



Town of West Newbury Board of Selectmen

Monday, February 5, 2018 6:00 p.m.
381 Main Street, Town Office Building
www.wnewbury.org

Selectmen's Open Session Minutes

Chairman David Archibald called the meeting to order at 6:03pm. In attendance were Selectmen David W. Archibald, Chairman, Glenn A. Kemper and Joseph H. Anderson, Jr. Others in attendance were Town Counsel Mike McCarron, Treasurer/Collector Andrew Gould and Executive Administrator Mary Winglass.

Chairman Archibald moved to go into executive session under MGL Chapter 30A §21(a) 6: To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body; MGL Chapter 30A §21(a) 2: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel; Selectmen's Executive Session Minutes dated January 8, 2018 and January 22, 2018. Second by Selectman Anderson with a unanimous roll call vote: Archibald – aye, Anderson – aye, Kemper – aye.

Open Session: Chairman Archibald reconvened the open session at 7:07 PM in the First-Floor Hearing Room

Announcement:

Chairman Archibald announced that Angus Jennings will begin his role as Town Manager starting July 1, 2018. Archibald provided a brief overview of Jennings background and responsibilities. Jennings won't be starting till starting July 1, 2018 due to his existing employment in Maine.

Regular Business

I. Cont. review of Lodging House Application: 15 Norino Drive

Lisa Mead, Attorney, represented Colin Hodgson regarding a lodging house application for 15 Norino Drive. Attorney Mead provided the affirmation of the property, as well as a list of requirements that have been met in full. Chairman Archibald stated that online research of the property conflicts with the application that was presented.

Selectman Kemper motioned to deny the application since the application would be under the Department of Public Health 105 CMR, and therefore does not meet the requirements.

McCarron will write the response to the application and will be submitted to the Board for approval at the following meeting. Seconded by Selectman Anderson, and it carried 3-0-0.

Documentation Reviewed: 15 Norino Dr. (the property)/ Requested Information email dated 1/30/2018 from Lisa Mead.

II. Update from Bicentennial Committee

The Bicentennial Committee was not present at the meeting.

III. West Newbury Riding & Driving Club: One-day liquor license

Catherine Marrone discussed their annual Riding and Driving Club Pot Luck. During this event beer and wine will be served with no charge. The Board informed Ms. Marrone the requirement to hire police detail and fire watch for the function.

Selectman Kemper motioned to grant the liquor license to the West Riding and Driving club on March 10, 2018 starting at 6:30pm – 10:00pm as long as the stipulations set forth in the application are met. Seconded by Selectman Anderson and it carried 3-0-0.

Documentation Reviewed: Application for Approval of One-Day Liquor License 1/30/2018

IV. Resident Rose Vetere: Proposal to amend zoning bylaw 5.G

Rose Vetere, 54 Coffin St. discussed her proposals to the Zoning Amendment. Her first proposal is to amend section 5.G.4.d of the Zoning Bylaw to require that more detailed information be submitted to the Selectmen or Planning Board of a proposed solar installation and overlay district of abutting properties before Town Meeting vote. Vetere's second proposal is to provide better guidelines for setbacks for large-scale ground mounted solar photovoltaic installations within residents A, B, or C districts. This would ensure that large-scale solar photovoltaic installations are constructed further away from abutting residential properties that is currently allowed. The Board and Mike McCarron discussed the legalities of Vetere's requests and provided feedback. Ms. Vetere will continue work on gathering signatures for her proposal as well as present her proposals to the Planning Board.

Documentation Reviewed: Rose Vetere proposed articles received January 31, 2018.

V. Update from Treasurer/Collector: Budget information

The Board and Andrew Gould discussed the budget. Selectman Kemper requested the following be added to the budget: an explanation of salary and wages changes, explanation from the DPW for certain line items with an emphasis on finishing the guard rail program, town operating

expense decrease to 75% of the average for electricity, information detail for roads sidewalk, trees, and guardrails.

Documentation Reviewed: Budget plans, and Town Operating detail spreadsheet

VI. Update on the Page School Reconstruction

Selectman Kemper requested that Mary Winglass schedule a meeting with the Principal, Superintendent, and key West Newbury employees to discuss the schedule of reopening the Page School.

