

BOARD OF SELECTMEN
Proctor School Library
Minutes of April 9, 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 Walter Harmer, Ryan Jarvis, Tri-Town Transcript reporter Suzanne Snell, Agricultural Commission Chairman Trudi Perry, Topsfield Historical Society President Norm Isler

ANNOUNCEMENTS: Chairman Powers announced the Fire Department Relief Association would hold a benefit on May 12th at Proctor School between 10AM – 2PM in which all proceeds would go toward the purchase of a defibrillator.

Selectman Gandt announced Household Metals and White Goods pick-up was scheduled for Wednesday, May 16, Thursday, May 17, and Friday, May 18, 2012. There would be no charge for this collection; items must be curbside by 7am the same day the trash is picked up. Metal items include anything that contains at least 80% or more of metal. Household white goods include stoves, washers, dryers, micro-waves, dishwashers and, dehumidifiers. Items that contain Freon, such as refrigerators, freezers and air conditioners need to be registered with the Board of Selectmen's Office prior to the pickup date.

Chairman Powers announced the Ferncroft Country Club would hold Town Day on Monday, April 30th with tee times available from 8AM; residents are to call 978-739-4040 extension 231 to sign up.

Chairman Powers announced that on April 26th Topsfield Ladies Night, Spring Fling would be held downtown from 6PM-9PM. This would be an opportunity for people to support the downtown stores that will remain open until 9PM.

Chairman Powers reminded residents that there would be no tax bill mailing for the May 1st tax bill as this bill was included in the February 1st bill. These taxes will be due by May 1, 2012. Citizens may either mail their tax payments to the Town's lockbox at Century Bank or pay their taxes online.

Chairman Powers announced that the Topsfield Playground Committee was organizing a fundraising walkathon to be held on Wednesday, April 25, 2012 starting at 9:45am at the Steward School playground. Pledge sheets and collected donations are due by April 23. Please make checks payable to Topsfield Playground Committee.

Chairman Powers announced the League of Women Voters would sponsor Candidate's Night for the upcoming elections on Tuesday, April 10, 2012 at 7:30pm in the Proctor School Library. Selectman Morrison reminded citizens that the Planning Board would hold a Public Hearing on April 10th beginning at 8PM at the Library to review the articles on the Warrant. It was noted that they are "housekeeping" articles.

Selectman Vogel announced that the Police Department in conjunction with the U.S. Drug Enforcement Administration and the Essex County District Attorney's Office would be participating in a prescription drug turn in program on Saturday, April 28th, 2012 between 10 am and 2 pm. Citizens are asked to bring to the Police Department any unwanted or unused prescription drugs for disposal. This reduces the risk of prescription drugs getting into the wrong hands and allows for an environmentally friendly disposal that reduces the potential of medications getting into our water supply.

APPOINTMENTS:

7:30 – Historical Markers: President Norm Isler presented information regarding the placement of three historical markers throughout Town. The first one is to commemorate the American Revolution on a bronze 18 X 20 plaque mounted on a native stone to be placed on the Memorial Green. The marker would be ready by the Memorial Day ceremonies. The second one would commemorate a fallen fighter pilot (the only military fatality known to have occurred in Topsfield). The marker is being sited at the crash site with the permission of Grace Marciano. The third would be a marker to recognize the recently found remnants of Isaac Cumming's 1653 homestead. Mr. Cumming was one of the founding fathers of the Town of Topsfield.

GENERAL BUSINESS

New Business

Library Request: Selectman Morrison made a motion to approve the closure of South Common Street for the Library's annual Summer Reading Kick-off event to be held on June 15th from 4PM-8PM, seconded by Selectman Vogel; so voted: 5-0.

One Day Liquor License: Selectman Morrison made a motion to approve a One-Day Liquor License for the Topsfield Education Foundation fundraiser to be held on April 28, 2012 at the Gould Barn between the hours of 7PM – 11PM, also to waive the application fee of \$50.00 and the 30-day prior to the event requirement, seconded by Selectman Goodhue; so voted: 5-0.

One Day Liquor License: Selectman Morrison made a motion to approve a One-Day Liquor License for the Save One Life Inc. fundraising gala event to be held on May 17, 2012 at the Topsfield Commons 1854 between the hours of 6:30PM – 9:30PM, seconded by Selectman Goodhue; so voted: 5-0.

