

BOARD OF SELECTMEN
Minutes of March 31, 2008

Chairman McArdle called the meeting to order at 7:30 PM. Board members present in addition to Chairman McArdle were Richard Gandt, Steve Clark, Richard Carlson and Boyd Jackson. Of the Selectmen's staff, Town Administrator Virginia Wilder, and Board Secretary Donna Rich, were in attendance. Other persons present were Jane Schraffa and Evelyn Hammond of the Topsfield Cable, Faye Raynard of the Village Reporter, Neil Anastas, Maureen Sabino, Ray Sabino and Town Moderator, John Kinhan.

Selectmen Minutes: Selectman Gandt made the motion to accept the minutes of March 17, 2008 as written, seconded by Selectman Clark; so voted 5-0. Selectman Gandt made the motion to accept the Executive Session minutes of March 17, 2008 as written and to hold until all matters are resolved, seconded by Selectman Clark; so voted 5-0.

GENERAL BUISINESS

New Buisness

Joel Larson Appointment: Selectman Gandt made a motion to appoint Joel Larson as Animal Inspector for a term to run May 1, 2008 – April 30, 2009, seconded by Selectman Clark; so voted 5-0.

Personnel Rules & Regulations Amendments: Selectman Carlson made a motion to approve the amendment of the Town's Personnel Rules, Regulations and Procedures by deleting the salary schedule in effect for non-union employees for FY08 and insert in place thereof, a new salary schedule for FY09 as attached, seconded by Selectman Clark; so voted 4-1.

APPOINTMENTS:

7:55 – REMAX Signage – 375 Boston Street, Neil Anastas made a presentation on his application for approval of his sign at 375 Boston Street. Following Mr. Anatas' presentation Selectman Gandt made a motion to approve the 17 square foot sign as presented in the application, with the sign made out of resin material, letters to be carved out and placed on fir posts, not to be closer than 10 feet to the road and not to be lit, Selectman Clark seconded; so voted 5-0. It was stated that should sign lighting be desired in the future, Mr. Anastas could request an amendment to the permit.

GENERAL BUISINESS

New Buisness (continued)

Special Olympics 2008 Ride with the Champions: Selectman Gandt requested that this item be held for a vote until the next meeting.

Council on Aging Request for Extension: Selectman Jackson made a motion to extend until December 2009 the reservation of the School Street building as a potential location of a senior center, seconded by Selectman Clark; so voted: 5-0.

Democratic Registrar Appointment: Selectman Clark made a motion to approve the appointment of Elizabeth Collins to the Board of Registrar to fill a vacancy on the Board with a term of April 1, 2008 – March 31, 2011; so voted 5-0.

Street Sweeping Contract: Selectman Jackson made a motion to award the biannual street sweeping contract to American Sweeping Co., Inc. of North Andover MA for an amount not to exceed \$13, 500, seconded by Selectman Clark; so voted 5-0.

Town Administrator's Report:

Please see attached report.

Correspondence & Reports

Correspondence

- Board of Assessors has submitted the transfer sums to be transferred from the Overlay to the Overlay Reserve account.
- Topsfield is the recipient of the E-Government Award for its commitment to open government on posting all key government records on our town website.
- Heidi Bond has been appointed to the Finance Committee for a term to begin immediately and to end on June 30, 2009.
- Alan Benson, Town Administrator of Boxford has informed Superintendent of MASCO that they have decided to contract with Lyons Ambulance.
- Greenscape has sent a letter explaining their 2008 programs available to Topsfield.
- Sheila Field, Director of Council on Aging has submitted her resignation effective May 1, 2008.
- Police Chief Haglund has received a state-funded grant for the purchase of bulletproof vests.

Reports:

- Conservation Commission has submitted Order of Conditions for 126 Main St, 18 Brook Rd and 94 S. Main St., Determination of Applicability at 50 Brookside Rd and 18 High St., and a review of the proposed re-development of 17-19 Main St.
- Council on Aging has submitted the minutes of January 8, 2008 and February 12, 2008
- Board of Assessors has submitted minutes of February 15 & 27, 2008
- Building Inspector has submitted his monthly report.

Warrants: The Selectmen signed and approved warrants in the amount of **\$ 204,392.26** . The breakdown is as follows:

| | |
|----------------|---------------|
| Warrant #FY08: | |
| 079T | \$ 66,619.12 |
| 080 | \$ 137,773.14 |

At 8:25 PM, Chairman McArdle motioned to adjourn, seconded by Selectman Clark; so voted 5-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as written at the April 14, 2008 Board of Selectmen's meeting.