



**Town of West Newbury
Board of Selectmen**
Monday, December 10, 2018 @ 7:00pm
381 Main Street, Town Office Building
www.wnewbury.org

AGENDA

Open Session: 7pm in the First Floor Hearing Room

Announcements: This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.

- Winter parking ban starts December 1st and is in effect through April 30th, 2019.
- Cultural Council is looking for community input to help improve/expand arts and cultural opportunities in town. Link to survey available on Town website – News and Announcements, or on the Cultural Council page.
- Planning Board has an opening for an Associate Member. Interested parties should send a letter of interest to the West Newbury Planning Board or email Town Planner Leah Zambarnardi at lzambarnardi@wnewbury.org.
- Bicentennial Committee is mailing out invitations to the Black-Tie Gala Celebration on Saturday, February 23, 2019. Please keep watch for it in the mail and respond with payment.
- Bicentennial Committee is buying a block of tickets for Red Sox Day at Fenway Park for August 9, 2019. If interested, please contact the committee via email at wnbirthday@wnewbury.org.

Meeting Participants:

Joe Anderson, David Archibald, Glenn Kemper- Select Board

Angus Jennings- Town Manager

Mary Winglass- Executive Administrator to the Select Board

Mike McCarron- Town Counsel

Regular Business

A. Committee appointments

- a. **Requests for one appointment to Personnel Advisory Committee: Paul Boyer, Kristine Tierney**
The Board asked Boyer about his interests and experiences that would be relevant to the Committee. Boyer said he had simply wanted to get involved since he had lived in the Town for some time. The Board asked Tierney about her interests and experiences that would be relevant to the Committee. Kemper asked if Tierney had any training within her line of work in sexual harassment training/management. Mike McCarron, Town Counsel, spoke to the need for two Sexual Harassment Grievance Officers and their duties. The Board wondered if the Committee could have two members appointed, and Jennings confirmed that the number of Committee Members was not specified. **Anderson motioned to approve the appointment of Tierney and Boyer. The motion was properly seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**
- b. **Request for appointment to the Bicentennial Committee: Jocelyn Fassett**
The Board asked Fassett about her interests and experiences that would be relevant to the Committee. She highlighted her design background and event management skills. Kemper asked if there was a limit on how many members could be on the Committee. **Anderson motioned to approve the appointment of Fassett. The motion was properly seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**
- c. **Request for appointment to Energy Advisory Committee: Elisa Grammer**
Anderson motioned to appoint Grammer to the Committee. The motion was properly seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).

Item J was taken out of order at this time.

B. Class II Used Car License Renewals

Winglass told the Board that three renewals had been received with correct documentation. **Archibald motioned**

to approve the Licenses. The motion was properly seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).

C. Town policy on rental of town facilities: Review of insurance requirements for individuals

Jennings said that insurance suggested the Town continue to charge a fee for usage. Kemper asked what the rental fee was and it was thought to be roughly \$100-120. The insurance would cover private, non-insured events. The Board debated how to structure the schedule, and what responsibilities the Town had to maintain the facilities for the users (such as snow clearing on a Saturday), after it was revealed that over 500 events have happened within the year. **No motion was made at this time.**

Item E was taken out of order at this time.

D. Cont. discussion on funding for the new school and potential prepayment of town share

Jennings shared results of investigations into prepayment options. The verdict was that that it would not be a wise idea. Kemper asked for clarity on whether they were being advised not to, or that it was not possible in any way. The Town Manager provided the response from the Town's advisors who said that it would be possible but would pose numerous problems such as timing of repayments and potential violations of the Regional Agreement that binds the School District together. Discussion on the finer points of this matter continued with input from Lark Madden and Mike McCarron. The Board opted to not investigate the matter further. **No motion was made at this time.**

