

**BOARD OF SELECTMEN**  
**Minutes of May 11, 2009**

Clerk Gandt called the meeting to order at 7:30PM. Board members present, in addition to Richard Gandt, were Martha Morrison, Nancy Luther, Karen Dow and Laura Powers. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance. Other persons present were Evelyn Hammond of the Topsfield Cable, Brendan Lewis of the Tri-Town Transcript, Faye Raynard of the Village Reporter, Terri Lee Carabillo and Elizabeth Mulholland, owners of New Meadows Market, Steve Lais, Steve Powers, and Jeanine Cunniff.

**REORGANIZATION OF BOARD OF SELECTMEN:**

Chairman: Selectman Luther made a motion to nominate Martha Morrison as Chairman, seconded by Selectman Dow; so voted by a roll call vote: a yes vote was recorded on Selectman Luther, Selectman Dow and Selectman Powers; so voted: 3-0-2, Selectman Gandt and Selectman Morrison abstained.

Clerk: Selectman Powers made a motion to nominate Karen Dow as Clerk, seconded by Selectman Luther; so voted by a roll call vote: a yes vote was recorded on Selectman Luther, Selectman Morrison and Selectman Powers; so voted: 3-0-2, Selectman Gandt and Selectman Dow abstained.

Schedule: The Board accepted the May 2009-May 2010 Board of Selectmen's Meeting Schedule as presented and requested that the schedule be posted to the Town web site.

Liaison: Selectman Morrison will prepare a list of liaison assignments. She asked staff to prepare a list of the normal meeting times of all major Boards, Committees or Commissions to avoid conflicts in the assignments.

**ANNOUNCEMENTS:**

Selectman Dow announced that the Friends of the Topsfield Library received notification that their submission of the "Our Friends Newsletter" to the Massachusetts Library Associations Public Relations Award contest was awarded first place. The entry was designed by Town resident Beth Johnson and edited by Town resident, Mary Beth Doherty.

Selectman Luther announced that the Council on Aging is sponsoring a Senior Informational Fair on May 16, 2009, at the Proctor School from 9AM – Noon.

**APPOINTMENTS:**

**7:30 – New Meadows Market – Terri Lee Carabillo & Elizabeth Mulholland, Co-Owners –** Terri Lee Carabillo explained that due to the economic conditions the developer had difficulty obtaining financing for the project at 17-19 Main Street. Ms. Carabillo is requesting an extension for the opening until August 31, 2009. Selectman Gandt explained the Board's responsibility with regard to the liquor license for New Meadows Market. Selectman Morrison asked if the market owners were comfortable with an August 31, 2009 date of completion. No vote was taken on the extension, in order to determine if additional paperwork was required.

**GENERAL BUSINESS**

**New Business**

Town Meeting Review: Ms. Wilder reviewed a draft of the Town Meeting Warrant Timeline for 2010. It was suggested that the Warrant should be closed earlier in the process to allow more time for legal review and coordination of the document. There was a general consensus that text of warrant articles needs to be finalized sooner than occurred this year.

MBTA Advisory Board Representative: Chairman Morrison stated that a letter was received from Timothy Murphy, who has served as the Town's MBTA Advisory Board Representative for the past eleven years, requesting not to be reappointed for FY10. Chairman Morrison made an announcement that anyone who is interested in serving as a representative should contact the Board of Selectmen's Office.

North Shore HOME Consortium Funds Allocation for the Town: Chairman Morrison stated that last year the funds were allocated to HAWC. Selectman Luther made a motion to award the Town's North Shore HOME Consortium 2008 funds allocation of \$10,198 to HAWC; seconded by Selectman Powers; so voted 4-0-1. Selectman Gandt abstained.

North Shore Tour de Cure: Selectman Dow made a motion to approve the American Diabetes Association 2009 North Shore Tour de Cure bicycle event to be held on May 31, 2009, with route through Topsfield on Asbury Street, Ipswich Road and Haverhill Road; seconded by Selectman Luther; so voted: 5-0. Ms. Wilder was asked to advise the Tour organizers of the reconstruction project on Ipswich Road.

Topsfield Linear Common Phase I: Selectman Gandt made a motion to approve an Amendment to the contract for the construction to the Topsfield Linear Common Phase I, with K&R Construction Inc, Boxford MA, in an amount of \$7,490, for a new total amount of \$29,330; seconded by Selectman Luther; so voted: 5-0.

New Meadows Elderly Housing Project: Selectman Gandt made a motion to approve Amendment No. 1 to the contract with Beals & Thomas, Inc of Southborough, MA for the Independent Peer Review for the New Meadows Elderly Housing Project, relative to Title V requirements for septic system design and the installation, for an amount of \$7,975 to; seconded by Selectman Powers; so voted: 5-0.

Household Waste Collection Agreement: Selectman Luther made a motion to approve the Household Hazardous Waste Collection Agreement with Clean Harbors Environmental Services of Braintree, MA in an amount not to exceed \$5,000; seconded by Selectman Gandt; so voted: 5-0.

**Town Administrator's Report:**

- Rail Trail Easement Update
- Monitoring Landfill Update
- Annual Appointments
- Downtown Resident Survey
- Ambulance Contract
- Meeting with Barb Crowley on posting budgets on the Town Web
- Retrofit meeting update
- Special Relief to Communities-Healthcare Reform update

**Correspondence & Reports**

Correspondence

New Federal Pool and Spa Safety requirements memo was received from Kopelman & Paige.

Metropolitan Area Planning Council Annual Meeting

Praise for 911 Emergency Response received from Dr. John Bucchiere.

Resignation of Parsons Clark from Historical Commissioner was received and is effective May 12, 2009.

Reports

Planning Board submitted minutes of March 3 & 17, 2009

Board of Assessors submitted minutes of April 10, 2009

Elementary School Committee submitted minutes of April 2 and agenda for April 30, 2009.

**Warrants:** The Selectmen signed and approved warrants in the amount of **\$ 438,287.33**. The breakdown is as follows:

| Warrant FY09: |               |
|---------------|---------------|
| 091T          | \$ 74,925.74  |
| 092           | \$ 363,361.59 |

At 8:35 PM, Selectman Luther made a motion to adjourn, seconded by Selectman Powers; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as amended at the June 8, 2009 Board of Selectmen's meeting.*