

## BOARD OF SELECTMEN

### MINUTES

May 25, 2022

Board met in HYBRID session at 7:00 pm. At Abbot Hall and via ZOOM Conferencing Present (constituting a quorum):

Jackie Belf-Becker, Chair  
Erin M. Noonan  
M. C. Moses Grader  
James E. Nye  
Alexa J. Singer

John J. McGinn, Interim Town Administrator

The Chair called the meeting of May 25, 2022 to order. All members of the Board are participating in person.

**EXECUTIVE SESSION.** Motion made and seconded to go into Executive Session under M.G. Law c.30A, § 21(a)(7) to review executive session minutes and Executive Session under M.G. Law c.30A for the purpose of contract negotiations, Town Administrator and for Collective Bargaining with the Marblehead Municipal Employees Union, Local 1776. Votes may be taken, and if they are votes will be released at a time deemed appropriate by counsel. The Board **will** reconvene in open session. Moved by Mr. Nye, 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. Nye, in favor; and Mrs. Belf-Becker, in favor.

The Board resumed in open session at 7:20 p.m.

**INTERIM FINANCE DIRECTOR.** Michael Carritte appeared before the Board as it relates to serving as Interim Finance Director. Motion made and seconded to appoint Michael Carritte Interim Finance Director effective May 26, 2022. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**MEMORANDUM OF UNDERSTANDING.** Amy McHugh, Water & Sewer Superintendent, appeared before the Board as it relates to serving as Department of Public Works Director. Motion made and seconded to authorize the Chair to sign the Memorandum of Understanding between the Town and the Marblehead Water & Sewer Commission on behalf of the Board. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**APPOINTMENT. Department of Public Works Director.** Motion made and seconded to appoint Amy McHugh Department of Public Works Director effective May 26, 2022 with an additional stipend of \$30,000 to be increased annually by the cost-of-living percentage given to positions on the administrative pay scale commencing on July 1, 2023. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**ARTICLE 39. Home Rule Petition.** Motion made and seconded that the Board adopt the Home Rule Petition as approved at the May 2, 2022, Town Meeting Article 39 and submit same to the General Court. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**YEAR END TRANSFERS.** The Board took the following votes for year-end transfers: Motion made and seconded, in accordance with MGL Chap 44 Sec 33B, to transfer \$25,243.00 from Court Overtime, Police #01-062-210-5148 to Restoration and Maintenance Emergency Generator, Police, #01-063-210-5247. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

Motion made and seconded, in accordance with MGL Chap 44 Sec 33B, to transfer \$156,000.00 from Health Insurance TSF, Finance #01-221-139-5176, to EMT Stipend, Fire #01-068-220-5153. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

Motion made and seconded, in accordance with MGL Chap 44 Sec 33B, to transfer \$17,923.40 from Senior Clerk II, Assessors #01-019-141-5319 to Other Professional & Technical # 01-018-141-5050. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**RESERVE FUND TRANSFER. Other Insurance.** Motion made and seconded to authorize the transfer of the sum of \$117,000.00 from the Reserve Fund in accordance with chapter 40, section 6 of the Massachusetts General Laws as previously approved by the Finance Committee. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**HOBBS HOUSE LEASE. Amend.** Motion made and seconded to amend the lease agreement between the Town of Marblehead and the Marblehead Community Counselling Center for the Hobbs Building at 66 Clifton Ave dated February 15, 2021 in accordance with Paragraph 29. Amendments, amend paragraph 3. Rent - to allow the monthly rent of six hundred and twenty for dollars (\$624.00) per month to be paid through upgrades to the building from the period of May 2022 until June 2023 and then thereafter resume the original lease payments and authorize the Chair to sign the amendment on behalf of the Board. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**AMERICAN RESCUE PLAN ACT (ARPA). Projects.** The Interim Town Administrator reviewed with the Board, and Mr. Grader gave an overview, of what the ARPA Working Group has done related to evaluating the various proposed ARPA related projects. Motion made and seconded to formally approve the use of federal ARPA Funds for the following purposes and amounts: Tourist Booth Project, \$54,000.00; Rail Trail project grant, Match, \$28,000.00; Construction Management for Rail Trail Project,

\$8,000.00; Hybrid Technology, \$50,611.00 for a Total amount of \$140,611.00. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**CONTRACT. Town Administrator.** Motion made and seconded to approve the employment contract, as presented, between the Town and Thatcher Kezer, Town Administrator. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**EXECUTIVE SESSION MINUTES. Release. Hold.** Motion made and seconded, on advice from Town Counsel, after review of our Executive Session Minutes, the Board shall make public the following Board of Selectmen Executive Session Minutes: - February 9, 2022, January 25, 2022, September 8, 2021, August 25, 2021, December 4, 2020 and December 16, 2020. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

Motion made and seconded, on advice from Town Counsel, after review of our Executive Session Minutes, the Board shall continue to hold until deemed appropriate by counsel the following Board of Selectmen Executive Session Minutes December 11, 2019, November 23, 2020 and November 2, 2021. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**LICENSING. One Day Liquor License. Hip Baby Gear. 118 Washington Street.**

Motion made and seconded to approve the request from Jami Reyes, Owner, Hip Baby Gear, for a one-day liquor license for Saturday, June 18, 2022 from 10:00 a.m. – 5:00 p.m. 118 Washington Street and Crosby’s parking lot, 109 Washington Street 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.
- Approval from Crosby’s for use of parking lot

Moved by Mr. Nye, seconded by Mr. Grader. On a polled vote the Board voted as follows: Mrs. Singer, in favor; Mrs. Noonan, in favor; Mr. Grader, in favor; Mr. Nye, in favor; Mrs. Belf-Becker, in favor.

**DONATION ACCOUNT. Fort Beach repairs.** Motion made and seconded to establish a donation account for the purpose of repairing the steps at Fort Beach. Moved by Mr. Grader, seconded by Mrs. Singer. All in favor.

**CONSTABLES. Civil Service. Extend Expiration Date.** Motion made and seconded to extend the expiration date for appointed Constables, to serve civil process in Town, to June 30, 2022 to coordinate with the Boards annual re-appointments. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

**FINANCE COMMITTEE. Letter of Interest.** A letter of interest was received from Jim Zisson to serve on the Finance Committee.

**ALLIANCE HEALTH AT DEVEREUX. Notice of Transfer.** The Board received notification of the pending transfer of ownership of Alliance Health at Devereux.

The Board expressed thanks to the Interim Town Administrator John McGinn for his service to the Town.

Laurie Barham asked the Board questions related to APRA funding.

Motion made and seconded to adjourn at 8:20 p.m. Moved by Mr. Nye, seconded by Mr. Grader. All in favor.

Kyle A. Wiley  
Administrative Aide

List of documents used:  
Michael Carritte resume  
MOU Town and W&S  
Home Rule Petition Article 39  
Year End Transfers information  
Request for Reserve Fund Transfer  
Review of ARPA projects to vote