



TOWN OF WEST NEWBURY

Michael P. McCarron
Town Clerk

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May 15, 2019

Mr. Angus Jennings, Town Manager
Town of West Newbury
381 Main Street
West Newbury, MA 01985

Dear Mr. Jennings:

The following is a report of expenditures voted at the Annual Town Meeting which convened on April 29, 2019 and adjourned the same date, together with other votes affecting the finances of the Town. Also, included with this report is a schedule of the funding of appropriations.

Pursuant to the Warrant issued by the Selectmen on April 1, 2019, which was posted on April 5, 2019 according to law by Constable Brian Richard, who made proper return of his doings thereon, the Annual Town Meeting was held on April 29, 2019 at the Pentucket High School Auditorium with overflow space connected by audio visual equipment with the High School Cafeteria, 22 Main Street, West Newbury. The meeting was called to order at 7:30 P.M. by the Moderator Kathleen C. Swallow, upon report of the Board of Registrars of Voters of a quorum of 90 or more registered voters. The Town Clerk read the return of service. The Moderator introduced Town Officials and reviewed Town Meeting procedures. There were no objections to non-resident Town Officials who were in attendance addressing the meeting, if necessary. At 7: 55 P.M., the Moderator recessed the Annual Town Meeting to open the Special Town Meeting. The Annual Town Meeting was re-opened at 8:37 P.M. following adjournment of the Special Town Meeting. The record of the Special Town Meeting follows the record of the Annual Town Meeting. The reconvened Annual Town Meeting continued with discussion under Article 3 of the Annual Town Meeting warrant.

ARTICLE 1. NO MONEY ARTICLE

ARTICLE 2. NO MONEY ARTICLE.

ARTICLE 3. NO MONEY ARTICLE

At 7:55 PM, the Town voted to recess the Annual Town Meeting to take up the Special Town Meeting.

At 8:37 PM, upon the adjournment of the Special Town Meeting, the Annual Town Meeting resumed.

At 8:38 PM, Selectman Glenn Kemper moved that Article 9 be taken out of order and considered prior to Article 4.

The Moderator declared that the Motion passed by majority vote.

ARTICLE 9 The Finance Committee recommended approval of this Article.

Pentucket School Committee Member, Dena Trotta moved to vote that the Town approves the appropriation and borrowing authorized by the Pentucket Regional School District of ONE HUNDRED FORTY-SIX MILLION, THREE HUNDRED THIRTY-TWO THOUSAND, THREE HUNDRED TWENTY-EIGHT Dollars (\$146,332,328.00) for the purpose of the construction of a new Middle/High School to be located at 24 Main Street, West Newbury, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (1) 57 and 63 hundredths percent (57.63%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that the approval of the District's borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 1/2) and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA. Any premium received upon the sale of any bonds or notes approved by the vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by the vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

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The Moderator declared that the Motion passed by an overwhelming majority.

ARTICLE 4. (The Budget) The Finance Committee Booklet contained the Finance Committee's Fiscal Year 2020 recommended budget and also a recommended budget from the Selectmen which varied from the Finance Committee's recommended budget on a number of Line Items. The Moderator addressed the procedure for adoption of the Line Item Budget for Fiscal Year 2020. For purposes of this Article the recommendation of the Finance Committee is considered the main motion. Each Line Item is considered a separate appropriation and the main motion for each line item may be considered separately. Any Town Meeting member wishing to discuss a line item or move a different amount may call out "Hold" when the line item is read. Amending a line item requires two steps; first a motion to amend the main motion (the Finance Committee recommendation) and then a motion to approve the main motion, as amended. The Moderator read each Line Item.

A Hold was placed on:

Line 1 Moderator Salary & Wages

Line 3 Town Manager Technology Expenses

Line 5 Board of Assessors Salary & Wages

Line 5 Board of Assessors Expenses & Contracted Services

Line 11 Planning Board Expenses

Line 15 Police Department School Resource Officer

Line 25 DPW Expenses

Line 44 Capital Stabilization

With regards to the hold on Line 1 Moderator Salary & Wages, a Town Meeting Member expressed the opinion that the Moderator was not compensated enough. No change was made to this Line Item.

With regards to the hold on Line 3 Town Manager Technology expenses, a Town Meeting Member requested an explanation of this expense. The Town Manager, Angus Jennings, explained that the costs for the town wide technology including licenses for the new financial software to be implemented in Fiscal Year 2020. No change was made to this Line Item.

