

**Town of West Newbury
Board of Selectmen**

Monday, June 10, 2019 @ 7pm

381 Main Street, Town Office Building

www.wnewbury.org

Minutes of Meeting

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TOWN CLERK
WEST NEWBURY, MA

2020 FEB -4 PM 2: 06

Open Session: 7pm in the First Floor Hearing Room

The Meeting was called to order at 7:12 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.
- Community Bandstand Summer Concert Series begins Thursday, June 13th. Every Thursday through August 29th, 6:30-8pm, Rain or Shine! Performers listed on Town website (events calendar) Schedule contained in Agenda Packets. No concert July 4, 2019 – Independence Day. In the event of rain concerts will take place in the Annex Building.
- Bicentennial events in July! More details online on Town website events calendar.
 - o July 6th Opening Day at Annex/Bandstand/Town Office (pancake breakfast, Town Picture)
 - o July 8th History and Heritage Day, Town Hall, Exhibit noon-6pm, reception 6-8pm
 - o July 9th Ice Cream Social, Long Hill Orchard, 6-8pm
 - o July 10th Student Art Show, "What West Newbury Means To Me," Page School, 2-6pm
 - o July 11th Bandstand and Movie Night, concert 6-8pm, movie 8:30-10:30pm
 - o July 12th Old Fashioned Dance (and barbeque), Town Hall, 6-11pm (ticket purchase required)
 - o July 13th Family Field Day, Pipestave Hill, field day/picnic, concerns, light show and fireworks!
- Tickets still available! West Newbury Day at Fenway Park, Red Sox v. Angels, Friday, August 9th
- There will be a discussion at a future Board Meeting to address controversy regarding the Memorial Day Parade in order to gather more information and have an organized discussion.

Regular Business

A. Meeting w Rep. Lenny Mirra re Merrimack River Task Force / Combined Sewer Overflows

Environmental Protection Agency handout contained in Agenda Packets. Discussion took place as to what a Combined Sewer Overflow event is. This occurs when there is untreated runoff on a day with heavy precipitation. On these types of days the treatment facilities are overwhelmed when the treatment plants reach capacity and cannot handle the volume of inflow. When it reaches a certain level it overflows sending untreated discharge containing pollutants into the river. Senator Tarr explained that when the Clean Water Act was passed large events were tested at sewerage plants. Plants are issued a permit by the National Pollution Discharge Elimination System which sets the limit. When the limit is exceeded it triggers notification. Licensed operators are on duty at all times providing oversight.

Step 1 Information

Step 2 Take Action

Senator Tarr would also like to see notification take place to affected communities.

- B. Request to place signs on public property, flag football registration, West Newbury Youth League

Related emails and Town's Policy on signs are contained in the Agenda Packets.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to approve this request.

Further discussion took place regarding the amount of time requested being excessive. This timeframe also encompasses the Bicentennial Events in town.

Selectman Kemper amended his original motion which was seconded by Selectman Parker to allow for signs for this event for one month from July 15 until August 15, 2019.

Yes 3, No 0.

- C. Review of resident correspondence and staff recommendations regarding Chase Street vehicle safety

Written report from Jeffrey Durand, Police Chief and emails regarding Chase Street contained in the Agenda Packets. After discussion of Police directed patrols on this street Chief Durand reported that no tickets were issued for speeding. He explained that the area is not thickly settled and the Speed Limit is 40 mph. and is not posted. Chief Durand advises lowering the speed limit to 30 mph. Wayne Amaral, DPW Director is working to get this speed limit lowered with the MA state Department of Transportation. The DPW Director is also requested to post signs until the process with the DOT is completed such as Children at Play.

- D. Approval of deed to transfer ownership of Pipestave Apartments and land to Housing Authority

Attested copy of Town Meeting vote, copy of deed, Form A Map, Minutes of West Newbury Housing Authority Meeting of May 23, 2017 accepting property, memos, Title 5 Inspection report and Smoke and Carbon Monoxide Inspections are contained in the Agenda Packets.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to approve the deed in order to transfer ownership of the property as of July 1, 2019.

Yes 3, No 0.

E. Requests for intra-departmental Line Item Transfers - *referrals to Finance Committee*

- a. Fire Dept.: \$10,000.00 transfer from Fire Alarm Wages to Fire Expenses
- b. Fire Dept.: \$5,000.00 to transfer from Fire Drills to Fire Expenses
- c. Fire Dept.: \$5,000.00 from Fire Administration to Fire Expenses
- d. Fire Dept.: \$5,000.00 from Fire Alarm and Communications to Fire Expenses

Copies of Requests for Appropriation and other documentation contained in the Agenda Packets.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to approve Fire Department Transfers A – D listed above.

