



Town of West Newbury Board of Selectmen

Monday, April 2, 2018 6:15 PM
381 Main Street, Town Office Building
www.wnewbury.org

Open Meeting Minutes

Chairman David Archibald called the meeting to order at 6:19PM. In attendance were Selectmen David Archibald, Chairman, Glenn A. Kemper and Joseph H. Anderson, Jr. Others in attendance were Town Counsel Michael McCarron, and Executive Administrator Mary Winglass.

Selectman Anderson moved to go into executive session under MGL Chapter 30A §21(a) 7: To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements and to review executive session minutes dated February 20, 2018 and March 5, 2018. Second by Selectman Kemper with a unanimous roll call vote: Archibald – aye, Kemper -aye, Anderson – aye.

Open Session: Chairman Archibald reconvened the open session at 7:01 PM 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 Archibald made the following announcements:

- The town wide cleanup for Earth Day is April 21st and 22nd. Bags and gloves will be available at the Food Mart and the Town Offices.
- April 10th will be the last day to register to vote for town election.
- Mooring and dock fees bills have been issued.

Regular Business

I. Greater Newburyport Mother's and Family Club: Signs on town property

The Board briefly discussed the sign request for the Spring and Summer consignment sale.

Selectman Anderson motioned to approve the Mother's Club sign request per the letter from Stephanie Cisco. Second by Selectmen Kemper, and it carried 3-0-0.

II. Bicentennial Committee: Red Sox Group Event

Co-Chairman Stephen Swallow was present to review the option of having a Red Sox Group Event on September 7, 2018. There will be a bus that holds 28 people for this event. Swallow

will collect money from the residents for the tickets and submit to the town. There will be no cost to the Town for this event.

Selectman Kemper motioned to approve the reimbursement of the Red Sox tickets. Seconded by Chairman Archibald and it carried 3-0-0.

III. Town Wide Storm Cleanup

There will be a town wide cleanup for the storm related tree limbs. The cleanup will begin April 9th for two weeks; the brush must be properly cut and will have to be out by the road by 6am on April 9, 2018.

IV. Page School Update

Chairman Archibald stated that the Board received a letter from the superintendent dated March 30, 2018. The following was requested:

1. *Confirmation to the Page School have been completed.* Gary Bill stated that Glen Clohecy has signed off the necessary documentation.
2. *Confirmation that ServePro has completed the required cleaning services.* Bill stated that he will request a letter from ServePro.
3. *AHERA documentation.* Bill has it on file from the company and will be submitted.
4. *Appropriate signatures signed off from Building, Electric, Plumbing, and Fire department.* Bill stated that this has been completed.
5. *Testing results for hazardous materials.* Bill stated that the results from ServePro have been submitted to the superintendent. Testing has been done for asbestos, lead, mold, and air quality. All the results will be sent to the Superintendent. Chairman Archibald stated that he will call superintendent to confirm this request.

Bill stated that everything is on schedule that the school will be open on Monday, April 9, 2018 for students return. Selectman Kemper requested that all the sign offs are handed to the Superintendent as well as a copy be sent to the Selectmen.

V. Finalize Town Warrant and review draft motions

Gary Roberts, Finance Committee informed the Board that the Finance Committee agreed to increase the parade budget to \$5,000 with the provision that there be a sunset clause of June 30, 2018 on the snow and ice deficit article. He stated that the snow and ice bills will have to be submitted by June 30, 2018. Gary Bill, DPW agreed with the submission date.

The Board reviewed the warrant and made minor corrections.

Selectman Anderson motioned to approve and close the Special Town Warrant as amended. Seconded by Selectman Kemper and it carried 3-0-0.

Selectman Anderson motioned to close and to approve the Annual Town Meeting Warrant as amended. Seconded by Selectman Kemper and it carried 3-0-0.

The Board agreed to review the motions for the next meeting.

VI. West Newbury Riding and Driving Club: One Day liquor License

The West Newbury Riding and Driving Club rescheduled their annual event due to the town having no power due to a nor'easter. The event specification will remain the same, with the exception of the date. The new date is April 21, 2018 at 6-10pm in the Annex.

Selectman Kemper motioned to approve the date change request. Seconded by Selectman Anderson and it carried 3-0-0.

VII. Continue review of the proposed Social Media Policy

Selectman Anderson motioned to approve the Social Media Policy Draft dated March 5, 2018. Seconded by Selectman Kemper, and it carried 3-0-0.

A notice will be submitted to the Department Heads.

Selectman Anderson motioned to amend the personnel policy to post the Pregnancy Fairness Act and the revision to the Computer and Email Policy. Seconded by Selectman Kemper, and it carried 3-0-0.

VIII. Selectmen Meeting minutes dated February 20, 2018, February 24, 2018, and March 5, 2018

Selectman Kemper motioned to accept the minutes as amended. Seconded by Selectman Anderson, and it carried 3-0-0.

IX. Payroll and Invoice Warrants

Selectman Kemper motioned to accept the invoice warrant. Seconded by Selectman Anderson and it carried 3-0-0.

Selectman Anderson motioned to accept the payroll warrant. Seconded by Chairman Archibald and it carried 2-0-1. Motion passed with Selectman Kemper abstained.

X. Follow up meeting assignments

- Chairman Archibald will call the Superintendent

- Post the personnel policy amendments
- Post the Social Media Policy
- Sign off on the revised liquor license.
- All requirements to the Pentucket School District are submitted by Wednesday Morning 4/4/2018
- Any corrections to motions be sent to Mary Winglass.

XI. Placing items for Future agendas

- Employee appointments
- Appointment letter sent to the Fire Engineers and to request the posting at the station.
- Discuss right of first refusal
- Finalize the motions.

Selectman Kemper motioned to adjourn the meeting at 8:01pm. Seconded by Selectman Anderson and it carried 3-0-0.

Respectfully Submitted,

Lori Dawidowicz
Recording Secretary