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## Town of West Newbury

### Board of Selectmen

Monday, March 18, 2019 @7pm

381 Main Street, Town Office Building

[www.wnewbury.org](http://www.wnewbury.org)

### Minutes of Meeting

**Motion by Selectman Joseph Anderson, seconded by Selectman Archibald to appoint Selectman David Archibald, Pro-temp. Chairman (Selectman Kemper absent due to illness).**

**Yes 2, No 0, Absent 1 (Kemper)**

**The Meeting was called to order at 7:02 pm by Selectman 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.
- Public Forums on the Pentucket School Building Project on Saturday, March 30 @1pm and April 9@ 6pm in the West Newbury Town Offices, First Floor Hearing Room.
- NEW Budget Information on the town's official website <https://www.wnewbury.org/budget-information>.
- West Newbury Fire Company Pancake Breakfast, Sunday March 31<sup>st</sup> at the Central Fire Station. Cost is free, donations welcome!
- West Newbury Garden Club is sponsoring "Growing West Newbury" symposium on Sunday, March 31<sup>st</sup> at the Town Hall from 1pm to 5pm as part of the West Newbury Bicentennial celebration.
- Library Trustees invite a resident to be on the search committee for a new Director. If interested, send a letter to the Trustees c/o the library or email [garlibrarydirector@gmail.com](mailto:garlibrarydirector@gmail.com). Deadline is March 23, 2019.
- Council on Aging Community Shred Day, Saturday April 6<sup>th</sup>, 9:30am-1:30 pm. Bandstand Parking Lot. (Copy of flyer contained in Agenda Packet).
- Spring Annual Town Meeting, Monday, April 19<sup>th</sup> at 7pm at the Pentucket High School Auditorium.
- Town Elections – applications for absentee ballots are due by Friday, May 3, 2019 with ballots returned by Monday, May 6, 2019.

## **Regular Business**

### **A. Special Event Permit Requests**

- a. Alzheimer's Association Cycling Fundraiser, Saturday, June 22, 2019  
Special Event Application, Certificate of Liability Insurance, Timeline and Overview of event, route maps, start and finish line route are contained in the Agenda Packet.

Sara Trimble, applicant, stated that there are about 500 riders expected for this event.

**Selectman Joseph Anderson made a motion, seconded by Selectman David Archibald to approve the Special Event Permit for the Alzheimer's Association on Saturday, June 22, 2019.**

**Yes 2, No 0, Absent 1 (Kemper)**

- b. Walk for Williams, May 19, 2019  
Special Event Application, Certificate of Liability Insurance, and course maps are contained in the Agenda Packet.

Victoria Feudo, Applicant stated that this is the 4<sup>th</sup> year for the awareness walk.

**Motion was made by Selectman Joseph Anderson, seconded by Selectman David Archibald to approve the Special Event Permit for Walk for Williams on Sunday, May 19, 2019.**

**Yes 2, No 0, Absent 1 (Kemper)**

### **B. Notice to Place Question on Ballot: Referendum question on the ballot for May 6, 2019 Town Election**

Town Clerk Michael McCarron stated that this is an override question. This is for a Capitol exclusion and requires a 2/3 vote of the Board to place the question on the ballot.

Copy of Notice to Place Question on Ballot and Sample Article are contained in the Agenda Packet.

**Motion was made by Selectman Joseph Anderson, seconded by Selectman David Archibald to approve the placement on the May 6, 2019 ballot.**

**Yes 2, No 0, Absent 1 (Kemper)**

**C. Capital Improvements Committee Report and Recommendations**

Brad Beaudoin representing the Committee as the Chair could not attend this meeting. Minutes of Meeting containing litmus test on items being considered by the committee, recommendation for appropriation of \$500,00.00 for FY'20 Stabilization fund, stabilization tables for items under consideration as well as FY '20 priorities report are contained in the Agenda Packet. During discussion it was reported that the updated version of the budget for FY'20 contains an appropriation amount of \$500,000.00 as recommended by this Committee.

