



**BOARD OF SELECTMEN
Working Session
Town Hall Conference Room
Minutes of April 13, 2016**

Selectman Lais called the meeting to order at 4:07PM. Board members present in addition to Selectman Lais, were Selectmen Martha Morrison, Boyd Jackson, and Eldon Goodhue; Chairman Powers joined the meeting at 4:13PM. 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 Town Moderator Steve Whelan and residents Alan Edwards and Dick Gandt.

Selectman Lais announced that the Board will enter into Executive Session immediately following its open meeting to discuss strategy with respect to the Town Administrators employment contract and not return to open session.

Police Department: Selectman Morrison motioned to promote Officer Christopher Lippi from Special Police Officer to Reserve Police Officer, seconded by Selectman Goodhue; so voted 4-0.

Achievement Awards: Selectman Goodhue motioned to approve the Town achievement awards nominees, seconded by Selectman Morrison; so voted 4-0.

Window Restoration Contract: Selectman Morrison motioned to award the contract for the Town Hall Historic Windows Restoration project to Homer Contracting, Inc. of Arlington, MA in the amount of \$164,400.00, seconded by Selectman Goodhue; so voted 5-0.

Boy Scouts on the Town Common: Board was notified of a Boy Scout camp out on Topsfield Town Common on April 16-17.

No comments from the audience.

At 4:22PM, Selectman Morrison motioned to enter into Executive Session, seconded by Selectman Goodhue; so voted in a roll call vote as follows:

Chairman Powers: yes
Selectman Jackson: yes
Selectman Morrison: yes
Selectman Goodhue: yes
Selectman Lais: yes

Town Administrator Hebert and all residents left the room at 4:23PM.

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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. Window Restoration Contract
3. Memorandum regarding promotion of Officer Lippi
4. Memorandum regarding Town Achievement Awards

Approved as written at the April 25, 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.