



**Town of West Newbury
Select Board
Monday, February 27, 2023 at 7:00pm
381 Main St., Town Office Building
www.wnewbury.org
Meeting Minutes**

Open Session: Select Board Member Rick Parker opened the session at 7:09pm.

Participation at the Meeting:

- David Archibald, Richard Parker, Wendy Reed- Select Board, via Zoom and in person
- Angus Jennings- Town Manager
- Michelle Greene, Conservation Agent
- Rich Morrell- Representative, Yukon Sports, via Zoom
- Brad Buschur- Park and Recreation Commissioner, via Zoom
- David Detmore- West Newbury resident, speaking on State Flag and Seal redesign, via Zoom

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; instructions below
- Annual & Special Town Meeting: Monday, April 24, 2023 at 7pm
- Town Election Monday, May 1st. Last day to obtain nomination papers from Town Clerk: March 9th at 5pm
Nomination papers due to Town Clerk by March 13th at 5pm
- Call for volunteers! Open positions on Boards/Commissions/Committees. See www.wnewbury.org/volunteer
- Reminder to subscribe for emailed Town agenda as/news/announcements at www.wnewbury.org/subscribe

Regular Business:

A. Special Event Permit Application - Road Race on June 11 at 8am - Yukon Sports LLC

(See Exhibit A). The Board confirmed dates and route with race organizer Morrell. Reed determined that Yukon had not reached out to West Newbury public safety, and Jennings explained that the Board and the Police and Fire Chief would review the permit. Reed requested that Morrell put up signage to alert the public along the race route to potential impacts of the race. The Board opted to delay an approval until further review of race details. **The Item was tabled for a future meeting.**

B. Request for temporary signage to promote Cani-Cross event - Carol Lloyd, Essex County Trails Assn.

(See Exhibit B). Reed established where the signage was to be placed, since there was confusion as to the exact location from the request. Parker stated the signs should be on the east side of the intersection to improve safety and visibility. **Reed motioned to approve the request for signage at Pipestave. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

C. Follow-up discussion of proposed warrant articles for spring Annual and Special Town Meetings; including article proposals from Parks & Rec Commission, and Open Space Committee

(See Exhibit C). Jennings laid out the Articles Park and Rec was bringing before Town Meeting including:

Article 32, an infield turf grater for Town fields. Buschur explained that the equipment would bring in-house maintenance activities for Park and Rec fields leading to more efficiency/lower costs. The grater would prevent weed growth on the turf. Buschur stated that the equipment would enhance desirability of the municipal assets, but the primary site of usage would at Bachelor Playing Fields. **Reed motioned to support the Article. Parker seconded. The motion passed. (2 Yes, 1 No, 0 Abstain).**

Article 33, Pipestave Field Six restoration. Buschur justified the proposal as a response to heavy use of the field by high school sports and other groups. Parker thought the maintenance was necessary, and Buschur stated that a consulting company (Osborn Organics) would continue to provide input to the DPW on how to properly restore and maintain the field, and that fuller discussions would be required to determine the exact nature of the costs. **Archibald motioned to approve the Article. Parker seconded. The motion passed. (2 Yes, 1 No, 0 Abstain).**

Article 34, Pipestave soccer field fencing. The quote in the Article was sourced from Olympic Fencing Company. The fence was not as durable as expected upon installation, leading to many loose balls escaping, and damage from persons pushing up against it. **Reed motioned to support the Article. Archibald seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Item D was taken out of order at this time. See Item D below.

Article 42, Zoning Bylaw recodification. **Archibald motioned to approve the Article. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Article 16, appropriation from the Septic Loan Revolving Fund. **Reed motioned to approve the Article. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Article 22, allocate/reserve CPF revenues. **Parker motioned to approve the Article. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Article 30, Page School security cameras. **Reed motioned to approve the Article. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Article 35, cemetery cleanup. **Reed motioned to approve the Article. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Parker brought to Jennings' attention the irrelevance of Article 36- supplemental funding for a solar feasibility study- since alternative means of calculation had been acquired. Jennings told the Board he would notify the Finance Committee that the Article would be dropped from the Warrant.

Article 38, invasive species management. The Board heard about the Article from Michelle Greene, with updates on the invasive species management internship programs. The Article provides funds to continue the intern's work by employing a professional company when the program concludes (mowing, herbicide usage, and removal). The Cherry Street Conservation Area would be one of the main targets of this continued management. Two other parcels were selected as well. Greene stated that a more definite scope and potential costs would be available to the public by the time of Town Meeting. Archibald requested that more information be provided on herbicides being used near aquatic resources. **Reed motioned to approve the Article. Parker seconded. The motion passed. (2 Yes, 1 No, 0 Abstain).**

Jennings and the Board discussed other Articles on the Warrant, but no more votes were taken on them during this session.

