



**Town of West Newbury  
Board of Selectmen  
Monday, February 3, 2020 @ 7pm**  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://www.wnewbury.org)  
**Minutes of Meeting**

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WEST NEWBURY, MA  
2020 MAR -3 PM 12: 53

**Open Session:** 7pm in the First Floor Hearing Room

The meeting was called to order at 7:05 p.m. by Chairman David Archibald

**Present at the Meeting:**

- ❖ Board of Selectmen: David Archibald and Richard Parker
- ❖ Town Manager, Angus Jennings
- ❖ Town Clerk/Counsel & Procurement Officer, Michael McCarron
- ❖ Asst. to Town Manager & Finance Dept., Jenny Walsh
- ❖ Essex County Greenbelt Association, Vanessa Johnson-Hall
- ❖ Open Space Committee Chair, John Dodge
- ❖ Jennifer Solis

**Not in Attendance:**

- ❖ Board of Selectmen: Glenn Kemper

**Announcements:**

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.
- Announcement of local offices on ballot for May 4, 2020 Annual Town Election. Nomination papers for election to Town Offices available at the Town Clerk's Office. Deadline to request papers March 11<sup>th</sup>.
- Opportunities for FY20 Committee appointments posted online at <https://www.wnewbury.org/volunteer> including opening for Interim appointment to Parks & Recreation Commission
  - Town Manager Angus Jennings reminded the public that we will be accepting applications for the position of Memorial Day Parade Chairperson until Wednesday, February 12<sup>th</sup>.

**Regular Business**

- A. Vote to approve warrant for March 3, 2020 Presidential Primary Election

**Motion was made by Selectman Richard Parker to approve the warrant for the March 3, 2020 Presidential Primary Election, seconded by Chairman David Archibald.**

**Yes 2, No 0, Absent 1 (Kemper)**

B. Review of proposed Town Meeting Warrant Articles for April 27, 2020 Annual and Special Town Meetings

A supplemental handout to the warrant articles was provided and are contained in the agenda packet. Chairman David Archibald read a summary of each proposed article. Articles 1-3 are routine and fall under General Government Matters. 4-5 are standard articles for the Water Enterprise Fund. Articles 6-30 are requests for Appropriation, Articles 31-35 are for Bylaws-Other.

Article 22- Town Clerk – Change Article to read November Presidential and Town Elections.

(Removing State Primary Election – no early voting)

Article 29 renumbered to Article 35 – The Board wishes to protect the Water Department.

Article 30 - Parks and Recreation – sum set at \$10,000.00 maximum.

C. Vote to close the Town Meeting Warrant for April 27, 2020 Annual and Special Town Meetings

**Motion was made by Selectman Richard Parker to close the warrant for the April 27, 2020 Annual and Special Town Meetings, seconded by Chairman David Archibald.**

**Yes 2, No 0, Absent 1 (Kemper)**

D. Town Manager proposed FY21 Budget, Capital Program including proposed FY21 Stabilization Fund Expenditures, and schedule of Finance Committee budget review meetings

Finance Committee dates and times to review sections of the proposed budget, Budget Schedule and Board of Selectmen FY '21 Budget Policy Direction contained in Agenda Packets.

A working draft of the Town Manager Proposed Capital Program was presented and discussed. A copy is contained with the agenda documents. The Board recognized that this effort has been great and asked how Town Manager Angus Jennings felt about the amount in the Stabilization Fund. Angus suggested \$500,000.00 subject to change relative to items approved.

E. Meeting minutes: January 21, 2020; June 10, 2019; May 28, 2019.

**Motion was made by Selectman Richard Parker to approve the minutes of January 21, 2020, June 10, 2019 and May 28, 2019 as written, seconded by Chairman David Archibald.**

**Yes 2, No 0, Absent 1 (Kemper)**

**Town Manager Updates**

F. Updates on active and pending projects

Angus reported that an application for the Clean Vessel Act was made and approved which pays 75% of the pump-out services. An additional application was submitted for the boat which was approved. The pump-out grant for the boat cap is \$8,300.00. The Boat Grant is an additional \$15,000.00 which will be used for engine repairs/potential replacement. Angus will notify the Harbor Committee and get the contract executed and authorize boat repairs for the beginning of the season.

G. Follow up meeting assignments

H. Placing items for future agendas

**Motion was made by Chairman David Archibald, seconded by Selectman Richard Parker to adjourn the meeting at 9:40 p.m.**

**Yes 2, No 0, Absent 1 (Kemper)**

**Respectfully submitted, Mary DiPinto**

**Approved by the Board of Selectmen 3-0 on March 2, 2020**