

Town of West Newbury, Annual Town Meeting

A Word from the Moderator

June 27, 2020, 10:00 am



Dear West Newbury Voters,

The Covid-19 pandemic has brought changes to our Annual and Special Town Meetings. The risk of infection is less in open spaces and, therefore, our meetings will be held in the bandstand area behind the Town Offices. Seating will be primarily in the playing fields south of the bandstand with some fully ADA accessible seating in the parking lot.

Arrival, Check-in and Seating

Please plan to arrive early to avoid delays in starting the meeting. All attendees are required to wear masks at all times, in accordance with Governor Baker's COVID-19 Order No. 31. There will be a special seating area for those who cannot wear masks due to medical reasons. There will be 3 check-in points. You may go to any check-in point regardless of your address. You will be given two voting cards, green for aye and red for nay.

Seating locations will be marked by posts spaced 16 ft. apart. Household members may sit together. All others must sit singly. Please bring water, a blanket, lawn chairs, hats, sun screen, insect repellent and any necessary medications. Once seated you must not move around unless you are going to the microphones to speak. There is sufficient space between the posts to allow you to maintain at least 6 ft. distance from other persons at all times. Microphones will be covered with disposable covers and disinfected between speakers.

Motions and Discussion

We will make every effort to expedite the meeting without adversely affecting the integrity of the proceedings. After an article is read, one member of the Finance Committee will present their recommendations and one of the Selectmen will make the motions. There will be no formal presentations or reports. Therefore, it is *imperative* to familiarize yourselves with the warrant articles and the line-item budget before the meeting. All of the articles and the line-item budget are in the Finance Committee booklet available on the town website (<https://wnewbury.org/finance-committee>) or in print at the Town Offices, West Newbury Food Mart, West Newbury Pizza, and Nick's Place. If you have questions about any article, please contact the Town Manager, a Selectman, and/or the article sponsor prior to the meeting. We will either answer your question or direct it to someone who can. At the meeting, please ask only absolutely necessary questions and always go through the Moderator. Speakers must limit their remarks to 2 minutes and may not return to the microphone until all others have had a chance to speak.

The line-item budget will be presented without reading each line in toto. The Moderator will read only the number of the line and pause for voters to place a hold. When all lines have been addressed we will return to those on which a hold has been placed. As usual, all budget lines without a hold will be considered passed with the amount recommended by the Finance Committee.

Sequence of events

We will begin the meeting with the Annual Town Meeting warrant and take up the line-item budget before recessing to take up the first Special Town Meeting. At the conclusion of the first Special Town Meeting we will return to the Annual Town Meeting. At the conclusion of the Annual Town Meeting we will take up the second Special Town Meeting, which includes the proposed citizen petition article regarding a proposed 40B development project. The warrant for the second Special Town Meeting is not included in the Finance Committee Handbook. It can be found at <https://www.wnewbury.org/Annual-Town-Meeting-2020>.

At the conclusion, voters will be dismissed in an orderly fashion by seating area. We will do this to avoid bottlenecks at the exits and to maintain social distancing during the egress. These procedures are being adopted to protect the health and safety of the attendees. They should not affect your right to participate freely and openly in the meeting, the legislative branch of the government of the Town of West Newbury. Should you feel that your participation is being adversely affected you should respectfully raise a point of order.

Signed,

KC Swallow, Town Moderator