



**Town of West Newbury
Select Board
Monday, December 18, 2023 @ 5:30pm**
381 Main Street, Town Office Building
www.wnewbury.org

TOWN CLERK
381 MAIN STREET
WEST NEWBURY, MA 01985

AGENDA

Executive Session: 5:30pm in 1910 Building, 381 Main Street: Town Manager's office

- ❖ MGL Ch. 30A §21(a) 3: To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares (*Dispatch Union collective bargaining agreement; DPW Highway Union collective bargaining agreement*);
- ❖ MGL Ch. 30A §21(a) 2: To conduct strategy sessions in preparation for negotiations with nonunion personnel (*policy regarding additional compensation to exempt employees*);
- ❖ MGL Ch. 30A §21(a) 7: To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements (*potential Intermunicipal Agreements with Newburyport re Middle Street Bridge, and Water*).
- ❖ MGL Ch. 30A §21(a) 7: To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements (*Elliot Fund; legal costs, year-to-date*).

The Board may reconvene in Executive Session, after the conclusion of the Open Session, if needed.

Open Session: 7:00pm by in-person attendance or remote participation (instructions below)

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.
- West Newbury Fire Department to host Santa Claus on tour of the Town December 24th
- Call for volunteers! FY24 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. Public Comment. Limited to 2 minutes per resident on any topic. Please note that the Board will not discuss or take action at this meeting.
- B. Consent agenda – Request to approve the following:
 - a. Meeting minutes: November 28, 2023; December 4, 2023
 - b. Requests for renewal of Retail Liquor Licenses for 2024
 - i. GN Enterprises Inc. d/b/a West Newbury Pizza Company (*restaurant/wines & malt §12*)
 - ii. West Newbury Food Mart, Inc. (*package store/all alcoholic beverages §15*)
 - c. Requests for renewal of Class II Used Car Licenses for 2024
 - i. Newburyport Automotive, Inc. (330 Main Street)
 - ii. RTI Enterprises, Inc. (289 Main Street)
 - iii. Crane Neck Auto, LLC (5 Crane Neck Street)
 - d. Request for authorization to submit BRIC grant, *Building Inspector*
 - e. Request for authorization to submit EMPG Grant, *EMA Director*
 - f. Approval of 2024 Election Worker List
- C. Town Manager Updates
 - a. NEMLEC MOU
 - b. FY25 Budget process and timeline
 - c. Update on Personnel Evaluation process
 - d. Updates on other ongoing/active projects/initiatives
- D. Department Updates/Discussion
 - a. Draft Livery License application guidelines – *Town Clerk*
 - b. Public Trail Use Review Process – *Conservation*
 - c. Submittal of River Road subdivision application to Planning Board – *Planning*
 - d. Town Planner Report
- E. Board/Commission/Committee Updates/Discussion (and Select Board liaison updates):
 - a. Review of Tree Committee Questionnaire
 - b. PRSD Regional Agreement Working Group update
 - c. Cable Advisory Committee cable contracts, discussion update
- F. Action Items
 - a. Request for authorization to issue RFQ for Children's Castle (lease to expire March 31, 2024)
 - b. Acceptance of Deed for Poor House Lane property ("Sawmill Brook")
 - c. Request for authorization for Town Manager to sign Inter-Municipal Agreement for the Public Health Excellence for Shared Services Grant
 - d. Review of draft MBTA Communities zoning, to be considered at 12/19 Planning Board mtg
- G. General Discussion Items
 - a. Review/confirmation of upcoming Select Board meeting dates
 - b. Review of Finance Committee meeting dates for February and March 2024
- H. Correspondence, including:
 - a. Whittier Tech response to Select Board Letter sent November 29, 2023
- I. Future Agenda Items / Meeting follow-up assignments

Addendum to Meeting Notice regarding Remote Participation

Public participation in this meeting of the West Newbury Select Board will be available via remote participation. For this meeting, members of the public who wish to listen to the meeting may do so in the following manner:

Zoom Meeting

Phone: (646) 558 8656

Meeting ID: 836 7384 3473

Passcode: 962662

Join at: <https://us06web.zoom.us/j/83673843473?pwd=IHqbZiu2GeJGDjUXcGWaUKOErJa7NF.1>

Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the West Newbury website an audio or video recording of proceedings as soon as practicable after the meeting.