



**Town of West Newbury
Select Board
Monday, March 27, 2023 @ 7:00pm
381 Main Street, Town Office Building
www.wnewbury.org
Meeting Minutes**

Open Session: The open session was called to order at 7:13pm by Chairman Archibald.

Participation at the meeting:

- David Archibald, Richard Parker, Wendy Reed- Select Board Members
- James Blatchford- Town Clerk
- Angus Jennings- Town Manager
- Wayne Amaral- Director of the Department of Public Works
- Mark Marlowe- Water Superintendent
- Robert Janes- Chair of the Water Commission
- John Mortimer- Founder of Millennium Running
- John Butler- Representative of National Grid
- Representative from Francis T. Bresnahan Elementary School, Newburyport, MA, via Zoom

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.
- Annual & Special Town Meeting: Monday, April 24, 2023 at 7pm
- Town Election Monday, May 1st
- Staffing updates: Town Manager's and Town Clerks' offices
- Call for volunteers! Open positions on Boards/Commissions/Committees. See www.wnewbury.org/volunteer
- Reminder to subscribe for emailed Town agendas/news/announcements at www.wnewbury.org/subscribe

Regular Business

- A. Special Event Permit Application – use of Action Cove, June 8 from 11:30am-2pm – Bresnahan Elementary School**
(See Exhibit A, p. 3-7). **Parker motioned to approve the Permit. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**
- B. Special Event Permit Application – Newburyport Half Marathon, Oct. 29 at 10:30am – Millennium Running**
(See Exhibit B, p. 8-12). Discussion on this item centered on details of the event. **Reed motioned to approve the Permit. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**
- C. Petition to install new utility pole at 190 Crane Neck Street – National Grid & Verizon**
(See Exhibit C, p. 13-22). A representative from National Grid explained the need to install the pole, as the new construction it would service was not presently accessible from the existing infrastructure. **Parker moved to approve the installation of the utility pole. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).** As part of the conversation one of the National Grid representatives queried about the status of a pole replacement on Rogers Street which had not been on the agenda. The representative explained the gist of the project and some of the concerns. **Parker motioned to add the replacement of the Rogers Road pole to the agenda. Reed seconded.** The utility representative from National Grid indicated the 3-phase powerlines would be maintained. **The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).** **Parker then motioned to approve the replacement of the pole. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**
- Item G, Item H, and Item I were taken out of order at this time. See below for Item G, Item H, and Item I.**
- D. Review of letter from Senator Tarr re FY24 State Budget priorities**
(See Exhibit D, p. 23-25). Jennings recounted items of interest in the State Budget that the Town in a letter dispatched by State Sen. Bruce Tarr. These included the Chapter 70 Formula, Middle Street Bridge project money, funding for water infrastructure, and funding for pedestrian safety projects. Reed asked for clarification on the distinction between “local” and “general” priorities. **No motion was made at this time.**
- E. Updates regarding proposed FY24 Town Operating Budget incl. Finance Committee reviews to date**
(See Exhibit E, p. 26-34). Jennings reaffirmed his support for the proposed Budget despite Finance Committee recommendations. **No motion was made at this time.**
- F. Proposed scope/contract with TEC for Page/Pipestave work, and Rte. 113 corridor concept planning**
(See Exhibit F, p. 35-40). Jennings stated there was enthusiasm for the pedestrian safety improvements involving crosswalk and signage placement- and makes the Town more competitive in securing Federal funding via grants. The undertaking of both initiatives simultaneously is a smart idea despite the high potential price tag, stated Jennings, a sentiment echoed by DPW Director Wayne Amaral. **No motion was made at this time.**
- G. Updated draft language for Church/Prospect water main replacements, incl. prelim. est. debt service**
(See Exhibit G, p. 41-44). Jennings refreshed the Board which was followed by group discussion, on the present status on draft language authorizing the raising of funds for the project and the status of the project, and prior history and language of such authorizations. Discussion particularly centered on debt payment options (longer term or shorter-term loan) in the context of other potential capital projects. **No motion was made at this time.**
- H. Discussion of Water capital planning/budgeting, and potential to pursue updated Intermunicipal Agreement with Newburyport**
(See Exhibit H, p. 45-59). The discussion for Item G covered the discussion of Water capital planning/budgeting. The Select Board gave their feedback on the priority list of items for inclusion in the updated Intermunicipal Agreement. **No motion was made at this time.**
- I. Proposed EPA rule re PFAS – public comment period; EPA public hearing on May 4th; comment period**

(See Exhibit I, p. 60). Town Manager Jennings updated the Select Board on an unfolding lawsuit regarding water contamination by PFAs, and stated he would bring the matter back up before the Board if action was required to be taken. The law firm leading the suit was only in the initial stage of drafting their suit. **No motion was made at this time.**

J. Request for allocation of ARPA funds for Page School HVAC replacement

(See Exhibit J, p. 61-63). Archibald queried Jennings about the potential for using ARPA funds for the replacement since they were available and the project met the ARPA criteria, but Jennings cautioned the Board about removing the funding request from the Town Meeting Warrant just the same. A major point of discussion was how to discern what potential HVAC units would fit the “Buy American” requirement of the funds, and how to make sure the community would get decent options to select from if limited in this way. **No motion was made at this time.**

