



**Town of West Newbury
Board of Selectmen
Monday, November 2, 2020
381 Main Street, Town Office Building
www.wnewbury.org**

RECEIVED
TOWN CLERK
WEST NEWBURY, MA.

2020 DEC 15 PM 12:15

Minutes of Meeting

Open Session: 7:06 p.m. by remote participation (see below)

Addendum to Meeting Notice regarding Remote Participation

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 23, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the West Newbury Board of Selectmen will be conducted via remote participation to the greatest extent possible.

Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of West Newbury website, at www.wnewbury.org. For this meeting, members of the public who wish to listen to the meeting may do so in the following manner:

GoToMeeting

Phone: (646) 558-8656

Access Code: 913-4843-3773

Or from computer, tablet, or smartphone:

<https://zoom.us/j/91348433773?pwd=U0hxcnpzTERmTkF0dzVtam94L2VaUT09>

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town of West Newbury website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as practicable after the meeting.

The meeting was called to order at 7:06 p.m. by Chairman David Archibald.

Participation at the Meeting:

- ❖ Board of Selectmen: David Archibald, Richard Parker and Glenn Kemper
- ❖ Town Manager, Angus Jennings
- ❖ Town Clerk/Counsel & Procurement Officer, Michael McCarron
- ❖ Assistant to Town Manager and Finance Department, Jennifer Walsh
- ❖ Adam Stone
- ❖ Paul Seigny
- ❖ Ann Bardeen
- ❖ Jake Cormier
- ❖ Wayne Amaral
- ❖ Nathan Kelly

- ❖ Eric B.
- ❖ Ray Cook
- ❖ Kim Monahan Borgioli
- ❖ Rose Vetere
- ❖ Jen LS
- ❖ Annie Sterling

Announcements:

- Call for volunteers: seeking members for Finance Committee, ZBA (Associate Member), etc.
- Reminder to subscribe for e-mailed Town news/announcements at <https://www.wnewbury.org/subscribe>
- Selectman Kemper thanked everyone for a seamless Halloween. Also wanted to thank the Fire Department and the Police Department for delivering families and kids.

Also wanted to thank everyone involved with early voting, especially Mike McCarron and his office. Been overwhelming. As of today, have had 2,200 votes, absentee, mail in, early voting that's gone on out of 3,600 registered voters.

REGULAR AGENDA

A. Request for Appointment of Associate Planning Board Member; Discussion with Both Candidates, Kim Monahan Borgioli and Jake Cormier:

Chairman Archibald stated that there are two candidates who are looking to be on the Associate Member of the Planning Board. (See Exhibit A, pages 13 through 17 for information)

Jake Cormier gave a brief biography of his position. Moved to West Newbury five years ago, purchased the old Walker Farm on 111 Indian Hill and did some extensive renovation. Worked with members of the Town during the construction project. Grew up in a town in north central Mass, background in construction, worked for a design build firm doing site construction, site engineering and meeting with towns and boards to get approval for small commercial projects, cul-de-sacs and 40B projects. Last 10 years, been working with Liberty Mutual Insurance as part of their strategy team, product claims office. Wants to be involved in the community to help shape for the future, learn from the current Board members.

Kim Monahan Borgioli gave a brief biography of her position. Previously served as an Associate Planning Board member a couple of years ago, but due to work constraints, traveling back and forth to New York, she stepped down at the end of her term. Now that she's changed jobs, looking to rejoin. She is a Senior Credit Officer for a local financial institution, with her background primarily in commercial real estate, finance and development. Has worked for local banks, national banks, done private equity and distress debt, but in the last five or six years, mostly on the credit side and structuring transactions. Has a vast knowledge of different real estate development projects and financing.

Selectman Parker advised that he had a phone conversation with Kim and asked if she would be interested in the ZBA position since there are two very qualified candidates. Thinks she is interested, but it's not on the agenda tonight, so can't vote on it, but wanted everyone to know that information. Chairman Archibald asked if she was interested in the Associate ZBA position. Kim stated that she feels that the ZBA would be a great option since the 40B project is very intriguing to her and has a big impact on the Town and would be great to be a part of a project like that. Has some limited knowledge of 40B, been a few years since she's worked on a 40B project but doesn't believe the state statutes have changed much over the last 10 years.

