



**Town of West Newbury
Board of Selectmen
Monday, December 7, 2020
381 Main Street, Town Office Building
www.wnewbury.org
Minutes of Meeting**

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TOWN CLERK
WEST NEWBURY, MA
2021 JAN -5 PM 2:36

Open Session: 6:00pm 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:

Zoom Meeting

Phone: (646) 558 8656

Meeting ID: 982 7336 7979

Passcode: 907875

Join at <https://zoom.us/j/98273367979?pwd=OCs0V29XOHBDTkZyUE1hcS9LOEVsdz09>

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 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 6:05pm 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. Meeting also accessible by remote participation; instructions below.
- Reminder to subscribe for emailed Town news/announcements at <https://www.wnewbury.org/subscribe>

Regular Business

A. FY21/22 Goals Meeting with Boards/Commissions/Committees

Chairman David Archibald spoke in regard to the spirit of tonight's meeting commenting that the want is for a feeling of synergy at the conclusion.

Town Manager Angus Jennings shared the several comprehensive projects already in motion that are requiring a vast amount of staff time above the baseline services. A memo detailing the various undertakings is contained in the agenda packet.

The following is an outline of goals set forth by the representatives of the various boards, commissions and committees in attendance.

1. **Conservation Commission** represented by Thomas Atwood
 - a. Preparing a Wetlands Protection Bylaw.
 - b. Providing additional hours for the Land Agent for land monitoring and management.
 - c. In coordination with PRSD, develop an internship program for high school students interested in conservation.
2. **Finance Committee** represented by Nathan Kelly
 - a. In attendance to hear tonight's objectives.
3. **Cultural Council** represented by Alyson Tedeschi
 - a. Recruitment of new members.
 - b. Looking for new and creative ways for art presentation. A possible collaboration with the Cable Advisory Committee.
4. **Cable Advisory Committee** represented by Kevin Bowe
 - a. Solicit input from the community regarding utilization of PEG fees.
5. **Capital Improvements Committee** represented by Nathan Kelly
 - a. Listening in to understand the capital needs of the whole town. Has been meeting with Departments over the last few months in hopes to be more proactive and less reactive as needs arise.
6. **Board of Water Commissioners** represented by Michael Gootée
 - a. Secure potential property for future well field.
 - b. Noting the department is severely understaffed, hire another water operator.
7. **Tree Committee** represented by Fred Chania
 - a. Working with the Tree Warden, conduct educational outreach.
 - b. Publish and distribute booklet on best management practices for protecting trees during construction.
 - c. Survey residents to determine priorities for Tree Committee.
 - d. Continue to add qualifying trees to the Roster of Significant and Remarkable Trees.
 - e. Longer term: tree replacement.
8. **River Access Committee** represented by Rob Phillips
 - a. Acquisition along River Road. Greenbelt will review specs for potential access with the town in mid-2021 prior to going to ConCom with a design.
9. **Board of Library Trustees** represented by Wendy Reed
 - a. Cleaning: Reopening to the public would require daily cleaning at a cost of \$550 - \$600 per week.
 - b. HVAC improvements: Have completed all but two of the recommendations from State report. In the process of obtaining quotes for an evaluation to be completed.
 - c. Operations: Install microphones for the plexiglass shields and post signs and arrows to direct foot traffic to promote physical distancing. These costs can be absorbed in the current year's budget.
10. **Board of Health** represented by Angus Jennings
 - a. New automated curbside trash and recycling program.
 - b. Improved food waste program.
 - c. Continued Covid-19 updates, management and follow-ups. Vaccination plan.
 - d. Continue the monitoring and testing results of the Steele Landfill.
11. **Energy Advisory Committee** represented by Arthur Wallace
 - a. Community outreach/education with an energy and environmental fair.
 - b. Explore new potential solar fields.
12. **Carr Post Building Committee** represented by Angus Jennings
 - a. Designer contract complete. Need to update charge of the committee.

13. **Investment Policy Committee** represented by David Archibald
 - a. Revamped the plan of the committee.
 - b. May need to re-bid investment services but are happy with current management company and how things are running.
14. **Community Preservation Committee** represented by Richard Parker
 - a. Deadline for applications is January 2, 2021.
15. **Board of Assessors** represented by Richard Baker
 - a. Re-assess utility properties in town potentially increasing values.
 - b. New initiatives on the education of programs available to taxpayers to reduce taxes.
16. **Open Space Committee** represented by John Dodge
 - a. Construct an all access trail along Mill Pond working with the Mill Pond Committee.
 - b. Town-wide field management plan.
 - c. Conduct educational projects on invasive species working with the MVP Working Group.
 - d. Foster a greater trail network in town.
 - e. Artichoke River Woods project.
17. **Planning Board** represented by Ray Cook
 - a. Affordable Housing: Local preference; Fee in Lieu Fund; Trust or Committee.
 - b. Bylaws/Regulations: Scenic Roads Bylaw; Storm Water Bylaw; Review/amend Site Plan Review for Municipal Uses. Further review of housekeeping zoning amendments.
18. **Municipal Vulnerability Preparedness Working Group** represented by Richard Parker
 - a. Conduct educational projects on invasive species working with Open Space Committee.
 - b. Working with the Energy Advisory Committee, conduct community outreach/education with an energy and environmental fair.
19. **Park & Recreation Commissioners** represented by Angus Jennings
 - a. Develop a field use tiered fee schedule based on user group.
 - b. Develop a better understanding of the Summer Rec program operations.
 - c. Develop short- and long- term capital use program.
 - d. Develop a realistic budget for FY22.
 - e. Develop better alignment with Pipestave/Mill Pond management plan requirements.
 - f. Develop better collaboration with COA.

B. Meeting minutes: November 16, 2020

Tabled until the next scheduled meeting on December 14, 2020.

Motion was made by Chairman David Archibald, seconded by Selectman Richard Parker to adjourn the meeting at 7:53pm.

Yes 3, No 0

Respectfully submitted, Jennifer Walsh

Approved 2-0 by Board of Selectmen on 1-4-2021