



**Town of West
Newbury Board of
Selectmen**

**Tuesday, October 15,
2019**

381 Main Street, Town Office
Building

RECEIVED
TOWN CLERK
WEST NEWBURY, MA

2019 NOV 26 AM 9:11

Minutes of Meeting

Meeting called to order at 7:08 p.m. by Chairman David Archibald.

Announcements:

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.
- Bicentennial Closing Ceremony: Sunday, October 20, 1-4:30 PM, Training Field
Program contained in meeting packets.
- Sale of historic, decorative Chairs at Town Hall, Saturday, November 2, 10am to 2pm
Information contained in meeting packets.
- Special Town Meeting, Monday, November 4, 2019 at 7pm
- A Capella Night! Northeastern's Nor'easters. Saturday, November 23 at 7 PM, Pentucket High School
- Mass DPU approval of National Grid request to increase electric base distribution rates
Information contained in meeting packets.
- Opportunities for FY20 Committee appointments posted online

Regular Business

- A. Discussion of Halloween 2019 and trick-or-treating guidelines including BOH updates regarding EEE

Board of Health Memorandum contained in meeting packets. Final decision to be made at October 28, 2019 meeting for most up to date information.

Motion by Selectman Richard Parker, seconded by Selectman Glenn Kemper

Yes 3, No 0

- B. Request for release of performance guarantee, off-site paving related to Sullivan's Court. *Thomas Neve*

Memorandum of Town Manager and DPW Director approving work completed satisfactorily contained in meeting packets. Original amount deposited was \$30,000.00; amount accrued today (original amount plus accrued interest) \$30,123.87.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker.

Yes 3, No 0.

- C. Review of proposed warrant articles for Special Town Meeting
- a. Proposed CPC articles: Kitchen and Bath Modernization at West Newbury Housing Authority properties (Hills Court, Boynton Court)-*Tracy Watson, WNHA Executive Director*

Tracy Watson, Executive Director of the West Newbury Housing Authority updated the Board of Selectman of the High Leverage Asset Preservation Program Grant application and discussion took place as to the Kitchen and Bathroom remodeling. The authority is also seeking a joint grant with Amesbury, Merrimac, and Newburyport for a Regional Services Coordinator (Social Worker).

- D. **7:30 PM** Joint meeting with the Town Moderator, Finance Committee, Town Counsel and Town Manager to review the 2019 Fall Town Warrant and Meeting set for November 4, 2019

A draft of the Special Town Meeting Articles is contained in the meeting packets.
Finance Committee votes also contained in packets.

Article 2: Steele Landfill testing

Finance Committee Vote: Yes 6, No 0, Sunet: End of FY22.

Motion made by Selectman Glenn Kemper, Seconded by Selectman Richard Parker to Recommend this article.

Yes 3, No 0.

Article 3: Steele Landfill Interceptor Trench

Finance Committee Vote: Yes 6, No 0, Sunset end of FY21

Motion made by Selectman Richard Parker, seconded by Chairman David Archibald to set the sunset date of this item to FY21.

Yes 3, No 0.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to recommend this article.

Yes 3, No 0.

Article 4: High Hazard Tree Removal

Finance Committee Vote: Yes 6, No 0, Sunset end of FY20.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to recommend this article.

Yes 3, No 0.

Article 5: Salter Unit

Finance Committee Vote: Yes 6, No 0, Sunset end of FY20.

Motion by Selectman Glenn Kemper, seconded by Richard Parker to recommend this article.

Yes 3, No 0.

Article 6: Library Air Quality

Finance Committee Vote: Yes 6, No 0, Sunset of FY 20.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to recommend this article

Yes 3, No 0.

Article 7: Library Rug and Duct Cleaning

Finance Committee Vote: Yes 6, No 0, Sunset of FY 20.

Selectman Vote: Yes 2, No 1 (David Archibald opposed) with a Sunset date of FY20.

Article 8: CPA funds for Housing Authority Bathroom and Kitchen Renovations.

Finance Committee Vote: Yes 4, No 1, Abstain 1, Sunset of FY24.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to recommend.

Yes 3, No 0.

Article 9: Julian D. Stelle Historical Marker

Finance Committee Vote: Yes 6, No 0.

Motion by Selectman Glenn Kemper, seconded by Selectman Richard Parker to recommend.

Yes 3, No 0.

Article 10: Carr Post

Finance Committee Vote: Yes 1, No 5.

Motion by Selectman Glenn Kemper, seconded by Richard Parker.