Motion made by Selectman Kemper to appoint Jake Cormier as Associate Member of the Planning Board. Seconded by Selectman Parker.

Yes 3, No 0

Town Manager Jennings stated that he would like to add an unanticipated item that was not previously listed on the agenda due to time constraints. (See page 2 of packet)

Motion by Selectman Kemper to add an unanticipated item to agenda re: DPW dump truck trade. Seconded by Selectman Parker.

Yes 3, No 0

DPW Director Amaral stated that he wanted to get the okay from the BOS to use the older dump truck that is being replaced as a trade-in, so wants to declare it as surplus to put in with purchase price of the new dump truck. Chairman Archibald inquired as to whether it's equal value and less work to use as a trade-in or to sell it independently. Mr. Amaral stated that it's a very unique truck because it has a salter built inside of it, so not really a dump truck. Can't sell to a landscaper because the salter is built into the body. Dealer looked at it and has many on his lot and nobody wants them, came with a cost, negotiated up \$4,000 for trade-in, so got around \$15,000. Researched online and something close to that was running between \$16,000 and \$18,000, but with auction fees, about the same, so will be nice to get rid of it when the time comes.

Motion made by Selectman Kemper to use the salter as a trade-in and get the value of \$14,500 for it. Seconded by Selectman Parker.

Yes 3, No 0

**B. Discussion of Availability of Town Meeting spaces for use by non-Town Groups;
COVID-19 Protocols:**

Chairman Archibald gave background regarding this subject, stating that there has been some requests for use of Town facilities by outside groups, especially the large annex facility, so that people could be more spread out. (See Exhibit B, pages 18 through 19 for information) Stated that with bad weather coming, people will probably make more requests for the large facilities.

Selectman Parker stated that he was asked by Nathan Kelly regarding the use of the facilities by Cub Scouts and thought it could be done safely. Finds it hard because wants residents to be able to use Town facilities again and feels things are headed in the wrong direction from a health and safety standpoint right now.

Nathan Kelly stated that he's involved with Cub Scout Pack 26 in West Newbury. This year, he's the new Cub Master of the pack. Den leaders have approached him about the fact that things are going well right now but have to do things different. Was having outdoor meetings, but as the weather changes, can't do things outside, and now with the time change, getting darker earlier, so that becomes an issue. Stated that when he spoke with Selectman Parker a couple weeks ago, thought things were okay, but since then, the new developments with COVID are not good, now prohibited for any indoor meetings. Hopes when things turn around, can revisit.

Chairman Archibald stated that he was formerly involved with the Cub Scouts. Suggested that maybe can establish some guidelines for when things do turn around. One of the issues is that there is not the person power to have someone to make sure that a Town facility is cleaned up afterwards, especially on a weekend and need to rely on the people using the facility, especially with the new COVID cleaning protocols.

Mr. Kelly explained that his organization does have liability insurance that would be a precursor to any Town insurance for anyone directly related to the events that they would be a part of. Selectman Kemper stated that the Town is covered for \$100,000 on the policy related to COVID, and Town Manager Jennings confirmed that the Town has communicable disease insurance, but has a high deductible, and someone would have to prove that they contracted the disease through a Town facility, but is some exposure there and need to be aware of that.

Mr. Kelly suggested perhaps spacing out days between uses. Selectman Parker stated that there is a limited resource and more demand and spacing out days between use will slim down resources. Stated that at the he went to the last Board of Health meeting just to speak with them about it, and there is concern about cleaning, but if given enough time between meetings, that's irrelevant because the virus doesn't last for that long, but it's complicated.

Annie Sterling added that she does the facility use, gets the calls at work, Selectman's Office. Stated that it's not uncommon for her to get quite a few calls during the week. People don't want to meet in their home. Right now, no use, but wondered what will happen when it opens up, how all of this is limited. Chairman Archibald asked what kind of calls she's getting. She stated she gets Homeowner's Associations, school pods who want to do things with a small group of kids, 7 to 10, activities, some of the businesses in town that use the annex, youth leagues, music boosters, Boy Scouts, Girl Scouts. No Council on Aging, yoga, Zumba, line dancing yet.

