



**Town of West Newbury
Board of Selectmen
Monday, March 1, 2021
381 Main Street, Town Office Building
www.wnewbury.org**

RECEIVED
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WEST NEWBURY, MA
2021 MAR 30 AM 9:23

Minutes of Meeting

Open Session: 7:05 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: 960-1795-2702

Passcode 798275

Or from computer, tablet, or smartphone:

<https://zoom.us/j/96017952702?pwd=SFc1YUNXVDI3eEFZNlV6SElCcjhEUT09>

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 7:05 p.m. by Chairman David Archibald.

Participation at the Meeting:

- ❖ Board of Selectmen: David Archibald, Richard Parker (Glenn Kemper not in attendance)
- ❖ Town Manager, Angus Jennings
- ❖ Town Clerk/Counsel & Procurement Officer, Michael McCarron
- ❖ Assistant to Town Manager and Finance Department, Jennifer Walsh
- ❖ Stephanie Frontieri
- ❖ Adam Stone
- ❖ Lori Boudrow/Kathy Mandeville, Garden Club
- ❖ Wayne Amaral, DPW Director

Announcements:

- Reminder to Boards/Commissions/Committees and Town employees to complete required MA State Ethics Commission conflict of interest law online training program which is done every two years.
- Town Election, Monday, May 3rd. Nomination papers available through Town Clerk. Papers with signatures are due back by March 15th.
- Annual & Special Town Meetings: Saturday, May 22, 2021.
- Reminder to subscribe for e-mailed Town news/announcements at <https://wnewbury.org/subscribe>

REGULAR AGENDA

A. Updates Regarding Coronavirus Pandemic/COVID-19, Including Planning Related to Vaccine Clinics and Work Toward Establishing Regional Memorandum of Agreement Among Participating Communities:

Chairman Archibald updated on this topic. (See Exhibit A, pages 2 through 3 for information) Stated that Towns got together and put together clinics that happened, but the Governor has put the brakes on the smaller regional vaccine centers, feeling that the larger ones are more efficient, and more people are getting done using that rather than the smaller ones. Pushback from the communities, so hoping things will change soon.

Town Manager Jennings stated that the regional coalition is continuing to actively collaborate. Had a remote meeting last Tuesday attended by the Mayors of Newburyport and Amesbury and representatives of the Health & Finance Administration and Emergency Management from the non-participating towns. Hopeful that they can go back to the state and get approval to receive vaccine as a region. Discussed that the Governor had set a goal of being able to vaccinate 750 people/day for five days. Asked if they could hit that overall aggregate target per week, but do it in two days instead of five with more vaccines per day, if the state could accommodate that, feel comfortable they could do that with availability of facilities and volunteers. Another meeting this Thursday.

Second major item is the need to have some kind of a written agreement among the participating communities to address reimbursement of eligible costs, because even if it's administered on a regional basis, if it's given to a specific community and is under their umbrella, that community might be the only ones eligible to seek reimbursement of costs from FEMA, so need to make sure costs can be submitted to the community hosting the clinic and be reimbursed for those costs.

B. Consider Proclamation to Designate the First Monday in March as COVID-19 Memorial Day in Remembrance of Those Who Have Lost Their Lives and in Honor of Those Who Suffer Impacts From This Virus:

Chairman Archibald updated on this topic. (See Exhibit B, pages 4 through 6 for information)

C. Request For Permission to Install Plant Sale Banner on Training Field from May 1-15, 2021 (West Newbury Garden Club):

Chairman Archibald updated on this topic. (See Exhibit C, page 7 for information) Stated that there's a historical precedent that the Garden Club has been allowed to use the area around the training field for the plant sale, and in order to publicize that in the area of where the plant sale will be, grandfather in the permission to allow that sign. Stated that Selectman Kemper doesn't like that is done, feels that we're making an exception and knows he wouldn't support this.

Motion made by Selectman Parker that approval is granted to hang the West Newbury Garden Club Plant Sale banner for the period of Saturday, May 1 through Saturday, May 15. Seconded by Chairman Archibald.

Yes 2, No 0, 1 (not in attendance)

D. Notification of Vacancy on ZBA Due to Recent Resignation of Judith Gregg, With Thanks for Her Service:

Chairman Archibald updated on this topic. (See Exhibit D, page 8 for information) Stated Judith Gregg is moving out of town. Board has a lot of duties but happen sporadically, sometimes a lot and sometimes very little, but the Board has significant decisions to make, so if someone would like to make a contribution to the Town, recommends applying for the position. Contact the Town Manager's Office to do so.

