



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

Monday, June 11, 2018 6:30 PM  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://www.wnewbury.org)

Chairman Kemper called the meeting to order at 6:32 PM. In attendance were Selectmen Glenn A. Kemper, Chairman, David W. Archibald and Joseph H. Anderson, Jr. Others in attendance were Executive Administrator Mary Winglass and Town Counsel Michael McCarron.

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

**Selectman Anderson moved to close the Executive Session at 6:59pm. Second by Selectman Archibald with a unanimous roll call vote: Kemper – aye, Anderson – aye, Archibald – aye.**

**Open Session:** Chairman Kemper resumed the open session at 7:05pm and announced that This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.

### **Regular Business**

#### **I. Police Department: Presentation and Appointments**

##### Officer Michael Dwyer

Police Chief Reed presented a letter commendation to Officer Mike Dwyer for his recent actions in saving a resident's life and was awarded a life-saving ribbon that will be worn on his uniform.

Chief Reed informed the Board that Officer Michael Dwyer has accepted to take over the role as School Resource Officer.

*Documentation Reviewed: Letter of Commendation, School Resource Officer 6/4/18*

##### Officer Kyle Roy

Police Chief Reed requested the Board approve the hiring and the appointment of full time officer Kyle Roy.

**Selectman Anderson motioned to appoint Kyle Roy as a fulltime Police Officer through a term ending June 11, 2019. Seconded by Chairman Kemper and it carried 3-0-0.**

*Documentation Reviewed: Memo from Chief Art Reed: Full time Officer Kyle Roy dated 6/4/18*

## II. Cataldo Ambulance Agreement Renewal

Chairman Kemper recused himself from the Cataldo Ambulance agreement renewal due to a conflict of interest for a family member works for Cataldo Ambulance; Selectman Kemper stepped out of the room.

Fire Chief Michael Dwyer was present and had no recommended changes to the new three-year contract as all is working well. Selectman Anderson and Selectman Archibald discussed the monthly reports to the Board, response time and services during storms.

**Selectman Anderson motioned to extend the contract offer to Atlantic Ambulance Services for a three-year term with the current terms and conditions. Seconded by Selectman Archibald and it carried 2-0-0.**

There was a discussion as to the ambulance response time with the closure of Plumber Bridge Road. Fire Chief Dwyer stated that it is a concern for firefighting operations and other ambulance needs since it is a direct road to the hospital.

*Documentation Reviewed: Ambulance Service Agreement received July 14, 2015*

Chairman Glenn Kemper returned to the meeting.

## III. Regional Housing Plan for the Merrimack Valley prepared by MVPC

Brian Murphey, Planning Board member and the town's representative for the Merrimack Valley Planning Commission and Mike Parquette MVPC Comprehensive Planning Program Manager discussed the Regional Housing Plan for the Merrimack Valley that identifies strategies for developing housing in the region. Other Planning Board members present were Ann Bardeen and Ray Cook.

The meeting tonight is to gain approval by the Board of Selectmen for this Regional Housing Plan; the plan has already been approved by the Planning Board.

Once approved, the Merrimack Valley Planning Commission will work towards implementing the recommended strategies over the next five years.

**Chairman Kemper motioned to accept the West Newbury Housing Plan presented by the Merrimack Valley Planning Commission. Seconded by Selectman Anderson and it carried 3-0-0.**

*Documentation Reviewed: Housing Production Letter from Leah Zambarnardi 5/3/18, MVPC Housing Production Plan.*

#### IV. FY'19 Wage Schedule

The Board reviewed a revised wage schedule.

**Selectman Anderson motioned to approve the FY19 Wage Schedule with the addition of Cameron Short as a Reserve Police Officer. Seconded by Selectman Archibald and it carried 3-0-0.**

#### V. Appointments/Reappointments

**Chairman Kemper motioned to approve all the appointments on the 2018 appointment list dated 6/11/18 on page 1 except for David LaPierre, Field Driver/Fence Viewer. Second by Selectman Anderson and it carried 3-0-0.**

**Chairman Kemper motioned to appoint all the part time dispatchers on the 2018 appointment list dated 6/11/18 page 2. Seconded by Selectman Anderson and it carried 3-0-0.**

Chairman Kemper stated that Larry Fischer, Inspector of Wiring gave his notice but Glen Clochecy, Inspector of Buildings requested to reappoint him until a replacement has been hired.

**Chairman Kemper motioned to appoint all the appointments on page 3 of the 2018 appointment list dated 6/11/18 except everyone that is crossed out and highlighted in yellow. Seconded by Selectman Anderson and it carried 3-0-0.**

The Board discussed the Committees they serve on.

