

## **BOARD OF SELECTMEN**

### **Minutes of April 25, 2011**

Chairman Dick Gandt called the meeting to order at 7:30PM. Board members present, in addition to Chairman Gandt, were Martha Morrison, Nancy Luther, Eldon Goodhue and Laura Powers. 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 Evelyn Hammond, Tri-Town Transcript Kathy O'Brien, Park & Cemetery Commissioners Bob Benjamin and Mike Smerczynski, Park & Cemetery Superintendent Steve Shephard, Park & Cemetery Commissioner nominee Steve Mscisz, Board of Health members Bill Hunt, Wade Goldman, Vincent Guerra, Gerald Topping, and Sheryl Knutsen, Board of Health Agent John Coulon, and Region 3 Emergency Preparedness Coordinator, Massachusetts Department of Public Health David Trout.

**ANNOUNCEMENTS:** Chairman Gandt announced that the Board would go into Executive Session at the end of regular session to discuss the Police Union Contract and would not return to Open Session.

Chairman Gandt announced that the compost facility is now open Saturday's from 9am-1pm. Access tickets, as well as the new vehicle stickers are available in the Selectmen's office in Town Hall.

Selectman Luther announced that the household metals and white goods pick-up is scheduled for Wednesday, May 18, Thursday, May 19, and Friday, May 20, 2011. There will be no charge for this collection; items must be curbside by 7am the same day your 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. Please call (978) 887-1500.

Chairman Gandt announced that the Annual Report is available at the Board of Selectmen's office and will be available at Town Meeting

Chairman Gandt announced that the Annual Town Meeting Warrant was delivered to residents on Saturday, April 16<sup>th</sup>. Please remember to bring your copy to Town Meeting on May 3<sup>rd</sup>. Some warrants were printed with insufficient toner making them difficult to read. If you need a new copy please call the Selectmen's office.

Selectman Morrison commented that on the left navigational panel on the Town website citizens can find a guide to Town Meeting, terms used, and links to the Warrant, Annual Report and a sample ballot.

Selectman Morrison reminded citizens that donations are being accepted through the Treasurer/Collector office for the Town Hall Improvement fund along with the Veterans Day Parade fund.

Selectman Powers announced that the Recreation Committee has posted registration forms for Celebrate Summer Camp on their website. There are 6 1 week sessions, beginning on July 5 running through August 12 at the Proctor School.

### **APPOINTMENTS:**

**7:30 –Park & Cemetery Commissioner Appointment:** Park & Cemetery Commissioners Bob Benjamin and Mike Smerczynski came forward. Chairman Gandt explained that Chuck Southard had tendered his resignation, therefore a new member needs to be appointed. Bob Benjamin nominated Steve Mscisz, seconded by Mike Smerczynski. Clerk of the Board of Selectman Laura Powers asked if there were any other nominations, none being presented

Selectman Powers closed the nominations. In a Roll Call Vote for nominee Steve Mscisz as Park & Cemetery Commissioner Bob Benjamin, Mike Smerczynski, Nancy Luther, Eldon Goodhue, Martha Morrison, Dick Gandt and Laura Powers all voted YES to the nomination. The vote was unanimous with a term to expire at the next Town election, May 2012.

## **GENERAL BUSINESS**

### **Old Business**

American Diabetes Association Bicycle Event: Selectman Luther made a motion to approve the American Diabetes Association North Shore Tour de Cure cycling event to be held on May 22<sup>nd</sup> using revised routes dated 4/25 and with Police Chief to authorize details where needed, seconded by Selectman Powers; so voted: 5-0.

### **APPOINTMENTS:**

**7:45 Public Health Mutual Aid**: Board of Health members Bill Hunt, Wade Goldman, Vincent Guerra, Gerald Topping, and Sheryl Knutsen, Health Agent John Coulon and Region 3 Emergency Preparedness Coordinator, Massachusetts Department of Public Health David Trout came forward. Wade Goldman “read” a prepared statement formally requesting that Board of Selectmen to approve the Mutual Aid Agreement as presented tonight. It was noted that only two communities of the total fourteen have not signed, Topsfield being one of those two. The original agreement was presented to the Board of Selectmen in April of 2009 and tabled until March of 2011. It was noted that Town Meeting of 2006 had agreed to pursue the arrangement. Each Board of Health member spoke in favor of the agreement and expressed the positive aspects it could provide to Topsfield. In short, the agreement is an insurance policy; if something catastrophic happened in Topsfield and allows other towns to assist in specific matters.