With regards to Line 5 Board of Assessors Salary & Expenses, a Town Meeting Member asked why was there a difference between the Finance Committee recommendation and the Board of Selectmen recommendation. The Board of Selectmen had advocated for use

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of some of the administrative assistance in the Assessing Department to augment the Planning Department. The Board of Assessors stated that the administrative help was needed for FY 2020 due to the fact that FY 2020 would be a recertification year for the Town. No change was made to this Line Item.

With regards to Line 5 Board of Assessors Expenses, it was explained that additional costs could be incurred in the revaluation years. No change was made to this Line Item.

With regards to Line 11 Planning Board Expenses, it was explained that the increase was due to additional expense associated with note taking services. No change was made to this Line Item.

With regards to Line 15 Police School Resource Officer, it was explained that the increase was to reflect proper accounting for the position (a portion of which would be reimbursed by the School District) No change was made to this Line Item.

With regards to Line 26 DPW Expenses, it was explained that this was to cover additional expenses including an additional \$2,000 in unfunded mandate from the state, increases in costs due to the fact that the Town was now subject to OSHA requirements and expenses relating to the new Stormwater Management requirements. No change was made this this Line Item.

With regards to Line 44 Capital Stabilization, it was explained that this Line Item is to fund the capital costs of the Town including multiple items on this budget cycle. No change was made to this Line Item.

Selectmen David Archibald moved to adopt the Line Item Budget as stated. The Moderator declared that the motion passed by majority vote. It was voted to raise and appropriate the sum of \$15,669,396.00 for the Total Line Item Budget.

1	MODERATOR	
	Salary & Wages	200
	Expenses	60
	SUBTOTAL	260
2	SELECTMEN	
	Salary & Wages	
	Professional and Technical Services	13,600
	Expenses	7,000
	SUBTOTAL	20,600
3	TOWN MANAGER	
	Town Manager Salary	147,900
	Salary & Wages	77,870
	Technology Expenses	39,000
	Expenses, Comms (bldg), Dues/Subscr/Cont. Ed	20,100

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	Vehicle Allowance	3,600
	SUBTOTAL	288,470
4	FINANCE COMMITTEE	
	Salaries	-
	Expenses	1,500
	Reserve Fund	60,000
	SUBTOTAL	61,500
5	BOARD OF ASSESSORS	
	Salary & Wages	125,180
	Board of Assessors Salaries	-
	Board and Clerk mileage reimb.	1,500
	Expenses & Contracted Services	46,900
	Vehicle Allowance/Mileage/Cellphone	2,400
	SUBTOTAL	175,980
6	FINANCE DEPARTMENT	
	Salary & Wages	183,390
	Annual Audit	20,500
	Tax Title and Foreclosure	1,000
	Technology Expenses	-
	Communication Expense	
	Postage Expense	15,000
	Mileage	2,200
	Finance Dept Expenses	29,100
	SUBTOTAL	251,190
7	SPECIAL COUNSEL	
	Legal Fees and Expenses	15,000
	SUBTOTAL	15,000
8	TOWN CLERK/TOWN COUNSEL	
	Salary & Wages	116,657
	Operation of Fax/Photo Machine	5,650
	Town Clerk's Expenses	6,450
	SUBTOTAL	128,757
9	BOARD OF REGISTRARS/ELECTIONS	
	Town Clerk Compensation	150
	Bd of Registrars Salary & Wages	4,400
	Bd of Registrars Expenses	7,500
	SUBTOTAL	12,050
10	CONSERVATION COMMISSION	

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	Salary & Wages	29,440
	Con Com Vehicle Allowance	600
	Conservation Com Expenses	2,410
	SUBTOTAL	32,450
11	PLANNING BOARD	
	Salary & Wages	55,390
	Planning Bd Expenses	6,600
	MVPC Assessment	1,623
	SUBTOTAL	63,613
12	BOARD OF APPEALS	
	Salary & Wages	1,000
	ZBA Expenses	400
	SUBTOTAL	1,400
13	OPEN SPACE COMMITTEE	
	Open Space Expenses	750
	SUBTOTAL	750
14	CABLE ADVISORY COMMITTEE	
	Expenses	-
	SUBTOTAL	-
	TOTAL GENERAL GOVERNMENT:	1,052,020

