



**Town of West Newbury
Board of Selectmen
Monday, May 13, 2019@ 7pm**

381 Main Street, Town Office Building
www.wnewbury.org

MINUTES OF MEETING

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WEST NEWBURY, MA
2020 FEB 19 AM 11:19

Open Session: 7pm in the First Floor Hearing Room

The meeting was called to order at 7:01 p.m.

May 6, 2019 Annual Town Election results provided by Michael McCarron, Town Clerk. Results are contained in the Agenda Packets.

Announcements:

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.
- Thank you to Barbara Haack and roadside cleanup volunteers (weekend of April 27-28)
- Welcome to new Selectman Rick Parker!
- Welcome to new Library Director Corinn Flaherty!
- Garden Club Plant Sale, Saturday May 18th at the Old Town Hall, 8:30-11:30 am

Regular Business

- A. Special Event Permit Requests: Horse Trials (July 7, Oct. 13), Adventure Trail (Sept. 8)- *West Newbury Riding & Driving Club*

Angus Jennings, Town Manager reported that all required documentation is in order. Special Event Application and Map contained in Agenda Packets.

Motion made by Selectman David Archibald. Seconded by Chairman Glenn Kemper to approve all three events.

Yes 3, No 0.

- B. Request for Street Opening Permit, 9 Twig Rush Lane, Peter Couture

Angus Jennings, Town Manager reported that all required documentation is in place. Copy of Street Opening Permit, Water and DPW Maps as well as DPW stipulations are contained in the Agenda Packets.

Motion made by Selectman David Archibald, seconded by Chairman Glenn Kemper to approve Permit subject to DPW stipulations.

Yes 3, No 0.

- C. Meeting with Historical Commission representative(s) regarding recent correspondence:
- a. Potential designation of National Historic Districts (Manufacturers' Row, Training Field, Way to the River)

Communication to Board of Selectmen naming the various properties and defining the three districts contained in the Agenda Packets. Discussion took place with the Board regarding what the designations would mean to both the town and the homeowners.

Motion was made by Selectman Richard Parker, seconded by Selectman David Archibald To support establishment of the 3 historic districts. (Manufacturers Row, Training Field and Way to the River).

Yes 3, No 0.

- b. Potential installation of commemorative plaque in honor of Julian D. Steele

Listing of accomplishments and Boston Globe article of February 28, 1962 are contained in the Agenda Packets.

Elissa Grammer and Jennifer Conway reviewed the achievements of this former West Newbury resident and answered questions from the Board. This item is Informational.

D. Requests for intra-departmental Line Item Transfers- *referrals from Finance Committee*

- a. DPW: \$35,000.00 to fund Town Building Operating Expenses
- b. DPW: \$2,500.00 to fund Road Machinery Operating Expenses
- c. Finance Committee: \$1,035.00 to fund cost of printing Town Meeting booklets
- d. Finance Department: \$3,640.00 to fund interim acting Treasurer/Collector
- e. Planning Board: \$2,300.00 to record costs of minutes taker in correct line item
- f. Police Department: \$28,500.00 to record SRO funds from correct line item

Memorandum from Angus Jennings, Town Manager as well as Requests for Appropriations Between or Within Departments (Expenditure Detail reports also provided) are contained in the Agenda Packets. All requests have approval of the Finance Committee. Discussion took place regarding the DPW Transfer of \$35,000.00. Angus reported that there were several large unforeseen expenses. One was the Elevator Repair and the Second was the sprinklers to the Conservation Office.

Motion was made by Selectman David Archibald, seconded by Chairman Glenn Kemper To approve all six transfers.

Yes 3, No 0.

- E. Notification of Finance Committee approval of Reserve Fund Transfer: \$8,800.00 to Board of Health to fund additional Steele Landfill monitoring costs as required by MassDEP by June 14, 2019

Request for Transfer from the Reserve Fund, Landfill Gas Assessment and Corrective Action Requirements letter from the Commonwealth of Massachusetts Department of Environmental Protection, spreadsheet on requirements costs, Proposal from Cornerstone Construction Services, LLC with Standard Contract Terms Contained in Agenda Packets.

