC,

sign permit and receipt of the required Certificate of Insurance naming the Town as additionally insured. All in favor.

MEMORANDUM OF AGREEMENT. U.S. Army Corps of Engineers. Shipyard Resiliency Application. Brendan Callahan, Community Development and Planning Director, appeared before the Board to review the MOA as presented. Motion made and seconded to approve the Memorandum of Agreement between the Town and the U.S. Army Corps of Engineers and MA State Historic Preservation Office, as presented, for the Marblehead Shipyard Resiliency Application. All in favor.

ARBITRATION. Gallo. The Chair gave a brief update on the settlement agreement between the Town and Officer Gallo. This agreement represents a full and final resolution of all financial matters associated with arbitration award without admission of wrongdoing by either party. The Chair stated that this agreement came about through work as a result of arbitration, which is always a compromise, often times there is significant risk for both parties in these situations. The Town and Officer Gallo retain their respective rights and responsibilities under Massachusetts Law. This agreement resolves only the financial components of this arbitration award.

TOWN CHARTER COMMITTEE. Questionnaire. The Chair opened discussion on the questionnaire received by the Charter Committee. The Chair will incorporate the Board's input and feedback into the questionnaire. Motion made and seconded to authorize the Chair to respond to the questionnaire received from the Charter Committee. All in favor.

CANNABIS SOCIAL EQUITY POLICY. The Town Administrator reviewed with the Board the final draft policy, originally provided to the Board on September 24, 2025, and a motion was made and seconded that the Marblehead Select Board adopt the proposed Cannabis Social Equity Policy as presented. All in favor.

HOLD HARMLESS AGREEMENT. Police Department. Motion made and seconded to approve the Hold Harmless Agreement, as presented, between the Town and the Town of Nahant Police Department and authorize the Chair to sign on behalf of the Board. All in favor. This agreement will assist Marblehead with covering police details.

GREEN MARBLEHEAD COMMITTEE. The Town Administrator reviewed a memo with the Board regarding the Green Marblehead Committee. The Committee recently conducted a review of its membership and the alignment of member roles with the committee's mission and workload. Following this review, at its October 9, 2025, meeting, the Committee voted to recommend a change in its membership structure, specifically, to replace the Town Planner position with the Community Development and Planning Director as the designated member representing the Community Development and Planning Department. This change will align representation with current departmental roles and ensure efficient use of staff resources in support of the Town's sustainability and climate action goals. After review, motion made and seconded to approve the recommendation of the Green Marblehead Committee by replacing the Town

Planner as a member of the Green Marblehead Committee with the Community Development and Planning Director. All in favor.

CONSENT AGENDA ITEMS, GENERAL Motion to approve the following Consent Agenda Items except those put on hold:

Minutes of October 1, 2025, and October 9, 2025.

Abbot Hall, Festival of Arts, Artisans' Holiday Marketplace, December 5 – 7, 2025, subject to the usual rules, regulations, fees and receipt of the required Certificate of Insurance.

All in favor.

CONTRACTS

GATCHELL PLAYGROUND LIGHTING. Motion made and seconded to approve a **Change Order to Contract 2025-010, for the Gatchell Playground Lighting** project between the Town and **Ham Electric LLC** in the amount of thirteen thousand five hundred and forty dollars and 12/100, \$13,540.12 and authorize the Chair to sign on behalf of the Board. All in favor.

ON CALL HVAC MAINTENANCE AND REPAIR. Motion made and seconded to award **Contract 26-12 for On-Call HVAC Maintenance and Repair** between the Town and **General Air Conditioning & Heating, Inc.** in the amount of one hundred forty-two thousand nine hundred and fifty dollars and 00/100 (\$142,950.00) for year one with two optional renewal years and authorize the Chair to sign the contract on behalf of the Board. All in favor.

COA FENCING. Motion made and seconded to award **Contract 26-14 COA Fencing Project** between the Town and **New Generation Landscaping and Fence Inc.** in the amount of eighteen thousand five hundred dollars and 00/100 \$18,500 and authorize the Chair to sign on behalf of the Board. All in favor.

MARBLEHEAD RAIL TRAIL SWAMPSCOTT BRANCH. Motion made and seconded to amend **Contract No. 2024-071, Marblehead Rail Trail Swampscott Branch Project Early Construction** between the Town and **Raffael Construction Corporation** to extend the completion date until December 30, 2025, and further authorize the Chair to sign the Change Order on behalf of the Board. All in favor.