**Selectman Anderson motioned to appoint Chairman Kemper as a member to the Capital Improvements Committee and the School Building Committee. Seconded by Selectman Archibald and it carried 2-0-1 with Chairman Kemper abstaining.**

**Chairman Kemper motioned to appoint Selectman Archibald to the Investment Policy Committee and Personnel Committee. Seconded by Anderson and it carried 2-0-1. Selectman Archibald abstained.**

**Chairman Kemper motioned to appoint Selectman Anderson to the Community Preservation Committee. Seconded by Archibald, and it carried 2-0-1. Selectman Anderson abstained.**

**Chairman Kemper motioned to appoint everyone that is not crossed out or in yellow on Page 4 of the 2018 appointment list dated 6/11/2018. Seconded by Selectman Archibald and it carried 3-0-0.**

**Chairman Kemper motioned to appoint everyone on Page 5 of the 2018 appointment list dated 6/11/2018 with the exception of Dot Cavanaugh, Cultural Council, and the ones in yellow. Seconded by Selectman Archibald and it carried 3-0-0.**

**Chairman Kemper motioned to appoint everyone on Page 6 of the 2018 appointment list dated 6/11/2018 that is not yellow or recently crossed out, with the addition of Arthur Wallace, Energy Advisory. Seconded by Selectman Archibald and it carried 3-0-0.**

**Chairman Kemper motioned to appoint everyone on Page 7 of the 2018 appointment list dated 6/11/2018 that is not in yellow. Chairman Kemper stated that while the appointment list has titles such as chair, the Board is not appointing specifies titles for individuals. Second by Selectman Archibald and it carried 3-0-0.**

*Documentation Reviewed: Appointment List 6/11/2018*

**VI. Selectmen Meeting Minutes**

The minutes were not reviewed.

**VII. Payroll and Invoice Warrants**

**Chairman Kemper motioned to approve the Invoice Warrants. Seconded by Selectman Archibald, and it carried 3-0-0.**

**Selectman Anderson motioned to approve the payroll warrant. Seconded by Selectman Archibald and it carried 3-0-1. Chairman Kemper abstained.**

**VIII. Wage Transfers FY19**

The Board reviewed DPW transfers from DPW that was approved by the Finance Committee.

**Selectman Archibald motioned to transfer from the Town Building Operating Expense Account to the Road Machinery Expense Operating Account of \$5,000. Seconded by Selectman Anderson, and it carried 3-0-0.**

*Documentation Reviewed: FY2019 Wage Transfers*

**IX. Pentucket Arts Foundation**

**Chairman Kemper motioned to approve that the Board of Selectman to send a letter to the Creative County Initiative, Essex County Community Foundation in support of the Pentucket Arts Foundation proposed public art project “Hometown”. Seconded by Selectman Anderson and it carried 3-0-0.**

Chairman Kemper stated that the cable advisory committee plans to film the whole process.

*Documentation Reviewed: Letter from Jennifer Solis May 2018, Supportive Selectmen letter to Creative County Grants Committee 6/11/2018*

**X. Follow up meeting assignments**

- Selectman Archibald stated with the reconciliation accounts with Eastern Bank has been addressed and all is in order.
- Michael McCarron will work on the proposed easement from Melissa Robbins.
- Selectman Anderson discussed Brad Buschur’s request for protecting the Carr Post property during construction as well as Buschur’s offer to give the Town an easement on his property for Septic.
- Respond to the Speed Petition from Bridge Street
- Respond to Vanessa Graham’s email regarding motor vehicle registration.
- The Board discussed that for every request that is submitted there will be a reply email requesting that the residents discuss the issue at a meeting. In the interim if the resident requests to be on the agenda the Selectmen will take the time to research the issue.
- Chairman Kemper requested what is needed since the Board approved the Housing Production Plan.
- Approve Minutes
- Appointments

**XI. Placing items for future agendas**

- Review Melissa Robbins easement request for 6/25/18
- Request the Board of Water Commissioners to discuss the Hilltop Water Construction at the Selectmen meeting on 6/25/18.
- Mary Winglass will submit an email to the Department Heads requesting that FY’18 recap of goals and objectives are due by 7/13/18; once received the Board will review them 7/23/18.
- DPW Gary Bill summarize for reimbursement for snow damage to discuss for the 6/25/18 meeting.

**Selectman Anderson motioned to adjourn at 8:49pm<sup>34</sup>. Seconded by Chairman Kemper, and it carried 3-0-0.**

Respectfully Submitted,  
Lori Dawidowicz, Recording Secretary