Selectman Kemper stated that there is a policy that needs to be administered by the Town Manager in concert with the Board of Health who needs to make the determination down the line when things they think should be opened up and come back to BOS with their recommendations and thinks we should leave it at that.

Town Manager Jennings stated that back in March or April, had worked to put together a comprehensive framework for the Town offices on COVID-19. Never got over the finish line. Met with Paul last week and in agreement that it would be good at this point to put together some of the things that have been voted at different times by different entities, BOS and BOH, and put into more consolidated protocols for COVID-19 as it relates to public buildings and facilities. Paul Sevigny stated that he agrees with what's been said, and given the new orders by the Governor, this is not the time to make any changes to open up facilities and should work on a plan for when things do turn around.

C. Discussion of Public Access to Town Offices During COVID-19 Public Health Emergency:

Chairman Archibald updated regarding the survey given to employees, which is contained in the packet. (See Exhibit C, pages 20 through 26 for information) Stated that 24 people sent their responses back and the employees overwhelmingly felt that things were going well, working at 100% capacity. The only negative feedback was from the library regarding patrons wishing they could physically browse categories of books on the premises. Most employees felt there should be no changes regarding opening to the public or meeting residents outside.

Everyone felt their duties were being carried out very well, a few people wanted a few more physical barriers placed in their place of work, there was a suggestion to have thermometers available so that when outside people come in, they could be checked. He stat that almost all of the comments were positive, the staff was very happy that their input was wanted before trying to do anything, felt that the Town was addressing things well, happy with the BOH's response, how the DPW has put things in place, happy with the Library Trustees, BOS, and the employees were overwhelmingly positive of how things are being addressed.

Selectman Kemper asked whether all of the employees are being utilized since there is not the foot traffic, and do people have work to do since we continue to pay everyone. Thinks that owe it to the residents to discuss doing job sharing in order to save money for the Town.

Chairman Archibald stated he hears what's being said but that the Library Trustees have jurisdiction over the library and its budget. Selectman Kemper stated that he things that the Trustees might like to have a conversation and maybe they're waiting to have the conversation, or maybe they're totally utilized and can't help, maybe not. Explained that this needs to be asked of every department.

Chairman Archibald asked what Town Manager Jennings thinks. He stated that he agrees with Selectman Kemper that it's worth having the discussion and would have these same questions when preparing the FY22 budget, asking department heads to self-evaluate due to COVID, the levels of utilization of employees, positive and negative effects on time.

Selectman Kemper stated that the taxpayers deserve the conversation. Perhaps the Library Board of Trustees could joint next meeting, and everyone agreed that the dialogue should be started as soon as possible with all department heads. Town Manager Jennings agreed to type up questions addressed tonight and will give to Mike Gootee.

D. Update on 28 Coffin Street, Including Anticipated Site Testing Pursuant to MassDEP Requirements:

Town Manager Jennings gave a brief summary on this topic. (See Exhibit D, pages 27 through 28 for information) He stated that the presumptive developer recently contacted the Water Department to request permission to tie into an adjacent hydrant. There's some site testing that's being required by MassDEP that has to be completed before an applicant can seek a wastewater discharge permit or ground water discharge permit under the MassDEP regulations. He asked Paul Sevigny about it and he described it as a glorified perk test, but on a significantly larger scale. This type of tie-in to a hydrant is somewhat like a hydrant rental where a developer can pay a fee to pay for the water used through a meter and tap into a hydrant under the oversight of the Water Department.

The request has been put in and is pending before the Water Department and the Board of Water Commissioners will met Wednesday at 9:00 to take up the request. The Board doesn't always act on these, sometimes it's handled at the administrative level or the Superintendent, but due to the scale of the request and the public interest in the site, it's being taken up by the Board for the Board of Water Commissioners to make a recommendation to allow or not.

Selectman Kemper inquired with regards to the amount of gallons used, whether it's a big amount, and Town Manager Jennings stated it's like 30,000 per days over 4 days, about 114,000 gallons. Inquired as to what rate would be used. Town Manager Jennings is looking into this but knows that the Board of Water Commissioners will look at both of those questions. Selectman Kemper stated he just wants to make sure that we charge as much as we possibly can charge, that the Town is made whole and we're not giving anything away.

Chairman Archibald inquired as to who oversees this process. Paul Seigny stated that DEP oversees this, but he will go out and see what's being done, but the project is subject to DEP approval.

