



**Town of West Newbury
Board of Selectmen
Monday, March 15, 2021
381 Main Street, Town Office Building
www.wnewbury.org**

RECEIVED
TOWN CLERK
WEST NEWBURY, MA
2021 APR 27 AM 9:34

Minutes of Meeting

Open Session: 7:03 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: 932-6155-9111

Passcode 431123

Or from computer, tablet, or smartphone:

<https://zoom.us/j/93261559111?pwd=K3pqeTg5UnkwWXVaVU41UWRHSmhNdz09>

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 7:03 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
- ❖ Stephanie Frontiera
- ❖ Blake Seale
- ❖ Fred Chanania
- ❖ Rita Wollmering
- ❖ KC Swallow

Announcements:

- Town Election, Monday, May 3rd, 7:00 a.m. to 8:00 p.m., Annual & Special Town Meetings: Saturday, May 22, 2021 (time TBD).
- Reminder to subscribe for e-mailed Town new/announcements at <https://www.wnewbury.org/subscribe>

REGULAR AGENDA

A. Updates Regarding Coronavirus Pandemic/COVID-19, Including Regional Vaccine Clinics and Consideration of Phased Increases in Public Availability to Town Buildings:

Town Manager Jennings updated on this topic. Stated that the clinics have been a tremendous success, continued collaboration within the region. Has been quite a lot of coordination behind the scenes among the various Health Departments, first responders, Finance & Administration, Councils on Aging. States has been such a success story that it's now been recognized by the Commonwealth at the highest levels as part of the vaccination strategy, as it should be.

Expects this to continue every weekend going forward, even though don't know for certain because not sure will have vaccine that week. Also expecting to schedule some teachers only clinics. Also stated that FEMA is now reimbursing 100% the costs associated with the vaccination clinics.

Blake Seale added that had a very successful clinic over the weekend on Saturday and Sunday at Amesbury High School, distributed well over 2,000 vaccines, and it appears that all of our 75+ year old residents in West Newbury should be taken care of by now, or if not, only minimal. He also stated that the teachers only clinic will take place on March 20th and 27th.

Town Manager Jennings stated been doing business remotely, still some concern about variants so don't want to progress too quickly and lose progress, so feels that a healthy balance would be to urge people to take advantage of Town services via telephone and e-mail, and feels can conduct all Town business remotely with the exception of notaries, etc. Stated that if people have need for services that cannot be met virtually, call or send an e-mail to the appropriate department and can get an appointment to come into the office to conduct a transaction, which can be accommodated without trouble.

Also spoke with the Council on Aging Director, who met with her Board on Friday, and they are going to be transitioning to offering more outdoor programming and looking into the appropriate outdoor facility for that starting with small groups, 5-10 people at the most, discussing whether people should have to provide evidence of vaccination to participate, etc., need to be flushed out.

With regards to the library side, spoke with the Library Director, and that's going to continue to be, based on the Board of Trustees and what timing that they'd like to look at for potentially changing things there.

Town Manager Jennings also stated that has done some research on what other towns are going, and what he's described above, other communities in a similar position now, Boxford, Georgetown, Marblehead, Merrimac, North Andover, North Reading, and Topsfield are all communities in a similar posture.

B. Special Event Permit Application: Annual Plant Sale May 15th, 8:00 a.m. to Noon, West Newbury Garden Club:

Chairman Archibald updated on this topic. (See Exhibit B, pages 3 through 7 for information) Stated that he looked over the application and didn't see anything that needed to be dealt with.

Motion by Selectman Parker to issue the permit for the West Newbury Garden Club plant sale on May 15th from 8:00 a.m. to noon. Seconded by Chairman Archibald.

Yes 3, No 0

C. Request To Waive 15-Day Waiting Period for Town Manager Appointment of Amy Fialkowski as Part-time Dispatcher:

(See Exhibit C, page 8 for information)

Motion made by Selectman Parker to waive the 15-day waiting period for appointment of Amy Fialkowski as Part-time Dispatcher. Seconded by Chairman Archibald.