Selectman Parker stated that the composition of the Board beyond on the full members has two associate members and perhaps one of them would like to step up. Town Manager Jennings stated that one person that was an associate was not available to become a full Board member but would check to see if there is a second associate and if they are interested. Now leaves us down one full member and one associate member.

E. Request for Authorization to Apply for Shared Streets Grant to Support Installation of Pedestrian-Activated Signals for Crosswalk on Main Street (Route 113) Near Middle/High School (Wayne Amaral):

This topic updated by Wayne Amaral, DPW Director. (See Exhibit E, pages 9 through 13 for information) Stated that this is a fast-track grant that the state sponsored due to tCOVID-19 to get people safer to walk around and be outside. This grant ends on Friday, this is the final fourth round. It's a grant to encourage walking, make walking safer, decrease transportation. Did have a conversation with MassDOT and a letter was sent, spoke about the two potential locations that have concerns about crossings. Since it's a fast track grant, has to be built by the end of May, so gives 90 days to build right now, so thought that the high school/middle school is pretty straightforward, looking at a couple of flashers there that you press to activate to cross the roadway, where at the Page School, the state was very hesitant about doing anything there without looking at sidewalk installations, roadway realignments, narrowing the roadway, improved striping, improved lighting, so that location would have to be engineered, would take up the 90 days to engineer the location just to build it, where the high school/middle school could engineer in a week and have it built within the 90 days. Should know soon about if the grant is received. Further discussion and questions continued on this topic.

Motion made by Chairman Archibald to approve the application for the Shared Streets grant. Seconded by Selectman Parker.

Yes 2, No 0, 1 (not in attendance)

F. Discussion of Potential Change Order for Middle Street Bridge Design and Permitting Updates:

Town Manager Jennings updated on this topic. (See Exhibit F, pages 14 through 18 for information) Stated that the bridge is currently before the Con Coms in both Newburyport and West Newbury, hearings opened and were continued to a second session. BSC, our engineer, had requested a continuance beyond the scheduled dates to allow them more time to deal with some of the issues that came up. The main question before us now is to do with how stormwater is being handled, and right now, its country drainage, which is a sheet row off the side of the road into the gully and eventually gets back down to the water source. Question was raised at the hearings about whether there should be pre-treatment of the stormwater runoff, so BSC sent proposed change order which would have involved expanding the geographic scope of the project to install curbing along lengths of road leading up to the bridge and to channel that stormwater runoff into the catch basins which would then go through storm receptor stormwater quality structures.

Had a remote meeting on Friday with representatives of the City, he and Wayne, with BSC, and in the course of talking things through, felt that a way to address the question without expanding the geographic scope of the project and without taking on the potential very costly change order would be instead to put some stormwater quality treatment receptor units where the catch basins would go, so there would be some treatment of the runoff that gets into those, but not recommending that we propose expanding the scope of the project to include curbing to channel more of the stormwater into the storm receptors.

So, since the BOS are the applicants, any change order as has been proposed would be brought to the Board to make sure that whatever design direction is made when BSC appears before the Con Com in their behalf, that they're confident that any change that's made is based on the BOS direction as the client. Further discussion and questions continued on this topic.

G. Consider Proposed Amendment to Memorial Day Parade Guidelines:

Town Manager Jennings updated on this topic. (See Exhibit G, pages 19 through 20 for information) Stated that this topic was put on in error since this was voted at the last meeting. Passed over without comment.

H. Review of Proposed/Potential Town Meeting Warrant Articles:

Chairman Archibald commented that should discuss anything that everyone feels shouldn't make the cut so that don't waste Fin Com's time on an article that don't want to move forward, but also didn't have any that he felt didn't deserve be evaluated. Selectman Parker agreed that there wasn't anything that he would feel doesn't belong and shouldn't be considered. Stated that last year, had to cut a lot of articles because of the concern of having Town Meeting outside, and even though the last two outside meetings were successful, still have to keep that in mind as a concern that the weather could prove to not work in our favor.

Chairman Archibald inquired as to the proposed wetlands bylaws, as to whether Town Manager Jennings broached the idea with the Conservation Commission of having some type of public meeting where this could be discussed. Town Manager Jennings stated that he did, that when the Board took this up last week, had suggested March 15th as the date, so reached out to Don, Judy, and Bert. Knows the 15th is normally their regular meeting date, so didn't know if that date would work if this was put first on the agenda. Also floated the idea of whether could potentially start the BOS meeting 15 minutes earlier so whoever was part of the presentation from the Commission could still have time before their meeting started. Sent a note, not confirmed yet.

