



**Town of West Newbury
Select Board
Monday, March 28, 2022**
381 Main Street, Town Office Building
www.wnewbury.org

Open Session Meeting Minutes

Chairman Parker opened the meeting at 7:25pm. In attendance were Selectboard members Richard Parker, David W. Archibald, and Wendy Reed. Others in attendance were Town Manager Angus Jennings, Town Clerk James Blatchford, West Newbury Police Sgt. Johnson and Captain Jeff Durand, and Chairperson Fred Chanania of the West Newbury Tree Committee.

Announcements

Parker read the broadcast information, virtual log-in instructions, and town announcements (see agenda for details). Sign up for announcements at the town website www.wnebury.org/subscribe. The Selectboard stated that although it was too late to pull papers for the open Parks and Recreation position, interested parties could run on a write-in platform. Archibald inquired about the timing for inspection and repairs the on the Rocks Village bridge. Parker requested an update concerning the bridge repairs from the state/Mass DOT.

Regular Business

A. Notice of Police Department Accreditation; recognition of Chief Durand, Sgt. Johnson

Chief of Police, Jeff Durand, appeared for this item. The Board of Selectman congratulated Chief Durand and Sgt. Johnson on the 3-year reaccreditation of the Police Department ending October 2024 (Exhibit A, page 4). Captain Durand stated police reform and revision of departmental policies were requirements for accreditation. The certification the department received was a step above accreditation.

B. Request for appointment of Reserve Police Officers; Nicholas Holmes, and Justin Boleski

Chief of Police, Jeff Durand, appeared for this item. Chief Durand stated that both applicants had completed the background checks and tests relevant to this appointment. (See exhibit B & C, pages 5 through 13 for additional information).

Archibald made a motion to appoint Reserve Officers; Nicholas Holmes, and Justin Boleski for a term through June 30, 2022. Parker seconded. (Yes 3/ Abstain 0/ No 0).

C. Request for waiver of 15-day waiting period for appointment of Katalynn Bradstreet as DPW Admin Assistant; and for appointment of Leeham Kennedy as Part-Time Dispatcher

Archibald made a motion to waive the 15-day waiting period for appointment of Katalynn Bradstreet as DPW Admin Assistant; and for appointment of Leeham Kennedy as Part-Time Dispatcher. Parker seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

D. Special Event Permit Request- Alzheimer's Association- Ride to End ALZ, June 4, 2022

The applicant, Marc LeBlanc, appeared virtually for this request. (See exhibit D pages 14 through 22 for additional information). Due to the Rocks Village bridge closure, the re-routing of the Alzheimer's Association cycling fundraiser may be needed. Alternative options of the Bates Bridge, Chain Bridge/Hines Bridge and the Whittier Bridge (Garrison Trail) were discussed. Archibald questioned if Mass DOT would allow the bridge to be used by cyclists. It was stated this question would be forwarded to MASS DOT.

Parker made a motion to issue the Special Event Permit, if an appropriate alternative route could be found, with the stipulation the route would need to be approved once the alternative route is confirmed. Archibald seconded. Motion unanimously passed (Yes, 3 /Abstain, 0 /No, 0).

E. Request to establish Historical Commission Gift Account

The Historical Commission submitted a request to establish a gift account specific to the Historical Commission (see exhibit E, pages 23 through 26 for additional information). It was stated the proposed Historic Commission Gift account would be similar to other gift accounts currently established within the town.

Parker made a motion to establish the West Newbury Historical Commission Gift Account in accordance with the provisions of MGL c44 §53A. Reed seconded. Motion unanimously passed (Yes, 3 /Abstain, 0 /No, 0).

Parker made a motion to accept gift funds for said West Newbury Historical Commission Gift Account and authorize the expenditure of such funds for the purpose of furthering the Commission's programs preserving and promoting Town history. Reed seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

F. Presentation of Tree Committee report regarding Emerald Ash Borer-Fred Chanania, Chairperson

Fred Chanania, Chairperson of the Tree Committee, appeared for this item. Mr. Chanania stated the Tree City approval not only gained recognition, but could be helpful in acquiring future grants (see exhibit F, pages 27 through 56 for additional information). Located on private property, the Town of West Newbury could have one of the largest Black Oak trees in the state, estimated at roughly 275 years old. Mr. Chanania stated measurements had been taken by State Foresters and they are awaiting the results. Planned Arbor Day events April 30, 2022 involving a tree give away from 10am-12pm on the Training Field and a tree walk around Mill Pond from 12-1:30pm were discussed. A tree trail coordinated jointly by the Mill Pond Committee and the Tree Committee, around Mill Pond with informational and educational signage may not be completed in time for the celebration.

