



## **Town of West Newbury Board of Selectmen**

Monday, April 30, 2018 6:00 PM  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://www.wnewbury.org)

### **Open Session Minutes**

Chairman David Archibald called the meeting to order at 6:01 PM. In attendance were Selectmen David Archibald, Chairman, Glenn A. Kemper and Joseph H. Anderson, Jr. Executive Administrator Mary Winglass and Andy Gould were also in attendance.

**Open Session:** 6pm in the First Floor Hearing Room. This meeting is being broadcasted on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.

### **Announcement:**

Chairman David Archibald made the following announcement:

- Town Election is Monday, May 7, 2018 in the Annex from 7am to 8pm. A sample ballot is available online at [ww.wnewbury.org](http://ww.wnewbury.org) under News and Announcements.
- Chairman Archibald thanked everyone for all their efforts for the Town Cleanup, and the DPW for their work in cleaning the storm debris.

### **Regular Business**

#### **I. Margaret Hawkins: Conservation Commission Appointment**

Margaret Hawkins was present and discussed her interest being a member for the Conservation Commission.

**Selectman Kemper motioned to appoint Margaret Hawkins as a member of the Conservation Commission through a term ending June 30, 2020. Seconded by Selectman Anderson and it carried 3-0-0.**

#### **II. Jody Feudo: Williams Syndrome Walk**

Resident Jody Feudo met with the Board to discuss the Williams Syndrome Walk.

**Selectman Kemper motioned to approve the request for the Williams Syndrome Walk for May 18-20, 2018, waive any relative fees, as well as use of the Annex. Seconded by Selectman Anderson and it carried 3-0-0.**

### III. Mailbox damage complaints

The Board discussed with Gary Bill creating a mail box policy for damaged mailboxes during the winter months. Gary Bill stated that currently they will fix the mailbox depending on the situation. Selectman Kemper suggested that a policy be created to include fences and mailboxes. They Board requested a written recommendation from the DPW for further discussion.

Elsa Francescone is a resident over 20yrs stated that her mailbox is constantly damaged. Since she has abided by the legal recommendation for placement of her mail post, she is requesting a replacement for her granite post. The Board will follow-up with her once they have further discussion on a policy.

### IV. Discussion of Plummer Springs Bridge Closure and Detour route

The Board discussed the bridge closure for Plummer Springs Bridge. Due to an inspection by Mass DOT in February the bridge was deemed to have structural damage and needs to be replaced. During the repairs to the bridge Middle Street will be closed. Newburyport is requesting that June 26, 2018 will be the closing date. Newburyport has applied for Massachusetts Small Bridge Grant which covers up to \$200,000 and the estimated projects is \$1-2mil.

A resident stated his concern with the closing of Middle Street and other closed roads in town.

**Selectman Anderson motioned to amend the closure of Middle Street to June 26, 2018 with the caveat that Executive Administrator Mary Winglass will submit a letter to Newburyport requesting updated information on the grant process and status on project. Seconded by Selectman Kemper, and it carried 2-1-0. Chairman Archibald is not in favor of this since he wants the repair process to begin as soon as possible.**

### V. Payroll and Invoice Warrants

**Selectman Anderson motioned to approve the payroll warrant. Seconded by Chairman Archibald, and it carried 2-0-1. Selectman Kemper abstained.**

The Board briefly discussed the notetakers pay for the Finance Committee.

**Selectman Anderson motioned to approve the invoice warrant. Seconded by Selectman Kemper.** Andy Gould discussed the invoice for Hilltop Securities.

The Board discussed the finance committee's request to attend a Finance Committee forum and the proper approval process.

**Selectman Anderson motioned to amend the motion to remove the finance request invoice, and that they submit an email explaining their request to attend the Finance Committee**

**Forum, so it can be discussed for the May 14, 2018 meeting. Seconded by Selectman Kemper and it carried 3-0-0.**

VI. Follow up meeting assignments

Chairman Anderson will create a letter with recommendations that Mary Winglass will submit to Newburyport. Mary Winglass will also submit informative letters to near-by residents informing them of the bridge closure.

VII. Placing items for future agendas

- Create a policy for informing Boards and Committees on surveys or mailing that require Town Manager approval.
- Removing the log in Mill Pond
- Clean-up the wires in Town
- Board of Selectman reorganization
- Discuss the public hearing date for the amendment to the personnel policy.
- Tony Roselli scheduled to come in on May 29, 2018 to review the 2017 audit.
- DSL best practices
- Presentation for package treatment plan

Selectman Anderson motion to adjourn at 6:55pm to the Town Meeting. Seconded by Chairman Archibald and it carried 3-0-0.

Respectfully Submitted,

Lori Dawidowicz  
Recording Secretary