



Town of West Newbury Board of Selectmen

Wednesday, December 21, 2016 7:00 p.m.
First Floor Hearing Room 381 Main Street, Town Office Building

Meeting Minutes

Chairman Anderson called the meeting to order at 7:01pm. In attendance were Selectmen Joseph Anderson, Chairman, Glenn Kemper and David Archibald and Executive Administrator Mary Winglass.

Open Session:

Regular Business

1. Police Officer Appointments

Present: Police Chief Art Reed to introduce the candidates recommended for appointment after a lengthy hiring process.

- Christopher Maguire of Merrimac, MA to fill the new full time patrol officers position which the Town voted to accept this past fall.
- Kyle Roy of Amesbury, MA to fill a vacant position as a Reserve Officer.

The Chief explained the hiring process and the interviewing board made up of trusted individuals from the surrounding communities.

Selectman Kemper motioned to appoint Christopher Joseph Maguire as a Full-Time Police Officer with a term ending June 15, 2017. Second by Archibald with a unanimous vote.

Selectman Kemper motioned to appoint Kyle Robert Roy as a Reserve Officer with a term expiration of June 15, 2017. Second by Anderson with a unanimous vote.

Town Clerk Michael McCarron suggested for the Board to change the term of Christopher Maguire's appointment to December 21, 2017 for he has a one year probationary period.

Selectman Kemper motioned to amend the appointment for Christopher Joseph Maguire with a term ending December 21, 2017. Second by Archibald with a unanimous vote.

Town Clerk Michael McCarron swore in both candidates with their families in attendance and pictures were taken with Police Chief Reed.

2. Use of Facilities

Present were Town Clerk Mike McCarron and DPW Director Gary Bill.

The Board reviewed a list of usage of Town Facilities for Year 2016. A discussion took place on the usage to the First-Floor Hearing Room with 252 scheduled events, the Town Annex had 240 and the Second-Floor Hearing Room had 268. The Town employees are putting more time in scheduling; the custodian has become very busy overseeing the usage with set-up and breakdown, cleaning the bathrooms and emptying the trash.

DPW Director Gary Bill recommends that the town stop renting the First-Floor Meeting Room to anyone that is non-town related for the custodian is putting in a considerable amount of time moving tables and chairs. Plus, the town has expensive cable equipment in the corner of the room.

The Board agreed to stop renting the First-Floor Meeting Room to all non-town groups and events for they can use the second floor or the Annex. Plus, anyone wanting to use the Town Offices or Annex must park out back and all are responsible for the setup and breakdown of the tables and chairs. Those that have already received approval to use the room and are scheduled are considered a grandfathered use.

Executive Administrator Winglass asked to review two requests that came in over the past week.

All Saints Church of West Newbury requested to use the Town Hall on Sunday mornings for services starting on January 8th – March 26th from 9:30 – 11:30 (12 Sundays) and asked to bring a piano to use during this time. The Board's only requirements were to make sure they turn down the heat when they leave and they will also be responsible for clearing the snow, only if it is snowing on a Sunday morning. DPW will make sure there is sand and salt in a bucket at the property. The Board stated that there is a piano at the Town Hall on the stage; if the church wants to bring their own then it is at their own risk for it is a multi-use room and rented out for different venues; the town will take no responsibility for the piano.

Chairman Anderson moved to approve the Request for Use of Facilities for the All Saints Church services on Sunday mornings this winter, January 8th – March 26th from 9:30am to 11:30am. Second by Kemper with a unanimous vote.

The second request is from the Greater Newburyport Mothers and Families Club to use the Town Hall for at least 100 attendees for a Valentine's Party for children 5 years old or

younger and their parents. This is a drop-in event with a DJ, crafts and snacks from 10am to 12pm. Police Chief Reed has no issue with the event and will put out cones for road safety. Fire Chief Dwyer will make sure there is a fire watch due to the number of attendees but will not charge for this service.

Chairman Anderson moved to approve the Request for Use of Facilities to the Greater Newburyport Mothers and Families Club for the Town Hall on February 11th, 9am to 2pm for a Children's Valentine's Day Dance. Second by Archibald with a unanimous vote.

Chairman Anderson adjourned the meeting at 8:05pm.

Respectfully Submitted,

Mary Winglass
Executive Administrator