Chairman Gandt said he would entertain a motion to enter into the “Mutual Aid Agreement among Public Health Agencies in Emergency Preparedness Region 3A” and to assign responsibility for designation of one or more Authorized Representatives under this Agreement to the Board of Selectmen; Selectman Morrison moved the motion, Selectman Goodhue seconded; so voted: 5-0.

## **GENERAL BUSINESS**

### **Old Business**

Property Record Cards Update: Selectman Goodhue reported that the Board of Assessors, after listening to the community’s concerns, decided to require a registration process before entering the Topsfield section of the vendors website to obtain property information. Selectman Goodhue also reported that no property information was being sold, as had been previously reported.

Town Meeting Warrant: Chairman Gandt provided a detailed review of the 35 Articles contained in the Warrant. In addition, Chairman Gandt reviewed what Articles were removed and explained the reason for removal. Selectman Luther added that citizens should read the Warrant prior to Town Meeting and that if they had any questions, they should contact any of the Selectmen or the Selectmen’s office.

Appreciation Citation Award: Chairman Gandt presented Selectman Luther with a framed citation and expressed the Board’s gratitude to Nancy for her service to the Town. All Board members stated their appreciation for the many assets Ms. Luther brought to the Board.

### **New Business**

COA Van Driver: Selectman Morrison made a motion to approve the continued usage of Account #SR545-COA Transportation Donation Funds to pay for COA Van Driver wages for

the three hours worked on Friday mornings for FY2012, seconded by Selectman Luther; so voted: 5-0.

One Day Liquor License: Selectman Luther made a motion to approve a One Day Liquor License for the Save One Life, Inc., fundraising event to be held on May 12<sup>th</sup> from 6PM-10:30PM at the Willowdale Estate, seconded by Selectman Powers; so voted: 5-0.

One Day Liquor License: Selectman Luther made a motion to approve an after the event One Day Liquor License for the Topsfield Elementary Schools Parent Teacher Organization fundraising event that took place on April 8<sup>th</sup> from 7PM-10:30PM at The Commons and to waive the 30 day prior to event requirement, seconded by Selectman Powers; so voted: 5-0.

Housing of a Mower: Selectman Morrison made a motion to approve the Rail Trail Committee’s request to use the old town highway garage off School Street to house the new mower and related attachments until the new storage shed is approved and built, seconded by Selectman Luther so voted: 5-0.

**Town Administrator’s Report:**

- Special Town Meeting Warrant update
- Comcast Contract update-a Public Hearing will have to occur
- RECC Executive Board update
- Health Plan update

**Correspondence & Reports**

Correspondence

Commonwealth’s Search for Lease Space Division of Capital Asset Management issued a RFP seeking lease space in Topsfield for a state agency.

School Zone Signs Boxford BOS advised Masconomet Superintendent Darrell Lockwood that the school zone sign needs to be replaced and requests that the district fund the replacement. DLTA Funding for Regional ESCO Project MAPC sent a letter explaining that funds have been made available to facilitate the regional procurement of a single professional Energy Services Company (ESCO).

MBTA Support Requested from Newburyport in writing or testifying at a hearing for the MBTA to devote resources necessary to improve the commuter rail system.

Reports

NS Vocational School District submitted minutes of Feb 10, 2011 and agenda for April 14<sup>th</sup>. Board of Assessors submitted minutes of March 25<sup>th</sup>.

**Warrants:** The Selectmen signed and approved warrants in the amount of \$ 219,533.99. The breakdown is as follows:

Warrant FY11:	
087T	\$ 71,349.96
088	\$ 148,184.03

At 9:00 PM, Selectmen Luther made a motion to go into Executive Session to discuss collective bargaining; seconded by Selectman Powers. In a roll call vote, a yes vote was recorded for Chairman Gandt, Selectman Morrison, Selectman Luther, Selectman Goodhue and Selectman Powers. The Board would not return to open session.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as amended at the June 6, 2011 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.