SELECT BOARD

MINUTES

February 11, 2026

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 Wednesday, February 11, 2026, to order. This meeting is being recorded.

PUBLIC COMMENT. None

POLICE DEPARTMENT. Appointment. Captain. Chief King appeared in front of the Board with Acting Captain Jonathan Lunt seeking to promote Jonathan Lunt to Captain. Chief King presented Acting Captain Lunt's professional experience within the department's organization, highlighting his 22 years' experience and leadership qualities. Motion made and seconded to appoint Jonathan Lunt as Captain in the Marblehead Police Department. All in favor. The Select Board congratulated Captain Lunt and thanked him for his service to the Town.

CEMETERY COMMISSION. Joint Meeting. Interviews. Appointment. The Board met in joint session to interview applicants for the vacancy on the Cemetery Commission with the following members of the Cemetery Commission, David Rodgers and Rabbi David Meyer. The Board received letters of interest from Sally Sands and Rose McCarthy. Rose McCarthy was not in attendance. The Board interviewed Sally Sands and motioned to place both names into nomination. All in favor. David Rodgers noted that Rose McCarthy is a true Marbleheader who has served on the Recreation and Parks Commission and the Cemetery Commission and truly loves Marblehead.

On a roll call vote the Board and Commission voted as follows: Rabbi Meyer, Sally Sands; Mr. Rodgers, Sally Sands; Mr. Zisson, Rose McCarthy; Mrs. Singer, Sally Sands; Mr. Grader, Sally Sands; Mrs. Noonan, Sally Sands; Mr. Fox, Sally Sands.

Sally Sands appointed to fill the unexpired term on the Cemetery Commission with a term to expire in June 2026.

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

Open Finance Transparency Center – MUNIS
The Finance Department has completed implementation of the new Open Finance Transparency Center within our MUNIS financial system. This new platform enhances public transparency by providing direct access to current fiscal data.

The site currently displays budgeted revenues, budgeted expenditures, actual expenditures, and vendor payments. Because the Town's prior revenue data remains in our legacy financial system, historical revenue figures have not yet been imported and therefore are not reflected in the current view. That work will continue as part of our broader ERP transition process.

Unlike ClearGov, which is updated periodically, the Open Finance portal updates daily, providing residents with near real-time financial information. Certain sensitive data fields have been appropriately removed to prevent potential fraud or misuse.

Importantly, the Town will continue to maintain ClearGov for historical financial data from our legacy system, ensuring continuity and long-term transparency.

In coordination with the Finance Department the Town will make a public announcement and place all this information on the Town website.

Transition to New Mass Notification System – Regroup
As previously reported, the Town's current mass notification platform, CodeRED (now known as Crises24), experienced a cyber-attack that affected Marblehead and numerous other communities, significantly impacting the reliability of the system. Throughout this winter season, the Town deployed the system multiple times during weather events and encountered several complications, including inconsistent delivery to subscribers, unclear recorded messages, and calls appearing to originate from out-of-state numbers. These issues understandably affected public confidence in our emergency communication capabilities.

Given that we remain in the middle of the winter season and rely heavily on timely emergency notifications, we moved quickly to evaluate alternative platforms. After review, we have decided to migrate to the Regroup mass notification system. Regroup will provide reliable, rapid emergency messaging capabilities, as well as enhanced outreach tools that will allow us to broaden and improve our communication with residents beyond emergency notifications.

The cost of a one-year agreement is $6,500. Although an item was placed on tonight's Select Board agenda in anticipation of potential contract approval requirements, prior to final confirmation of pricing, the final cost falls below the $10,000 approval threshold and is also supported by an existing budgeted line item. Accordingly, Select Board approval is not required.

This agreement includes full migration of our existing contact data by the vendor. Chief Gilliland and members of the public safety team will work directly with Regroup to ensure the system is transitioned and operational as quickly as possible.

Given the recent difficulties with our current platform, I felt it was important to communicate this action publicly to assure residents that we have acted swiftly to secure a reliable mass notification system that meets Marblehead's needs during the winter season and beyond.

PUBLIC HEARING. Licensing. Revocation 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. Alexander Lewis and Doug Dubin, DD Contracting, appeared before the Board to provide a progress report. Mr. Lewis provided a written status report for the files. Doug Dubin spoke to the construction process and reviewed the work he has done over the past 4-6 months at the locations and what systems have been installed as well as what is near completion. Doug stated that he had to redo most of the previous work done by the former contractor. He is confident that he can get the required department sign offs and receive a certificate of occupancy within the next two weeks. Alexander stated that he has placed orders for serving ware and recruiting efforts have started as well as securing a point-of-sale contract.

Board members expressed their concern with the length of time it has taken to get the restaurant open, reiterating that they want the Licensee to succeed and the Town to benefit from their business. The Board appreciated hearing from the contractor and receiving clear feedback on the status of the project. After discussion, a motion was made and seconded to continue the Public Hearing to February 25, 2026, at 7:00 p.m. All in favor.