Yes 3, No 0.

- e. DPW: \$4,000 from Street Paving/Repairs to DPW Expenses
- f. DPW: \$5,000 from Public Street Lights to Road Machinery Operating Expenses

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to approve DPW Transfers E and F listed above.

Yes 3, No 0.

F. Execution of amended Pentucket Regional School District Regional Agreement

Copy of Amended Agreement contained in Agenda Packets.

Motion to approve changes to original agreement made by Selectman Glenn Kemper, seconded by Selectman Richard Parker.

Yes 3, No 0.

G. Review/revision of Committee Charge for Carr Post Building Committee

Memorandum from Angus Jennings, Town Manager, and Minutes of Meeting related to this project are contained in Agenda Packets. Angus stated that he is looking for clarification from the Board of Selectmen regarding the day to day issues and division of labor. He is looking specifically for the following direction from the board:

- 1.) Clarify that the Finance Department is the Board's implementation agent for the Board of Selectman policy that has already been set with the developer of Drake's Landing.
- 2.) Define the scope for the Committee

After discussion regarding this Committee as well as the Board's wishes regarding supervision of this project Angus will be drawing up the charge of this committee for the next meeting. Bob Janes stated that he felt that the serious issues of this building are related to the Turret, the roof and the chimney. He stated that a qualified Mason with historical preservation experience is needed. It was also suggested that an escrow from the Developer be established for the landscaping at Carr Post rather than landscaping the Property to have to dig it up when renovations are being completed and have to repeat this work.

H. FY20 Committee appointments (partial)

Selectmen Designees to Committees

Capital Improvements Committee

Motion was made by Selectman Glenn Kemper, seconded by Chairman David Archibald to nominate Selectman Richard Parker to this committee with a term ending June 15, 2020.

Yes 3, No 0.

Community Preservation Committee

Motion was made by Selectman Glenn Kemper, seconded by Chairman David Archibald to Nominate Selectman Richard Parker to this committee with a term ending June 15, 2020.

Yes 3, No 0.

Investment Policy Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to Nominate Selectman David Archibald to this committee with a term ending June 15, 2020.

Yes 2, No 0, Abstain 1 (Archibald)

Pentucket School Building

Motion was made by Selectman Richard Parker, seconded by Chairman David Archibald To nominate Selectman Glenn Kemper to this committee with a term ending June 15, 2020.

Yes 2, No 0, Abstain 1 (Kemper)

After discussion it was agreed that the Stormwater Regulation Committee would be disbanded for FY '20.

Conservation Committee

Angus Jennings, town Manager appoints Judy Mizner and Wendy Reed to this Committee.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to Reaffirm the Town Manager's Appointments to the Conservation Commission with a term ending June 15, 2022.

Yes 3, No 0.

Personnel Advisory Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker To appoint Judith Mizner and Catherine Conrad to this committee with a term ending June 15, 2020.

Yes 3, No 0.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Ryan Goodwin to this committee with a term ending June 15, 2020.

Yes 3, No 0.

Open Space Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Patricia Reeser, A. Don Bourquard and John Dodge to this committee with a term ending June 15, 2022.

Yes 3, No 0.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Wendy Reed as an Alternate Member of this committee with a term ending June 15, 2020.

Yes 3, No 0.

Planning Board

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Wendy Reed as an Associate Member of this Board with a term ending June 15, 2020.

Yes 3, No 0.

Finance Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Gary Roberts and Nathan Kelly to this committee with a term ending June 15, 2022.

Yes 3, No 0.

Registrars of Voters

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Rosamond Veator to the Board of Registrars with a term ending June 15, 2022.

Yes 3, No 0.

Zoning Board of Appeals

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Judith Gregg to this committee with a term ending June 15, 2024.

Yes 3, No 0.

Harbor Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Thomas Goodwin and Terence Hartford to this committee with a term ending June 15, 2022.

Yes 3, No 0

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Steve Boyd as an Associate member to this committee with a term ending June 15, 2022.

Yes 3, No 0.

Council on Aging

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Marjorie Peterson, Joseph Publicover, Richard Preble and Mary Harada to this committee with a term Ending June 15, 2022.

