

**Town of West Newbury
Board of Selectmen**

Monday, January 9, 2016 6:30 pm
First Floor Hearing Room 381 Main Street, Town Office Building
www.wnewbury.org

Open Session Minutes

Chairman Anderson moved to open the meeting at 6:32pm. In attendance were Selectmen Joseph Anderson, Chairman, Glenn Kemper, David Archibald, Town Counsel Michael McCarron and Executive Administrator Mary Winglass.

Executive Session

Chairman Anderson moved to go into Executive Session under MGL Chapter 30A §21(a) 6: To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. Second by Selectman Archibald with a unanimous roll call vote: Anderson – aye, Kemper – aye, Archibald – aye.

Chairman Anderson reconvened the open session at 7:04pm.

Open Session:

Announcements:

- I. New Interim Finance Director

Chairman Anderson announced that the new Interim Finance Director Andy Gould started today and tonight he is meeting with the Finance Committee.

Regular Business

- II. Police Department: Reserve Officer Appointments
- Reserve Officer Richmond

Police Chief Art Reed requested the Board to appoint Daniel Richmond, Jr. as a new Reserve Officer. Daniel Richmond is currently a resident of the Town of West Newbury for four years, comes with experience and once put through the town's training, the chief expects a shorter than normal turnaround for when he will be working on his own.

Selectman Kemper motioned to appoint Daniel Richard, Jr as a West Newbury Reserve Officer with a term expiration date of June 15, 2017. Second by Selectman Archibald with a unanimous vote.

- Reserve Officer Lindahl

Police Chief Art Reed requested the Board to appoint Justin Lindahl as a new Reserve Officer. Justin Lindahl's goal is to become a full-time police officer; currently he is a full-time police and fire dispatcher and a reserve officer for Endicott College. Justin will

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need to be put through 400-hour training program and the plan is to have Justin ready to work by himself within 4-6 months.

Selectman Kemper motioned to appoint Justin Lindahl as a West Newbury Reserve Officer with a term expiration of June 15, 2017. Second by Chairman Anderson with a unanimous vote.

- III. Carr Post Committee Re: Legion Building
- Email Historical Commission Grants
 - Excerpt – Beneficial Stabilization
 - Massachusetts Prevention Fund Grant Info

Carr Post Committee members Robert Janes and Gary Bill were present to discuss that the essential stabilization of the Legion Building has been completed, the building is dry inside and now going forward we need to discuss the restoration project.

Mr. Janes discussed the first step is to hire an engineer. Discussion on the future use of the building and rebuilding the outside only of the building during this stage; three sides (front and two sides) and the roof. Mr. Janes was asked to check with the Massachusetts Historical Society and the Building Inspector to determine the requirements to include ADA access and second floor egress.

Mr. Janes questioned whether to use this site to build a community center and attach it to the legion building. The Board responded that the Carr Post Committee should go talk to the Community Center Committee to see if they have any interest in the property.

Gary Bill stated that there are \$30,000 CPA funds left over from the stabilization work and is requesting permission to send out a RFP for an architect to stabilize the building. Mr. Bill stated that the estimated cost for an architect would be between \$30,000 to \$50,000.

The Board decided that the best option is to return the CPA funds of \$30,000 due to coming under budget for the stabilization work and bring back a new article at the 2017 Town Meeting for the architect work. The Board recommended contacting the Community Preservation Committee to get their input on the best way to move forward.

- IV. West Newbury Youth League Re: Proposed Athletic Storage Shed
- Email from WN Youth League
 - PowerPoint Presentation

President of the West Newbury Youth League Jason Cacciapuoti presented a PowerPoint presentation showing the proposed installation of a shed placed on the Dunn property adjacent to the lower Pipestave Fields. The main purpose of the shed would be to store an Automatic External Defibrillator and First Aid Kit. Both would be accessible to all youth organizations using the Pipestave Fields.

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The West Newbury Youth League first thought to put the shed on the Pipestave Lower Fields but soon discovered that this was not allowed. In conversation with Tom Flaherty, he suggested the Dunn property, which directly abuts the lower fields. Selectman Kemper suggested placing a trailer temporarily on the Pipestave Lower Fields for the playing season. DPW Director Gary Bill added that he has a trailer that could be used for this purpose.

