

**AGENDA**  
**BOARD OF SELECTMEN**  
**Proctor School Library**  
**January 11, 2016**  
**7:30PM**

1. **Opening Announcements:** Review of several BOS Working Sessions and Dog License reminder
  
2. **Appointments:**  
7:45-Moderator Steve Whelan to review 2016 Annual Town Meeting  
8:00PM-Tri-Town Council presentation of 2014 Masco Youth Risk Behavior Survey
  
3. **Citizen Questions and Comments**
  
4. **General Business:**  
**Old Business:**  
Request for a Town Wide Public Record Request Policy  
Succession Plan update: Town Accountant  
**New Business:**  
2016 Town Meeting Warrant to Open and to Close February 22<sup>nd</sup>  
Library Request for Merrimack Valley Library Consortium Agreement  
Personnel Director request to update Job Classification Plan  
Workforce Innovation & Opportunity Act Memorandum from Salem Mayor
  
5. **Town Administrator's Report**
  
6. **Correspondence & Miscellaneous**  
**Letters, Memos, Reports & Invitations**  
Letter from resident Don Cragg regarding signage around Town  
MMA notified Topsfield of being among the top 3 municipalities in Category 2 of the Annual Report Contest  
MAPC sent a Memorandum regrading Professional Technical & Planning Assistance to communities  
Copied on a letter regarding updating information for the Town's building codes and enforcement  
Fall 2015 Semiannual Environmental Monitoring Report received  
Notice of Appeal and Land Court Filing regarding Topsfield Animal Shelter Inc, The Hydrant Regency Corp  
FEMA has sent notification that the Ipswich River will be surveyed by USGS crews over the next few months  
New Meadow Lane resident spillage information  
Conservation Commission November & December Monthly Reports and agendas during those months  
Excess & Deficiency report from Essex North Shore Technical School  
Personnel Advisory Committee meeting minutes of October 28, 2015

The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.