

**Town of West Newbury**

**Board of Selectmen**

**Minutes of Meeting**

**Tuesday, September 3, 2019**

**First Floor Hearing Room**

The meeting was called to order at 7:25 p.m.

Attendance: David Archibald, Glenn Kemper, Richard Parker, Angus Jennings, Michael McCarron, Jennifer Solis, Katherine Mandeville and K. C. Swallow.

**Announcements**

- 1.) This meeting is being broadcast on local cable TV and recorded for rebroadcast on the cable channel and on the internet.
- 2.) Invitation to add events to Essex Count Creates calendar; and reminder of Essex County Arts & Culture Summit September 27, 2019; 9:00 a.m. – 4:00 p.m. at Cabot Theatre, Beverly, MA.
- 3.) Opportunities for Committee appointments posted online at <https://www.wnewbury.org/board-selectmen/pages/2019-20-volunteer-opportunities>.
- 4.) FY20 Senior Tax Work-off Program-interested residents contact Theresa Woodbury at the Council on Aging.

**Regular Business**

Selectman Glenn Kemper requested that items C and D be moved forward on the agenda.

**C.) Request from Garden Club for permission to plant tree on Training Field.** Katherine Mandeville informed the board that the Garden Club received a donated tree. This club has communicated with the Bicentennial Committee, the Historic District Commission, Town Manager Angus Jennings and DPW Director Wayne Amaral. Discussion took place as to how large and what type of tree would be planted as well as the size of the tree. This club wishes to plant a Maple Tree as large as they can afford from Northeast Nursery in Peabody and add a flat plaque. This would be combined with the reveal of the Bicentennial time capsule at the end of October.

**Selectman Glenn Kemper made a motion, seconded by Selectman Richard Parker to grant permission with guidance from Town Manager Angus Jennings and DPW Director Wayne Amaral.**

**Yes 3 No 0.**

**Selectman Glenn Kemper made a motion, seconded by Selectman Richard Parker to authorize ground level plaque which will be coordinated with Town Manager Angus Jennings and DPW Director Wayne Amaral.**

**Yes 3 No 0.**

**D.) Review of Bicentennial Committee proposal to install benches and picnic tables at Mill Pond.**

K. C. Swallow stated that the committee wishes to do a service project. Photos of the various types of tables and benches were included in the agenda packets. The vendor for the equipment is located In Seabrook. The proposal is for 2 benches with arms, 2 benches without arms or backs and two tables. The company recommends that a concrete base be installed and that excavation be 6" deep. Building Inspector Glenn Clohecy thought there should be an access path. The Conservation Commission should be consulted if the equipment is located near the pond. The Mill Pond Committee is being consulted for location. Also suggested is replacement of existing benches at the 1910 building.

**Revert Back to Normal Order**

**A.) Request for Special Event Permit: Green Stride half marathon – October 20, 2019 at 9:15**

**a.m.** It was noted that this would be a larger event with 2,000 people and 27 police assignments. If this is a for profit organization the board requests a charitable donation possibly the food bank be made in the same amount as was given last year.

**Motion to approve made by Selectman Glenn Kemper, seconded Selectman Richard Parker with a request for a donation.**

**Yes 3 No 0.**

**B.) Discussion of Memorial Day Parade, potential adoption of policies regarding parade**

**participants.** Discussion took place regarding a vehicle which some found offensive. Without clear cut policies regarding the parade what may be appropriate it is difficult to make a judgement call. Town Counsel Michael McCarron was asked for his opinion as to how this subject might be addressed. He advised that the town has the right to determine themes of the parade. He stated that it is a problem if things deemed to be offensive are on an ad hoc basis.

He also stated that if the board wished to have control they need to establish rules and policies. He suggested that it could be framed as allowing things that support Memorial Day and there should be policies to address safety. After much discussion on the subject it was determined that the board wishes to hear from both sides of the issue.

**Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to have discussion with public input on September 16, 2019.**

**Yes 3 No 0.**

**E.) Proposed adoption of new policy on disposal of surplus property.** Angus Jennings, Town Manager stated that the town is under the same restrictions on disposition as on procurement and that there needs to be a written policy for disposition. Town Counsel Michael McCarron stated that the town is required to adopt written policies for disposition of items of low value.

**Selectman Glenn Kemper made the motion, seconded by Selectman Richard Parker to adopt the written policy proposed in the agenda packets.**

**Yes 3 No 0.**

**F.) Approval to discontinue use of Accu-Vote Optical Scan Tabulator and replace with newly purchased ImageCast Precinct Tabulator – request of Town Clerk.** Town Clerk Michael McCarron discussed with the board how the new voting system operates and training for this system. It is not connected to the internet and is not susceptible to hacking.

**Motion made by Chairman David Archibald, seconded by Selectman Richard Parker to discontinue use of Accu-Vote Optical Scan Tabulator and replace with new purchased ImageCast Precinct Tabulator.**

**Yes 3 No 0.**

**G.) Review of proposed date of November 4 for Special Town Meeting.** Town Manager Angus Jennings reported that the submittal date of September 20, 2019 for items has not changed for warrant articles. The Community Preservation Committee is meeting on September 19, 2019. Angus will be meeting with the Town Moderator, the Finance Committee and Town Counsel on September 30, 2019. This change is being requested due to the concern for tight scheduling.

**Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to set November 4, 2019 as the Special Town Meeting.**

**Yes 3 No 0.**

**H.) Review of known/potential articles for Special Town Meeting.** Angus Jennings, Town Manager reported that he is aware of very few items for the Special Town Meeting Warrant. The first item is the Community Preservation Committee which will have one or more items. The second item is a Free Cash transfer to offset the tax rate. Another potential Fire Protection System items has been postponed and will be in the Capital Planning process.

#### **Town Manager Updates**

**I.) Mosquito Update from Board of Health.** Angus reported that the risk level had been increased to moderate on the previous week.

**J.) Update on Mill Pond water quality testing; preview of Mill Pond Committee Meeting On September 4, 2019.** Angus reported that water testing had been done the previous week. Two negative tests within a 14 day time span would need to happen before this notice would be lifted. Discussion took place regarding tracking and benchmarks of the pond. The board expressed concern that a problem that could be rectified currently not turn into an expensive project in the future.

**K.) The Department of Public Works Highway union contract has been fully executed and covers the three year period of Fiscal Years 20, 21 and 22.**

**Angus reminded the board of a meeting next Monday, September 9, 2019 to review the draft proposal to the Community Preservation Committee for the Carr Post Soldiers and Sailors Building.**

**A motion was made by Selectman Glenn Kemper, seconded by Richard Parker to adjourn to Executive Session at 9:09 p.m**

**Yes 3 No 0.**

Respectfully submitted,

Mary DiPinto

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