The report regarding the Emerald Ash Borer was described as both encouraging and discouraging. The presence of the Emerald Ash Borer had already been discovered within the town, but evidence of the Spotted Lantern Fly was not present yet. Mr. Chanania stated the Ash Borer infestation is rampant and hard to detect as the insects hide underneath the bark. Spraying does not help the infestation but an injection of systemic pesticide is effective. The Tree Committee recommended the town could help by supporting the article and the roadside tree surveying. Mr. Chanania stated the cost of removal of dead trees would be substantially more than treating them, and would reduce future costs for tree removal. Parker questioned the reoccurring cost of treatment. Mr. Chanania stated the town has one of the worst infestations in the area. Treatment over the next 6 years could offer hope of reducing the infestation to where treatment would no longer be needed as reinfection would not occur. Parker and Archibald questioned if data was available surrounding survival rates of infected specimens, whether different species of ash trees could be resistant, and if the age of the tree was a determining factor of infestation. It was stated that more data was needed in order answer any of the above questions. Mr. Chanania stated the best way to proceed was to continue with the roadside tree survey of highly visible public roadways. As for the Spotted Lantern Fly, it has been detected in Massachusetts but has not been discovered in the town. Vineyards and fruit trees appeared to be the only trees effected by the Spotted Lantern Fly and the infestation is not lethal to the trees.

G. Notice of upcoming community survey by Board of Library Trustees- Fred Chanania, Chair

Fred Chanania appeared for this item and stated the requirement of a 5-year plan was needed to remain certified. A draft survey was created in an effort to establish what services were needed to best serve the community. The feasibility of using the Old Town Hall for a small portion of meeting rooms was discussed (see exhibit G, pages 57 through 61 for additional information). Mr. Chanania stated the Library Trustees would be in favor of using significant portion of the library fund to the project. Parker stated no objection to looking into the feasibility, as this would be a major project, but noted the building was not energy efficient and

the project would not be completed in the next 5 years. Mr. Chanania stated this was not something that would happen soon, but would like to move forward with rooms to accommodate programming and tutoring. Mr. Chanania stated an electronic survey would be sent as soon as possible to gauge the most needed hours of operation and expected a 2-3 week return of responses.

H. Report/recommendations from Capital Improvements Committee

Town Manager Angus Jennings presented exhibit H, page 62 for reference on how Capital projects were rated by the Committee. The Committee voted to recommend for FY23 to transfer \$500, 000 from the operating budget to the Capital Stabilization. A few of the items were listed as separate projects but were previously listed within the same article. Mr. Jennings stated a further discussion could take place during the draft warrant articles section of the agenda. Discussion continued concerning separate stabilization accounts for different departments so the funds that were allocated for specific reasons would remain reserved to be used for said reasons. One of the challenges mentioned was separating the single state stabilization fund into the allocated subsections the funds were intended to support.

I. Review/discuss proposed FY23 budget

Angus Jennings stated the draft minutes from the Finance Committee for the March 15th meeting were not yet available, but the March 22nd meeting it was voted to support of the Library Board of Trustees proposal to hire a 10hr a week library assistant. That would increase the FY23 budget by \$8,613 that has not been built into the budget at this time. This is the only increase to the budget at this time. Reed asked if there was a known percentage increase associated with this new position in relevance to that department budget. There was not a percentage increase for the department available at that time. Coordinating a time for a joint meeting with the Finance Committee before the Town meeting was discussed and whether it should be a stand-alone meeting or part of a regular meeting. It was decided to place this on the agenda for 4/11/22 or 4/19/22 dependent upon the availability of the Town Counsel and Moderator.