Town Manager Jennings also stated that he had put on the idea of potentially creating a new revolving fund to address revenue and expenses for electric vehicles. There is a second similar article that he would recommend, not on that topic, but on the topic of solid waste, which is something that came up last year right around this time because if we switch to this new contract with hauling with the barrels, would be some monies that would be coming and going both for if people want extra barrels, would pay extra money to the Town, but the Town would then pay the vendor, so it would be like a revolving fund, and also, pickup of bulk waste items would now require a sticker, so would need to be some accounting mechanism to handle that extra money from customers and payment to the vendor.

Spoke to Stephanie about this and does think that if the Board of Health is going to go with this change to the automated pickup for next year, would want to have a revolving fund, which would be basically along the lines of what he had written up for #27 on the list of Annual Town Meeting Articles, would be a similar article to create a solid waste hauling and recycling revolving account along those lines. Further discussion and questions continued on this topic.

Further discussion continued on Annual Town Meeting Articles. Town Counsel McCarron stated that with regards to Article 1, Town Election, if want to put the Annual Town Election on the Annual Town Meeting, means a warrant will have to be posted by April 16th for both but could have two warrants, which means that you could post one for just the election and have one just for the Annual and Special Town Meetings, and that way they wouldn't have to be posted until May 8th or so. Further discussion continued on this topic.

With regards to Article 6, Town Manager Jennings stated that the Water Commissioners have discussed this proposal. He also stated that with #17, Pipestave water tank, as a matter of custom, should this one go under the Water Enterprise Fund's heading, and also wants to clarify that while he wrote "water stabilization," in fact, the proposal is that water is clear, looking to use water free cash for that. Have a million dollars of free cash and looking to put half, \$500,000, into water stabilization to draw down \$270,000 for Pipestave and still leave a healthy balance in water free cash.

With regards to Article 7, Chairman Archibald inquired as to whether get an annual report from the Essex pension system on how they're doing. Town Manager Jennings stated doesn't ring a bell, but he's sure they must issue one, so can track it down. Also stated that the number that he came up with is roughly 10% of what our FY22 pension cost is going to be, which is what the DOR recommends be put into the Pension Liability Stabilization annually. Chairman Archibald stated that's a number he would agree to, but this is a voluntary thing, going above and beyond to contribute more to the pension liability than is required by the state, which is good for our bond rating and the long-term fiscal health of the Town, but if in a situation where the budget is extremely tight, may have to cut that, and same with OPEB (Other Post-Employment Benefits).

With regards to Article 9, Chairman Archibald stated that he is comfortable with that figure. Further discussion and questions continued on this topic. Town Manager Jennings stated that with regards to the \$328,600 that was voted to be transferred out of Stabilization, \$89,000 was transferred, but leaves another \$240,000 that has not been transferred. Spoke with Katelyn, and agree it makes sense to leave it there until June and to transfer out towards the end of the fiscal year, because will still show up in the fiscal year-end as having been transferred out properly but will sit in the account for several months and gain more investment income.

With regards to Article 11, Town Manager Jennings stated that the Community Preservation Committee was aware that our intent was to propose \$600,000 for the Middle Street Bridge since that hasn't been accounted for over the years in the capital program, kind of understood that isn't built into the assumptions of why they put certain amounts in over the years. Since \$600,000 was the baseline, the Capital Committee recommended adding \$100,00 to that. Also stated that he has included in the draft operating budget \$500,000, so if that went forward, would be a total of \$1.2 million going into stabilization; \$500,000 would be from raise and appropriate because in the operating budget, and \$700,000 would be a free cash transfer. Further discussion and questions continued on this topic.

With regards to Article 13, Town Manager Jennings stated that the \$25,000 was recommended by the CPC with the expectation that would get a grant for half of that amount as we have in the first few rounds, so the net expense would be \$12,500, but have to appropriate the full amount in case don't get the grant.

With regards to Article 14, Chairman Archibald stated that the trail has not been evaluated and approved yet. Town Manager Jennings stated that it's been started, but one of the big questions that came up was, if they don't get the other grant that they went after and only got the CPC funding for \$30,000 and not having the full \$60,000, what could get done with the \$30,000, and that's basically what the proponents are going to present at the next CPC meeting and then CPC can decide if they want to fund it based on what they would get if it's not matched by a grant.