MBTA 3A EOHLC FEEDBACK LETTER. Brendan Callahan, Director, Community Development & Planning, appeared before the Board. The Town received a letter from the Executive Office of Housing and Livable Communities (EOHLC) providing pre-adoption feedback on Marblehead's proposed Section 3A Multi-Family Overlay District. EOHLC has indicated that the proposed district, as currently structured, would position the Town favorably for full compliance with the MBTA Communities Act upon adoption. Brendan outlined the remaining steps required to complete the process:

1. Finalization of Zoning Text
2. Warrant Placement and Planning Board Public Hearing
3. Town Meeting Vote

4. Post-Adoption Compliance Submission

Brendan will continue to coordinate closely with EOHLC, legal counsel, and our consultant, to ensure that each step is completed in a timely and compliant manner.

COFFIN SCHOOL REUSE. Update. Brendan Callahan, Director, Community Development & Planning, appeared before the Board to give an update on the Coffin School Reuse project. A memo was provided to the Board as well. Brendan reviewed work completed to date, next steps and a project schedule, with the entire process to be completed sometime in June 2026.

FY27 BUDGET TIMELINE DISCUSSION. The Town Administrator provided a memo, and reviewed with the Select Board, the FY207 Budget Development Timeline and status update. A lengthy discussion followed focusing on the process of creating a balanced budget for the town, prioritizing departments and making tough funding decisions. Select Board members emphasized the need for a multi-year outlook, including staffing, employee costs, and capital needs, as well as data on long-term consequences of budget cuts. They also suggested isolating the costs of individual services and exploring outsourcing options. The objective is to build a balanced budget within the next two weeks, with additional analysis to follow in the process.

Town Administrator and Chief Financial Officer will present a balanced budget proposal for FY27, as well as potential override options, at the next Select Board meeting on February 25, 2026. The Board asked the Town Administrator to develop multi-year budget projections (3-year outlook) showing both a "restored service" scenario and a "smart invest" scenario and do an analysis by department, staffing/employee changes, capital requests, and potential long-term consequences of proposed cuts. The Board discussed various means to get all this information out to the public, suggesting scheduling "Municipal Boot Camp" sessions in March for residents to learn about town departments.

WARRANT ARTICLES. 2026 Annual Town Meeting. The Town Administrator reviewed the following articles to be placed on the Warrant for 2026 Annual Town Meeting. These include standard, recurring articles as well as proposed articles that are sponsored by the Select Board:

- Articles in Numerical Order
- Reports of Town Officers and Committees
- Assume Liability
- Consent Agenda Articles: Assume Liability, Accept Trust Property, Lease Town Property, Contracts in Excess of Three Years
- Departmental Revolving Funds
- Purchase of Equipment of Several Departments
- Lease Purchase
- Capital Improvements for Public Buildings
- Walls and Fences

- Storm Water Construction
- Proposed Reclassification and Pay Schedule (Administrative)
- Proposed Pay Schedule and Reclassification (Traffic Supervisors)
- Proposed Reclassification and Pay Schedule (Seasonal and Temporary Personnel)
- Compensation - Town Officers
- Essex North Shore Agricultural and Technical School District
- Collective Bargaining – Fire
- Amend Zoning Bylaw - 3A Multifamily Overlay District
- Amend Bylaws related to the Department of Public Works - Housekeeping
- Amend General Bylaws Part I, Chapter 39 – Prohibition of Cryptocurrency Automatic Teller Machines
- Repeal (dissolve) General Bylaw – Public Works Committee
- Administrative Benefit Amendment

No votes were taken.

SNOW EMERGENCY DECLARATION. Authority to Delegate. In an effort to coordinate more efficiently when a Snow Emergency Declaration is needed the Town Administrator is seeking the Board's approval to delegate this duty to him. A brief discussion was held on snow removal and a motion was made and seconded to delegate to the Town Administrator, in coordination with the Director of Public Works, the Police Chief, and the Fire Chief, the authority to declare a Snow Emergency on an as-needed basis when significant snow accumulation from forecasted or actual weather conditions poses an immediate threat to the health or safety of persons or property in the Town. The Town Administrator, Director of Public Works, Police Chief, and Fire Chief shall establish the start and end times of any declared Snow Emergency as necessary to maintain and protect public ways, emergency access, and pedestrian safety. Any declaration made pursuant to this motion shall include notification to the Conservation Commission where applicable, required reporting to the Massachusetts Department of Environmental Protection (MassDEP), and notice to the Select Board at the earliest practicable time. This delegation shall automatically terminate at the conclusion of the 2025–2026 winter season, unless earlier amended or rescinded by vote of the Select Board. All in favor.