Yes 3, No 0

D. Request for Appointment of Rita Wollmering as Associate Member of Tree Committee:

(See Exhibit D, page 9 for information)

Motion made by Chairman Archibald to appoint Rita Wollmering as an Associate Member of the Tree Committee. Seconded by Selectman Kemper.

Yes 3, No 0

Selectman Parker inquired as to where she was the manager of the plant nursery. Ms. Wollmering states it was in Salisbury, The Herb Pharmacy at 30 Elmwood Street.

E. Update Re: Board of Health Consideration of Changes to Solid Waste and Recycling Pickup and Fee Structure for FY22, Blake Seale, BOH:

Blake Seale updated on this topic. (See Exhibit E, pages 10 through 21 for information) Stated that going to try to have a public hearing on April 6th to adopt a new trash regulation. Stated that are under contractual agreement to get going on this. Revised and had a one-year trash agreement with Jason Mello, so have to get back in gear and committed to doing an automated trash pick-up hopefully starting June 1st.

Selectman Kemper stated that the information sent out was great and should make sure that gets disseminated before the public hearing because will answer most questions. Mr. Seale stated that since in a rush, will have open public meetings for questioning, etc., and may not come before

voting on April 6th, but trying hard to do that. Chairman Archibald suggested sending out a mailing, but Mr. Seale feels going to have more questions, but wants to get it out as soon as possible.

Selectman Parker inquired as to the possibly of smaller containers, as was discussed last year, and wanted to know if there was any consideration of that. Mr. Seale stated that if someone has purchased one, Mr. Mello will send someone out and if it's usable, they can use it, but beyond that, made it way too confusing. Selectman Kemper stated that if do use home one, you are responsible for it for damage. Also stated that there was a question about long driveways, hills, single people, older people, but stated that the barrels are very well balanced, have very big wheels, better than any boxed store one, so this will be easier for somebody with the same amount of trash in it, easier to maneuver due to the design.

Selectman Parker also inquired, as to the draft contract, Exhibit A, "Recycled Materials/Plastics," states, "Plastics 1 & 2." Stated that on a mailing he received sometime back, referenced plastics 1 through 7, so wondering if there's a limitation. Mr. Seale stated there's always been what should be recycled, and if he got a mailing, should be looked at because should only be 1 and 2. Selectman Kemper suggested making a video and putting on YouTube channel regarding what can be recycled and not, etc.

Town Manager Jennings inquired of Town Counsel McCarron regarding the revolving fund, if this takes effect in June instead of July, if put the revolving fund article under special, would that establish that fund this fiscal year? Town Counsel McCarron stated that when they put in the concept of revolving funds within the Municipal Modernization Act, basically allowed people to make it immediately effective, so that's how he would treat it, and even if it's on the annual, should be effective. Mr. Searle asked for clarification if it could be done for June 1st or should it begin July 1st. Town Manager Jennings stated yes, June 1st.

Chairman Archibald inquired about the June 1st date, which is only five days after the Town Meeting. Mr. Searles explained that the cost of an additional barrel will be \$100, but also an additional \$200 fee to collect that barrel, so that would surprise people and doesn't feel will have a huge amount of requests for additional barrels. Also states that if a customer leaves town, the barrel stays with the house and need to make that clear to realtors, etc. Selectman Kemper inquired as to whether the barrels have GPS, and Mr. Searle stated that there is, but that is mainly to mark where the company put the barrel so someone can say that they never received it. Mr. Searle also added that this is going to save the Town approximately \$20,000 annually, so on a five-year contract, that's \$100,000. Also stated that in 2019, sent out an inquiry to companies to see if interested in bidding and Mello was the best, some not even interested.

With regards to sending information to the public, Town Counsel McCarron suggested sending it as an insert with the Council on Aging News, who are the people most likely not to use internet, so that might be a plus. Mr. Searle stated wants to get this out as soon as possible because pushing hard, but have to get it under control by July 1st, but shooting for June 1st.

Selectman Parker inquired with regards to the revolving fund, would it make sense to put more flexibility in the wording regarding what it could be applied for. For instance, five years from now, might be required to do food waste composting, being discussed at state level, so want to make sure don't have to create another revolving fund when that happens. Town Manager Jennings stated he did include "food waste" in the wording.