Item H was taken out of order at this time. See Item H below.

D. Citizen petition article received regarding proposal to change Massachusetts state flag

(See Exhibit D). Detmore provided the Board with exposition on the success of similar petitions at other Town Meetings. He apologized for the submission of the petition too late, and hoped that it would be considered on the Warrant nonetheless. Jennings explained to the Board that the measure could be introduced as a non-binding resolution at the Meeting, but would avoid unsealing the Warrant. Detmore expressed his satisfaction with the idea, but Archibald stated that he did not like the inclusion of non-binding resolution votes in Town Meeting settings, stating that such resolutions could "cripple" Town Meeting in future. **Reed motioned that the Resolution be brought before Town Meeting with a favorable recommendation. Parker seconded. The motion passed. (2 Yes, 1 No, 0 Abstain).**

E. Updates regarding proposed FY24 Town Operating Budget incl. Finance Committee reviews to date
(See Exhibit E). **No motion was made at this time.**

F. Discussion of potential scope for best use of Commonwealth economic development budget earmark for West Newbury (Ch. 268 of the Acts of 2022 Coronavirus State Fiscal Recovery Fund)

(See Exhibit F). The Town Manager shared that West Newbury was one of five communities that received a \$50,000 earmark. Jennings stated that enthusiasm had been shared around using the funds for enhanced pedestrian safety, and the Board studied a sketch of enhancements made by the DPW. The first step would be to secure a contract for the process. **Reed motioned to utilize the earmark for possible Town Center pedestrian safety improvements. Archibald seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

G. Discussion of Congressman Moulton invitation to submit projects for consideration for potential Federal FY24 Community Project Funding; potential applicability to Middle Street Bridge

(See Exhibit G). Jennings shared with the group that the annual outreach from the Congressman's office regarding project submission had occurred. The timeline would be very tight to put a proposal out under the parameters of the invitation. Jennings urged the Board to keep their eyes peeled for appropriate programs that could be utilized under the parameters, specifically for the Middle Street Bridge. Jennings stated that there was no information on whether the Bridge project was in motion at the State level. **No motion was made at this time.**

H. Request for renewal of Employee Health Insurance Opt-Out Program for FY24-26

(See Exhibit H). **Archibald motioned to approve the recommended increases to the Program. Reed seconded.** Reed questioned how much the Town saved from various opt-out variables, and whether such a Program was typical of towns in the areas. **The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

I. Proposed adoption of Financial Policies (recommended from MassDOR Division of Local Services Municipal Best Practices grant)

(See Exhibit I). Jennings requested the meeting pass over Item I. **No motion was made at this time.**

J. Meeting minutes: January 18, 2022; December 19, 2022

(See Exhibit J). **Reed motioned to approve the meeting minutes for December 19th with revisions. Parker seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).** Reed motioned to approve the meeting minutes for January 18 without revisions. Parker seconded. **The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Town Manager Updates:

K. Update re scope/budget for pedestrian planning (Page/Pipestave/113 intersection); and proposed use of FY23 MA Office of Tourism earmark to advance this work

(See Exhibit K). Jennings stated a \$30,000 earmark had been received from the Office of Tourism, which would be a help to the intersection planning project, particularly to get mockups and permitting through MASSDOT. Providing scopes of the project to the Board, Jennings asked them for input on how to best make use of the time available to use the funds. **No motion was made at this time.**

L. Update re initial advice from ARPA consultant

(See Exhibit L). Jennings stated that a phone call with the consultant had answered preliminary questions, and that the Town planned to get answers submitted in writing in the near future for reference. One important mandate that was clarified was that the project would have utilize American-made materials. **No motion was made at this time.**

M. Update regarding selection of consultant for MBTA Communities Act planning work

(See Exhibit M). Jennings stated that the presentation Dodson & Flinker Landscape Architects had made to become the Town's compliance specialists with the MBTA Communities Act had impressed Town officials, and that they would be a valuable partner. Jennings touted the rollout of "Project Pages" on the Town website that would inform people about ongoing works projects. **No motion was made at this time.**

N. Updates on ongoing/active projects/initiatives

(See Exhibit N). Jennings stated a MyRec training was upcoming, and updates were being made to the platform's information. Jennings informed the Board about the costs of a joint Animal Control Officer with Newburyport. **No motion was made at this time.**

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

No motion was made at this time.

Parker motioned to adjourn the session. Reed seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain). The session adjourned at 10:00pm.

To view a video recording of this meeting, use the link below:

https://www.youtube.com/watch?v=Oi-ZYloFW_4