

**TOWN OF NEWBURY
BOARD OF SELECTMEN**

MINUTES

DATE: January 12, 2016

PRESENT: Chairman Geoffrey Walker, Selectmen Chuck Bear, Damon Jespersen, J.R. Colby and Selectwoman, Alicia Greco

At 7:03 p.m. a motion was made by Selectman Bear, seconded by Selectman Jespersen to open the meeting. Chairman Walker called the meeting to order with the salute to the flag.

Board and Committee Reports

John O'Connell, Chair of the Stormwater Committee requested permission to include a stormwater public education flyer with the April 2016 tax bill mailing, which would accommodate the EPA requirement.

Motion: A motion was made by Selectman Bear, seconded by Selectman Jespersen to include the flyer with the April 2016 tax bill mailing.

Discussion: Selectmen Bear mentioned that the Municipal Building Committee also wished that an information flyer be included with the April 2016 tax bill mailing and questioned if more than 1 flyer could be included. Following discussion, a two-sided mailing was suggested as a solution.

Motion: An amended motion was made by Selectman Jespersen, seconded by Selectwoman Greco and voted unanimously to approve the Municipal Building Committee information flyer be included with the April 2016 tax bill mailing and to include the Stormwater Committee information flyer in the mailing if room allowed.

John O'Connell updated the Board on the EPA MS4 Stormwater Management Program and Sea Level Rise/Hurricane Sandy Grant.

Eric Svahn, 14 Old Farm Way, Chairman of the Municipal Building Committee updated the Board on the progress of the charge that the Board of Selectmen had given to the Municipal Building Committee of comparing the original plan for a Public Safety Facility Complex, which included Town Hall renovations and a Public Safety Police and Fire Complex to the plan for a combined Town Hall and Police Station and a plan for a combined Town Hall and Police Station with the future ability to address the needs of the Fire Department. Eric discussed the time-line of hiring an OPM and the schedule to bring the information to the April 26, 2016 Annual Town Meeting.

Public Hearings – No Public Hearing

Town Administrators Report

New Business:

- Appointment of Shane Perna as election worker

Motion: A motion was made by Selectman Bear, seconded by Selectman Jespersen and voted unanimously to approve the appointment of Shane Perna as election worker.

- One-day Liquor License – Byfield Community Arts Center – Cat in the Cradle Coffeehouse, Saturday, January 9, 2016 from 7:30 to 10:30 p.m.

As the January 9th event had already occurred, the license application was withheld.

- One-day Liquor License – Byfield Community Arts Center – Local Lounge, Saturday, January 23, 2016 from 7:30 to 10:30 p.m.
- One-day Liquor License – Byfield Community Arts Center – Cat in the Cradle Coffeehouse, Saturday, February 13, 2016 from 7:30 to 10:30 p.m.
- One-day Liquor License – Byfield Community Arts Center – Local Lounge, Saturday, February 20, 2016 from 7:30 to 10:30 p.m.

Motion: A motion was made by Selectman Bear, seconded by Selectman Jespersen and voted unanimously to approve the one-day Liquor Licenses for Byfield Community Arts Center on Saturday, January 23, 2016 from 7:30 to 10:30 p.m., Saturday, February 13, 2016 from 7:30 to 10:30 p.m., and Saturday, February 20, 2016 from 7:30 to 10:30 p.m.

Review, approve and sign – 2016 NEW Business License Applications and Licenses as follows:

- Gary Machiros dba Angie’s Service, Inc., 1 Plum Island Blvd – Automotive Repair

Motion: A motion was made by Selectman Bear, seconded by Selectman Jespersen and voted unanimously to approve and sign the new business license for Gary Machiros dba Angie’s Service, Inc.

Review, approve and sign - 2016 Business License Renewals as follows:

- Angie’s Service, Inc., 1 Plum Island Blvd - Used Car Dealer Class II
- Gary Machiros dba Applied Automotive Technology, 4 Old Point Rd. – General Business/Automotive
- Donald N. Mueller, Jr. dba Romp and Roll, Inc. 96 Newburyport Turnpike – General Business/Dog Sitting & Playground
- Brad Pritchard dba Universal Visions, LLC, 72 Newburyport Turnpike - General Business
- Ronda Lenair dba The Sanctuary B&B, 75 Scotland Rd – Bed and Breakfast
- Neal Dietz/Edward Lynch, Jr. dba Dietz & Lynch Capital, 28 Green St. – General Business
- Sylvanowicz Family Associates dba Main St. Mini Mart & D&J Liquors, 53 Main St. – Common Victualler
- Henry C. Becker dba Henry C. Becker Custom Building Ltd., 8 Riverview Dr. – General Business, Custom Woodworking & Construction
- Andrew Haley dba Parker River Maine Services, Inc., 7 Newbury Neck Rd - General Business/Marine
- Danvers Butchery dba Newbury Butchery, 2 Morgan Ave. – Common Victualler
- Autowerks of Hampton Falls, Inc. c/o Edwin Carrier/Michael Tartaglione, 88 Newburyport Turnpike – Used Car Dealer Class II
- Gail Gandolfi dba Flukes and Finds, 160 Hay St., General Business, Buy & Sell Antiques, Second Hand Articles
- Pert Lowell Company, Inc., Ralph Johnson, Jr., President, Lands End, Newbury – General Business, Boat Restoration & Sales
- James Noyes dba Noyes Auto Service, 1 Noyes Lane – General Business/Auto Repair