**D. Update on Middle/High School Building Project, recent and upcoming meetings, MSBA process**

The Schematic Design was voted and approved by the School Building Committee. The Schematic Design Report was submitted to the Massachusetts School Building Authority on February 20, 2019. It is anticipated that the MSBA will meet on April 10, 2019 and is expected to vote on the project reimbursement. A list of meetings and dates of action to include Public Forums in all 3 member communities as well as Minutes of Meeting for the March 12, 2019 Meeting are contained in the Agenda Packet.

**E. Continued review of draft Town Meeting Warrant**

Draft Copies of the Special Town Meeting and Annual Town Meeting Warrant Items are contained in the Agenda Packet.

**Special Town Meeting** – Contains 4 Articles for transfer from the Community Preservation Act, an Article to transfer funds to Police Salaries and Wages, an Article to purchase a new optical scan ballot tabulator and supplies for town and state elections and a transfer to fund the snow and ice deficit.

**Annual Town Meeting**

Article 7 – Town Counsel Michael McCarron advised that a vote can be amended but not an Article. This Article is for the Water Department Water Tank and Chemical Building.

Article 8 – Authorizes an appropriation or borrowing for the Water Tank and Chemical Building. Discussion took place regarding new debt versus adding.

Article 9 – Pentucket Regional High/Middle School Construction. The draft was changed to reflect revised language. Some portions were redlined.

Article 13 – Stabilization for School related building projects. This item is to be moved after Article 9.

Article 10 – Pension Liability Stabilization – amount revised downward to \$67,000.00 as per Department of Local Services recommendation.

Article 12 – Dunn Property acquisition debt – last payment.

Article 18 – Emergency Action Plan Study for Mill Pond – This must be done by year end.  
The Board would like this Article on the Special Warrant.

Article 20 – Increase the senior tax exemption from \$500.00 to \$1,000.00 effective July 1, 2019.

Article 21 – Mill Pond Revolving Fund – reactivating as this has sat idle. Water testing.

Discussion took place regarding the Revolving Funds. Expenditures from these funds must be approved annually. The amounts authorized can be changed during the Fiscal Year.

Article 30 – Erosion Control – EPA – Permit Process rules and regulations.

The final Article is a Citizen Petition. Proponents will make the motion. This would be on the ballot of the next Town Election and would be voted in May, 2020.

F. Continued review of proposed FY'20 Budget

A copy of the Town Manager's FY'20 Budget with Finance Committee recommendations is contained in the Agenda Packet.

At present the figure is \$42,805.00 below the 2% increase as directed by the Board. The budget packet is to be posted on the website. The Planning Board is actively looking at the fee structure. The Board would like to see an Intermunicipal Agreement with Salisbury for weekend Enforcement regarding the Harbormaster. Selectman Archibald stated his displeasure with the increased cost for tree removal. The previous vendor is no longer operating.

G. Options regarding Tenant User Liability Insurance (TULIP) Policy

Proposals on this insurance are contained in the Agenda Packet. Comparative data of the two policies is also provided.

H. Update of Finance Committee budget review process and upcoming meetings

Copies of the Finance Committee Supplemental Backup Materials for Finance Committee Meeting on March 19, 2019 as well as Finance Committee Minutes of March 5, 2019 are contained in the Agenda Packet.

- I. EPA and MassDEP authorized Notice of Intent (NOI) for coverage under the MS4 General Permit expires June 30, 2022.

Informational. Copy of letter received from the DEP contained in the Agenda Packet.

- J. Follow up meeting assignments

- K. Placing Items for future agendas

Meeting with the Town's outside Auditor for the exit meeting for the Fiscal '18 Audit.

**Motion was made by Selectman Joseph Anderson, seconded by Selectman David Archibald to adjourn the meeting and reconvene Executive Session at 9:28 p.m.**

**Respectfully submitted, Mary E. DiPinto**

***Approved by Select Board 2-0-1 (Parker abstained) on 4-12-21***