VII. Police Vehicle Replacement Schedule

Art Reed, Police Chief discussed the replacement vehicles for two vehicles that is included in the 2019 budget. At this time, all replacement vehicles will be Ford Explorers.

Documentation Reviewed: 2017 Vehicle Replacement Schedule dated 12/2017

VIII. Recycling Update

Recycling update was not discussed.

IX. Street Opening Permit: 98 Bachelor Street

Selectman Kemper motioned to accept the application for a street opening permit at 98 Bachelor St. per the conditions stipulated on the permit. Seconded by Selectman Anderson and it carried 3-0-0.

X. Timeline for reassigning responsibilities to staff

The Board discussed that starting April 2, 2018 Annie Sterling will begin training in her new position.

XI. Community Preservation Committee: Draft Article

The Open Space Committee sent an application to the Community Preservation Committee (CPC) for an article to be added to the warrant for the Town Meeting. The article has not yet been submitted to the Selectmen, but the Board reviewed a placeholder request from the CPC. The CPC requested the Selectmen for an extension to submit their article since they are unsure they will meet the article due date. Since they are unsure they can make the deadline, they are requesting a placeholder for their article.

Jean Lambert, Open Space Committee stated that the matter was recently brought to their attention, an important issue which is currently not able to be publicly discussed.

Stephen Greason, Open Space Committee stated that their request to have a placeholder is for considering the importance of an article. John Dodge requested to meet with the Board in an executive session to discuss the details of the article.

Selectman Anderson motioned to extend the deadline for the article to February 15, 2018 with any other extension request from Boards or Committees will be granted. Seconded by Selectman Kemper, and it carried 3-0-0.

The Board agreed to schedule an executive session for February 12, 2018 at 7pm. Members from Open Space and Greenbelt are invited to attend the executive session.

Documentation Reviewed: CPC article pending application 1/29/18. Article Request Form

XII. Appointments

Selectman Kemper motioned to appoint Paul Delaney to the Mill Pond Committee through a term ending June 30, 2019. Seconded by Selectman Anderson, and it carried 3-0-0.

Selectman Anderson moved to appoint Gary Roberts to the Finance Committee through a term ending June 30, 2019. Seconded by Selectman Kemper and it carried 3-0-0.

Documentation Reviewed: Gary Roberts Application 1/12/18, Paul Delaney Application received Jan 31, 2018.

XIII. Report on the status of past warrant articles

Chairman Archibald briefly discussed items from past warrant articles in which a total of approximately \$25k is left over which will be zeroed out to free cash.

XIV. Sign Police Union Contract

Andrew Gould, Treasurer/Collector and Art Reed, Police Chief discussed the budget for the Police Union Contract. There will be a special article for Spring Town Meeting to fund the 2018 contract.

XV. Selectmen's Meeting minutes dated January 3, 2018, January 6, 2018 and January 22, 2018

Selectman Kemper motioned to accept the minutes dated January 3, 2016 and January 6, 2018 seconded by Chairman Archibald and it carried 3-0-0.

Selectman Anderson motioned to accept the minutes dated January 22, 2018 with minor corrections. Seconded by Selectman Kemper and it carried 3-0-0.

XVI. Payroll and Invoice Warrants

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

Selectman Anderson motioned to approve the invoice warrant. Seconded by Selectman Kemper, and it carried 3-0-0. The Board will follow up with Lori on one item.

XVII. Follow up meeting assignments

- Request that Bicentennial Committee attend a future meeting
- Schedule a combined staff meeting for the Page School
- Lodging House opinion from Town Counsel Michael McCarron
- Email to all committees, commissions and departments that warrant articles are due on February 8th

XVIII. Placing items for future agendas

Selectman Kemper requested to have a better procedure for budgeting schedules for individuals and committees.

XIX. Adjournment

Selectman Kemper motioned to adjourn at 9:47pm. Seconded by Selectman Anderson and it carried 3-0-0.

Respectfully Submitted,

Lori Dawidowicz
Recording Secretary