	Public Safety	
15	POLICE DEPARTMENT	
	Salary & Wages	902,049
	Police OT Wages	55,487
	School Resource Officer	65,537
	Police Expenses	104,229
	Police Cruiser	37,000
	SUBTOTAL	1,164,302
16	FIRE DEPARTMENT	
	Fire Alarm Wages	89,000
	Fire Training/Drills	26,284
	Fire Dept Other Wages	25,000
	Fire Administration Wages	25,730
	Fire Dept. Medical Exam	5,000
	Hydrant/Fire Protection (to Water Dept)	77,207
	Fire Alarm Communications	11,000
	Fire Expenses	46,000

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	SUBTOTAL	305,221
17	AMBULANCE SERVICE	
	Purchase of Services	-
	SUBTOTAL	-
18	INSPECTION DEPARTMENT	
	Salary & Wages	125,910
	Inspectors Expenses	9,270
	Inspectors' Vehicle Allowances	4,980
	SUBTOTAL	140,160
19	EMERGENCY MANAGEMENT AGENCY	
	Salary & Wages	8,059
	Emergency Mgmt Expenses	3,265
	SUBTOTAL	11,324
20	ANIMAL CONTROL OFFICER	
	Animal Control Expenses	24,050
	SUBTOTAL	24,050
21	HARBORMASTER	
	Contracted Services	2,000
	Harbormaster Exp	
	SUBTOTAL	2,000
22	PUBLIC SAFETY DISPATCH	
	Salary & Wages	267,006
	Municipal Dispatch OT Wages	24,229
	Municipal Dispatch Expenses	26,370
	SUBTOTAL	317,605
	TOTAL PUBLIC SAFETY:	1,964,662
EDUCATION		
23	PENTUCKET	
	Pentucket Regional Sch Assessment	7,372,813
	Pentucket Capital Assessment	58,227
	Pentucket Assessment Page Phase II	509,538
	SUBTOTAL	7,940,578
24	WHITTIER	
	Whittier Minimum Contribution	225,975

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Whittier Other Assessments	40,443
Whittier Debt/Capital Assess	21,993
SUBTOTAL	288,411
25 ESSEX NORTH SHORE AGRICULTURAL	
Essex North Shore Reg. Voc. Tech	17,200
SUBTOTAL	17,200
TOTAL EDUCATION:	8,246,189

DEPARTMENT OF PUBLIC WORKS	
26 DEPARTMENT OF PUBLIC WORKS	
Salary & Wages	461,589
DPW Overtime Wages	10,404
Snow & Ice Removal	150,000
Town Bldgs Operating Expenses	96,400
Town Bldgs Improvements	51,000
Street/Paving Repairs	70,000
Highway, Sidewalk & Trees	140,000
DPW Vehicle Allowance	6,000
DPW Expenses	9,132
Parks Expense	15,000
Public Street Lights	7,000
Electricity	70,000
Road Machinery Operating Expen	49,000
Stormwater management	10,000
SUBTOTAL	1,145,525
TOTAL PUBLIC WORKS:	1,145,525

HUMAN SERVICES	
27 BOARD OF HEALTH	
Salary & Wages	122,620
Public Health Nurse	3,840
Waste Collection & Disposal	325,080
Recycling	50,000
Hazardous Waste Expense	2,000
Bd of Health Expenses	6,500
Steele landfill monitoring	22,646
SUBTOTAL	532,686
28 COUNCIL ON AGING	
Salary & Wages	72,950

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	Council on Aging Expenses	19,500
	SUBTOTAL	92,450
29	COMMUNITY CENTER COMMITTEE	
	Salary & Wages	
	Community Center Expenses	
	SUBTOTAL	-
30	VETERANS	
	Rental C.L. Carr Post	
	Soldiers Grave Expense	2,600
	Memorial Day Expense	600
	Other Assessments-Veterans Services	-
	Northern Essex Veterans Services	30,357
	SUBTOTAL	33,557
	TOTAL HUMAN SERVICES:	658,693
CULTURE & RECREATION		
31	LIBRARY	
	Salary & Wages	263,813
	Library Expense	33,000
	Library Books and Periodicals	67,000
	SUBTOTAL	363,813
32	RECREATION	
	Salary & Wages	1,800
	Recreation Expenses	5,500
	Action Cove Expenses	3,000
	SUBTOTAL	10,300
33	MILL POND OPERATING EXPENSES	
	Mill Pond Operating Expenses	2,100
	SUBTOTAL	2,100
34	BANDSTAND	
	Operating Expenses	6,000
	SUBTOTAL	6,000
35	HISTORICAL COMMISSION	
	Historical Commission Expenses	500
	SUBTOTAL	500
36	CULTURAL COUNCIL	
	Cultural Council Expense	100