One Day Liquor License: Selectman Goodhue made a motion to approve a One-Day Liquor License for the Friends of The Library fundraising event to be held on May 11, 2012 at the Gould Barn between the hours of 7:00PM – 11:00PM and to waive the application fee, seconded by Selectman Morrison; so voted: 5-0.

Banner Request: Selectman Morrison made a motion to approve the Scleroderma Foundation's request for a banner to be placed between Proctor School and the Town Hall from August 30 – September 10, 10-days prior to the annual walk, seconded by Selectman Vogel; so voted: 5-0.

Veteran's Agent: Selectman Gandt made a motion to appoint Richard Cullinan as Topsfield's Veterans' Agent for a one year term beginning on May 1, 2012 and to expire April 30, 2013, seconded by Selectman Morrison; so voted: 5-0.

Extended Hours Requested: Selectman Gandt made a motion to extend the hours for sale of wine and malt liquors at the Main Street Market to 9:00pm on April 26th in order to participate in the Topsfield Ladies Night, Spring Fling event, seconded by Selectman Vogel; so voted: 5-0.

Mosquito Control Commissioners: After some discussion Chairman Powers asked that more details be obtained and the item be tabled to the next scheduled meeting, April 23rd.

Special Municipal Employee Request: Selectman Morrison made a motion to designate members of the Agricultural Commission as Special Municipal Employees, seconded Selectman Goodhue; so voted: 5-0.

Sign Application: Chairman Powers appointed a sub-committee comprised of Selectmen Gandt and Morrison to review the sign application for Institution for Savings. Public Hearing is set for April 23rd at 8PM.

Town Administrator’s Report:

- Warrant Update
- Special Town Meeting Warrant Update
- Recognition names to be handed out for review
- Financing of the Ameresco project reviewed
- Department Head meeting reviewed
- Announcement of an agreement with the Reserve Police Union

Selectmen Minutes:

Selectman Morrison made a motion to accept the Working Session Minutes of March 6, 2012 as presented; seconded by Selectman Goodhue; so voted 5-0.

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

Selectman Morrison made a motion to accept the Minutes of March 12, 2012 as amended; seconded by Selectman Goodhue; so voted 5-0.

Selectman Morrison made a motion to accept the Working Session Minutes of March 15, 2012 as amended; seconded by Selectman Vogel; so voted 3-0. Chairman Powers and Clerk Goodhue abstained.

Selectman Morrison made a motion to accept the Working Session Minutes of March 21, 2012 as presented; seconded by Selectman Goodhue; so voted 5-0.

Correspondence & Reports

Correspondence

Department of Housing & Community Development has notified legal counsel for the owners at 281 Rowley Bridge Street unit that they need to occupy the unit or sell it as they are in violation of the deed rider.

Three letters were received requesting a “correctional” override vote be placed on the ballot from various residents.

Metropolitan Planning Organization has sent the March/April TransReport newsletter.

Governor Patrick sent notification that Topsfield will receive \$270,576 in Chapter 90 apportionment for FY13.

MassDOT sent an inspection standards underwater bridge inspection of Rowley Bridge Street/Ipswich River report.

Report

Finance Committee approved a Reserve Fund Transfer in an amount of \$5,340.57 for the Assessor’s server in order for them to produce Personal Property Tax Bills. In addition Minutes of March 26th were posted on the website.

Board of Assessors submitted minutes of March 9th.

Conservation Commission submitted monthly Report for March.

Invitation

Independent Living Center of NS & Cape Ann Inc invited the Board to the ILCNSCA 25th Annual Legislative Breakfast to be held on Friday, May 11 from 9AM-11:30AM at the Salem Waterfront Hotel and Marina, 225 Derby St, Salem.

Warrants: The Selectmen signed and approved warrants in the amount of **\$368,505.45**. The breakdown is as follows:

Warrant FY12:	
081T	\$ 85,504.16
082	\$ 283,001.29

At 8:28PM, 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

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. Flyers for Fire Department Relief Association & Town Day
3. Email relative to Historical Markers
4. Street Closing Request
5. One Day Liquor License applications
6. Banner request
7. Request for appointment of Veterans Agent
8. Request for change in hours
9. Mosquito control commissioner request
10. Special Municipal Employees request
11. Preliminary BOS Minutes – 3/6/12, executive session also, 3/12/12, 3/15/12,
12. Correspondences from Department of Housing & Community Development, 3 citizens, MPO newsletter, Office of the Governor, and MassDOT.
13. Reports: Board of Assessors, Conservation Commission, and Independent Living Center of NS & Cape Ann.

Approved as amended at the April 23, 2012 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.