E. Cont. review of draft updates to the Open Space & Recreation Plan

Wendy Reed and another representative returned before the Board to touch base on outreach to Park and Rec. Commissioners and feedback they had accommodated in their draft Plan. They also discussed their ranking system for parcels of land. Archibald, when looking at the list of the Plan's demands, urged the Town to consider asking for compensation of some sort from Newburyport for undertaking watershed protection for resources in West Newbury used jointly with the City. He also found that the Plan editorialized too much and that it was "inappropriate". Kemper asked if the meeting with the member of the Park and Rec. Commission would see the member of the Commission acting on behalf of his Commission or himself, and urged that clarity should be established to avoid any issues. **No motion was made at this time.**

F. Discussion of CPC timeline for Annual Town Meeting project proposals

Jennings briefed the Board on the rapidly-closing deadline on CPC project proposals and confirmed that the Board had no projects in mind. **No motion was made at this time.**

G. Designation of Town Manager for monitoring agent responsibilities for Local Initiative Program (LIP) units on Follinsbee Lane

Anderson motioned to approve the Town Manager as monitoring agent. **The motion was properly seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

H. Acceptance of Minutes dated October 29, 2018

Kemper motioned to approve the Minutes as amended. **The motion was properly seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain).**

Town Manager Updates

I. Review schedule options for joint meeting with the Towns of Merrimac and Groveland

The Manager said that there had been an initiative for some time for a joint meeting between all Select Boards, and the Superintendent offered to host. The meeting focuses on general school news and contingency planning if facilities were to become unavailable. It would also focus on the new school building project. **No motion was made at this time.**

J. Update on installation of signs regarding dogs and leash law at Indian Hill Reservoir

Jennings briefed the room on the recent history of the matter, saying the Board had given him directive on October 15th to install signage at the Reservoir. The signs had been delivered recently but a typo marred their usability. A resident also said they felt the language on the signs they had previewed was different than the scope of the related municipal Bylaw. Jennings said he wanted to make sure the language, content, and location was appropriate by speaking with the Board that evening. Newburyport would have to sign off on the installation and language of the

signs, according to Jennings, but confirming where the Town stood was the first step. Kemper asked members of the public in attendance if they wished to address the Board to do so at that time, and a member of the audience rose to speak. He offered up his opinion that the demands for dogs to be leashed at all times was an overreach that reflected the deeds of only a handful of dog owners whose pets had approached and/or attacked others using the trails. The Bylaw in West Newbury says that the dog owner must have “control” over their dog, but not explicitly that they must be leashed at all times. The resident urged a compromise on the sign’s language and said that people would be unhappy if they were made to leash their dogs. Kemper said that unleashed canines were becoming a major problem at other sites in Town. Archibald raised concerns about the dogs swimming in the Reservoir and profuse dog waste. A second resident approached the mic, and offered his suggestions- putting out bags and a trash can for dog owners, as well robust language for the sign. He also brought up the point that horses were not part of discussion. A third resident asked the Board directly how many complaints they had received. Kemper did not offer specific numbers. He suggested offering more money toward enforcement and clean-up related to pooches. **No motion was made at this time.**

K. Review of layout options for First Floor Hearing Room upon installation of monitor for presentations

Jennings told the Board about the specs of the new monitor, and pointed out the painter’s tape on the walls indicating the two locations in the hearing room where the monitor might be mounted. The Board debated the height of the proposed monitor relative to the table and chairs of the Select Board. **No motion was made at this time.**

L. Review and confirm Selectmen meeting schedule, early 2019

No motion was made at this time.

M. Follow up meeting assignments

No motion was made at this time.

N. Placing items for future agendas

Items include:

- Discussion of mailbox damage done by snowplows and Town policy on that matter
- Traffic safety on Crane Neck St. and Georgetown Rd.
- Open Space/Rec. Plan review
- Mill Pond Management Plan comment review
- Middle St. Bridge update

No motion was made at this time.

Kemper motioned to adjourn. The motion was properly seconded. The motion unanimously passed. (3 Yes, 0 No, 0 Abstain). The meeting adjourned at 9:05pm.

To watch a video of this meeting use the link below:

<https://www.youtube.com/watch?v=dl4HYFB9LAW>

Posted Agenda on 12/6/2018 at the Town Offices and the Town’s Official Website www.wnewbury.org