Yes 3, No 0.

Article 11: Unemployment Expense

Finance Committee Vote: Yes 6, No 0.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to recommend.

Yes 3, No 0.

Article 12: Current Tax Rate Reduction

Finance Committee Vote: Did not vote

Motion made by Selectman Richard Parker, seconded by Selectman Glenn

Kemper to recommend.

Yes 3, No 0.

Articles 13-16: Zoning Cleanup Language

Finance Committee Vote: Yes 6, No 0 on all items.

Motion made by Selectman Richard Parker, seconded by Selectman Glenn

Kemper to recommend.

Yes 3, No 0.

- E. Announcement of upcoming vacancy on Parks & Recreation Commission; method of appointment of Interim Commissioner

Discussion regarding means of seeking interested applicants and posting same on Town Website volunteer opportunities.

- F. Vote to establish West Newbury Tree Committee Gift Account pursuant to MGL c.44s.53A

Motion made by Selectman Kemper, seconded by Selectman Richard Parker to establish the West Newbury Tree Committee Gift Account pursuant to MGL c. 44, s. 53A.

Yes 3, No 0.

- G. Request for authorization to submit grant application – *Tree Committee*

Memorandum and copy of Tree Grant application contained in packets. Fred Chanania, Chairman of the Tree Committee answered the Board questions regarding the grant application.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to support applying for the Tree Grant.

Yes 3, No 0.

- H. Consider support letters for proposed legislation

Memorandums requesting support contained in packets.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to support the School Transportation Bill.

Yes 3, No 0.

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to support the Combined Sewer Overflow Bill.

Yes 3, No 0.

- I. Execution of Conservation Restriction for Drake's Landing development

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to table item until the October 28, 2019 meeting for further information.

- J. Vote to sign warrant for Special Town Meeting on November 4, 2019
Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker
To sign the Warrant for Special Town Meeting November 4, 2019.
Yes 3, No 0.
- K. Disclosure of appearance of conflict of interest
Discussion took place regarding the disclosure of potential conflict of interest.
Angus Jennings Town Manager and Michael McCarron Town Counsel answered questions regarding this issue. Town Counsel stated that he would like to see the language of the disclosure regarding this issue prior to answering further questions. Angus reported that it was represented to his office that the work was done on an emergency basis and permits were filed afterward. At this time all required paperwork and permits related to the roofing repair have been filed with the Inspectional Services department. It was agreed that Selectman Kemper would file a disclosure of potential appearance of conflict of interest due to a Town employee having provided volunteer labor on his personal time to repair a roof.
- L. Meeting minutes: September 30, 2019; September 23, 2019.
Tabled

Town Manager Updates

- M. Stormwater (MS4) Year 1 Annual Report submitted to EPA and MassDEP on Sept. 30, 2019
A copy of the report is contained in the meeting packets. Informational. This report
Was filed by the September 30, 2019 due date.
- N. Update on Harbor Committee vendor contract to study potential to establish mooring field
Informational. A copy of the Proposed Preliminary Design Consulting Service is also in
the agenda packets.
- O. Update on proposed Reserve Fund Transfers
Manager Jennings updated the Board regarding the failure of a steam cooker at Page
School and the proposal submitted to Finance Committee to fund a replacement unit
from the Finance Committee reserve account.
- P. Update on Middle/High School design process, anticipated permitting timelines, neighborhood
meeting
A permitting schedule for West Newbury and Groveland boards is contained in the packets.
Angus reported that the Conservation Commission would be viewing the delineation of
wetlands on Friday, October 18, 2019.
- Q. Update on revisions to Building Inspector job description; job posting
An updated job description for the Building Inspector position is contained in the
meeting packets.
- R. Execution of grant for Phase 2 of Historical Commission property survey
A copy of the Historic Sites Survey is contained in the meeting packets.

S. Active project updates; Follow up meeting assignments; and Placing items for future agendas

Chairman David Archibald had a request for an additional agenda item. This request is for the Myopia Hunt Club for a Special Permit for October 26, 2019 for a Fox Hunt.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to add this item to the agenda (this item was not anticipated when the agenda was posted).

Yes 3, No 0.

Motion by Chairman David Archibald, seconded by Selectman Glenn Kemper to approve the Special Permit.

Yes 3, No 0.

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

Yes 3, No 0.

Meeting adjourned at 10:18.

**Respectfully submitted,
Mary DiPinto**

Meeting adjourned at 8:29 p.m.

Respectfully submitted, Mary DiPinto