



## Town Administrator's Report Board of Selectmen's Meeting of May 4, 2015

Report covers from April 25, 2015 to May 1, 2015

Items requiring Board vote or discussion are noted with an asterisk (\*)

---

### A. Town Department Reports/Requests

#### (1) Implementation of Parking Restrictions, Centennial Grove

As the Board is aware, parking at Centennial Grove, including the Field of Dreams parking lot, will be restricted to resident vehicles only (with a few exceptions) from June 1 through August 31 each year to ensure that residents receive the prime benefit of the facility. Effective this June 1<sup>st</sup>, vehicles not displaying a valid Essex transfer station sticker, a valid Essex resident sticker, or a valid Gloucester resident Centennial Grove sticker that are not associated with: a) Camp Dory staff, b) an organized youth league game at the Field of Dreams, or c) a formal rental of the Centennial Grove, will not be allowed to park in either the lower or the upper lot. Since parking is prohibited for ALL along Centennial Grove Road for drinking water supply protection purposes, this action should effectively manage the intensity of the use of the facility.

I have provided the Chief of Police with a copy of the new regulation so that it can be enforced appropriately. The Superintendent of Public Work is presently assisting with the production of a sign informing all traffic about the parking restrictions.

*Recommendation:* I will update the Board as necessary.

### B. Computer Systems

No items.

### C. Personnel

No items.

### D. Procurement/Ongoing Projects

#### (1) Update Concerning Potential Switch to LED Street Lights (\*)

I recently discussed with our energy supplier their progress toward analyzing the expected costs and benefits of the Town potentially purchasing all of the existing street lights from National Grid and outfitting them all with new, LED fixtures and bulbs. In the short term (i.e. the first four years), the project will likely require the Town to spend more than it does now. In the mid-term (i.e. the second four years), the Town would likely begin to save over what it spends now. That

savings would be increased in the next two years, while the bulbs are still under warranty. However, after that first, ten-year cycle, it will be time to make many bulb replacements. This second cycle of replacements will be much less expensive than the first cycle (since only LED bulbs, and not fixtures will have to be replaced) and the real savings would most likely be realized throughout the second ten years of lighting.

Our energy supplier is working to articulate the major costs over time so that the Board can review the potential benefits over what will be at least a 20-year time horizon. It is possible that an ongoing analysis of lights that are presently turned off and not billed to the Town will also affect the figures. I hope to have a summary sheet for the Board's review at the next meeting.

***Recommendation:* Preliminary Board discussion regarding this potential future project.**

(2) Demolition Update, 1 Robbins Island Road

At the last meeting, the Board approved a contract with the Aulson Company to remove asbestos from the structure at 1 Robbins Island Road prior to its demolition. The company has since filed the necessary notification with the DEP and will soon the removal work. As soon as the project is issued a DEP asbestos removal project number, I will file a separate, "pre-demolition" form with the Department.

*Recommendation:* I will update the Board as necessary.

(3) Federal Channel Update

Congressman Moulton has now officially written to the Army Corps of Engineers to request drafting service for legislation that will seek to realign and to deauthorize (narrow) portions of the existing Federal Channel in the Essex River. At the last meeting, the Board agreed with the final plans developed by our engineering consultant and those plans have been forwarded to the Army Corps office. Presently, the Corps is reviewing the plans and, if no revisions are required, will move on to assisting the Congressman's office with the language of the legislation.

*Recommendation:* I will update the Board as necessary.

(4) Proposals for FEMA Letter of Map Revision (LOMR) Process

At the last meeting, the Board reviewed in a preliminary fashion three different proposals for consulting engineering firms to apply to FEMA using a LOMR to potentially alter the most recent coastal FEMA flood panels. The general method used by FEMA to create those 2014 maps is imperfect for use in our local environment and the LOMR process may very well move properties out of flood zones or may decrease the type of zone a property is in.

The Board agreed that I should reach out to Essex resident Roland Adams regarding the further review of the proposals since he has much expertise in this area. Mr. Adams has reviewed the proposals and has provided preliminary recommendations. I hope to have more information for the Board at the next meeting.

*Recommendation:* I will update the Board as necessary.

#### **E. Insurance**

No items.

#### **F. Facilities**

No items.

#### **G. Fiscal/Budget**

No items.

#### **H. Complaints**

No items.

#### **I. Meetings Attended**

##### (2) Attendance at Conservation Commission Meeting

At the request of the Essex Conservation Commission, I attended the Commission's meeting of April 21, 2015. The Commission was interested in discussing how past cleanouts of the Alewife Brook had been coordinated, including the potential use of prison work teams for an upcoming cleanout. The Selectmen hold a valid Order of Conditions for the cleanout work. Also, the Commission was interested in the potential exploration of a future project for the dredging of the brook. That project may be funded privately and the Selectmen would be asked, at the recommendation of the Commission, to co-sign the necessary permitting documents.

Regarding the cleanout, I informed the Commission that, even though the Selectmen hold the Order of Conditions, the actual work has always been done by volunteers, prison work teams, and/or the DPW, with a Commission member on site. The Selectmen do not have any funding for clearance work, only the permission to perform it. The Commission asked that I work to line up a prison work team help for July or August (which I am presently working on) and members of the Chebacco Lake Association may also provide assistance.

Regarding exploring dredging, the Commission indicated that, should funding for the permitting and implementation of such an effort ever be raised privately, it would likely approach the Selectmen for the signature of any necessary permit applications.

*Recommendation:* No further action is necessary at this time.

#### **J. Final Judgment**

No items.

#### **K. Town Meeting, By-Laws, and Regulations**

##### (1) Final Town Meeting Motions

(\*)

I have developed final Town Meeting motions for use at tonight's Annual Town Meeting.

*Recommendation:* **Board review and discussion relative to the final motions.**

#### **L. Legal Issues**

No items.

#### **M. Grants**

##### (1) National Grid Community Initiative Grant Program

At the last meeting, the Board appointed Mr. Ray Randall as the Essex coordinator for the subject grant program. National Grid will provide up to \$40,000 in grant funding to the community based upon how many residents take part in energy conservation and efficiency programs offered through National Grid over the course of a year. I have introduced Mr. Randall to the grant program coordinator and we will be provided with a grant program application form when it becomes available in the near future.

*Recommendation:* I will update the Board as necessary.

#### **N. Emergency Planning**

No items.

#### **O. Other Items**

No items.

*This report is available at [www.essexma.org](http://www.essexma.org) on the morning after any regularly scheduled Essex Board of Selectmen's Meeting.*