

**IPSWICH SELECT BOARD**  
**Meeting of Monday August, 29, 2022**  
**Ipswich Town Hall | 25 Green Street**

Pursuant to Open Meeting Law M.G.L. Chapter 30A, §§ 18-25, written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Select Board was held on Monday, August 29, 2022, at 7:00 PM in Meeting Room A.

Board Members present: William Whitmore, Chair; Sarah Player, Vice Chair; Linda Alexson; Dr. Tammy Jones; Kerry Mackin

Also present: Mary Gallivan, Interim Town Manager and Ashley Boudreau, Recording Secretary.

Mr. Whitmore called the meeting to order at 7:00 PM.

**Citizen Queries**

None.

**Discussion Town Manager Finalists and Selection**

Mr. Whitmore starts the meeting with an open discussion with the Select Board.

Ms. Mackin states she is most interested in candidate Joseph Domelowicz.

Dr. Jones states Stephen Crane was the strongest candidate, both on paper and personality wise. He was well prepared and has the knowledge and experience for this position. He understands tight budgets and demonstrated in his answers how to stretch a dollar. He is knowledgeable on important issues the Town of Ipswich faces on sustainability and climate concerns.

Dr. Jones states that candidate William Scott had good experience in project planning, however, felt he did not have the demeanor to be town manager.

Ms. Player states that the board is seeking strong town management skills, communication style, and good interpersonal skills. Candidate Stephen Crane had to deal with some uncomfortable questions and handled them well. He has the most experience as a town manager, and was the only candidate with experience working with an ELD. Ms. Player was impressed that he isn't afraid to shy away from tough or more complex projects.

Ms. Alexson agrees with Ms. Player and Dr. Jones. Candidate Stephen Crane has the most town management experience, ELD exposure, and with MBTA communities. Mr. Crane has strong interpersonal skills, is approachable, and has a vision for the future of Ipswich.

Ms. Alexson states that Mr. Scott was well prepared but lacked experience in town management and communication style.

Mr. Whitmore states he agrees with the other board members that candidate Stephen Crane is the strongest choice. Feels that he was the most balanced with a broad skill set, great demeanor, and personable. Had good energy, enthusiasm and felt that he would be the best fit for Ipswich.

Ms. Alexson inquires about the process after selection:

- Notification of individual
- Negotiating contract

Majority of surveys were in favor of Mr. Stephen Crane.

- **Vote:** Dr. Jones moved to offer Stephen Crane the position of Town Manager of Ipswich contingent upon successful negotiation of contract. Ms. Player seconded. Motion passed unanimously.

Bernie Lynch, of Community Paradigm Associates, states that he will inform Mr. Crane of the Select Board's decision.

### **Emergency Sewer Funding**

Wastewater Director - Vicki Halmen shares information of the High Street incident.

On Monday 8/15/2022, a pipe collapsed and sewage was coming out of the service manhole. Staff responded, opened up the manholes to attempt to clear what was a suspected blockage. It was determined a pipe had collapsed and was too deteriorated to repair so a new pipe needed to be installed.

Ms. Halmen stated that the pipes were installed between 1958-1962 and contained asbestos, so a special crew was needed to excavate.

On Monday 8/22/22, another pipe collapsed, with no way to repair and a new pipe was put in place. This project required a detour and is expected to be completed on Tuesday 8/30/2022.

Ms. Halmen states that other repairs are necessary, but going to pause, regroup and plan to repair sooner than later.

Mr. Whitmore inquires about costs. Normally a project like this would cost around \$150,000, however, due to the emergent nature it will cost roughly \$500,000.

\$2.1 million in ARPA funds are available. No ARPA funds have been utilized for the sewer department as of yet. Specific allowance for water and sewer infrastructure projects. This money could be allocated to this.

Mr. Whitmore is hesitant and states that with a \$1.3m in reserve surplus, it doesn't make sense to borrow money when we have ARPA funds available. This will be discussed more at the Tri Board meeting in September.

Ms. Gallivan shares that the Finance Department also recommends using ARPA so that the town won't need to borrow and pay back.

- **Vote:** Dr. Jones moved to authorize use of ARPA funds up to \$500,000 to pay for cost of sewer pipe repairs and all associated costs with agreement that Ms. Halmen will come back with more details as plans move forward, Ms. Player seconded. Mr. Whitmore clarified this is about the High Street replacement. Motion passed unanimously.

The Select Board would like to thank all of wastewater staff and the community for being patient through this unexpected situation.