F. Vote to Approve and Post Warrant for Annual Town Election on Monday, May 3, 2021 from 7:00 a.m. to 8:00 p.m.:

(See Exhibit F, pages 22 through 24 for information)

Motion made by Selectman Kemper to post a single warrant for election. Seconded by Selectman Parker.

Yes 3, No 0

G. Review and Vote on Recommendation of Chief Procurement Office Regarding Responses to RFQ and Vote to Approve New 3-Year Lease of a Portion of Page School:

Chairman Archibald updated on this topic. (See Exhibit G, pages 25 through 42 for information) Stated have put out the RFQ and have only received back documents from the existing renters, the Children's Castle. Have gone over their lease and the option is to approve a new 3-year lease for the renting of that space at the Page School.

Motion made by Selectman Parker to enter into a 3-year lease for a portion of the John C. Page School to the Children's Castle, Inc., in accordance with the terms of the lease entitled, "2021 to 2024, Children's Castle Lease," and hereby authorize the Town Manager to execute said lease on behalf of the board. Seconded by Selectman Kemper.

Yes 3, No 0

H. Review of Draft Annual and Special Town Meeting Warrant Articles:

Town Manager Jennings updated on this topic. (See Exhibit H, pages 43 through 54 for information) Stated that he wasn't expecting that the BOS make recommendations on Articles, but just want to keep the BOS current as to the list, which is substantially similar to what saw two weeks ago, but has gone through an additional round of wordsmithing, filled in numbers. Working drafts, but feels they're in good shape, but would like suggestions as to which ones would like a sponsor to appear or get more detailed information at a future meeting. Also stated that he'll be working with the Fin Com on some articles that are new and different and will get a detailed back-up.

Chairman Archibald inquired as to Article 15, Restoration of Soldiers & Sailors Building. Inquired as to whether it's going to be done this way going forward, haven't borrowed the money on a permanent basis and do we need to work on Article 15? Town Manager Jennings stated that yes and has been talking with Stephanie about the fact that might not need that article at all this year because haven't borrowed the money on either a permanent or short-term basis. Stated that last June, voters did authorize \$85,000 for debt service, which did not have a sunset date, so those funds are still reflected when the CPC balance are reflected as being encumbered. Put it on because didn't want to not include it and later find out may need it, but that's one aspect that they're looking at.

Also stated that the second would be, would want to circle back with our financial advisor, Hilltop Securities, to see if they continue to think \$85,000 is the right amount for a year of debt service, it was when we did this, but that would be two areas going to continue to look at.

But also, once the debt is issued, will see an article substantially identical to this for the life of the borrowing. Chairman Archibald stated that the Town will vote on it every year, but if it was turned down, will still have to pay it. Town Manager Jennings stated that as much as anything, in addition to just being a clear paper trail on authorizing the payment of debt service, also a good reminder to Town Meeting that that continues to be a current obligation once the debt is issued.

Chairman Archibald also inquired about the article by Citizen's Petition, should that be in the special or in the Annual Town Meeting. Town Manager Jennings stated that he spoke with Mike and the answer is Annual because the signature threshold was very different for an Annual than for a Special, so the number of signatures submitted was sufficient to get on the Annual Town Meeting warrant but not sufficient to get on the Special Town Meeting warrant, which is 10 for the annual and 100 for a special.

Chairman Archibald also stated that something that can be reserved to think about is Article 21 as well as Article 8, which is sort of discretionary; what can we safely do and not burn through all free cash, and how do we want to handle those two items. Feels we have to wait until certain things are in the budget as a whole. With regards to Article 21, Town Manager Jennings stated that's a draft article that would vote to transfer from free cash a certain unnamed sum to reduce the FY22 tax rate.