J. Public Hearing regarding proposed amendments to Personnel Policy (parental leave; internal hiring)

Angus Jennings asked if any comments were received through the selectboard email account. Reed stated no comments had been received (see exhibit J, page 64 for additional details). **Parker made a motion to move to open the hearing to discuss amendments to the parental leave personnel policy. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).**

Parker stated accommodations should be made, with 2-week notice, if pregnancy moves faster than expected. How to change the language of the policy was discussed. Reed suggested to change the language to include the waive of 2-week notice, or lesser amount of notice, in the event of a unforeseen medical circumstance.

Parker made a motion to adopt the revised parental leave policy. Reed seconded. Motion unanimously passed (Yes, 3 Abstain, 0 No, 0). Parker made a motion to close the hearing. Reed seconded. Motion unanimously passed and the hearing was closed (Yes 3/ Abstain 0/ No 0)

Parker made a motion to move to open the hearing concerning the internal hiring policy. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

Parker stated support to change the policy so that internal and external postings would run concurrent to each other, as a week difference could pose challenges when a position needs to be filled (see exhibit J, page 65 for additional details). Reed asked Town Manager, Angus Jennings, if any feedback was received concerning this proposal. Mr. Jennings stated that no feedback had been received. It was decided to remove the language surrounding the notification to the department manager for internal candidates. Revision to require a resume and cover letter to complete the application process. **Reed made a motion to amend the policy as revised during the meeting. Archibald seconded. Motion unanimously passed (Yes, 3 Abstain, 0 No, 0). Parker made a motion to close the hearing. Archibald seconded. Motion unanimously passed and the hearing was closed (Yes 3 /Abstain 0/ No 0).**

K. Proposed adoption of CORI policy

This item was tabled until the April 11, 2022 meeting.

Parker made a motion to add the Opioid Settlement communication to the agenda for the evening. Reed seconded. Motion unanimously passed (Yes 3 /Abstain 0 /No 0).

Parker stated this item would need to be addressed as a response was requested by March 31, 2022. The Selectboard would need to authorize the signing of the agreement concerning communities receiving additional funds in the event of a resolution.

Parker made a motion to authorize the signing of the agreement. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

L. Review/make recommendations on proposed Warrant Articles for spring Annual and Special Town Meetings scheduled for Saturday, May 14, 2022 at 9am

~~M. Review/make recommendations on proposed ATM/STM warrant articles~~

Mr. Jennings presented the draft articles previously reviewed at a prior meeting. It was stated the Selectboard had moved to strike article 8 and article 15 at the previous meeting (see exhibit L, pages 70 through 77 for additional details).

ARTICLE 33: *To see if the Town will amend Article XXXVI of the Town Bylaws, the Community Preservation Committee Bylaw, to designate that a permanent member of the Community Preservation Committee be a member of the West Newbury Open Space Committee, or take any other action related thereto. By request of the Open Space Committee.*

The Selectboard discussed this article. Parker and Reed were in favor of the article while Archibald was not in favor of making any changes to the Town Bylaws and stated the Open Space Committee should remain at-large.

Parker made a motion to replace the current at-large framework with a member of the Open Space Committee. Reed seconded. Motion was passed (Yes 2/ Abstain 0/ No 1).

ARTICLE 2: *To see if the Town will vote to transfer the sum of \$397,325 from the School Stabilization Fund to pay a portion of the Town share of debt services associated with the building of the new Middle/High School, or take any other action relative thereto. By request of the Select Board.*

The Selectboard discussed the transfer and the possibility of creating a smoother transition of taxation over the next 4-5 years. Reed was interested in the what the Financial Committee would recommend for this article. Archibald questioned the fairness of the taxation rates for long standing community members who have paid into the contribution and members new to the community that could potentially contribute less.