Rose Vetere inquired as to whether the leaching fields are still in the same place as on the plans. Town Manager Jennings stated that there is a plan sheet that was submitted to the Water Commission but hasn't compared it to the earlier plans. Selectman Kemper stated that there has to be an established leaching field because that's the ground water he has to test. Chairman Archibald stated that according to the plans in the packet, it's the same as seen last spring. Ms. Vetere stated that she's concerned about the project being moved around to find the optimal leaching fields, since her property abuts the project and her concern about the project going forward. Selectman Kemper stated that since it's a 40B, it supersedes all local stuff. Ms. Vetere just wants to make sure she's notified if plans change.

Chairman Archibald inquired as to whether the Conservation Commission has made any progress with defining a time when they're going to look at the wetlands delineations. Town Manager Jennings stated that they are meeting tonight and that's one of the topics that they were going to discuss. He met with the Conservation Agent last week and the Commission is looking to engage a third party wetlands scientist to review the delineations that the developer submitted, however, in order for them to set up the 53G peer review account that would fund the engagement of a consultant with the developers, the developer will put the money up for the Town to then hire the consultant, they would have to open a hearing because it's within the hearing that the scope and budget for that third party review is determined, so one of the items that Con Com will talk about tonight is what might be a schedule to open a hearing on the ANRAD application that was filed last spring. He also further explained the process and how it works for understanding by everyone.

E. Review of Draft Sub-Grantee Agreement with Pentucket Regional School District to Fund and/or Offset Eligible Costs Pursuant to CARES Act (Coronavirus Relief Fund – Municipal Program):

Town Manager Jennings reviewed the sub-grantee agreement contained in the agenda packet. (See Exhibit E, pages 29 through 33 for information) He described the COVID related expenses included in the submission and stated that no costs will be incurred unless funding is granted. He also explained the complication with FEMA eligible costs. Held accountable for how the funds are spent and important to have a contractual agreement with Pentucket that would ensure they are complying with all of the program requirements.

He also explained that some categories of funding in the CARES Act are assumed to be FEMA eligible, and if they're assumed to be so, CARES will only fund 25% of them because you're required to also file for FEMA for the remaining 75% balance. In order to qualify for CARES, has to be purchased and in use no later than December 30, 2020 and no way FEMA turns things around that quickly. Explained all of this to the Superintendent and District.

Put in CARES Act filing last week. Summary of the numbers put in on page 60 of the packet, and further explained how the payments work. Selectman Kemper asked why it has to come back to the BOS, why can't they give the authority to do so now. Town Manager Jennings stated that it makes sense to hold off on signing until we know that we're getting funding. Chairman Archibald agreed that they vote tonight so that can move more quickly.

**Motion by Selectman Kemper to allow the Town Manager to authorize the agreement.
Seconded by Selectman Parker.**

Yes 3, No 0

F. Rate Setting for Electric Vehicle (EV) Charging Stations to be Installed at 1910 Building and Page School:

Selectman Parker summarized this topic. (See Exhibit F, pages 34 through 37 for information) Thinks that the operational costs should be covered completely plus some buffer, safety factor. Thinks in the near term, trying to encourage usage of the charging stations, provide a service, and encourage people to trend towards electric vehicles to reduce carbon footprint.

Explained that rates in the area work out to 70-80 cents per kilowatt hour to charge, but if evaluating it, not going to pay that price can do lesser price at home. So, his thought would be to take the Town's cost of electricity plus service charge that is used for processing and handling the data, plus some safety factor, and call it that, which should be about 30-35 cents per kilowatt hour range, which is not much more than charging at home. Also stated that don't know what their costs are yet, have to find out the rate class and schedule, but he feels the rate could be changed at any time, as the Town has control over the rate setting.

Chairman Archibald inquired as to how it's paid, by Chipcard, etc. Selectman Parker stated that there are three or four companies that operate EV charging platforms in the country, Charge Point has the biggest footprint. With Charge Point, has a key fob card, scan that at the station, accesses the account and enables the charging station. Charge Point will process the charge and forward the Town's proceeds electronically to wherever the Town has designated. Further discussion was had regarding whether there should be more than one company available for the customers to be able to charge.