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	SUBTOTAL	100
TOTAL CULTURE & RECREATION:		382,813
DEBT SERVICE		
37	DEBT SERVICE	
	Principal	350,614
	Interest	22,200
	SUBTOTAL	372,814
TOTAL DEBT SERVICE:		372,814
BENEFITS		
38	ESSEX COUNTY RETIREMENT FUND	
	Essex Regional Retirement Assess	660,171
	SUBTOTAL	660,171
39	UNEMPLOYMENT COMPENSATION	
	Unemployment Insurance	1
	SUBTOTAL	1
40	EMPLOYEES' HEALTH INSURANCE	
	Group Insurance	465,397
	SUBTOTAL	465,397
41	MEDICARE INSURANCE (FICA)	
	FICA Insurance	48,279
	SUBTOTAL	48,279
42	OPEB	
	Other Post Ret Benefits	1
	SUBTOTAL	1
43	INSURANCE AND BONDS	
	Insurance and Bonds	172,832
	SUBTOTAL	172,832
TOTAL BENEFITS:		1,346,681
TRANSFERS OUT - STABILIZATIONS		
44	Transfers Out - Capital Stabilization	500,000
	SUBTOTAL	500,000
GRAND TOTAL OMNIBUS BUDGET		15,669,396
TOTAL TOWN LINE ITEM BUDGET		15,669,396.00

ARTICLE 5. NO MONEY

ARTICLE 6: The Finance Committee recommended approval of this Article.

Water Commissioner Robert Janes moved to appropriate, in anticipation of Water Department revenue, the sum of \$795,099 of which \$197,603 for Salaries and Wages which include \$1,700 for Water Commissioners stipends, \$34,282 for Insurances, \$395,564 for Expenses, \$101,696 for Debt Service, \$15,000 for Extraordinary and Unforeseen and \$50,954 for Indirect Cost.

The Moderator declared that the motion passed unanimously.

ARTICLE 7. NO MONEY ARTICLE

ARTICLE 8. The Finance Committee recommended approval.

Water Commissioner Robert Janes moved to raise and appropriate the sum of \$1,100,000.00 for purchasing, constructing and installing a new water tank to replace the original 1936 Standpipe, including all related equipment and payment of costs and expenses incidental or related thereto and the upgrading of the existing Wellfield No. 1, including the design and construction of a chemical building; and that to meet this appropriation, the Treasurer with the approval of the Board of Selectmen is authorized to borrow said amount under Chapter 44 of the General Laws or any other enabling authority; and that the Board of Water Commissioners is authorized to take any other action necessary or convenient to carry out this project. Although any bonds or notes issued under this vote will be general obligations of the town, it is the intent of the town that such bonds or notes be paid from Water Enterprise Fund revenues. Any premium received by the town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The Moderator declared that since this Motion was a vote on the indebtedness of the Town that a 2/3 majority was necessary.

The Moderator declared that the motion passed unanimously.

ARTICLE 10. The Finance Committee recommended approval of this Article.

Selectman Glenn Kemper moved to raise and appropriate the sum of \$321,800 to be placed in the special purpose municipal stabilization fund established pursuant to Massachusetts General Laws c. 40 §5B in order to fund future capital expenditures for school related building projects.

The Moderator declared the motion passed unanimously

ARTICLE 11. The Finance Committee recommended approval of the Article

Selectman Joseph Anderson moved to transfer the sum of \$67,000 from FREE CASH to the pension liability stabilization fund established pursuant to Massachusetts General Laws c.40 §5B in order to fund pension and postemployment benefits

The Moderator declared that the motion passed unanimously.

ARTICLE 12. The Finance Committee recommended approval.

Board of Health Chairman Robert Janes moved to transfer the sum of \$22,285.65 from the Septic Loan Revolving Account for the repayment of debt service.

