

BOARD OF SELECTMEN
Proctor School Library
Minutes of January 7, 2013

Acting Chairman Martha Morrison called the meeting to order at 7:30PM. Board members present, in addition to Chairman Morrison, were Dick Gandt, Laura Powers and Ken Vogel. Eldon Goodhue was absent. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance. Other persons present during all or part of the meeting were Topsfield Cable Walter Harmer and Joel Richardson, residents Jeannine and Sean Cunniff.

ANNOUNCEMENTS: Chairman Morrison announced that the Board would go into Executive Session at the end of regular session to discuss negotiating strategies for the Dispatcher Union Contract and would not return to Open Session.

Selectman Vogel relayed information regarding an affordable housing unit available at Amberwood Farms.

GENERAL BUSINESS

Old Business

Budget Meetings: Selectman Gandt provided an overview of the Working Sessions held on January 2, 3 and 4th with Department Heads regarding FY14 Budgets.

Government Review Committee: Selectman Gandt reported that the Board presently was focusing on the job description and replacement of the Town Administrator. Selectman Vogel stated that the Boards that had indicated that they wanted to be liquidated and consolidated would have to be researched as to how they were formed in order to identify how to disband them and that would be the next task to undertake.

New Business

Road Race: Selectman Powers made a motion to approve the Essex Agricultural Society to hold a Road Race on Sunday, September 29, 2013 from 10AM to 2PM with the route as noted, seconded by Selectman Vogel; so voted: 4-0.

MIIA Nominating Committee: Selectman Gandt on behalf of the Acting Chairman, made a motion to appoint Selectman Powers as Topsfield's voting delegate at the MIIA Annual Meeting scheduled for January 26, 2013, seconded by Selectman Vogel; so voted: 4-0.

FY 2011 EMPG: Selectman Powers made a motion to authorize Fire Chief Ron Giovannacci to administer the FY 2011 Emergency Management Personnel Grant and for the Chairman to sign, seconded by Selectman Gandt; so voted: 4-0..

Liaison Reports

Acting Chairman Morrison reported that the Web/Cable RFP job tasks might have some overlap with the Computer Technology Committees activities.

Selectman Gandt provided an update on the Rail Trail's activities moving north on National Grid property, toward Boxford and Georgetown. Ms. Wilder noted that Kopelman and Paige PC would have a license agreement available on or about January 16th related to this section of trail.

Town Administrator's Report:

- Town Administrator Search update. Selectman Gandt made a motion to approve the RFP dated January 9, 2013 as written, seconded by Selectman Powers; so voted: 4-0.
- Union Contracts update: Police Union representative has requested to engage in negotiating a successor contract for the Police Officers.

- Ambulance Services update. Selectman Powers made a motion to approve a three year contract for Ambulance Services with Northeast Regional Ambulance Inc, of Middleton, MA for zero dollars for fiscal 2014, 2015, and 2016 with terms and conditions as provided in the fiscal 2010 contract but amended to include a provision that the provider staff all ALS ambulances with two certified paramedics, seconded by Selectman Gandt; so voted: 4-0.
- JRM Hauling & Recycling Services, Inc update provided.
- Munis Permitting Software project update provided.
- Capital Improvement Program in draft form was distributed and briefly discussed. Finance Committee guidelines for FY14 would be \$250,000.
- Budget Reviews updated.
- Announcement: Warrant Article items should be forwarded to Donna Rich
- Update on Legislation filed for Alfalfa Winery Farm was provided.
- Reported that Governor Patrick might speak at the MMA conference.

Correspondence & Reports

Correspondence

MMA has notified Topsfield that the 2011 annual report has placed among the top three in Category 2.

Steve Shepard reported that he received \$2,421.60 for the damaged underground surplus wire. Water Superintendent submitted a memo describing the MassDEP Cross Connection Control Program.

Hamilton resident Trevor Jones has sent a request to use Salem Street for a longboard event in July. The Board directed the Town Administrator to address the request with the Public Safety team and to apprise Trevor that his idea has been taken under consideration and has not been rejected at this point.

Board of Assessors has notified the Board of the transfer of sums to the Overlay Reserve account.

MassDOT sent an underwater bridge inspection report for Rowley Bridge Street / Ipswich River. Weston & Sampson submitted the Fall 2012 Semiannual Environmental Monitoring Report for the Town's landfill.

Reports

Board of Assessors submitted Minutes of November 30, 2012.

Conservation Commission submitted a monthly report for December.

NS Regional Vocational School submitted minutes of October 31, 2012 and an agenda for December 13, 2012.

Warrants: The Selectmen signed and approved warrants in the amount of \$ **623,736.27**. The breakdown is as follows:

Warrant FY13:
055T \$ 88,734.42
036 \$ 535,001.85

At 8:29 PM, Selectmen Gandt made a motion to go into Executive Session to discuss negotiating strategies for the Dispatcher Union Contract; seconded by Selectman Powers. In a roll call vote, a yes vote was recorded for Acting Chairman Morrison, Selectman Gandt, Selectman Powers and Selectman Vogel. The Board would not return to open session.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as amended at the January 22, 2013 Board of Selectmen's meeting.

Per the Open Meeting Law, the documents that were either distributed to the BOS before the meeting in a packet, or at the meeting were:

1. Agenda
2. Essex Agricultural Society request for a Road Race documents.
3. MMA Annual Meeting delegate forms and information.
4. Emergency Management Personnel Grant authorization documents.
5. MMA Annual Report Contest.
6. Longboard Event Request.
7. Cross Connection Control Program.
8. Overlay Reserve Account notification from the Board of Assessors.
9. Bridge Inspection Report from MassDOT.
10. Reports: Board of Assessors minutes, Conservation Commission monthly report, and NS Regional Vocational School minutes and agenda.
11. Draft of the Capital Plan Recommendations for FY14
12. Ambulance Services with Northeast Regional Ambulance Inc request
13. Remaining budgets to be voted on.
14. RFP for the Town Administrator Search

<p>Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.</p>
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