



**Town of West Newbury
Select Board
Tuesday, January 17, 2023 @ 7:00pm
381 Main Street, Town Office Building
www.wnewbury.org
Open Session Meeting Minutes**

Open Session: Open session was called to order at 5:32pm by Chairperson Archibald

Participation at the Meeting:

David Archibald, Richard Parker, and Wendy Reed *Select Board Members*

Angus Jennings, *Town Manager*

James Blatchford, *Town Clerk*

Corrin Flaherty

Fred Chanania, Marcia Sellos-Maura

Announcements:

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet. Meeting also accessible by remote participation; See agenda for details;
https://www.youtube.com/watch?v=GcEbP_uD_5U
- Select Board to vote to close warrant for Spring Annual and Special Town Meetings on Monday, February 6th
- SAGE Center News: Jan/Feb 2023. Many upcoming events.; see details in current newsletter available on Town website www.wnewbury.org/senior-center/newsletters
- Call for volunteers! Open positions on Boards/Commissions/Committees. See www.wnewbury.org/volunteer
- Reminder to subscribe for emailed Town agendas/news/announcements at www.wnewbury.org/subscribe

Regular Business

A. Presentation of G.A.R. Memorial Library Strategic Plan, FY24-FY28 – Board of Library Trustees

Corrin Flaherty, Fred Chanania, and Marcia Sellos-Maura appeared in person to present the FY24-FY28 G.A.R. Memorial Library Strategic Plan. Chanania stated the Strategic Plan was filed in October and the Action plan was filed shortly before December 1, 2022 with the Massachusetts Board of Library Commissioners. Flaherty explained that annual submission of an action plan was required in order to receive state certification and remain eligible for state grants. It was stated the town received around \$8,000 per year in state grant funds. Flaherty explained that a Strategic Planning Committee, that consisted of 18 individuals, had been formed to establish goals/objectives to guide the work of the library over the next 5yrs and create a new mission and vision statement for the library. Flaherty reviewed the goals and objectives identified by the committee for the Strategic Plan (see exhibit A pages 2-34 for details). Flaherty and Chanania discussed various ways and ideas on how to meet the goals set in the strategic plan. The Select Board, Flaherty, and Chanania discussed the lack of meeting space within the library and using the grounds/courtyard in a better way. Chanania stated an architect had not reviewed the library structure as a large-scale was not within the bandwidth of the volunteer group and would require town staff and town resources. The Select Board thanked Corrin Flaherty, Fred Chanania, and Marcia Sellos-Maura for the presentation. **No motion was made at this time.**

Item C was taken out of order at this time.

B. Review/endorsement of proposal to CPC to seek Town Meeting approval to transfer funding from the Community Preservation Fund (Housing Reserve) to the Affordable Housing Trust
Jennings stated the intent was to put a proposal before CPC to transfer funds from the CPA designated

Community Housing Fund into the Affordable Housing Trust (see exhibit B pages 35-42 for details). Reed stated the numbers listed were an estimate and would be updated to the actual numbers as of the end of December before submission of the application. Reed stated the existing balance was around \$173,000 as a result of putting 10% in over time. Reed estimated the addition of 10% for the past year would bring the balance to around \$225,000. Reed stated work had been started on a draft grant agreement between the CPC and the Trust which would stipulate how the funds would be spent. The Select Board and Jennings discussed restrictions on the use of funds from the CPA and under the Affordable Housing Trust. Jennings clarified a vote at Town Meeting would be required each year to the transfer of the funds. **Parker made a motion to approve the funding and the eligibility mechanisms to transfer the CPA Community Housing balance to the Affordable Housing Trust Fund. Archibald seconded. Motion unanimously passed (3 Yes, 0 No, 0 Abstain).**

C. Review/endorsement of proposed updated Memorandum of Understanding Between Pentucket Regional School District and West Newbury Police Department to maintain the partnership between the District and the Police Department to provide a School Resource Officer

Chief Dwyer and School Resource Officer, Manny Terrero, appeared before the Select Board in person. Dwyer stated the School Resource Officer position was a full-time position during school hours (see exhibit C pages 43-57 for details). The primary location would be at Pentucket, but certain days Officer Terrero would take trips to Page School. Dwyer informed the Select Board that over the next year Terrero would complete the required specialized training, including a 5-day Resource Officer Training Academy in April. The Select Board and Dwyer discussed the compensation agreed upon by the school district and the agreement in place with Groveland as a portion of the school was on Groveland Town land. **Parker made a motion to extend the current agreement with the Pentucket Regional School District for FY24 with the option to extend through fy25 and fy26. Reed seconded. Motion unanimously passed (3 Yes, 0 No, 0 Abstain).**

D. Review of Town of West Newbury Employee COVID-19 Exposure Protocol (last update July 25, 2022)

Jennings stated if no action was taken the protocols would continue to sunset and time missed from work due to Covid would be taken from accrued sick time (see exhibit D pages 58-63 for details). The Select Board discussed how other communities had phased out the requirement for employees to stay out of work due to close contact with a Covid positive individual. **No motion was made at this time.**

E. Meeting minutes: November 15, 2021

Reed noted clerical errors to be amended (see exhibit E pages 64-66 for details). **Reed made a motion to accept the minutes as amended. Parker seconded. Motion unanimously passed (3 Yes, 0 No, 0 Abstain).**

Town Manager Updates

F. Recent publication of Final Credit Opinion, Moody's Investors Service

Jennings stated the information provided was a more detailed report of the AAA rating from Moody's (see exhibit F 67-76 for details). **No motion was made at this time.**

G. Year-to-date General Fund expenses and revenues

Jennings stated that Archibald had requested a mid-year report (see exhibit G pages 77-84 for details). The Select Board reviewed the year-to-date General Fund expenses and revenues. Reed questioned if the line item for hydrant mapping would occur as it appeared funds had not been used to date. Dwyer believed the expense had been paid the previous pay cycle as it is a single expense and is only billed once. **No motion was made at this time.**

H. Recent submittal by Climate Change Resiliency Committee of Expression of Interest (EOI) for FY24 Municipal Vulnerability Preparedness (MVP) Action Grant

Parker stated feedback on strengths and weakness should be received in the next few weeks from the submission of the expression of interest (see exhibit H pages 85-105 for details).

I. Updates re active/pending projects

No items were discussed at this time.

J. Follow up meeting assignment; placing items for future agendas

No items were discussed at this time.

Reed made a motion to recess into Executive session. Parker seconded. Motion unanimously passed (3 Yes, 0 No, 0 Abstain). Open session recessed at 7:05pm.

Archibald made a motion to move into executive session in accordance with MGL Ch. 30A §21(a) 3, MGL Ch. 30A §21(a) 2, MGL Ch. 30A §21(a) 6, and MGL Ch. 30A §21(a) 7. Upon role call, motion unanimously passed (3 Yes, 0 No, 0 Abstain).

Open session returned from executive session at 10:00pm. Motion to adjourn unanimously passed (3 Yes, 0 No, 0 Abstain). Open session adjourned at 10:00pm.