



Town of West Newbury Board of Selectmen

Monday, April 3, 2017 6:30 p.m.

First Floor Hearing Room 381 Main Street, Town Office Building

www.wnewbury.org

Open Meeting

Chairman Anderson called the meeting to order at 6:32pm. In attendance were Selectmen Joseph H. Anderson, Jr., Glenn A. Kemper, Town Counsel Michael McCarron, Interim Finance Director Andrew Gould and Executive Administrator Mary Winglass.

Selectman David W. Archibald was not in attendance due to a geographical distance but will participate remotely in open session to vote on two town warrant articles.

Chairman Anderson moved to go into Executive Session under

1. MGL Chapter 30A §21(a) 3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.
2. 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 Kemper with a unanimous roll call vote: Anderson – aye, Kemper – aye.

Open Session: Chairman Anderson called the open meeting back to order at 7:04pm and made the following announcements:

- I. Public Forum on Town Warrant Articles: Selectmen will hold a Questions & Answers Forum starting at 7:30pm on April 10th in the First-Floor Hearing Room. The public is invited to attend.
- II. Annual Town Meeting, Monday, April 24, 2017, 7pm at the Town Annex
- III. Historical Commission awarded \$12,500 grant from the Massachusetts Historical Commission from the FY 2017 Survey and Planning Grant Program.

Regular Business

- IV. Finalize the Annual and Special Town Warrants

At this time, Chairman Anderson called Selectman Archibald and announced all that were in attendance: Selectman Kemper, Town Counsel McCarron, Interim Finance Director Gould, Executive Admin Winglass and one member in the audience, Christine Dickinson. All in the room could hear Selectman Archibald.

Chairman Anderson read Article #6 and followed with a discussion that the Board is still in negotiations with the property owners therefore there is no definitive number at this time.

Selectman Kemper motioned to go into Executive Session to review the legal ramifications 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 Chairman Anderson with a unanimous roll call vote: Anderson – aye, Kemper – aye, Archibald – aye. Selectman Archibald confirmed that he was alone with no one listening on his end of the phone.

Chairman Anderson reconvened the open meeting after a short recess.

Chairman Anderson moved to approve Town Warrant Article #6 as read with no dollar amount but referencing “funds” only. Second by Selectman Archibald with a unanimous vote: 3 – 0

Selectman Kemper moved to approve Town Warrant Article #7 as read with the amount of \$500,000. Second by Chairman Anderson with a unanimous vote: 3 – 0.

The Board asked for Winglass to email the Town Moderator for the Board would like to give a report at Town Meeting prior to Article #4.

V. Regional Housing Plan for the Merrimack Valley

The Board received a letter from Leah Zambarnardi, Planning Administrator with information on the Merrimack Valley Planning Commission receiving a grant to develop a Housing Production Plan to include West Newbury. There is no cost to West Newbury, MVPC asked for the Selectmen to sign a Memorandum of Agreement and to assign a community liaison; Zambarnardi is happy to serve in that capacity.

Selectman Kemper moved to get involved with the 2017 Merrimack Valley Regional Housing Plan by approving the Memorandum of Agreement and Leah Zambarnardi as the Community Liaison. Second by Chairman Anderson with a unanimous vote.

VI. Insurance proposal for the Vacant Former Carr Post American Legion Hall

Executive Administrator Winglass explained that the Town’s Insurer MIIA Property and Casualty Group, Inc. will no longer insure “vacant” properties and the Carr Post Building is the only building that falls under their Vacancy Permit Endorsement. MIIA has offered to help with the transition by obtaining a quote from an outside firm. The quote came in approximately \$200+ over the MIIA policy; MIIA is willing to reimburse the town for the premium paid to them for the 2016-2017 policy term.

Selectman Kemper requested to know the definition of a vacant building. What restrictions are placed on vacant buildings as the Carr Post Building is used a few times per year for

events and how does this impact the use. Winglass will check with MIIA and the Board will address this at their next meeting.

VII. Harbormaster

Chairman Anderson explained that the Harbor Committee came into a meeting last month with a draft job description for a Harbormaster. A discussion took place with the boat needing a tune-up and the option of pursuing someone to conduct pump-outs during the boating season. The Board discussed having the Harbor Committee in to a meeting to discuss this option in more detail. Town Clerk Mike McCarron stated that he spoke with a resident that may be interested in this position.

VIII. Appointments

Chairman Anderson moved to appoint Crystal M. Hall as a temporary Assessor's Clerk to help in the Assessor's Office starting April 18th to work on Tuesdays from 8am to 4:30pm and/or as needed. Second by Selectman Kemper with a unanimous vote.

IX. Approve Selectmen Meeting minutes dated February 21, 2017

Selectman Kemper moved to approve the Selectmen Meeting minutes dated February 21, 2017. Second by Chairman Anderson with a unanimous vote.

X. Payroll and Invoice Warrants

Selectman Kemper moved to approve the Payroll and Invoice Warrants, invoking the rule of necessity. Second by Chairman Anderson with a unanimous vote.

XI. Placing items for future agendas

- Request for the Town Auditors to attend a meeting in May to review the recent audit.
- Lodging regulations: still waiting on the approval from the legislature

Town Clerk Mike McCarron announced that tomorrow is the last day to register to vote prior to the Annual Town Meeting; the office will be open until 8pm.

Selectman Kemper moved to adjourn at 7:56pm. Second by Chairman Anderson with a unanimous vote.

Respectfully Submitted,

Mary Winglass, Executive Administrator