

Town of West Newbury

Board of Selectmen

Minutes of Meeting

Monday, August 5, 2019

First Floor Hearing Room

Chairman Archibald called the meeting to order at 7:14 p.m. Selectmen in attendance were Glenn Kemper and Richard Parker.

Others in attendance were Senator Bruce Tarr, Representative Leonard Mirra, Town Manager Angus Jennings, Wayne Amaral DPW Director, Peter Ringenbach, Fred Chanania and members of the Library Board of Trustees.

Announcements made:

- This meeting is being broadcast on local cable Television and recorded for rebroadcast on the local cable channels and on the internet.
- Police National Night Out will be Tuesday August 6, 2019 from 5:00p.m. to 7:30 p.m. at Pentucket Regional High School. This event is free to the public.
- The Fiscal Year 2020 Senior Tax Work-Off Program: Those interested are urged to contact Theresa Woodbury at the Council on Aging Office.

Regular Business

Item A Meeting with Senator Tarr and Representative Mirra regarding the FY 20 Commonwealth Budget. Discussion took place regarding revenues and the current trends. State mandated expenses were also discussed. Handouts were given of the topics discussed.

Item B Appointments

- a. Joint meeting with Library Board for appointment of Library Trustee
Marcia Sellos-Moura made the motion to appoint Tom Salvo as a Library Trustee. The Motion was seconded by Selectman Glenn Kemper.
Yes 9 No 0 with a Selectman's vote of Yes 3 No 0
The term of this appointment is until May, 2020.
- b. Reappointment of Julie Boria to Capital Improvements Committee
Selectman David Archibald made the motion to approve the appointment, seconded by Selectman Glenn Kemper. Yes 3 No 0.
- c. Appointment of Peter Ringenbach to Carr Post Building Committee
Peter was welcomed by the board and is an architect by profession.

Selectman Glenn Kemper made the motion which was seconded by Richard Parker.
Appointment effective until June 15, 2020.
Yes 3 No 0

Item C Loco Sorts requesting Special Event Permit for a half marathon November 10, 2019

After discussion took place with concerns about the marathon course and the closed
Bridge with a request for a small charitable donation if this is a for profit organization

The Board voted the motion to approve the application upon answers to questions
Raised.

Motion to approve the application made by Selectman Glenn Kemper and seconded by
Selectman David Archibald.

Yes 3 No 0

Item D Vote to establish Carr Post Building Gift Account pursuant to MGL C. 44, s.53A

Selectman Glenn Kemper made the motion to accept gifted funds from the
Hall Family Foundation. Motion seconded by Selectman David Archibald.

Yes 3 No 0.

Item E Accept Funds gifted to Carr Post Building and authorize use of funds.

Motion made to accept gifted funds from the Hall Family Foundation made by
Selectman David Archibald and seconded by Richard Parker.

Yes 3 No 0

Item F Town Manager's report on funding for Carr Post Building for architectural and
Engineering services.

After report and discussion with the Town Manager, it was reported that the available
Funds available at this time \$7,500.00 has been contracted with vendors.

Item G Adoption of Community Compact policy: Indirect Cost Allocation

Town Manager Angus Jennings gave documentation and background information to the
Board regarding Indirect Costs and calculation of the same. Motion was made by
Selectman Glenn Kemper and seconded by Selectman Richard Parker to adopt the
Policy.

Yes 3 No 0

- Item H Proposed fee increase for Street Opening and Trench Permits with an update from the DPW Director
- Wayne Amaral the DPW Director expressed that he would like to cover costs for the Inspections required by these permits. After discussion Selectman Glenn Kemper made The motion to increase the fee for Street Opening and Trench Permit to \$90.00 made by Selectman Glenn Kemper and seconded by Richard Parker.
- Yes 3 No 0.
- Item I Proposal to Establish a Tree Committee/Open Space Committee
- Fred Chanania has been in contact with several town officials regarding this proposal. He also mentioned that State Grant funds could be sought out. Help would also be made available to homeowners. A motion was made by Selectman Glenn Kemper and seconded by Selectman Richard Parker to establish a West Newbury Tree Committee comprised of up to 5 members with rotating terms for continuity of 1, 2, 2 /3 year terms.
- Yes 3 No 0
- Fred Chanania will establish a website and Angus Jennings will send out an email blast. Motion made by Selectman David Archibald and seconded by Selectman Glenn Kemper to approve the above changes. Yes 3 No 0.
- Item J Policy Goals for FY 20 and discussion of goal-setting process with Departments/Boards/Committees. After discussion Selectman David Archibald suggested the idea for all committees to meet early after Labor Day to compile a list of major goals. The committees all need time to meet and the list should not just be the chairperson's views. It was suggested perhaps early October, Angus Jennings Town Manager will send a letter out to everyone this week.
- Item K FY 21 Budget Process/Timeline
- Angus Jennings, Town Manager presented the budget process/timeline used for the FY 20 timeline. Angus suggested perhaps the departmental requests be due one month earlier. The Board was concerned that the amount of time given to the Finance

Committee and Board. Angus will create a draft with the Selectmen's suggestions of the timelines.

Item L Proposed Holiday Recognition Schedule

After discussion the following motion was made:

To close the 1910 Building the day after Thanksgiving

Motion made by Glenn Kemper and seconded by David Archibald.

Yes 3 No 0

Item M Approval of July 22, 2019 minutes of meeting

Item Tabled.

Item N DPW report on schedule for street paving and guardrail work.

Wayne Amaral is preparing the the MDOT contract which is a lot of work.

The work will be put out for bid over the winter.

Item O MassWorks grant application for Middle Street Bridge

Informational

Item P Update on Potential hazard reclassification of Mill Pond Dam

Potential to downgrade the classification down from significant to low.

Item Q Mill Pond Committee update regarding water quality testing and pond/lake

Management planning.

Contract dated 6/30/2019 with the Merrimack Valley Planning Commission for their assistance with planning services.

Item R Memo from Planning Board regarding Chapter land policy and procedures.

Communication accepted and placed on file.

Item S Follow up meeting assignments; Placing Items for future agendas

Discussion regarding the above subjects.

Selectman Glenn Kemper requested time to make a brief statement. Selectman Kemper apologized for the recent arrears in his health care payments. He is sorry that it happened, that the time lapse lasted as long as it did and lastly about how it affected the town.

Motion was made by Glenn Kemper to adjourn the meeting, seconded by David Archibald.

Yes 3 No 0. Meeting adjourned at 9:45.

Respectfully submitted, Mary DiPinto

Meeting minutes approved by 3-0 vote of Board of Selectmen September 16, 2019