K. Review of proposed warrant articles for spring Annual and Special Town Meetings

(See Exhibit, p. 64-67). Review and voting occurred on:

Article 25 [later assigned Article 16, Special Town Meeting Warrant] on the raising of funds to replace the sidewalk snow-clearing vehicle for use of the DPW. **Archibald motioned to approve the Article. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Article 31 [later assigned Article 18, Annual Town Meeting Warrant] on the raising of funds to plan and design efforts to address pedestrian safety concerns on Rte. 113. **Reed motioned to approve Article. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Article 20 [later assigned Article 11, Annual Town Meeting Warrant] to appropriate \$90,000 from the PEG Access and Cable Related Fund for the purposes of funding its FY 2024 cable-related expense. **Reed motioned to approve the Article. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Article 27 [later assigned Article 12, Special Town Meeting Warrant] to raise funds for the replacement of the HVAC unit at the Page School Main Office and Entry Area. **Reed motioned to approve the Article. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).** Following the vote Parker mentioned that there were financial incentives that the Town could qualify for from National Grid to help defray costs.

Article 28 [later assigned Article 13, Special Town Meeting Warrant] to raise funds to purchase a police cruiser for use by the Police Department. Parker wanted to know if the vehicle would be a hybrid. **Reed motioned to approve the Article. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Article 24 [later assigned Article 13, Annual Town Meeting Warrant] regarding the allocation or reservation and/or from the Community Preservation Fund annual revenues the amounts recommend by Community Preservation Committee for committee administrative expenses, community preservation projects, and other expenses. The Select Board discussed with Jennings the final amounts proposed in the Article. **Reed motioned to approve the Article. Archibald seconded. The motion unanimously passed.**

L. Review schedule for joint Select Board/Finance Committee/Moderator/Town Counsel/Town Manager/ Town Clerk mtg re ATM/STM Motions

(See Exhibit L, p. 68-72). The Select Board opted to convene a brief meeting to sign the Warrants on Wednesday, April 5th. **No motion was made at this time.**

M. Reappointment of Animal Control Officer for FY24

(See Exhibit M, p. 73-79). **Parker motioned to reappoint the Animal Inspection Officer Kayla Provencher. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

N. Cont’d review of ERRS request to consider 5% Retiree COLA for FY24

(See Exhibit N, p. 80-87). **Parker motioned to accept the COLA for FY24. Motion failed for lack of a second.** Archibald explained that the Town had given its employees a 3% increase, and that the ERRS request was redundant.

O. Meeting minutes: January 31, 2022; February 7, 2022

(See Exhibit O, p. 88-93). **Reed motioned to approve the minutes for January 31 and February 7. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Town Manager Updates

P. (See Exhibit P, p. 94-100). **Updates from recent mtgs with MVPC re TIP process, ped safety planning (3/16); new District Atty. Paul Tucker (3/21); Rep. Ramos (3/22); MassDOT re Safe Routes to Schools application (3/22)**
Jennings briefly touched on topics in these assorted meetings including Chapter 70 and police reform. The audience was engaged and West Newbury was well-represented in the crowd. **No motion was made at this time.**

Q. (See Exhibit Q, p. 101-122). **Update from Hazard Mitigation Planning kick-off workshop on 3/21**
No motion was made at this time.

R. (See Exhibit R, p. 123-136). **Update from Affordable Housing Trust listening session on 3/21**
Reed recapped the meeting and mentioned that a fair amount of feedback was given. Reed said they would incorporate the feedback and make a presentation at Town Meeting.

S. (See Exhibit S, p. 137). **Update from Housing Production Plan stakeholder mtg on 3/24**
Jennings lauded the presentation of the Plan. **No motion was made at this time.**

T. (See Exhibit T, p. 138-175). **Finance Dept. filing of FY22 Continuing Disclosure Report for General Obligation Bonds, 3/22**
Jennings stated the Report would be updated during Fiscal Year. **No motion was made at this time.**

U. (See Exhibit U, p. 176). **Letter from DHCD re MBTA Communities Act, Interim Compliance**
Jennings stated the letter from DHCD had been received and told the Select Board to anticipate future action on the letter. **No motion was made at this time.**

V. (See Exhibit V, p. 178-181). **Letter from MA Dept. of Telecommunications and Cable re Verizon Cable License Agreement**
Jennings suggested that the Board think about how to handle the license renewal process, whether as the primary agent in the negotiations or if it should be through the Cable Advisory Committee. **No motion was made at this time.**

W. (See Exhibit W, p. 182-183). **Letter from National Grid re vegetation management activities**
Jennings confirmed that the letter had been broadly distributed. Parker asked if the owners of property National Grid would be operating near were going to be contacted, but Archibald stated he did not recall. **No motion was made at this time.**

X. Updates on ongoing/active projects/initiatives

Jennings updated the Board he had received draft language from Greenbelt on the transfer of interest, though no action was needed on the part of the Town. **No motion was made at this time.**

Y. Follow up meeting assignment; placing items for future agendas
No motion was made at this time.

Archibald motioned to adjourn the session. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain). The session adjourned at 10:20pm.

To access a video recording of the meeting, use the link below:
<https://www.youtube.com/watch?v=EMzLz1dmOq4>