The Moderator declared that the Motion passed unanimously.

ARTICLE 13. The Finance Committee recommended approval.

Selectman David Archibald moved to transfer the sum of up to \$90,000 from the Receipts Reserved for Dunn Debt Account to pay the debt service associated with the Dunn Property Acquisition.

The Moderator declared that the motion passed unanimously.

ARTICLE 14. The Finance Committee recommended approval.

Community Preservation Committee Member William Bachrach moved to allocate and/or reserve from the Community Preservation Fund annual revenues, the amounts recommended by the Community Preservation Committee for Community Preservation Projects, Committee Administrative Expenses, and other expenses in Fiscal Year 2020, with each item to be considered a separate appropriation.

Appropriations:

From FY 2020 estimated revenues for Committee Administrative Expenses: \$ 20,583

Reserves:

From FY 2020, estimated revenues for Community Housing Reserve: \$ 41,166

From FY 2020, estimated revenues for Historic Resources Reserve: \$ 41,166

From FY 2020, estimated revenues for Open Space & Recreation Reserve: \$ 41,166

From FY 2020, estimated revenues for Budgeted Reserve: \$267,581

The Moderator declared that the Motion passed by majority vote.

ARTICLE 15. The Finance Committee recommended approval.

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Selectman Glenn Kemper moved to transfer from the capital stabilization fund the sum of \$76,000 to fund improvements and repairs to the G.A.R. Library, Public Safety Complex and Town Offices. Any remaining funds will be closed out to the capital stabilization fund at the close of Fiscal Year 2021.

Since this was a transfer from the Stabilization Fund, the Moderator declared that a two-thirds majority vote was necessary to pass the Motion

The Moderator declared that this Motion passed unanimously.

ARTICLE 16. The Finance Committee recommended approval.

Selectman Joseph Anderson moved to transfer from the capital stabilization fund the sum of \$45,000 to purchase a new 4x4 Utility Body Pick-up Truck. Any remaining funds will be closed out to the capital stabilization fund at the close of Fiscal Year 2020.

Since this was a transfer from the Stabilization Fund, the Moderator declared that a two-thirds majority vote was necessary to pass the Motion

The Moderator declared that the Motion passed with a vote of 90 in favor and 21 opposed.

ARTICLE 17. MOTION FAILED

ARTICLE 18. The Finance Committee recommended approval.

Selectman Glenn Kemper moved to transfer from the capital stabilization fund the sum of \$230,000 to purchase a Fire Department Rescue Vehicle. Any remaining funds will be closed out to the capital stabilization fund at the close of Fiscal Year 2021.

Since this was a transfer from the Stabilization Fund, the Moderator declared that a two-thirds majority vote was necessary to pass the Motion

The Moderator declared that the Motion passed unanimously.

ARTICLE 19. NO MONEY ARTICLE

ARTICLE 20. NO MONEY ARTICLE

ARTICLE 21. The Finance Committee recommended approval of this Article.

Selectman David Archibald moved to see if the town will vote to fix the maximum amount that may be spent during Fiscal Year 2020 from the revolving funds pursuant to Section XL of the Bylaws of the Town of West Newbury:

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Section 5.1 Summer Recreation Revolving Fund	\$44,350
Section 5.2 GAR Library Fines and Penalties Revolving Fund	\$10,000
Section 5.3 Police Vehicle Revolving Fund	\$20,000
Section 5.4 Pipestave/Mill Pond Care and Maintenance Revolving Fund	\$ 5,000

The Moderator declared that the Motion passed unanimously.

ARTICLE 22. NO MONEY ARTICLE

ARTICLE 23. NO MONEY ARTICLE

ARTICLE 24. NO MONEY ARTICLE

ARTICLE 25. NO MONEY ARTICLE

ARTICLE 26. NO MONEY ARTICLE

ARTICLE 27. NO MONEY ARTICLE

ARTICLE 28. NO MONEY ARTICLE

ARTICLE 29. NO MONEY ARTICLE

ARTICLE 30. NO MONEY ARTICLE

Upon the motion of Selectman Glenn Kemper, it was voted to adjourn and dissolve the 2019 Annual Town Meeting at 11:27 P.M.

Attest:



Michael P. McCarron
Town Clerk

Cc: Board of Selectmen
Board of Assessors
Town Accountant (2)
Finance Committee