



**Town of West Newbury
Board of Selectmen
Monday, April 1, 2019 @ 7pm
381 Main Street, Town Office Building
www.wnewbury.org**

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WEST NEWBURY, MA
2020 MAR 17 AM 9:31

Minutes of Meeting

Open Session: 7pm in the First Floor Hearing Room

The meeting was called to order at 7:16 p.m. by Chairman Kemper.

Announcements:

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.
- Pentucket High School Tours: Tuesday, April 2nd from 3-4:30pm, Wednesday, April 3rd from 6:15-7:45pm and Thursday, April 4th from 6:15-7:45pm
- Council on Aging Community Shred Day, Saturday April 6th, 9:30am-1:30pm, Bandstand parking lot
- Public Forum on the Pentucket School Building Project on Tuesday, April 9th @ 6pm at the West Newbury Town Offices, First Floor Hearing Room.
- Letters of interest due to the Board of Selectmen by April 12, 2019 for appointment consideration on the Board of Fire Engineers
- Candidates Night, Wednesday, April 24th, 7:30pm in the First Floor Hearing Room
- Earth Day Roadside Cleanup, Saturday, April 27th and Sunday, April 28th, trash bags and gloves available at the Town Offices and Food Mart
- Spring Annual Town Meeting, Monday April 29th, 7pm at the Pentucket High School Auditorium

The City Clerk reminded the community that April 9, 2019 is the last day to register to vote. An email will be sent to notify interested individuals to apply for appointment to the Board of Fire Engineers. These appointments must be done in April.

Regular Business

- A. Request to place sign on training field from West Newbury Garden Club

Motion was made by Selectman Anderson, seconded by Selectman Archibald to approve request for banner on training field May 4, 2019 to be removed by May 18, 2019.

Yes 2, No 1 (Kemper)

- B. Request for one day liquor license from Kathy Feehery, West Newbury Riding and Driving Club

Application, certificate of insurance and event route map contained in Agenda Packets.

Motion to approve license made by Selectman Anderson, seconded by Selectman Kemper for April 13, 2019 contingent upon approvals of the Police and Fire Chiefs signing and required Fire Detail.

Yes 3, No 0.

C. Request for Special Event Permits

- a. Cindy Foote, Myopia Hunt Club (events on May 7, 18 and 28)

Application and certificate of insurance contained in the Agenda Packets.

Motion was made by Selectman Anderson, seconded by Selectman Kemper to approve permit for May 7, May 18 and May 28, 2019 contingent upon having a Police Officer for all Main Street crossings.

Yes 3, No 0.

- b. Rich Morrell, Yukan Sports

Application and route map contained in the Agenda Packets.

Discussion took place with Rich Morrell applicant. The Board requested a voluntary contribution to the Food Bank.

Motion was made by Selectman Kemper, seconded by Selectman Archibald to approve the Special Events Permit.

Yes 3, No 0.

D. Request for Street Opening Permits for 46 and 48 Garden Street, Tim Collins

Application and DPW Director requirements letter contained in the Agenda Packets.

Motion was made by Selectman Anderson, seconded by Selectman Archibald to approve permit contingent upon the requirements of the DPW Director and Water Department.

Yes 3, No 0.

E. Cont. Board of Selectmen review and recommendations on proposed FY20 Budget and Articles

Discussion took place with Thomas Atwood and Meredith Stone requesting the Board reconsider allocating the office administrative assistant (Assessors) to Planning for 6 hours per week (FY 20 is a revaluation year, capturing new growth, customer service, reporting requirements to the MA Department of Revenue) and requested that area communities similar to West Newbury be contacted regarding staff size.

Michael Gotee, Water Superintendent and Theresa Woodbury Council on Aging Director both spoke to the Board regarding their current pay status. The Board also stated that they have not voted annual wage schedule and that in the Water Department the money is there. (Water is an Enterprise Fund and not subject to Property Tax).

The Board requested that the Town Manager read the list of changes to the budget. A spreadsheet of these changes is contained in the Agenda Packet of the April 10, 2019 meeting.

Motion was made by Selectman Anderson, seconded by Selectman Archibald to request the Town Manager to inform the Finance Committee of the changes the Selectmen have made.