With regards to Article 15, Chairman Archibald stated that he did some research on this and feels the numbers are important and explained his research on this and stated if the Town purchased 30 acres, that's 37% of the total acreage of the property. Looked up what are land-locked pieces of property, how are they appraised versus other pieces of property of a similar nature, and the consensus was that land-locked acreage would go anywhere between 20% and 30% of a similar property that had frontage and good accessibility.

So, if the Coffin Street property was purchased as an example for \$875,000, multiply by the percentage of those acres that the Town would acquire, 30 acres, 37% of the total acreage, multiply \$875,000 by 30% and then again by the reduction in value because it's land-locked, if it's 20%, it's \$65,000; if it's 30%, it's \$97,000, which is considerably less than what's being requested. On top of that, the land that the Town would be getting, besides it being land-locked, is also the least desirable of the acreage and the Town can't pay more than the appraised value of the property. So, if Greenbelt gets an appraisal of the property, but they want to buy the property and get the permanent conservation restriction on the other acreage, so are we getting an appraisal from somebody that wants to purchase it versus that we're going to be putting in more money than Greenbelt into the purchase and the amount of money being requested here is dramatically more than what it might be worth. Selectman Parker stated he also agreed with that. Further discussion and questions continued on this topic.

With regards to Article 16, Town Manager Jennings explained that the when the Soldiers & Sailors Building was approved in 2019, it included authorization to borrow up to \$1.25 million for the restoration of the building. At this point, in the funding the design phase out of the \$250,000 that was part of the article not borrowed, but in the event that we go out to bid and get responses that are within budget, the Town has the authorization to borrow to fund that project, so this Article would be a standing article for basically each of the next 20 years to authorize the payment of approximately one year of the debt service associated with that borrowing. Not sure today if we're going to be in a position to go out for financing next year, but that's the goal, and if we do go out to bid, this would allow us to borrow the needed money to sign a construction contract, but as of today, have not incurred any debt service for that.

Discussion with regards to Article 18 was commenced. Town Counsel McCarron stated that if there was a motion to take it out of the stabilization fund, would need 2/3 vote at the Annual Town Meeting. Further discussion and questions continued on this topic.

With regards to Article 20, with regards to the \$500,000 for the tanker truck, will also see in the next year or two another \$500,000 as a pumper truck, so has been discussion with Chief Dwyer that there is a single vehicle that's around \$700,000 to \$800,000 that could serve as both trucks. Would be a bigger hit in the near term, but in the long term, would mean one larger vehicle instead of two. Board of Fire Engineers posted a meeting for tonight and will review that to see if they're agreeable to that, and if there are, there's a scenario where we'd go back to CIC and say to either propose to increase the amount for next year or to table it till next year and propose the larger more expensive vehicle next year. Selectman Parker suggested that the Board of Fire Engineers needs to come to a consensus on whether or not one pumper tanker is adequate for the needs of the Town because so much of the Town is not covered by hydrants and in the case of much of the town, water has to be trucked into the site.

With regards to Article 22, Chairman Archibald inquired as to how would find people if this gets approved. Selectman Parker stated that this came up recently in a conversation with one of the people who proposed it, and there is concern that the goal was to do it this summer, but the timing of Town Meeting being when it is, that will not be able to advertise in time, so Nancy thinks might be able to hire people on weekends in the fall, which is a good time also, or stretching it out to next summer. Town Counsel McCarron stated that if it's on the Annual Town Meeting warrant, wouldn't be available until July 1st anyway, so if want it to be available right away, should be on the Special Town Meeting articles. Further discussion and questions continued on this topic.

With regards to Article 23, Town Manager Jennings's recommendation is to leave it on as a placeholder and once we're further along with the budget process, can give an estimate of how that would affect the tax rate and can decide at that point whether want to fill in a number on that or leave it off the warrant altogether, but leaving it on right now as a placeholder is a smart move at this point.

With regards to Article 24, Town Manager Jennings stated that it was voted by Town Meeting to accept Cortland Lane as a public way, there's a street acceptance plan on file, but for reasons not totally clear on, that was never brought to record or recorded at the Registry, and the deed that conveyed the land, a confirmatory deed on file, the original from 2010, was never recorded, so legally, that's still not officially public, can no longer rely on the 2006 Town Meeting vote. It's not valid, and once it's voted, you have to record the acceptance within 120 days. Outside counsel advice after reviewing all materials was that a new vote of Town Meeting needed.