- Barry Davis , BD Automotive, 24 Middle Rd – General Business/Automotive “Subject to the restrictions & conditions of the special permit issued on 2/26/86 and the variance issued on 11/17/94 by the Newbury Zoning Board of Appeals for the property at 24 Middle Rd.”
- Jodi Wilkinson dba Wilco Marine Restorations, 84 Newburyport Turnpike, General Business/Auto/Marine
- Leslie D. Matthews, Dragonfly Hill dba LDM Collectibles, 111 Main St.- General Business, Farm Products, Crafts, Gifts, Antiques & Second-Hand Articles
- Norma D. Reader dba High Tail Acres, 120 High Rd, Farm Products – Feeds & Related Items
- David Williamson dba Plum Island Enterprises/Williamson Parking Lot, 24 Plum Island Blvd.
- David Williamson dba Plum Island Enterprises/Williamson Parking Lot, 3 Northern Blvd
- Bob Hartigan dba Bob Lobster, 49 Plum Island Turnpike – Common Victualler

Motion: A motion was made by Selectman Jespersen, seconded by Selectman Bear and voted unanimously to approve and sign the 2016 NEW Business License Applications and Licenses as presented and read.

Old Business

- Vote to sign appointment slip - Steve Mangion - Plum Island Study Committee (Member, Robert Connors, withdrew 1/5/16)

Motion: A motion was made by Selectman Jespersen, seconded by Selectman Bear and voted unanimously to sign the appointment slip as presented.

Meeting Updates – No meeting updates

Correspondence – No correspondence

Town Administrators Report:

Town Administrator, Tracy Blais reported that the Town of Newbury had taken delivery of the KME Custom Pumper Firetruck. The custom features on the truck, which were included, keeping within the appropriated budget, were very impressive. The pumper is the first piece of equipment that the Town of Newbury has purchased since transitioning into a Municipal Fire Department.

The annual budget process is under way. Fiscal year 2017 budget hearings are being conducted and the preliminary calendar is on schedule. As the Town Meeting date has been re-set for the end of April, the schedule will be tight.

On December 22nd notice was received from the Office of the District Attorney that the Timothy Leonard Case was heard on December 21st and was continued without a finding for a 3 year period, requiring that restitution be made to the Town. Ms. Blais explained that retirement issues are within the purview of Essex Regional Retirement System. As the Town of Newbury is a participant in the Essex Regional Retirement System, the Town has no jurisdiction to make decisions regarding the retirement compensation arrangement. Those decisions will be made by the Essex Regional Retirement System Board with consultation by their counsel.

Selectwoman Greco asked Ms. Blais if the Essex Regional Retirement Board would seek comment from the Town. Ms. Blais explained that the board would not ask for comment but if one chose to send correspondence to them, they are welcome to do that.

Municipal Resources, Inc., the company that has been hired to evaluate and help with the Fire Department Transition, has been on-site and has begun the process of providing consulting services that will help the operations of the department. They will also provide a brief review of the Fire Department facilities and apparatus.

Ms. Blais reminded the Board that the temporary trailer rentals must be terminated in 5 months. Locations must be found for personnel currently working in the trailers. Decisions must be made soon to have an alternative plan in place.

Selectmen Jespersen asked if there had been progress made in finding rental space for those employees currently working in the trailers; Board of Health, Inspectional Services, Conservation Commission, Police Chief, Deputy Police Chief, and Detective. Ms. Blais reported that efforts have been made to find and contact local companies that have space available. Direction is needed from the Board. She asked if the Board required that the space be available in Newbury or would they consider locations out of town? Locations close to Newbury Town Hall are available in Newburyport. Other locations are available in Byfield. Preliminary cost based on square footage for housing just the personnel in the trailers would be in excess of \$60,000 a year. Once it was determined who was to be moved, the process of securing rental space would have to go out to bid. Approximately 5,000 square feet is needed which would also allow for moving the records currently stored at the Transfer Station.

Citizens' Concerns:

Eric Svahn reported he had attended several of the Saturday Coffee hours held by each Selectman at Town Hall and found them to be very helpful. He suggested more advertising of the meetings would be helpful.

James Moran of 104 Elm Street, Byfield, reviewed the two letters and packets of information submitted to the Board of Selectmen and Municipal Building Committee dated 12/15/2015 and 1/5/2016.

Review of Meeting Minutes:

December 22, 2015

Motion: A motion was made by Selectman Bear, seconded by Selectman Jespersen and voted unanimously to accept the December 22, 2015 minutes as presented.

Warrants:

Motion: A motion was made by Selectman Jespersen, seconded by Selectman Colby and voted unanimously to sign the warrants as presented.

Executive Session:

At 8:47 p.m., Selectman Jespersen made a motion to enter into Executive Session to discuss Collective Bargaining Sessions, seconded by Selectman Bear. A roll call vote was taken: Chairman Walker, yes; Selectman Bear, yes; Selectman Jespersen, yes; and Selectman Colby, yes and Selectwoman Greco. Selectman Jespersen announced that the meeting would not reconvene at the conclusion of the Executive Session.

Respectfully submitted,
Ellen Jameson
Executive Administrator