Motion made by Selectman Kemper to charge 35 cents. Seconded by Chairman Archibald.

Yes 3, No 0

G. Request for Authorization to Waive 15-Day Notice and Confirmation Process and to Authorize the Town Manager to Appoint an Interim Acting Chief Assessor:

Motion made by Selectman Kemper to appoint Maureen Curtin as Interim Acting Chief Assessor at the rate supportable by the FY21 budget, assessing salaries and wages,

retroactive to the date they assumed these responsibilities, and to waive the 15-day period for the appointment to become effective. Seconded by Selectman Parker.

Town Manager Jennings stated that the former Chief Assessor, Meredith Stone, left 5-6 weeks ago for a different job and Maureen has been filling her shoes since that time, has done a terrific job through a busy time of year with the tax rate recap coming up, etc., so he wants to commend her for the work she's been doing. Stated that he has a lot of confidence in her during this interim period.

Yes 3, No 0

H. Notification of Hiring of Community Preservation Committee (CPC) Administrative Assistant and Request for Authorization to Waive 15-day Notice and Confirmation Process:

Motion made by Selectman Kemper. Seconded by Selectman Parker.

Town Manager Jennings explained that he extended an offer to Barbara Gard. (See Exhibit H, pages 38+ for information) She lives in Amesbury, was formerly on the Conservation Commission there and had served on the Open Space Committee in Norwell, MA for a number of years. She has a degree in Massachusetts Environmental Policy from Tufts University, tremendous experience working with conservation restrictions, historic preservation restrictions, and has a good base knowledge of affordable housing, as well.

Held interviews last week attended by three members of the Community Preservation Committee. Had top notch candidates and good choices, but Barbara stood out, so he's pleased to bring her on board. She brings a lot of deep knowledge of some issues and will be really helpful for the Town.

Yes 3, No 0

I. Proposed Job Description and Wage Classification for Water Laborer/Water Operator in Training Position:

Chairman Archibald gave background for this proposed position. (See Exhibit I page 38 for information) Request to change the position because having a hard time finding an individual with enough training that wants to come to the Town and do the multi-faceted tasks that a small Water Department needs, so decided to hire someone with less training and get them trained while doing the duties for the Water Department.

Town Manager Jennings stated that anything to do with wages, he puts before the BOS for their authority under the statute. So, the former licensed operator is what the position had been advertised as, with a prerequisite of the water treatment and distribution licenses, so the approach now after posting that and not getting much response is to post it as a laborer/water operator in training, and from a wage standpoint, the main thing before the BOS, the licensed operator had been at the Grade 6 level and our idea is to hire the position at the Grade 5 level, but then to put it in that once they receive their licenses, it would go to a Grade 6, but didn't want to advertise that without making sure the BOS were supportive of that so when the time comes, can make that change, to which the BOS had no objections.

J. Meeting Minutes: September 28, 2020:

(See Exhibit J, pages 39 through 41 for information)

Motion by Selectman Kemper to approve the meeting minutes. Seconded by Chairman Archibald.

Yes 3, No 0

TOWN MANAGER UPDATES

K. Update on CARES Act Filing Submitted on October 30th and Next Report Due on November 13th:

Town Manager Jennings updated on this topic. (See Exhibit K, pages 42 through 60 for information) Explained that the next report is due in two weeks, which is a report of the actual expenditures through September 30th.

L. Update on FY20 Audit:

Town Manager Jennings updated on this topic. Explained that the auditors were in the office two weeks ago. Went through all of the books, ask for back-up documentation, do a walk through, like a pop quiz looking at different processes and have you walk them through it without you knowing what they're going to ask about. Feels it went well but will find out when they see the management letter. Feels they provided everything that was requested and this year it went much more smoothly.

Scheduled December 14th the presentation of the audit which will include the FY19 audit and management letter, which was never presented, so will close out FY19, as well as the auditor will be in attendance to present the FY20 financials.