May be able to rely on the old deed, but not sure so may need a new conveyance, as well. Nothing on file that it was ever conveyed from the Homeowner's Association. Further discussion and questions continued on this topic.

With regards to Article 25, Chairman Archibald stated that in addition to him being displeased about this, another complaint came in today. Asked Town Counsel McCarron how much have to flesh this out ahead of time before it gets passed or just need the authorization to do so. Town Counsel McCarron stated that have to vote on the actual wording of the bylaw, that the Town will vote this bylaw. Can be just a general article to say what intend to present, but the motion must be the actual wording. If it included fines, would need the exact amount. Further discussion and questions continued on this topic.

With regards to Article 26, Chairman Archibald inquired as to whether have to state specifically or is this enough. Town Counsel McCarron stated that all have to do is accept the provisions of the Act. Town Manager Jennings stated that talked about this a couple weeks ago, so thinks this will be a good housekeeping one, but need to make clear that nobody is getting any unfair treatment, they're paying full taxes, but the Town is agreeing not to foreclose on them while they make payments. Further discussion and questions continued on this topic.

With regards to Article 27, Town Manager Jennings again suggested should have a revolving fund for the extra waste barrels and bulky waste item stickers. Selectman Parker suggested making sure that in the future, make sure it wouldn't preclude using the same revolving fund for containers for food waste compost containers. Town Counsel McCarron suggested that these new expenditures be included in Article 28.

Town Manager Jennings stated that Article 15, the citizen petition, on the Special Town Meeting Articles should be added to the Annual Town Meeting due to number of signatures needed is enough to get you on the Annual but not on the Special. Further discussion and questions continued on this topic.

With regards to the Special Town Meeting Warrants, Chairman Archibald inquired as to whether this was additional expense not covered by the previous funding. Selectman Parker explained that when the original costing was done, it wasn't understood that the work was going to have to take place outside of normal business hours because of school, so the cost was higher than projected for moving master panel. Further discussion and questions continued on this topic.

With regards to Article 4, Selectman Parker stated that when the extension was done, the developer was going to be building a connecting path to River Meadow but was only funded with \$10,000. There was reference to it being ADA compliant, but it wasn't clear, so additional funding is needed. Chairman Archibald commented that he feels it seems to be an excessively high amount. Further discussion and questions continued on this topic.

With regards to Article 6, Town Manager Jennings stated the amount is the transportation costs associated with two students who attend there, for budgeting process, were given a per pupil number and didn't say it doesn't include transport, so when received the invoice, it was a larger amount than anticipated.

With regards to Article 9, Chairman Archibald inquired how would have a number for that. Town Manager Jennings stated has been working with Paul, don't have a number, but hoping to come up with a number on a per clinic basis, how much was expended. Expects would eventually be reimbursable but could take time with the FEMA process and having to go through another town's FEMA reimbursement, so want to have an account to charge to in the near term because right now, have overspent the public health line item for the year and continuing to incur costs, so recommended to Paul to seek a reserve fund transfer. Hasn't yet done that, but in the meantime, running a deficit in certain lines of the budget. Further discussion and questions continued on this topic.

With regards to Article 10, Town Manager Jennings stated a good part of this will have to do with union contracts that there's a good chance won't be settled by the time of Town Meeting.

With regards to Article 12, Chairman Archibald inquired as to whether this is something have to do ASAP. Town Manager Jennings stated has been working in hopes of having a stormwater bylaw to bring forward this spring, have had a couple meetings of the stormwater working group and Leah put in effort with support of the Board, but felt that the specifics of our situation are complicated, don't want to layer a bylaw on top of existing bylaws and subdivision regulations because if we're not clear in the regulation, then those who are regulated, the developers, won't be clear and could be a mess, and if have overlapping language in different bylaws and policies that aren't consistent, could create a real headache and should be woven in more carefully. One of the biggest continuing concerns that has stalled this is who is going to do the work and depending on whether this applies town-wide or only within the regulated stormwater area, MS-4 area, affects how many potential permits may need to be issued in any given year, but then who is going to issue the permits, i.e., planning, conservation, health, or at a staff level. Will need to have public hearing, issue abutter notices, make decisions, manage third party reviews or consultant reviews, so adds an amount of work that no one has been volunteering.