Yes 3, No 0.

The Finance Committee has requested sunset dates on the following Articles:

Article 6	June 30, 2019
Article 7	June 30, 2020
Article 8	August 30, 2019
Article 9	June 30, 2020

Discussion took place regarding utilization of the existing DPW truck and purchasing a truck for the DPW Director for plowing and to go around town (Article 16). This would eliminate the need for the stipend for Use of the Director's personal vehicle. It was suggested that the DPW Director be consulted as to the needs of that department. Richard Parker reminded the Board that there was agreement to purchase fuel efficient vehicles.

Motion was made by Selectman Kemper, seconded by Selectman Archibald to reconsider Article 16.

Yes 3, No 0.

Motion was made by Selectman Kemper, second by Selectman Anderson to Approve Article 16.

Yes 2, No 1 (Kemper)

Selectman Anderson also commented that Article 17 should contain language regarding the disposal of the old vehicle.

Article 28

Information and Memorandum from Planning Board contained in the Agenda Packets. Discussion took place with Ann Bardeen and one other member of the Planning Board.

Motion was made by Selectman Kemper, seconded by Selectman Archibald to reconsider Article 28 on the Annual Town Meeting.

Yes 2, No 1 (Anderson)

Motion was made by Selectman Kemper, no second to give favorable recommendation.

Motion Fails.

- F. Signing the Special and Annual Town Meeting Warrants
- G. Review of proposed motions for Special and Annual Town Meeting Articles

The Board decided to finalize the Motions at the April 22, 2019 Meeting.

H. Process for review of Town Manager

Discussion took place regarding this process. The Board will each prepare a review independently. Angus will send the evaluation form to the Board of Selectmen and Selectman Anderson will distribute the form to the Board members.

I. Board of Selectmen April 2019 Meeting Schedule

Future Board Meetings:

April 22, 2019

April 29, 2019 (Book Room in High School)

Town Manager Updates

J. Summary of tax abatement programs for senior citizens, veterans and others

Fact Sheet contained in Agenda Packets.

K. Discussion of what constitutes a valid public purpose for Accounts Payable warrants (regarding advance purchase of tickets for events, such as Bicentennial Committee Red Sox day, August 9, 2019)

Angus Jennings, Town Manager informed the Board that he has consulted with Attorneys from the Massachusetts Department of Revenue in regard to paying an invoice for the Bicentennial Red Sox Day at Fenway Park. Advance tickets were purchased by this Committee and the Town Accountant by Massachusetts General Law could not approve this invoice as she cannot sign off on a prepaid expense. In addition, if the Town bought all the tickets and they did not sell the Town in effect would have bought tickets that didn't yield any public value. Three individuals put the money up front to purchase the tickets by the deadline time to pay the invoice. Since the original conversations with the DOR Attorneys several of them met to discuss this issue. They agreed that the three individuals could be reimbursed for this expense.

L. Notification that Union Dispatch Agreement, 2019-2022 has been executed

Motion was made by Selectman Glenn Kemper, seconded by Selectman Archibald to approve the executed agreement.

Yes 3, No 0.

M. Follow up meeting assignments

N. Placing items for future agendas

Motion was made by Selectman Anderson, seconded by Selectman Kemper to add the FY 18 Annual Auditor's Report to the April 22, 2019 Agenda.

Yes 3, No 0.

Motion was made by Selectman Anderson, seconded by Selectman Archibald to add as first agenda item Unpaid Health Insurance Premiums to the next meeting.

Yes 3, No 0.

- 1. April 22, 2019 Meeting – Board of Fire Engineers**
- 2. Town Manager Review**
- 3. Historical Commission – Designation of Historical Districts**
- 4. Energy Advisory Committee Grant Application**
- 5. Memorial Day Parade**
- 6. Board Priority Status List**

Chairman Kemper thanked Mary Winglass, Executive Administrator for her service and dedication to the Town.

Motion was made by Selectman Kemper, seconded by Selectman Archibald to adjourn to Executive Session at 9:49 p.m.

Yes 3, No 0.

Respectfully submitted, Mary DiPinto

Approved by the Board of Selectmen 3-0 on March 16, 2020