Stated that back when the BOS approved budget direction for this current budget season, at his recommendation the BOS had included language to say if there's going to be a proposed free cash transfer to offset the next year's tax rate, to at least consider doing that in the spring. He feels it's good to consider it, but also feels that in considering it, may decide it makes sense to do it in the fall, as has been the pattern of the last few years, for the basic reason that there's so much information not known in the spring about new growth, assessed values, as well as not tax revenues, don't know any of that until the Fall Town Meeting, so if the intent is to arrive at a certain tax rate, can't do it until the fall because don't have valuations in new growth in non-tax revenue. So, feels it's good to talk about it this spring because don't want to not talk about it and then next fall be surprised to recommend it.

Town Counsel McCarron stated that there's no prohibition from having an article in the spring and the fall with regard to reducing the tax rate if you have a projection of what you want but if that projection is inaccurate, could always change it in the fall. Further discussion was held with regards to this topic.

Selectman Kemper inquired as to when Con Com was coming in, stated would like to meet with them regarding the wetlands bylaw, ask questions about why they want to change things. Town Manager Jennings stated that they may have changes tonight after their hearing, and ideally would like to have them at the next meeting after addressing information received.

Chairman Archibald inquired of KC Swallow if this is more than can be handled for an outdoor meeting. KC Swallow stated that she feels that there are a lot of articles, and that the experience last spring was that we did have more than the normal quorum so no problem with that and the meeting went pretty effectively, but the method used for having people speak was time consuming, and still maintains that there is a use for the consent agenda for things that are routine items that can be dispensed with, so if there's a concern with too many articles on the warrant, which she feels she does, could consider adopting a consent agenda, which would expedite things quite a bit.

Chairman Archibald inquired as to whether there have been any concerns from people on doing this. KC Swallow stated that it has been used by many towns for years and those towns and voters are used to it and don't have any problem with it. Stated that if there are articles that are put together into a consent agenda, doesn't mean that you don't have any recourse, because there's always a possibility to have a motion to remove something from a consent agenda.

Also stated that if you have articles that are routine year after year the same thing, never any discussion, no one votes against it, routine matter of government, and can be lumped together into a single motion to dispense with everything, does expedite the meeting. Also stated that West Newbury hasn't used one, so people might question that it's a trick to vote things in without discussion, which is a valid question, but once people get used to it, just a way to shorten a meeting.

Selectman Kemper stated feels should try it, put some on, and inquired as to whether the Selectmen decide which ones to lump together. KC Swallow stated that it varies from town to town, but feels the best way is that the Moderator and the Selectmen meet together to decide what things can be best put on a consent agenda so that nobody is being pushed into something they don't agree with, it's a mutual agreement that these things can be put together without damaging the Town Meeting. Further discussion was had regarding this topic.

I. Presentation of Proposed FY22 Operating Budget, Including Year-to-Date Expenses FY21:

Town Manager Jennings updated on this topic. (See Exhibit I, pages 55 through 60 for information) Screen-shared the proposed budget. Stated that from a financial standpoint, the directive from the Selectman's policy direction voted on December 14th was to prepare an FY22 operating budget that limited the increase in non-school items to 1.5%, which was a departure from prior years where the policy direction has focused on estimated tax rate, but since that relies on assumptions on new growth, assessed values, and non-tax revenues, it was agree to set a direction based on an objective bottom line growth number.

Pleased to say that he was able to put together a budget with a non-school increase of 1.5%. Stated that the overall proposed change in FY22 will be a 3.4% increase, which includes the schools. Stated that it's important to note than when you see the education budget, last year, had budgeted the full amount of the Pentucket debt service but also separately appropriated from school stabilization a certain amount. What happened was, ended up double budgeting for that, so went back to Fall Town Meeting to reduce the approved budget for the Pentucket capital assessment because a certain share of that is paid from school stabilization and doesn't need to be raised from taxation. So, when the school stabilization is 5.1% important to understand that's true, but this number for Pentucket capital, the actual assessment is about \$397,000 more than the figures shown.

Chairman Archibald inquired as to whether the article should be done first. Town Manager Jennings things should because if the budget is done first then take up the article and it doesn't pass, or if weather changes, then would have to go back and amend the budget that was just voted on, which would be clumsy, so start with the article to see how it passes, what figure, then the budget could be adjusted. Also, money from the school stabilization fund is a 2/3 vote.

