

**BOARD OF SELECTMEN
Proctor School Library
Minutes of March 12, 2012**

Chairman Laura Powers called the meeting to order at 7:30PM. Board members present, in addition to Chairman Powers, were Martha Morrison, Dick Gandt, Eldon Goodhue and Ken Vogel. 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 Ryan Jarvis, Walter Harmer, Tri-Town Transcript reporter Suzanne Snell, Coldwell Banker Realtor Cathy Johnson, owner of The Meadows Frank Iovanella, residents Heidi Fox, Kim Sherwood and Jeanine Cunniff.

ANNOUNCEMENTS: Chairman Powers announced Park & Cemetery would be installing the Big Belly Solar Trash Compactor unit near the Tot Lot, which would be able to serve the Proctor School, Tennis Courts, Rail Trail and Tot Lot area.

Chairman Powers announced that the FY13 Annual Budget Forum would be held on March 21st at the Proctor School Cafeteria beginning at 7PM.

Chairman Powers reported that the Board had met on March 6th to review the Town Warrant Articles and also in Executive Session to discuss the Reserve Police Union negotiation.

She also noted that there would be a meeting to review the extension of parking on Park Street and to review the Site Plan for 15 Main Street, Institute for Savings.

GENERAL BUSINESS

Old Business

Procedure for Remote Participation: Selectman Goodhue made a motion to adopt the procedure for Remote Participation at a meeting by a member of any town board, committee or commission as presented, seconded by Selectman Morrison: so voted: 5-0.

New Business

2012 Town Warrant: Selectman Goodhue made a motion to approve the 2012 Town Warrant as presented on the list dated 3/12/12, seconded by Selectman Vogel; so voted: 5-0. Selectman Gandt read the list of Warrant Articles. Selectman Morrison reported that the Zoning changes are housekeeping in nature.

Scleroderma Foundation: Selectman Morrison made a motion to approve a walkathon for the Scleroderma Foundation to be held on Sunday, September 9, 2012, seconded by Selectman Gandt; so voted: 5-0.

American Diabetes Association: Selectman Morrison made a motion to approve a road race for the American Diabetes Association, TourdeCure to be held on May 20, 2012 for the Topsfield portion, seconded by Selectman Gandt; so voted: 5-0.

Tropical Storm Irene FEMA Reimbursement: Selectman Morrison made a motion to authorize the Chairman sign the Commonwealth of Massachusetts Contractor Authorized Signatory Listing which authorizes the Emergency Management Director, Ronald Giovannacci, to sign reimbursement agreements related to the August 28, 2011 Tropical Storm Irene the total value of which is \$6,441.48, seconded by Selectman Vogel; so voted: 5-0.

Liaison Reports

Selectman Vogel reported that the Police Department will be hosting a 4-hour Firearm Safety Course on Saturday, March 31 2012, from 9am to 1pm at the Topsfield Police Department located at 210 Boston Street. This course would fulfill the State of Massachusetts requirement

before residents can apply for a Firearms Identification Card or License to possess or carry a handgun and will be free for Topsfield residents.

Town Administrator's Report:

- Reported on Health Insurance Rates from MIIA: Selectman Vogel made a motion to accept the FY13 3.9% increase in rates and authorize the Chair to sign the MIIA Health Benefits Trust Renewal Proposal, seconded by Selectman Goodhue; so voted: 5-0.
- Annual Animal Inspector Nomination: Selectman Gandt made a motion to approve the nomination of Sandra Larson as Topsfield's Animal Inspector for a term to begin April 1, 2012 and to expire March 31, 2013, second by Selectman Morrison; so voted: 5-0.
- AMERESCO Audit is scheduled to begin shortly
- Update on Chapter 90 Funds provided
- Government Review Committee update provided
- Spring Clean-Up-Organizer needed for the Town event
- Reported that the Boston Globe stated that Topsfield is one of the top 14 places to live in Massachusetts, noting "it is like having the outdoor in your back yard"

APPOINTMENTS:

8:00PM – PUBLIC HEARING – Signage at 16/30 Wildes Road, The Meadows – Clerk Goodhue read the legal notice that was published in the Salem News on February 27th to open the Hearing. Selectman Gandt reported on the size, shape and material of the temporary signs to be placed at two locations: perpendicular on Wildes Road to the east, five feet past the entrance and on Route 1 twelve feet from pavement, not on MassDOT property, between an existing pad and a telephone pole, with neither sign being lited. Owner Frank Iovanella and Coldwell Banker realtor Cathy Johnson provided an update on the construction of the over 55 housing development. Hearing closed at 8:17PM.

- Selectman Gandt made a motion to approve the two signs as shown on plans contingent that the locations are on Mr. Iovanella's property, not lighted and installed as described in the 3-8-12 Instant Sign Center work order E122575. The signs are temporary for up to 18 months, with an option to apply for an extension. The bottom of the signs on Wildes Road are said to be 24" above grade and 36" above grade on Route 1, seconded by Selectman Morrison; so voted: 5-0.

Selectmen Minutes:

Selectman Morrison made a motion to accept the Executive Session Minutes of February 6, 2012 as amended and to hold until all issues have been resolved; seconded by Selectman Gandt; so voted 5-0.

Selectman Vogel made a motion to accept the Working Session Minutes of February 9, 2012 as written; seconded by Selectman Morrison; voted 5-0.

Selectman Morrison made a motion to accept the Minutes of February 13, 2012 as amended; seconded by Selectman Vogel; voted 5-0.

Selectman Vogel made a motion to accept the Working Session Minutes of February 9, 2012 as written; seconded by Selectman Goodhue; voted 5-0.

Selectman Morrison made a motion to accept the Joint Meeting with the Finance Committee Minutes of February 16, 2012 as written; seconded by Selectman Vogel; voted 5-0.

Selectman Morrison made a motion to accept the Minutes of February 27, 2012 as amended; seconded by Selectman Vogel; voted 5-0.

Correspondence & Reports

Correspondence

Moderator John Kinhan appointed Robert Shamroth to the Memorial Day/Veterans Day Committee.

Reports

Board of Assessors submitted Minutes of February 3, 2012.

Conservation Administrator submitted Monthly report for February.

North Shore Vocational School District submitted Minutes of January 12th and Agenda for March 8th.

Finance Committee reported that the minutes of February 13th, 16th, & 27th have been posted to the web.

Warrants: The Selectmen signed and approved warrants in the amount of **\$414,832.25**. The breakdown is as follows:

Warrant FY12:	
073T	\$ 86,116.17
074	\$ 328,716.08

At 8:29 PM, Selectmen Goodhue made a motion to adjourn and Selectman Morrison seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen’s Office

Approved as amended at the April 9, 2012 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. Signage for The Meadows on Wildes Road
3. Updated list of Warrant Articles
4. Requests from Scleroderma Foundation and American Diabetes Association for events
5. Tropical Storm Irene FEMA Reimbursement documents
6. Preliminary BOS Minutes – Feb 13 and 27th, Working Session of Feb 6th, 9th and 15th and Joint with Finance Committee on Feb 16th
7. Reports from Board of Assessors, Conservation Commission, NS Voc School District, Finance Committee and Moderator.
8. MIIA FY3 Insurance Rates

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.