Archibald made a motion to maintain Article 2. Parker seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 5: *To see if the Town will vote to appropriate, in anticipation of Water Department revenues, the sum of \$_____ of which \$_____ for salaries and wages which include \$_____ for Water Commissioners' Stipends; \$_____ for insurances; \$_____ L 2 for expenses; \$_____ for debt services; \$_____ for extraordinary and unforeseen expenses; and \$_____ for indirect cost, or take any other action relative thereto. By request of the Board of Water Commissioners.*

Parker made a motion to accept Article 5 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 6: *To see if the Town will vote to transfer the sum of \$7,500 from the Water Enterprise Fund Free Cash Account to the Water Enterprise Stabilization Fund, or take any other action relative thereto. By request of the Board of Water Commissioners.*

Parker made a motion to accept Article 6 as presented. Reed seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 7: *To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$80,542 for the Pension Liability Stabilization Fund, or take any other action related thereto. By request of the Select Board.*

Discussion of how to make the Pension Liability Stabilization Fund a fully functioning fund with varying returns and proportional contribution obligations. Water is currently not doing contributing the same contributions but may be needed when considering future budgets.

Archibald made a motion to reduce the transfer amount from \$80,542 to \$50,000. Reed seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 9: *To see if the Town will vote to limit the total amount that may be expended from each revolving fund established pursuant to Section XL of the Bylaws of the Town of West Newbury, to wit: ▪ Section 5.1 Summer Recreation Revolving Fund \$ 44,350 ▪ Section 5.2 GAR Library Fines and Penalties Revolving Fund \$ 10,000 ▪ Section 5.3 Police Vehicle Revolving Fund \$ 20,000 ▪ Section 5.4 Pipestave/Mill Pond Care and Maintenance Revolving Fund \$ 5,000 ▪ Section 5.5 Electric Vehicle Charging Stations Revolving Fund \$ 10,000 ▪ Section 5.6 Curbside Collection of Trash, Recycling and Food Waste Revolving Fund \$150,000 or take any other action related thereto. By request of the Select Board.*

Parker made a motion to accept Article 9 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

Mr. Jennings stated a provision was included to allow members of the community to purchase a second barrel when the curbside was rolled out. The revolving fund figure of \$150,00 was set to accommodate each person the allowance of 2 barrels. The volume has not reached the estimated figure for curbside. Mr. Jennings stated the figure set for Summer Recreation should increase due to the response seen thus far.

Parker made a motion to reconsider the previous vote taken for Article 9. Reed seconded. Motion against Article 9 made by Parker. Seconded by Reed. Motion to reject unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 10: *To see if the Town will vote to transfer the sum of \$10,364.00 from the Septic Loan Revolving Account for the repayment of debt service, or take any other action related thereto. By request of the Board of Health.*

Mr. Jennings stated the original loan paperwork was not available.

Parker made a motion to accept Article 10 as presented. Reed seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 11: *To see if the Town will vote to allocate and/or reserve from the Community Preservation Fund annual revenues, the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2023, with each item to be considered a separate appropriation.*

Parker made a motion to accept Article 11 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 13: *To see if the Town will vote to transfer from available funds the sum of \$48,000 to fund the study and design for improved parking and circulation within Pipestave and the adjacent Dunn property (so-called), or take any other action related thereto. By request of the Select Board.*

Parker stated work was needed on this article. Jennings stated this project would likely be started next winter. Additional input would be needed from various committees to continue the discussion.

Reed made a motion to defer Article 13 until the Fall. Parker seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 14: *To see if the Town will vote to transfer from available funds the sum of \$9,900 to fund vegetation management at Pipestave and the adjacent Dunn property (so-called), or take any other action related thereto. By request of the Parks & Recreation Commission.*

Jennings suggested to allow DPW and Park and Recreation to explain this article at the next Selectboard meeting.

This item was tabled until the next Selectboard meeting.

Article 15 was withdrawn.

ARTICLE 16: *To see if the Town will vote to transfer from available funds the sum of \$15,000 to fund a study for the potential to generate solar electricity at several town-owned parcels, or take any other action related thereto. By request of the Energy and Sustainability Committee.*

Parker questioned if the allocated sum and if other sites were identified as viable options, would an RFQ by an outside firm fall under phrasing listed within the article. Parker stated CADMIS could complete a feasibility study and could conceivably complete another RFQ. Reed agreed and discussion continued over the modification of the language within the article.