And under our current MS-4 permit, we're required to have a bylaw in place by the end of this fiscal year and have known for a couple of years that's the case, but would rather get dinged in our Annual Report with not having it than to do something that's not ready, but felt have taken it as far as can go with existing staff capacity since someone has to take the time to see how this works with our existing by laws and regulations and don't have anybody on staff which has the time and expertise to do that, so the idea would be to work toward a bylaw for the Fall Town Meeting. Further discussion and questions continued on this topic.

With regards to Article 14, Chairman Archibald stated want to get an outside consultant to help analyze and conduct an evaluation of properties own by public utilities such as National Grid in order to increase their assessment which would then allow us to recoup the money spent from the consultant to get increased tax money. Inquired as to why this is happening right now. Have there been rulings that new evaluations of utilities are allowable? Town Manager Jennings stated that this is relatively recent, thinks it could have been done as long as to years ago, but relatively recent that this came an allowable methodology to value the utility assets. Selectman Parker stated that he believes that currently the taxable value is based on fully depreciated value of the utility asset and the new value would somehow tie with the income produced by the asset.

With regards to Article 15, already been discussed due to citizen petition and should be moved to the Annual Town Meeting Warrant.

I. Vote to Close Warrants for Annual and Special Town Meetings to be Held on Saturday, May 22, 2021:

(Passed Over)

J. Presentation of Draft FY22 Budget Sections and Update regarding Sections Still Underway (Angus Jennings):

(Passed over) (See Exhibit J, page 21 for information)

TOWN MANAGER UPDATES

K. Review of Changes to Job Descriptions for Assistant Town Clerk and Assistant to Town Manager and Finance Department:

Town Manager Jennings updated on this topic. (See Exhibit K, pages 22 through 30 for information) Stated that the job descriptions aren't before the BOS for approval so much as just disclosure and transparency. Since Diane is retiring, looking to increase the budgeted hours for the Assistant Town Clerk position from 16 to a higher number, closer to full-time hours to give his office more support and transfer some responsibilities from the Town Manager's office. Chairman Archibald and Selectman Parker stated that they are fine with the Assistant Town Clerk being posted at the increased hours.

L. Updates From Recent Meetings of School Building Committee, Capital Improvements Committee, Community Preservation Committee, and Parks & Rec Commission:

Town Manager Jennings updated on this topic. (See Exhibit L, pages 31 through 66 for information) Stated Parks & Rec had a meeting this last Thursday evening and have another meeting this Wednesday but going forward with trying to establish a more clear and transparent process to assign fees for use of Town fields by known Town groups. Feels it was a productive meeting, sent notice to various user groups, had a number of people participate, and the feedback was generally pretty positive, even though in some instances fees would increase from what they had been traditionally but the way the Chair set it out, it was really transparent and everyone understands that a large part of what's driving the need for more revenues is the port-a-potty costs and people on the call tended to agree that was a really necessary of service and there was no one saying shouldn't have those, but all comes down to what's the right balance between taxpayer funded budget and other revenues that come from user groups, so the purpose of this Wednesday's Parks & Rec meeting is for them to formalize their operating budget requests for next year based on what they anticipate generating for non-tax revenues.

With regards to the Community Preservation Committee, already spoke to that earlier in terms of the projects they recommended, so of the five proposed, they've recommended three and are continuing consideration of two others.

M. Update on Review of Mill Pond Dredging History and Previous O&M Recommendations:

DPW Director Amaral updated on this topic. (See Exhibit M, page 67 for information) Stated read both studies. Cited as recommendations, not as MassDEP requirements, but not mandated that anything be done. Selectman Parker suggested that keep tabs on changes. Further discussion and questions continued on this topic.

N. Updates on Other Active Projects:

(Passed Over)

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

Chairman Archibald stated that with regards to the rental of the Children's Castle, asked where we stand on request for proposals. Town Manager Jennings stated that an RFQ was issued a few weeks ago and have already had one response come back. Have it penciled in for the March 15th agenda for the BOS to review any proposals received. Deadline is March 12th. Town Counsel McCarron stated that the lease terms are already set, just need to pick the person. Stated that the selection committee will make a recommendation to the BOS and can be voted on.

Motion was made by Chairman Archibald to adjourn the meeting at 10:00 p.m. Seconded by Selectman Parker.

Yes 2, No 0, 1 (not in attendance)

Respectfully submitted,

Susan M. Lobie, Certified Electronic Transcriptionist
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15 Marion Road, Salem, MA 01970

Approved 2-0-1 (Kemper absent) by Select Board on 3-29-2021