Town Manager Jennings then went through the different aspects of the budget very specifically, explaining his rationale for many of the changes in line items. Chairman Archibald stated that he feels that Town Manager Jennings did a great job on the budget given the times.

J. Review of Proposed Town Manager Contract for FY22-24:

Chairman Archibald updated on this topic. (See Exhibit J, pages 61 through 66 for information) Stated would run from July 1, 2021 through June 30, 2024. Stated that there were a few very minor changes but no changes in content at all. Selectman Kemper stated that it's been a pleasure to work with Town Manager Jennings and wishes could sign him up for longer than this, and that future Boards will vote the same way. Chairman Archibald stated that Town Manager Jennings is working his heart out to make the Town work better.

Motion by Selectman Parker to adopt the negotiated Town Manager Contract with Town Manager Jennings for the period of FY22, FY23, and FY24. Seconded by Selectman Kemper.

Yes 3, No 0

K. Meeting Minutes: January 4, 2021; February 1, 2021; February 11, 2021; February 21, 2021:

(See Exhibit K, pages 67 through 82 for information) Chairman Archibald stated that on the 2/1/21 minutes, all notations of Paul Fahey should be Paul Seigny (4 references). Selectman Parker stated that on p. 74, where it references a heat filter, should be a HEPA filter, on page 72, Walter Burmeister should be Mike Walters, and on page 75, Town Manager Jennings, should say, "to grant applications."

Motion by Chairman Archibald to approve the minutes as amended on the 2/1 minutes. Seconded by Selectman Parker.

Yes 3, No 0

TOWN MANAGER UPDATES

L. Update on Tax Collections and Properties Added to Tax Title:

Town Manager Jennings updated on this topic. (See Exhibit L, pages 83 through 85 for information) Stated that new Treasure/Collector has done a great job with collections. Stated provided a list of properties, unless payments received, are going into tax title. Chairman Archibald questioned whether it makes sense to file when there are small amounts. Town Manager Jennings stated not really a subjective choice, and everyone has to be treated equally and once notice has been provided and time passes, that status changes. Town Counsel McCarron stated is a one-time filing until it's paid off. Once it's in tax title, separate account is set up on the books that has to be paid off separately from any taxes that continue to accrue.

M. Update on Work Toward Pedestrian-Activated Signals for Crosswalks on Main Street (Route 113):

Town Manager Jennings updated on this topic. (See Exhibit M pages 86 through 87 for information) Stated that hoped this crossing on Main Street would be relatively easy compared to the one at the Page School, but not the case due to the proposed relocation of the crosswalk. Stated that he is in correspondence with Representative Mirra, who has been very helpful in reaching out and staying on the issue. Has a meeting in Boston this week and Wayne is putting together a request of what funding they feel would be needed for the Page School location since some engineering would be required since it's a more complex intersection, so will get those numbers to Rep Mirra so he can see what he can do within a budget process to get funding resources to that location sooner.

As far as the Middle/High School, until that crosswalk is relocated, can't put in the beacons because it's expected to be relocated within two construction seasons and the grant we were looking at, work would have been needed to be completed by May of 2021.

N. Soldiers & Sailors Memorial Building: Conservation Commission Request for Determination of Applicability on March 15th; Planning Board Site Plan Review Hearing March 16th:

Town Manager Jennings updated on this topic. (See Exhibit N pages 88 through 103 for information) Stated the Con Com met earlier tonight to take up requests for determination of applicability, and tomorrow night, public hearing before the Planning Board begins for site plan review. Wayne, Mike, and Town Manager Jennings participated with a Zoom meeting today with the architects and engineers and feels the team is going to be very well prepared for the public hearing tomorrow night, and shared notice of that with citizens who they knew to be interested.