## **Reopen 2022 STM Warrant, Close Warrant**

- **Vote:** Ms. Alexson moved to open 2022 STM Warrant, Ms. Player seconded. Motion passed unanimously.

## **Index of Articles for Special Town Meeting – October 18, 2022**

### **1. Consent Calendar Select Board**

To see if the Town will vote:

- To amend the FY2023 Municipal Budget approved under Article 3 of the May 10, 2022, Annual Town Meeting by raising and appropriating the additional sum of \$360,533 to the FY23 Management Transfer account or take any other action relative thereto.

The state budget has been finalized, and the Town will receive additional Local Aid. This appropriation will be used to offset unanticipated expenses during FY2023. These funds go back into the Management Transfer account, which then covers unforeseen shortages in veteran's benefits or other town budgets each year. This article requires a simple majority vote.

- To see if the Town will vote to amend the FY2023 School Budget approved under Article 4 of the May 10, 2022, Annual Town Meeting by raising and appropriating the additional sum of \$574,945 or take any action relative thereto.

The state budget has been finalized, and the Town will receive additional net Chapter 70 funds. These funds will be used to offset the cost of school expenses. This article requires a simple majority vote.

- To amend the action taken under Article 6 of the May 10, 2022 Annual Town Meeting by increasing the budget appropriated for the 2023 annual operating and debt service expenses of the Essex North Shore Agricultural & Technical School District from \$335,000 to \$348,256, or take any action relative thereto.

The Essex North Shore Agricultural & Technical School District estimated FY23 budget was voted on at Annual Town Meeting. After the October 1, 2022 official enrollment is completed, the final budget figure will be available mid-October but is currently estimated at 16 students at \$348,256. The final budget figure will be included in this motion in this article.

- To amend the action taken under Article 5 of the May 10, 2022 Annual Town Meeting by reducing the budget appropriated for the 2023 annual operating the debt service expenses of the Whittier Regional Vocational Technical High School from \$590,000 to \$476,233, or take any action relative thereto.

The Whittier Regional Vocational Technical High School FY23 School budget was voted at Annual Town Meeting in the amount of \$590,000 and the final FY23 Whittier Vocational High School budget letter dated June 30, 2022 certifies the Town of Ipswich assessment as \$476,233. This article reduces the Whittier Regional Vocational Technical High School budget appropriated at May Annual Town Meeting.

- Creation of the Conservation Off-site Mitigation Fund. This will be a revolving account, to accept a \$17,000 payment owed to the town and with a budget cap of \$25,000.

Ms. Alexson stated that she does not think that this should be a part of the consent agenda and should be a separate warrant article to ensure that residents know exactly what they are voting for. Discussion followed about the purpose of the fund and whether it should be included in the consent article.

- To see if the Town will vote to amend the Ipswich Protective Zoning Bylaw as follows: Amend bylaw to replace “Board of Selectmen” with “Select Board”.

- 2. Authorize Select Board to Enter into Wireless Communications Lease**
- 3. Amend Zoning Bylaws – Amendments to Use-Related Regulations**
- 4. Amend Zoning Bylaws – Amendments to Density and Dimensional-Related Regulations**
- 5. Annual Town Meeting Date - Amend General Bylaws – Chapter 25 Town Meeting – 25-2 Annual Town Meeting**
- 6. Select Board Review of Personnel Contracts - Section 11. Town Manager**
- 7. An Act to Amend the Town Charter Related to Town Manager Supervision of Ipswich Electric Light Department**

Gary Champion (3 Palomino Way) states that the Select Board had previously agreed to add articles on 08/09/22 and had 3.5 days to submit articles to close on August 12, 2022. He feels this is not how the government should function and has significant concerns on article 6 and 7. Suggests to remove and re-evaluate these articles.

- **Vote:** Dr. Jones moved to close 2022 Special Town Meeting Warrant, Ms. Player seconded. Motion passed unanimously.

### **New Business**

Ms. Alexson requested to look into all town employee vacation schedules to see what minimum and maximum amount of vacation is.

Early voting in Ipswich at Town Hall began Saturday 08/27/22 and will continue on Tuesday 8/30/22 from 9 am-3 pm, Wednesday 08/31/22 from 9 am-3 pm, Thursday 09/01/22 from 9 am-3 pm and Friday 09/02/22 from 9 am-11 am.

- **Vote:** Ms. Alexson moved to adjourn, Ms. Mackin seconded. Motion passed unanimously.

*Submitted Respectfully by Ashley M. Boudreau 09/05/2022*