

BOARD OF SELECTMEN
Working Session
Town Hall Conference Room
Minutes of March 10, 2016

Chairman Powers called the meeting to order at 4:02PM. Board members present in addition to Chairman Laura Powers, were Selectmen Martha Morrison, Boyd Jackson, Steve Lais and Eldon Goodhue. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Executive Assistant Susan Sordello were in attendance. Other persons present during all or part of the meeting were Planning Director, Donna Rich, and Police Chief Evan Haglund, residents Dick Gandt, Phil McManus and Jeanine Cunniff.

Outstanding RECC Center Issues: Police Chief Haglund updated the Board regarding the progress in resolving the outstanding issues that Topsfield Police Officers had identified. Chief Haglund reported that under its new director, the RECC center has implemented several new policies and training programs and that he and his officers are already seeing progress. The Chief has also appointed Officer Pickering as the RECC Center Liaison which has helped to streamline the process when inefficiencies are identified. Chief Haglund has also executed several changes to the police station facility to better service residents which allows officers to be out on patrol. Changes included moving the administrative office to the former dispatch space and the future installation of a prescription drug recycling receptacle. Selectman Morrison stated that she was glad to see order to alleviate frustration amongst the officers and that all issues are being addressed. Selectman Powers requested that a vote of confidence be made by the officers' union showing progress is being made and that the RECC Director is responding to issues.

Planning for Fire Chief Notice of Retirement: There was a discussion relative to the funding for recruitment as well as the recruiting process. Town Administrator Hebert recommended hiring an outside search firm to do a full assessment; cost would be \$9,800.00 plus minimal expenses. Selectman Lais agreed. Administrator Hebert recommended a risk assessment study to help identify factors regarding the type of candidate the Town would want to attract and proposed spending \$10,000.00 to do so; most of the funding would come from MIIA Safety Fund. Discussed by the Board and it was decided to leave on the Warrant for the time being.

Supplemental Budget Requests: Town Administrator Hebert presented a document regarding payroll director position increase in hours and summary of increase in duties. Finance Committee will begin voting on Monday, March 14, 2016.

Town Meeting Draft Warrant: Donna Rich joined the meeting to provide an update on the Town Warrant. Selectman Lais requested consistent formatting to reflect "Fiscal Year 2017". All Articles were reviewed.

At 5:43 PM, Selectmen Morrison made a motion to adjourn and Selectman Jackson seconded the motion; so voted: 5-0.

Respectfully submitted,

Susan Sordello, Secretary
Selectmen's Office

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. Memo from Police Chief
3. Memo from Town Treasurer
4. ATM Warrant V3 dated 03.10.16 and List of Articles

Approved as written at the, 2016 Board of Selectmen's meeting.

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.