Discussion took place between the Board and Robert Janes, Board of Health Chairman regarding These requirements. Selectman Richard Parker requested to be notified regarding future Board Of Health Meetings related to the Landfill.

- F. Review and discussion of priority transportation projects for Regional Transportation Plan

Memorandum, emails and requested Transportation Plan are contained in the Agenda Packets. Selectman David Archibald commented that he would like to see a bus stop added and remarked that the Board had tried to bring forward this request in the past.

Selectman David Archibald, Selectman Richard Parker and Chairman Glenn Kemper all agreed that the Middle Street Bridge Project was the higher priority of the Board.

- G. Middle Street Bridge: update on conceptual designs, potential dates for upcoming public meeting

Memorandum from Angus Jennings, Town Manager and BSC Group Bridge Type Study are Contained in the Agenda Packets. Angus reported that he will continue to communicate with The City of Newburyport to convene a joint public meeting to move the bridge project forward.

- H. Discussion of proposal to consolidate Conservation and Health staff support

Memorandum from Angus Jennings, Town Manager, Communication with Conservation Commission and Job Posting for Part-Time Conservation Agent are contained in the Agenda Packets. The Board discussed the consolidation with Board of Health Members Judy Mizner and Wendy Reed.

- I. Board of Selectmen Reorganization

Motion was made by Selectman Richard Parker, seconded by Chairman Glenn Kemper to Nominate Selectman David Archibald as Chairman of the Board of Selectman.

Yes 2, No 0 (Archibald abstained).

Motion was made by Chairman Glenn Kemper, seconded by Selectman David Archibald To nominate Selectman Richard Parker as Clerk of the Board of Selectman.

Yes 2, No 0 (Parker abstained).

Town Manager Updates

J. Updates on active projects, current through end of FY19 (June 30, 2019)

Memorandum from Angus Jennings, Town Manager contained in the Agenda Packets. Angus also provided the Board with updated Working Draft spreadsheet at the meeting. Angus is also looking for the Board's input/feedback as to any items they would like to add to the draft. Selectman Richard Parker brought forward the idea of using geothermal energy at the new Pentucket Regional School. He would like to approach the School Building Authority to determine if there are any new energy incentives as this will be the energy source for the next 50 years for this building. Michael McCarron, Procurement Officer brought forth the idea of committing the Town's Green Community Grants funds toward this idea. The Board would also like to see a neighborhood meeting to address the neighborhood concerns regarding parking once the construction phase begins. Angus will contact the Superintendent and Architect.

K. Update on 2019 Memorial Day Parade

Angus gave a review of the progress made on the planning of the Parade. He will be sending out a detailed update to the Board via email.

L. Vendor selection to prepare 2018 OPEB Actuarial Full Valuation (FY20 cost) per GASB 74/75

Informational.

Angus reported that the new vendor is more expensive but more hands on with smaller towns. This Vendor is more fully engaged at a staff level. This vendor also will also address the comment of the Town's outside Auditor in the FY'18 Audit Management Letter regarding timeliness and accuracy of preparation of the OPEB Report.

M. Follow up meeting assignments

N. Placing items for future agendas

- 1.) Selectman Richard Parker would like to explore how land zoned Industrial might be used. Can anything be done with it. Seek Planning Board opinion.
- 2.) Appointments to Boards and Commission at 5/28/19 meeting.
- 3.) Selectman David Archibald – Abutters to School Campus concerns regarding parking during Construction. Neighborhood meeting suggested:
 - a) Superintendent of Schools
 - b) Architect
 - c) Board of Selectmen

Motion was made by Chairman Glenn Kemper, seconded by Selectman David Archibald to adjourn to Executive Session at 8:30 p.m.

Yes 3, No 0.

Respectfully Submitted, Mary DiPinto

Approved by Board of Selectmen 2-18-2020