

**Town of West Newbury
Board of Selectmen**

Monday, May 1, 2017 6:30 p.m.

First Floor Hearing Room 381 Main Street, Town Office Building

www.wnewbury.org

Open Session

Chairman Anderson called the meeting to order at 6:45pm. In attendance were Selectmen Joseph H. Anderson, Jr., Chairman, Glenn Kemper and David Archibald. Also in attendance, Interim Finance Director Andrew Gould and Executive Administrator Mary Winglass.

Chairman Anderson 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. Second by Selectman Kemper with a unanimous roll call vote: Anderson -aye, Kemper -aye, Archibald – aye.

Chairman Anderson reconvened the open session at 7:25pm.

Chairman Anderson made the following announcements:

- Korean War Veterans that served in Korea between June 25, 1950 and July 27, 1953 are eligible to receive Korean Ambassador Peace Medal. Contact Karen Tyler, Director of Veteran Services 978-356-3915
- The Board would like to thank all the town residents/voters that attended the Town meeting as well as their support for the Town Manager initiative.
- The winners of the Library Trustee are Pamela Atwood, Sandra Capo and Wendy Reed.

Regular Business

- I. Chip Hall of Cottage Advisors: 365 Main Street
Hall presented the Board his proposed design of the road, which showed the wetlands, and storm water management systems. Hall is proposing to install curb radii that extend along the front of the property adjacent to the west side of 365 Main St. Hall requested a signed letter from the Board to the Massachusetts Department of Transportation in favor of the curb radii at 365 Main St.

Hall discussed the potential improvements with the parking within the Carr Posts in Drakes Landing. Hall presented the proposed design ideas; Selectman Kemper stated that the goal is for 12 parking spots at the Carr Post Building. Hall replied that he will work with his engineers to get 12 parking spaces behind the Carr Post.

Selectman Kemper left the meeting.

Judy Meizner from the Conservation Commission, stated that they have not received a formal submission from Cottage Advisors. She stated that they have met with Cottage Advisors informally, but it is requested that the curb cut be as far away from the wetlands as possible.

II. Garden Club

Barbara Butler and Donna Green requested that they have a sign on the training field for their Plant Sale being held on May 20, 2017. They requested to have the sign be up from May 6, 2017 to the end of the event on May 20, 2017.

Chairman Anderson moved to approve the Plant Sign for the Garden Club on the training field from May 6, 2017 to the end of the event on May 20, 2017. Second by Selectman Archibald. Motion Passed.

III. Town Meeting follow-ups

Petition

Chairman Anderson read a letter from Mr. Dougan requesting that the selectman send a formal correspondence from the Town due to the passing of Warrant Article #9 at Town Meeting. The article referenced the President of the United States to release his taxes to the public. Chairman Anderson stated that Mike McCarron will provide a certified copy of the motion and any vote to any party.

Selectman David Archibald moved to approve to send a letter with the wording from Article 9 stating the wording from Town Meeting and attaching Mike McCarron's certified letter. Second by Chairman Anderson. Motion passed.

Home Rule Petition for the Town Manager

Chairman Anderson stated that Mike McCarron is in the process of communicating the certified vote to Representative Mirra and Senator Tarr asking them to put forward a home rule petition. Chairman Anderson requested for Town Counsel McCarron to communicate an approximate timeline for approval.

Pipestave Apartments

Executive Administrator Winglass drafted a letter to the West Newbury Housing Authority explaining the vote of Article 26. Both Chairman Anderson and Selectman Archibald signed the letter.

Surplus Equipment

Selectman Archibald asked Interim Finance Director Gould the best possible ways to sell off the surplus equipment. Gould proposed using Municibid for the three vehicles that need to be surplus, in which there is no fee to use that website. The Board agreed to move forward with selling the surplus equipment.

IV. Street Opening Permit: 166 Ash Street

Chairman Anderson moved to approve a street opening permit for 166 Ash St. Second by Selectman Archibald. Motion passed.

V. Appointments

Selectman Kemper joined the meeting via telephone connection.

Minutes Taker

Chairman Anderson moved to approve to appoint Lori Dawidowicz as the Minutes Taker effective immediately at the rate of \$20 per hour through June 15, 2018, and will carry it out forward next year when the rest of the appointments are made. Second by Archibald. Motion passed.

Selectman Kemper moved to approve to appoint Brian Seely of West Newbury be appointed for the Historical Commission till June 15, 2017, and will carry it out forward next year when the rest of the appointments are made. Second by Anderson with a unanimous vote. Per request Kemper will send Winglass Seely's contact information.

Kemper stated that Seely requested be on the Carr Posts Building Committee. Anderson stated he feels that the Carr Post committee is over weighted with members from the Historical Commission. Kemper proposed that during the appointment of committees there be a discussion on the Carr Posts Building Committee and the terms/appointments of the members. All were in agreement.

Selectman Kemper left the meeting via telephone.

VI. Approve Selectmen Meeting minutes dated March 6, 2017

Chairman Anderson move to approve the Selectmen Meeting Minutes dated March 6, 2017, both morning and evening sessions. Second Archibald. Motion passed.

VII. Payroll and Invoice Warrants

Selectman Archibald stated there was a question on the Grainger bill as to whether it was a water bill or DPW bill for \$257.00; DPW Director Gary Bill stated it is for the water department.

Chairman Anderson questioned an invoice for Sam's Club Membership for the West Newbury Police Association. Andy Gould stated he will discuss this with Laurie.

Selectman Anderson move to approve the Invoice Warrants. Second Chairman Anderson. Motion passed.

Archibald questioned two handwritten payrolls for Park and Recreation. Interim Finance Director Gould stated that he had requested that Laurie make sure Parks and Recreation sign the payroll, and will review the payroll that Archibald is questioning.

Selectman Archibald move to approve the Payroll Warrant. Second Chairman Anderson. Motion Passed.

Chairman Anderson and Selectman Archibald signed a proclamation from the Friends of the Cancelot to declare May 2017 Older Americans month.

VIII. Placing items for future agendas

Selectman Anderson asked Executive Administrator Winglass if there is an organization of the appointees. Winglass stated she is currently working on a spreadsheet to include the date of the last conflict of interest completion date. Anderson requested that the spreadsheet be completed by May 15, 2017 as well as to have this information be available on a shared drive that is password protected.

Chairman Anderson closed the public meeting at 8:45pm.

Respectfully Submitted,

Lori Dawidowicz
Recording Secretary