Selectman Parker inquired as to whether we have an estimate from the architect as to how long they think their process will take. Knows it's dependent upon public hearings, etc., but is there any gross estimate as to when they might complete their work. Town Manager Jennings stated that there is, doesn't have it in front of him, was in the contract, but he recalls that the goal was to put the project out to bid late spring/early summer with the intent of being in a position to award a construction contract to begin this summer, so continues to be the timeline. Hopes that the Planning Board process will be a single meeting, but any delay is going to delay the timing, but feels they're on track with the schedule of getting it out to bid for work to begin this calendar year, and to be largely complete this calendar year. If the bids come in higher than budget, that will throw everything into question, but if it comes in within budget, should be in a position to get the project done this calendar year.

Town Manager Jennings stated need to have discussion about the method of heating and cooling. Stated that an answer is needed and if it takes two weeks for an answer, will slow down the process. Right now, don't have cost numbers but expects them within the next day and a half of what they think the up-front and the operating costs and maintenance costs would be of the two different approaches. Going to be a Zoom meeting Wednesday at 1:00 on this topic.

Selectman Parker stated that he's concerned about any new building projects using fossil fuels because going to have to change the method of heating all buildings and feels if we change to gas heat now, will have to change it again in the future to something that is purely electrically powered heating system, and heat pumps would be that, gas is not, and the question is, do we care about what the Town is going to have to do in the future or not. Further discussion was had on this topic.

With regards to cost differentials, Town Manager Jennings stated just got a memo today laying out the two options, gives initial costs, operating costs, and maintenance costs, low, medium, high for each, but no dollar figures, so hard to make a decision, but will have that information within a day and a half. Chairman Archibald stated feels that a 15-minute meeting should be held on Thursday to discuss this item. Town Counsel McCarron stated, as an alternative, could get the information on Wednesday and share with the Board who could respond individually, which everyone agreed with.

Town Counsel McCarron stated that the cost of electricity for us is not the average cost because we have the solar field and have advantages, so when people are figuring out the cost, he feels they're assuming that it would be the regular rate, where our cost of maintenance or usage of it will be at a lower rate than normal.

Town Manager Jennings stated that as soon as the information is received, he will provide it to everyone and connect individually to go forward.

O. Timeline for Anticipated Availability of Electric Vehicle Charging Stations at 1910 Building:

Town Manager Jennings updated on this topic. (See Exhibit O pages 104 through 106 for information) Stated are within sight of getting the charging stations fully activated at the Town offices, looking at a week from Friday as the date for installation of the transformer, which will require a scheduled outage, with a tentative fallback date of April 2. Selectman Parker stated that there was a program through DEP for the DC fast chargers, and once looking into it, it's not viable for us because don't have enough power or the right power to support one of the DC fast chargers at the 1910 Building, even with the new transformer that's going in. Not the right voltage and wouldn't work.

P. Middle Street Bridge Design and Permitting:

Town Manager Jennings updated on this topic. (See Exhibit P, pages 107 through 108 for information) Stated that continuances have been requested for both West Newbury and Newburyport Con Coms until April 5th and April 6th, respectfully, haven't yet received updated estimates of how the potential design change with the stormwater treatment structures will affect construction costs and whether that would be a significant enough effect to cause them to reevaluate the number proposed at Town Meeting, so waiting on that information.

Q. Updates on Other Active Projects:

Selectman Parker would like us to consider a change from "Board of Selectmen" to "Select Boards," which are gender neutral. Selectman Kemper agrees 100%.

Town Counsel McCarron stated that this exists in the Town Manager legislation where the name comes from and may need to change that to make this change. Selectman Parker stated that could simultaneously correct other areas that need addressing in the legislation. Chairman Archibald inquired as to whether could just call ourselves something else. Town Counsel McCarron stated that maybe can propose it as a BOS policy, and Selectman Kemper suggested putting it on the next agenda. Town Counsel McCarron stated that he would draft a resolution for the next meeting.

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

Chairman Archibald stated that hope is to have some of the representatives of the Con Com to talk about the wetlands bylaw at the next meeting.

Motion was made by Chairman Archibald to adjourn the meeting at 9:45 p.m. Seconded by Selectman Parker.

Yes 3, No 0

Respectfully submitted,

Susan M. Lobie, Certified Electronic Transcriptionist
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Approved, as amended, by the Select Board 3-0 on 4-26-2021