Yes 3, No 0.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Theresa Woodbury to this committee with a term ending June 15, 2020.

Historical Commission

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Robert Janes to this committee with a term ending June 15, 2022.

Yes 3, No 0.

Mill Pond Committee

Motion made by Selectman Richard Parker, seconded by Selectman Glenn Kemper to appoint Deborah Hamilton, Ryan Goodwin, Zip Corning and Matthew Shwom to this Committee with a Term ending June 15, 2022.

Yes 3, No 0.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Robin Pendergast as a full member of this committee with a term ending June 15, 2022.

Yes 3, No 0.

Motion was made by Selectman Richard Parker, seconded by Selectman Glenn Kemper to appoint Polly McDowell as an associate member of this committee with a term ending June 15, 2020.

Yes 3, No 0.

Capital Improvements Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Polly McDowell to this committee with a term ending June 15, 2022.

Yes 3, No 0.

Cable Advisory Committee

Motion was made by Chairman David Archibald, seconded by Selectman Richard Parker to appoint Glenn Kemper to this committee with a term ending June 15, 2020.

Yes 2, No 0, Abstain 1 (Kemper)

Cultural Council

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Jocelyn Consentino and Rose Vetere to this committee with a term ending June 15, 2022.

Yes 3, No 0.

It was later voted to rescind the vote above.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Jocelyn Consentino, Rose Vetere, Amy Friend and S. Helena Dion to this committee with a term Ending June 15, 2022.

Yes 3, No 0.

Community Preservation Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Sherry Pruyn at-large-member to this committee with a term ending June 15, 2022.

(Member Mary Harada is re-appointed by the Housing Authority).

Energy Advisory Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman David Archibald to appoint Elisa Grammer and Arthur Wallace to this committee with a term ending June 15, 2020.

Yes 3, No

Motion was made by Selectman Glenn Kemper, seconded by Selectman David Archibald to appoint Richard Parker to this committee with a term ending June 15, 2020.

Yes 2, No 0, Abstain 1 (Parker)

Investment Policy Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Lark Madden and Jean Trim to this committee with a term ending June 15, 2022.

Yes 3, No 0.

River Access Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Robert Phillips, Jr., Elisa Grammer and Barry LaCroix to this committee with a term ending June 15, 2020.

Yes 3, No 0.

Bicentennial Committee

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Stephen Swallow, KC Swallow, Krystelle Griskiewicz, Cindy Sauter, Gregory Garnache, Judith Gregg and Jocelyn Fassett to this committee with a term ending June 15, 2020.

Yes 3, No 0.

Veteran's Grave Officer, Bridge St., Rural & Merrimack Cemteries

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Robert Janes with a term ending June 15, 2020.

Yes 3, No 0.

WN Rep to the Board of Directors of the Eastern District- Veterans' Affairs

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Robert Janes with a term ending June 15, 2020.

Yes 3, No 0.

Merrimack Valley Planning Commission

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Brian Murphey as the West Newbury representative with a term ending June 15, 2020.

Yes 3, No 0.

- I. Review and approve job description for Planning Board Administrative Assistant

Memorandum from Town Manager and Job Description contained in Agenda Packets. After discussion

Motion was made by Selectman David Archibald, seconded by Selectman Richard Parker to approve and to strike the salary notation and post with Level 3-4 salary grade.

Yes 3, No 0.

- J. Review and approve FY20 employee wage schedule (partial)

Item Tabled.

- K. Updates on active projects, esp. current through end of FYI 9 (June 30, 2019)

Working Draft contained in Agenda Packets.

- L. Review/revise upcoming Board of Selectmen meeting schedule

After discussion the Board set the following Meeting Schedule:

July 15, 2019

July 22, 2019

August 5, 2019

August 19, 2019

September 3, 2019

Town Manager Updates

M. Updates on planning for July Bicentennial events (esp. July 13th Family Field Day at Pipestave)

Bicentennial Field Day proposed parking plans contained in the Agenda Packets.

N. Potential State funding for accessibility improvements to Page School playground(s)

Memorandum and Brochure contained in the Agenda Packets.

O. Follow up meeting assignments

O. Placing items for future agendas

There will be a future joint meeting with the Board of Health and Board of Library Trustees to fill vacancies on these Boards.

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to Adjourn the meeting at 9:35 p.m.

Yes 3, No 0.

Respectfully submitted, Mary DiPinto

Approved by the Board of Selectmen 2-0 on February 3, 2020