REYNOLDS PLAYGROUND DESIGN PROJECT. Shelley Bedrosian, Recreation and Parks, appeared before the Board, remotely, to review the selection process the Committee used to determine the vendor for this contract request. Motion made and seconded to award **contract 2025-009, Reynolds Playground Design Project** between the Town and Clough, Harbour & Associates, LLP. in the amount of Five hundred eighty-one thousand two hundred ninety dollars and 00/100 (\$581,290.00) and authorize the Chair to sign on behalf of the Board. All in favor.

COLLINS CENTER. Contract. The Town Administrator reviewed the status of the contract between the Town and the Collins Center as it relates to the Charter Committee review. The Collins Center has an outstanding deliverable which they have agreed to complete and provide to the Town under the original contract agreement. If there is need for services moving forward, as part of the original agreement, a provision is provided to engage services on an as needed hourly basis. Mr. Zisson expressed his concerns with the Collins Center performance but is satisfied that we will receive the deliverables as contracted.

LICENSING. 1 Day Liquor License(s). Old North Church / Friends of the Performing Arts / Donald Carlton, Marblehead Arts Association. Motion to approve the following applications for a One Day Liquor License as follows:

- Old North Church, 8 Stacey Street, November 14, 2025, 6:30 p.m. – 9:30 p.m.
- Friends of the Performing Arts, King Hooper Mansion, November 6, 2025, 6:00 p.m. – 10:30 p.m.
- Donald Carlton, Marblehead Arts Association, 8 Hooper Street, November 8, 2025, 6:00 p.m. - 8:30 p.m.

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.

Alcohol will be purchased from Kappy's Importing & Distributing Co. and Oz Wine Company.

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

RAIL TRAIL SIGNAGE. Brendan Callahan, Community Development and Planning Director, appeared before the Board to review the request to install a sign on the Rail Trail. Motion made and seconded to approve the request from Brendan Callahan, Director of Community Development and Planning Department, to install the proposed rail trail sign, as presented, for the Marblehead Rail Trail at the Rockaway/Clifton Avenue rail trail segment. All in favor.

OLD TOWN HOUSE. Sign. Old Marblehead Improvement Association. Motion made and seconded to approve the request from Maryann Criswell, Old Marblehead Improvement Association (OMIA), to install a sign, 15" x 7", as presented, under the crabapple tree by the main entrance to the Old Town House, in recognition of OMIA's contributions to the Old Town House. All in favor.

DIVISION OF MARINE FISHERIES. Notice was received from the Division of Marine Fisheries in accordance with Chapter 130, Section 74A of the MGL Chapter 130, section 74A, regarding Classification: Conditionally Approved, Status: Open to Shellfishing October 1, 2025, through April 30, 2026 for N21.2 Devereux and Tuckers Beach.

LETTERS OF INTEREST. The Board received the following letters of interest regarding serving on Town Boards/Committees:

- Shellfish Constable: Felix Amsler, Eric Berg, Erica Duffy
- Disabilities Commission: Amy Malkoff

The Chair set a deadline of November 14, 2025, for applications for Shellfish Constable and a deadline of December 5, 2025, for the Disabilities Commission. Letters of interest/resumes should be sent to the Select Board Office, Abbot Hall, 188 Washington Street or via email to wileyk@marbleheadma.gov.

SELECT BOARD ANNOUNCEMENTS.

Meeting Schedule: Due to holidays and scheduling conflicts the Select Board will hold their regular meetings for November and December as follows:

Wednesday, November 19, 2025

Wednesday, December 10, 2025

and meet on an as needed basis as well.

Motion made and seconded to adjourn at 10:00 p.m. All in favor.



Kyle A. Wiley
Administrative Aide

List of documents used: Financial Forecast / GASB 75 Results / resumes: Nelson Gagnon, Matthew Burke, Andy Garnitz, John Lucas, Suzanne Gruhl / Veterans Day schedule / Verizon petition for pole location / Johnny Rays Music Emporium application / Shin Dynasty update / overhanging sign application, 155 Washington Street / MOA US Army Corps of Engineers / Cannabis Social Equity Policy / Hold Harmless agreement w Town of Nahant / Memo, Green Marblehead Committee / draft minutes Oct. 1st and Oct. 9th / FoArts request for Abbot Hall / contracts / 1 day liquor requests, Old North Church, Friends of Performing Arts / Donald Carleton / Rail Trail sign request / OMA sign request / Division of Marine Fisheries shellfishing announcement / letters of interest: Shellfish Constable, Felix Amsler, Eric Berg, Erica Duffy, Disabilities Commission, Amy Malkoff.