Parker made a motion to accept Article 16 to include “a feasibility study”. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 17: *To see if the Town will vote to transfer from available funds the sum of \$2,500 to provide matching funds for the next phase of a Historic Property Survey/Inventory, or take any other action related thereto. By request of the Historical Commission.*

Reed made a motion to accept Article 17 as presented. Parker seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 18: *To see if the Town will vote to transfer from available funds the sum of \$25,000 to fund an evaluation/audit of the Page School brick exterior/lintels, or take any other action related thereto. By request of the DPW Director. (NOTE: Currently pending review by the Capital Improvements Committee; would only remain on Warrant with CIC approval. The CIC is scheduled to meet again on Thursday, March 24th at 7:30pm).*

After the Selectboard discussed this article, a motion was made to approve this article. Seconded by Archibald. Reed requested more information before casting a vote. Parker withdrew the motion. It was decided to table this article until more information could be gathered.

ARTICLE 19: *To see if the Town will vote to transfer from available funds the sum of \$85,000 to fund a Structural Safety and Component Assessment Study for Page School, or take any other action related thereto. By request of the DPW Director. (NOTE: Currently pending review by the Capital Improvements Committee; would only remain on Warrant with CIC approval. The CIC is scheduled to meet again on Thursday, March 24th at 7:30pm).*

Parker made a motion to accept Article 19 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 20: *To see if the Town will vote to transfer from available funds the sum of \$65,000 to fund the replacement of Town Offices phone system, or take any other action related thereto. By request of the DPW Director. (NOTE: Currently pending review by the Capital Improvements Committee; would only remain on Warrant with CIC approval. The CIC is scheduled to meet again on Thursday, March 24th at 7:30pm).*

Parker made a motion to accept Article 20 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 21: *To see if the Town will vote to transfer from available funds the sum of \$56,000 to fund the replacement of a pickup truck for the Facilities Division of DPW, or take any other action related thereto. By request of the DPW Director. (NOTE: Currently pending review by the Capital Improvements Committee; would only remain on Warrant with CIC approval. The CIC is scheduled to meet again on Thursday, March 24th at 7:30pm).*

Parker made a motion to accept Article 21 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 22: *To see if the Town will vote to transfer from available funds the sum of \$80,000 to fund the replacement of a F-350 Dump Truck with new F-550 Dump Truck for Highway Division of DPW, or take any other action related thereto. By request of the DPW Director. (NOTE: Currently pending review by the Capital Improvements Committee; would only remain on Warrant with CIC approval. The CIC is scheduled to meet again on Thursday, March 24th at 7:30pm).* **Parker made a motion to accept Article 22 as presented. Reed seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).**

ARTICLE 23: *To see if the Town will vote to transfer from available funds the sum of \$39,000 to fund the purchase of new Public Safety Emergency Communication equipment and removal of outdated equipment, or take any other action related thereto. By request of the Board of Fire Engineers.*

Parker made a motion to accept Article 23 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

How amount of the transfer was decided was discussed. It was stated the quote was received last year and an updated quote was received in January. Discussion involved insurance quotes for the building and environmentally safe storage of the equipment against the elements (i.e. heat, moisture, cold).

ARTICLE 24: *To see if the Town will vote to transfer from available funds the sum of \$15,000 to fund the purchase of 6 new automated external defibrillators (AED) for public safety responders and town-wide facilities, or take any other action related thereto. By request of the Board of Fire Engineers.*

The rationale of rotationally purchasing these devices in order to keep all devices in working order was discussed.

Parker made a motion to accept Article 24 as presented. Reed seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 25: *To see if the Town will vote to transfer from available funds the sum of \$10,000 to fund the replacement/purchase of a new rescue air bag system, or take any other action related thereto. By request of the Board of Fire Engineers.*

The system was described as a heavy object lifting system. Reed asked if this was a replacement or new purchase for the town. Parker stated the language of the article suggests that this would be a replacement item.

Parker made a motion to accept Article 25 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 26: *To see if the Town will vote to transfer from available funds the sum of \$14,500 to fund the replacement/purchase of 2 new saws and power tools, or take any other action related thereto. By request of the Board of Fire Engineers.*

Parker made a motion to accept Article 26 as presented. Reed seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 27: *To see if the Town will vote to transfer from available funds the sum of \$342 to reimburse prior fiscal year expenses incurred by Town Committee members, or take any other action related thereto. By request of the Town Manager.*

The expenses were legitimate expenses but not reported in a timely manner. Since the expenses occurred in the previous year, the item must be placed on the Annual Town Meeting for a vote.