Chairman Anderson moved to approve the request from the West Newbury Youth League to install the shed as outlined in the PowerPoint. Second by Selectman Archibald. Discussion: Selectman Kemper requested that we get a better understanding on what is needed and come up with a plan. **Motion passed with a unanimous vote.**

Mr. Cacciapuoti will present the option of a portable trailer to the Youth League. The Board approved the wood structure tonight and yet if the League decides to go with a metal trailer, please email pictures for the Board of Selectmen to consider.

V. Cont. review of Town's Right of First Refusal for 716 and 718 Main Street, MGLA Ch61A

Town Counsel Michael McCarron informed the Board that he spoke with Attorney Arlene Keating, LLC and was told that the Daly's were still interested in giving the backland to the town. Chairman Anderson added that we still have some time before the Board is required to make a decision.

The Town's Right of First Refusal is for two parcels, 716 and 718 Main Street which abuts the Page School. The backland of 7 +/- acres would give the town a good amount of land with all three parcels, next to the school, as an option for a community center. The Town has 120 days to respond with a start date of November 22, 2016 and a last day of March 21, 2017

VI. Life Line Screening Re: Use of the Town Annex

Chairman Anderson moved to approve Life Line Screening to use the Town Annex for a fee of \$500 on April 22nd. Second by Archibald with a unanimous vote.

VII. Cont. review Use of Facilities

The Board reviewed a breakdown of the Town Annex use over the past year. Chairman Anderson stated that recently the Board decided to request that all who use the town facilities to leave it as they found it with chairs and tables put away and the trash removed from the room. The First-Floor Hearing Room is now being used for town committees and boards only except for those that have already been approved to use it and are currently scheduled to use it.

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Now the Board is looking at the Town Annex for the cost in maintenance has increased due to the increase in demand to use the facility. Town Clerk Michael McCarron office prepared a detail list of who is using the Annex to better understand the scope.

The Board decided to restrict the use of the Annex, under the category of private parties, for residents only.

VIII. School Building Committee Update

Selectman Glenn Kemper discussed the public hearing on January 17, 2017 to review the reconfiguration of grades 8-12 versus a 7-12, what is the difference in cost, green building considerations and OPM.

IX. Six-month Year-To-Date Expenditure Review

- Selectmen Budget YTD Report

The Board requested from the Finance Department a report with all town departments year to date expenditures in summary for the first six months of FY 2017.

X. Appointments

- Temporary Town Accountant Sheryl Wright

Chairman Anderson moved to hire Sheryl Wright as the Temporary Town Accountant of West Newbury to be paid as a non-benefited employee at an hourly rate of \$75 for an average of 12-16 hours per week with a start date of 1/5/2017 and an end date to be determined when a full-time Town Accountant is hired. Second by Selectman Kemper with a unanimous vote.

XI. Approve Selectmen Meeting minutes dated December 12, 2016 and December 21, 2016

Selectman Kemper motioned to approve the Selectmen's Meeting minutes dated December 12, 2016 and December 21, 2016 as written. Second by Selectman Archibald with a unanimous vote.

XII. Payroll and Invoice Warrants

Selectman Kemper moved to approve the Invoice Warrant. Second by Chairman Anderson with a unanimous vote.

Chairman Anderson moved to approve the Payroll Warrant. Second by Selectman Archibald with a unanimous vote.

XIII. Placing items for future agendas

- Selectman Kemper requested to have on the next agenda a discussion on a bylaw change for winter parking to make it more user friendly when there is no snow.
- RFP Verizon Tower
- Solar Energy and Green Community Grant with Rick Parker

Chairman Anderson will not be at the next meeting. **Selectman Kemper motioned for Selectman Archibald be the temporary chairman for the January 23, 2017 meeting. Second by Anderson with a unanimous vote.**

Correspondence:

- Proclamation Request from National School Choice Week

Chairman Anderson moved to accept the correspondence. Second by Selectman Kemper with a unanimous vote.

Chairman Anderson adjourned the meeting at 8:36pm.

Respectfully Submitted,

Mary Winglass, Executive Administrator