SNOW EMERGENCY DECLARATION. Amy McHugh, DPW Director, requested the Board declare a Snow Emergency effective tonight since all collaborating parties noted in the previous vote taken were not present and her department needs to start snow removal as soon as possible. Motion made and seconded to declare a Snow Emergency, due to significant snow accumulation from forecasted or actual weather conditions poses an immediate threat to the health or safety of persons or property, from February 11, 2026, at 11:00 p.m. and continue to Saturday, February 14, 2026, at 7:00 a.m. All in favor.

REVOLVING FUND ACCOUNTS. FY2027. Motion made and seconded to reauthorize the following Revolving Fund Accounts for Fiscal Year 2027 in accordance with Mass General Laws Chapter 44, Section 53E ½ in the amounts below:

Animal Control Department	$ 5,5000.00
Council on Aging	$ 350,000.00
Board of Health, commercial waste disposal	$1,067,598.00
Board of Health, vaccines	$ 10,000.00
Highway, street opening fees	$ 200,000.00
Sump pump improvement	$ 10,300.00
Conservation Fines	$ 75,000.00
Historical Commission Gift Shop	$ 25,000.00
Recreation and Parks	$2,000,000.00
Hobbs Memorial Fund	$ 15,000.00
Special Education	$ 200,000.00
School Transportation	$ 15,000.00

All in favor.

CONSENT AGENDA ITEMS, GENERAL. Motion made and seconded to approve the following Consent Agenda Items subject to the usual rules, regulations, fees and receipt of the required Certificate of Insurance.

MINUTES of January 14, 2026, and January 7, 2026.

Abbot Hall, Pride Day, Sunday, June 14, 2026

Abbot Hall, Festival of Arts, Speed Puzzle Fundraisers

- March 7, 2026
- August 8, 2026
- September 26, 2026
- November 7, 2026

Declare the following items as surplus and no longer needed for Municipal purpose so that it may be disposed of in accordance with the Town's policy on surplus equipment:

- 25 Chairs at Abbot Hall

Marblehead Youth Baseball Opening Day Parade, May 2, 2026

Abbot Hall, Platorum Presents, SEAPAC Charity Concert, November 14, 2026

Abbot Hall, Marblehead Community Charter Public School, March 16, 2026, for a mock public hearing
All in favor.

CONTRACTS. The Board reviewed contracts and took the following votes:

Contract 26-40 On-Call Painting Services
Motion made and seconded to approve Contract 26-40 for on-call painting services between the Town and Katco Contracting, Inc., based on the hourly rates and percentage

mark-up on materials bid, and to authorize the Chair to execute the contract on behalf of the Board. All in favor.

Contract #26-41 On-Call Plumber
Motion made and seconded to approve Contract 26-41 for an on-call plumber between the Town and Boston Mechanical Inc., based on the hourly rates and percentage mark-up on materials bid, and to authorize the Chair to execute the contract on behalf of the Board. All in favor.

Contract 26-44 On-Call Generator and Transfer Switch Repairs
Motion made and seconded to approve Contract 26-44 for on-call generator and transfer switch repairs and inspections between the Town and Sherborn Consolidated, Inc., based on the hourly rates and percentage mark-up on materials bid, and to authorize the Chair to execute the contract on behalf of the Board. All in favor.

Contract 26-46 On-Call Electrical Services
Motion made and seconded to approve contract 26-46 for on-call electrical services between the Town and Patriot Light & Power, LLC based on the hourly rates and percentage mark-up on materials bid and authorize the Chair to sign the contract on behalf of the Board. All in favor.

Contract 26-50 Redesign of Five Corners
Motion made and seconded to award contract 26-50 for the redesign of five corners between the Town and Apex Companies, LLC for one hundred fifty thousand dollars ($150,000) and authorize the Chair to sign the change order on behalf of the Board. All in favor.

MARBLEHEAD HOUSING COMMITTEE. Vacancy. The Chair announced a vacancy on the Marblehead Housing Committee and set a deadline of March 6, 2026, to receive letters of interest to serve.

SELECT BOARD ANNOUNCEMENTS.
The Chair announced that the Home Rule Petition, Senior Tax Exemption, is currently having its 3rd reading in the house and if it passes there will move along to the Senate. The Town should be hearing something on this very soon.

Ms. Noonan expressed thanks to all the town departments for their tireless efforts during recent snow storms and in clearing the streets.

Motion made and seconded to adjourn at 9:20 p.m. All in favor.

Kyle A. Wiley

Kyle A. Wiley
Administrative Aide

List of documents used: Town Administrator update / Lt from Police Chief on promotion / Shin Dynasty update / CD&P Memo on 3A Communities Act / CD&P Memo on Coffin School Reuse update / FY27 Budget timeline memo / 2026 Annual Town Meeting Warrant Articles, SB Sponsored / Snow Emergency Declaration Memo / Revolving Fund Requests FY27 / draft minutes / Abbot Hall Pride Day / Abbot Hall, FoArts / Youth Baseball Opening Day Parade / Charter School use of Abbot Hall / Contracts information