M. Update on Fraudulent Unemployment Claims:

Town Manager explained that this is something that's really affected many communities in the Commonwealth, been a lot of press coverage, as bad actors have taken data that the Department of Unemployment Assistance was gained by hacks of large credit monitoring agencies and now putting the information to use to file claims in their name with the Department of Unemployment, which as the current employer, gets notice of that claim. (See Exhibit M, pages 61 through 67 for information)

He's been keeping the BOS apprised of this. Initially, 70 claims came in of which 14 were current employees, none of whom had filed for unemployment, so all bogus. Since that time, every week or so, get more filings, so is a continuing problem. Been following the advice of the Department of Unemployment Assistance, who had set up a fraud e-mail account to notify. Now, asking that every person employed to follow-up personally to file reports.

Last week, got an updated advisory from the DUA now asking that they fill out every form that they're sent, because get it by mail as well as e-mail. One day of mail last week, 120 letters from the DUA in a single day. Been in touch with Senator Tarr's office to make sure his office is

aware of the problem as well as the impact that it's having on the Town office since really don't have the personnel to fill out every form and send it back, so trying to figure that out.

N. Update on Hazard Mitigation Plan Due for Update in 2021 and Potential Grant Funding with MVPC:

Town Manager Jennings explained that there's a potential regional grant. (See Exhibit N, pages 68 through 71 for information) Will bring back if they decide to apply for the grant. Due in January. Hard time to start a new plan update, but is a required plan which expires after five years and have to have it in place in order to be eligible for post-disaster assistance from FEMA in the event of another ice storm or snow emergency. Not sure how they're treating with COVID-19, if it's factoring in, but we need to make sure the plan stays current and the most efficient way to go at it would be to partner with other communities in the region and work with MVPC. The idea is MVPC would apply for a grant to fund their work to update the regional plan that West Newbury is part of that was done back in 2015.

Selectman Parker stated that he got feedback today from somebody that couldn't attend tonight, but are on the MVP committee and just wanted to point out that they had some concern about using MVPC for this particular plan because of errors in the data that MVPC has for us currently in the mapping for the Town and their somewhat unenthusiastic response at getting things right. So, if do this with MVPC, somehow need to really get them to engage and take us seriously even though we're not the biggest community that they work with, but need to make sure we're taken seriously, as well. Further discussion was had about this topic and Town Manager Jennings stated that he would like to know more about these inaccuracies even though he feels he knows what they are and just a matter of falling under the wrong contract.

O. Summary of Grants Currently Under Active Management:

Town Manager Jennings stated that he had not finalized the information on this topic, but can state that there are over 20 grants that are currently under active management, some of which are very low administrative burden, some very high with quarterly reports.

Will put all of the information together for them to have a good understanding of what already doing from grand management, as well as things applied for and not received. Other good grants out there, but before take on new commitments, need to make sure that they are looked at.

This item was passed over for a future agenda.

P. Update on New Initiative to Provide Periodic Town Updates via Local Cable and YouTube Channel:

This item was passed over for a future agenda.

Q. Follow-Up Meeting Assignments and Placing Items for Future Agendas:

Selectman Kemper stated that he asked for minutes from an appointing committee and the last set he received were June of 2018. Wanted to stress that people should keep up with their minutes and remind people that it's imperative that they file them with the Town Clerk's Office. Asked for this to be put on a future agenda.

Town Manager Jennings stated that on his list, working towards the Tax Classification Hearing with the Board of Assessors, who will meet this Wednesday. Met with staff earlier today, that could be as early as the 16th. If not, the following meeting, Monday, the 30th.

Town Manager Jennings also stated that on his list, resident contacted us today regarding truck traffic on River Road, and as the BOS knows, it's all restricted by DOT of what you can and can't legally restrict, but can consider some advisory signage. So, circulated that to the Police Chief and DPW Director and Town Council and got some good comments back, so would like to put that on for discussion two weeks from tonight to share what they know.

Selectman Kemper commented that if it's dump trucks, has seen an increase of dump trucks coming through West Newbury and people have been complaining about it. Stated that this is new, has seen stuff on social media. Thinks it might have a direct correlation with the high school since it has popped up since the high school got underway. So, might be advantageous to mention it to the School Building Committee meeting to mention to them that the contractors use the main roads.

Motion was made by Chairman Archibald to adjourn the meeting at 9:53 p.m. Seconded by Selectman Parker.

Yes 3, No 0

Respectfully submitted,

Susan M. Lobie, Certified Electronic Transcriptionist
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Approved by the Board of Selectmen 3-0 on 12/14/2020