Parker made a motion to accept Article 27 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 28: *To see if the Town will vote to accept as a public way the layout of Sullivans Court Extension, as heretofore laid out by the Select Board and shown more particularly on a plan entitled “‘Sullivans Court Extension’ Street Acceptance Plan,” dated March 9, 2022, prepared by The Morin-Cameron Group, Inc., a copy of which is on file with the Town Clerk’s Office, and to authorize the Select Board to acquire, by purchase, gift, and/or eminent domain, the fee simple title to or a permanent easement in said roadway for all purposes for which public ways are used in the Town of West Newbury, including utility purposes, and any drainage, access, utility and other easements related thereto. By request of the Select Board.*

Parker made a motion to accept Article 28 as presented. Reed seconded. Jennings stated the Planning Board was working on this item Parker withdrew the motion. It was decided to table this article until the Planning Board completed the work on this article.

ARTICLE 30: *To see if the Town will vote to amend the West Newbury Town Bylaws to adopt a new Section __, Municipal Affordable Housing Trust Fund Bylaw, or take any other action related thereto. By request of the Select Board.*

Archibald made a motion to accept Article 30 as presented. Parker seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

ARTICLE 34: *To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 140, Section 139, to authorize the waiving of fees for dog licenses for residents over the age of 70, or take any other action related thereto. By request of the Town Clerk.*

Blatchford stated the town was practicing this article but it had not been adopted into the Town Bylaws yet.

Parker made a motion to accept Article 34 as presented. Reed seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

Town Manager Updates

N. Update on Finance Committee budget/article review process

Jennings stated the Special Warrants would need to be the next items for discussion. Article 2: More information concerning the scope and cost of the water study would be available the next meeting. Articles 3, 4, and 5 could be discussed the next meeting. Article 6: More information would be available the next meeting. Article 7: The numbers of this article are subject to change. Jennings suggested breaking this item down into 3 articles and Parker agreed.

ARTICLE 8: *To see if the Town will vote to transfer from available funds the sum of \$34,000 to fund a town-wide audit of the effects of the Emerald Ash Borer on all our public right-of-way Ash trees, or take any other action related thereto. By request of the DPW Director.*

Parker made a motion to accept Article 8 as presented. Archibald seconded. Motion unanimously passed (Yes 3/ Abstain 0/ No 0).

O. Updates regarding new outline platform for registration and payment: Summer Rec and facilities reservations/rentals

Jennings stated My Rec was going very well without many glitches. Facilities has not been added to the online feature, but will be once more training can be coordinated. The written policy for facility rentals was discussed in relation to the information included in the online portal. Further discussion of the written policy would be needed as the online portal now encompasses the written policy.

P. 2022 Annual roadside cleanup- schedule and logistics

Jennings stated Barbara Hawks may not be involved in this event this year. Jennings suggested to keep the Arbor Day Celebration and the Roadside Cleanup on separate days. Parker agreed the roadside cleanup should occur the weekend of Earth Day, the Saturday before Arbor Day. Jennings stated the new DPW assistant could coordinate this event as some planning would be involved.

Q. 2022 Memorial Day Parade update

Jennings stated the parade will take place on Memorial Day. A working meeting with various departments and volunteers was scheduled in a few days. Jennings stated more information would be available at the next Selectboard meeting.

R. Continuing Disclosure FY21 Annual Report

Jennings presented the report to the Selectboard. Archibald made note of a typing error requiring attention on page 34. Jennings noted the error and stated the error would be rectified.

S. Follow up meeting assignment; placing items for future agendas

Reed requested Anne, from the Dunn Property, to be added to the next agenda. The Selectboard agreed an overview of the project and clarification of whether the project would overlap with another project would be beneficial.

Chairman Parker motioned to adjourn at 11:30pm. Second by Selectman Archibald. Motion to adjourn unanimously passed (Yes, 3 Abstain, 0 No, 0).