

BOARD OF SELECTMEN
Proctor School Library
Minutes of February 3, 2014

Chairman Ken Vogel called the meeting to order at 7:30PM. Board members present, in addition to Chairman Vogel, were Martha Morrison, Dick Gandt, Laura Powers and Eldon Goodhue. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Secretary Donna Rich were in attendance. Other persons present during all or part of the meeting were Topsfield Cable operator Caleb Hudson, Tri-Town Transcript reporter Anna Burgess, Housing Authority Chairman George Anderson and member Rose David, Water Commissioner Chairman Phil Knowles, Water Superintendent Greg Krom.

ANNOUNCEMENTS: Chairman Ken Vogel announced that the Board would go into Executive Session to discuss the negotiating strategies for the Firefighters Union Contract and Police Chief contract and would not return to Open Session.

Selectman Powers announced that nomination papers for Town Elected positions are now available for the May 2014 election.

Selectman Morrison reminded residents that the Town Census which was mailed in mid-December should be returned to the Clerk's office.

Selectman Goodhue announced that the Library would be open from 2 to 5PM on the following Sundays: February 2nd, 9th, 16th and 23rd and March 2nd, 9th, 16th, 23rd and 30th.

Selectman Gandt reminded residents that the annual Dog Licensing period ended February 1st, any application received after that date would be considered late and a \$25.00 fee would apply.

Selectman Morrison announced that gardeners and growers, amateur and professional, would gather at the Emerson Center on February 7th from 7PM-9PM to celebrate the upcoming planting season. All are welcome to get advice about starting a flower or vegetable garden, sign up for CSA shares, learn about unique sources of seeds, plants and gardening needs.

Selectman Morrison announced that cable TV is accepting announcement requests and the process to follow has been posted to the front page of the Town website.

Chairman Vogel announced that his wife has accepted a position outside of MA and that he will not be running for re-election as Selectmen.

APPOINTMENTS:

7:40PM – Housing Authority Nomination - Housing Authority Chairman George Anderson and member Rose David were present. Clerk Morrison opened the nominations and Chairman Anderson nominated Richard Cullinan to the Housing Authority. Clerk Morrison solicited other nominations. There were none. Selectman Gandt made a motion to close nominations, Selectman Powers seconded, so voted: 7-0. Clerk Morrison proceeded with a Roll Call Vote to which Dick Cullinan was unanimously voted by Housing Authority members present George Anderson and Rose David and Selectmen Vogel, Morrison, Powers, Gandt and Goodhue to the Housing Authority effective until the election of May 8, 2014.

7:43PM –Water Department Capital Projects for FY15-Water Commissioner Chairman Phil Knowles and Water Superintendent Greg Krom presented a power point presentation of the Water Department Capital Project requests for FY15. Superintendent Greg Krom explained how these improvements would affect the water rates. In addition, the Superintendent and Commissioners plan to have a couple of Public Hearings before Town Meeting so residents can understand the importance of these requests.

CITIZENS QUESTIONS & COMMENTS – *none heard*

GENERAL BUSINESS

Old Business

Review of Work Sessions: Chairman Vogel reported that the Board met January 13th and 15th to discuss the FY15 operational budgets under the Board of Selectmen with department heads relative to bringing budgets into the Finance Committee's requested guideline and determined what the Board would recommend as Essential non-funded items. In addition on January 29th the Board met and discussed the Capital Program and the Town Facilities Report items as noted in the DRA report that was completed last year. The Board voted on January 22nd to approve the transmittal of Board of Selectmen FY15 operational budgets to the Finance Committee.

Annual Town Meeting Warrant: Selectman Gandt made a motion to open the 2014 Annual Town Meeting Warrant today and for it to close on February 24th, seconded by Selectman Morrison; so voted: 5-0.

MMA Conference Review: Selectman Gandt and Powers and Town Administrator Kellie Hebert attended the annual MMA Conference January 24 & 25th. Selectman Gandt and Powers provided an overview of the conference and noted Topsfield's award of first place in the "Annual Town Report" category.

New Business

Historical Commission Appointment: Selectman Morrison made a motion to appoint Norm Isler to the Historical Commission effective tonight and to expire June 30, 2014, seconded by Selectman Powers; so voted: 5-0.

Masconomet Town Scholarship: Selectman Morrison made a motion to approve the three (3) \$400 Scholarships to Masconomet Regional High School seniors, seconded by Selectman Powers; so voted: 5-0. There was a discussion on the depleting funds available and as a resolution Chairman Vogel volunteered to make a \$300 contribution to the fund.

Masconomet Regional School Screening Committee: Chairman Vogel announced that the Superintendent at Masconomet Regional School, Daryl Lockwood has announced his retirement as of July 1, 2014. The Masconomet Regional School Committee is seeking to have a member from the three towns to sit on the screen committee. Selectman Morrison made a motion to appoint Selectman Powers to the Masconomet Regional HS Superintendent screening committee, seconded by Goodhue; so voted: 5-0.

GENERAL BUSINESS (continued)

Old Business

Capital Program: Town Administrator Kellie Hebert gave a presentation on her recommendations for the FY15 Capital Improvement Program requests.

Town Administrator's Report:

- Update on the Pay & Classification Study was provided.

Minutes

Selectman Morrison made a motion to accept the Minutes of Working Session of November 4, 2013, as written, seconded by Selectman Goodhue; so voted 5-0.

Selectman Morrison made a motion to accept the Minutes of November 25, 2013, as written, seconded by Selectman Goodhue; so voted 4-0. Selectman Powers abstained.

Selectman Morrison made a motion to accept the Executive Session Minutes of November 25, 2013 as written and to hold until all issues have been resolved, seconded by Selectman Goodhue; so voted 4-0. Selectman Powers abstained.

Selectman Morrison made a motion to accept the Minutes of December 9, 2013, as amended, seconded by Selectman Goodhue; so voted 5-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of December 9, 2013 as amended and to hold until all issues have been resolved, seconded by Selectman Goodhue; so voted 5-0.

Correspondence & Reports

Reports

Library Board of Trustees submitted the minutes of December 11, 2013.

North Shore Regional Vocational School submitted the minutes of November 14, 2013 and the agenda for January 8, 2014.

Commissioners of Trust Funds submitted the minutes of October 4, 2013 and a draft of minutes of January 7, 2014.

Board of Assessors submitted the minutes on November 26, 2013 and December 13, 2013.

Invitation

Massachusetts Municipal Association will hold their Legislative Breakfast on March 14th in Lawrence beginning at 8AM.

At 9:50 PM, Selectmen Gandt made a motion to go into Executive Session to negotiate strategies for the Firefighters Union Contract and Police Chief Contract; seconded by Selectman Powers. In a roll call vote, a yes vote was recorded for Chairman Vogel, Selectman Morrison, Selectman Gandt, Selectman Powers and Selectman Goodhue. The Board would not return to open session.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as written at the March 3, 2014 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. Preliminary BOS Minutes – Working Session of Nov 4th, Regular Session of Nov 25 & Dec 9, with executive sessions of Nov 25 & Dec 9.
3. Housing Authority nomination and Roll Call Vote to fill vacant position request
4. Historical Commission Appointment of Norm Isler request
5. Masconomet Town Scholarship request
6. Library Board of Trustees minutes of Dec 11th
7. NS Regional Voc School minutes of Nov 14th and agenda for Jan 8th
8. Commissioners of Trust Funds minutes of Oct 4th and draft of Jan 7th
9. Board of Assessors minutes on Nov 26th and Dec 13th
10. FY 15 Capital Budget Recommendations dated 2/3/14 distributed

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.