

BOARD OF SELECTMEN
Proctor School Library
Minutes of May 19, 2014

Acting Chairman Martha Morrison called the meeting to order at 7:30PM. Board members present in addition to Acting Chairman Martha Morrison, were Dick Gandt, Laura Powers, Eldon Goodhue and Steve Lais. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Secretary Donna Rich were in attendance. Other persons present during all or part of the meeting were Topsfield Cable operators Baxter Demers & Caleb Hudson and Tri-Town Transcript reporter Anna Burgess.

ANNOUNCEMENTS: Acting Chairman Martha Morrison announced that the Board would go into Executive Session at the end of regular session to discuss negotiating strategies for the Police Union and would not return to Open Session.

Acting Chairman Martha Morrison announced that the re-organization of the Board of Selectmen would be postponed until the June 2nd meeting.

Selectman Gandt announced that the Zoning Board of Appeals would be holding a Public Hearing on May 27th to consider an application from the Essex Agricultural Society requesting a permit concerning parking of cars and use of loudspeakers during the Fair. The ZBA is seeking comments from residents relative to this permit.

Selectman Powers announced the Hood Pond Spring Cleanup would be on Sunday June 8th from 12-4PM. Everyone would be welcome to help prepare the beach for a clean and fun summer season. On June 21st the beach would open on the weekends and daily on June 26th. Swim lessons would begin on June 30th and run for 6 weeks, twice a week. Membership applications are available on the town website.

Selectman Powers announced the Celebrate Summer Camp would be held this year from July 7 through August 8, 2014, Monday through Friday from 9:00 am to 1:00 pm at the Proctor School. This is a fun-filled experience for children entering grades 1-7 in the Fall of 2014. Activities include Arts & Crafts, Sports, Science & Nature exploration, Drama and Music. Applications are available on the Town website and the Recreation website. Employment applications are also available on the websites.

Selectmen Gandt announced that the Topsfield Board of Health would present a Tick Talk on Wednesday, May 28 starting at 6:30 pm at the Gould Barn.

Acting Chairman Martha Morrison welcomed new Board member Steve Lais.

CITIZENS QUESTIONS & COMMENTS *none heard*

GENERAL BUSINESS

Old Business

Meeting Schedule: Selectman Goodhue made a motion to adopt the Board of Selectmen Meeting Schedule as presented, seconded by Selectman Powers; discussion ensued regarding some of the dates. Selectman Gandt amended the motion to end the proposed schedule on June 15th, 2015; seconded by Selectman Powers; so voted: 5-0. The original motion was voted with the amendment: 5-0. It was noted that the schedule is a template and can be adjusted to add meetings within 48 hours at any given time, as needed.

Town Meeting: Acting Chairman Martha Morrison thanked the Moderator for facilitating through the many articles that were presented in the 2014 Annual Town Warrant. Selectman Gandt reported that 487 residents attended the meeting and 1,129 residents voted at the polls on Thursday, representing about a 30% voter turnout.

Alcohol Article: Acting Chairman Martha Morrison reported the passage of the eight pouring licenses at the polls and at Town Meeting and reviewed the process that would be followed.

New Business

Memorial Day Parade: Selectman Powers made a motion to approve a Memorial Day Parade to be held on May 26th beginning at 9AM. Route to proceed down Main Street to the Veterans Green for a ceremony, seconded by Selectman Goodhue; so voted: 5-0. Acting Chairman Martha Morrison also noted that the committee had requested a member of the Board speak at the ceremony, it was agreed that Selectman Gandt would represent the Board.

Fence Viewer Appointment: Selectman Powers made a motion to approve Charlene A. Stawicki as a Fence Viewer for a term to expire June 30, 2015, seconded by Selectman Goodhue; so voted: 5-0.

Playground Committee Request: Selectman Gandt made a motion to approve adding the Playground Committee as an additional insured on the Town's Insurance for FY15, seconded by Selectman Lais; so voted: 5-0.

Topsfield Firefighters Relief Association Request: Selectman Gandt made a motion to approve a banner to be placed between Proctor School and Town Hall from June 1st to the 7th for the Fire Department's annual Pancake Breakfast held prior to the Strawberry Festival, seconded by Selectman Lais; so voted: 5-0. Acting Chairman Martha Morrison noted that the Strawberry Festival would be held on June 14th, therefore there might be an error in the Firefighters' event schedule.

Town Administrator's Report:

- Information regarding MassDOT awarding Topsfield \$40,686 for pot holes.
- Reported the annual financial Audit, with management letter, was available.
- Reported the DPW would be re-paving the Town Hall parking lot in the month of June.
- Update on Town Hall Repairs.
- Update on Pay & Classification Study.

Correspondence & Reports

Correspondence

Kopelman & Paige submitted a copy of the complaint against Mark & Ruthann Finn, pursuant to MGL c.59 s2B to recover real property taxes on land owned by the Commonwealth but used for other than public purposes in the amount of \$31,224.36 plus interest.

Roselli, Clark & Associates submitted the Town Audit in its entirety, with the Management Letter.

MassDOT has submitted information regarding the Salem Road bridge over the Ipswich River and it has been given to Dave Bond, Highway Superintendent.

Reports

Conservation Commission submitted a monthly report for April.

North Shore Regional Vocational School submitted minutes of March 13th and an agenda for May 8th.

Library Trustees submitted minutes of April 8th.

Trust Commissioners submitted minutes March 4, 2014 and draft of May 7, 2014.

Invitations

Council on Aging invited the Board to the Appreciation Day sponsored by SeniorCare on May 22nd, 3-4:30PM, 49 Blackburn Center, Gloucester.

The Unveiling of new name for Elder Service Plan of the North Shore would be held at the Danversport Yacht Club, May 28th, 4:30-6:30PM. RSVP required.

Masconomet Graduation would be Friday, June 6th beginning at 6:30PM in the Field House. Relay for Life event would be held on June 13th beginning at 6PM at the Masco football field.

At 8:17PM, Selectmen Goodhue made a motion to go into Executive Session to discuss negotiating strategies for the Police Union Contract; seconded by Selectman Powers. In a roll call vote, a yes vote was recorded for Acting Chairman Morrison, Selectman Lais, Selectman Gandt, Selectman Powers and Selectman Goodhue. The Board would not return to open session.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as written at the June 2, 2014 Board of Selectmen's meeting.

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. Board of Selectmen meeting schedule
3. Memorial Day Parade Permit Request
4. Fence Viewer Appointment Request
5. Playground Committee Request
6. Fire Department Banner Request
7. Kopelman & Paige submitted a Verified Complaint Filling
8. MassDOT Bridge Report
9. ZBA Public Hearing for May 27th-Fairgrounds
10. NS Regional Voc School agenda and minutes
11. Library Trust Minutes
12. Trust Commissioners Minutes
13. SeniorCare Appreciation Day to be held on May 22nd
14. Unveiling of new name for Elder Service Plan of the NS on May 28th
15. Masconomet Graduation on June 6th
16. Relay for Life at Masco on June 13th
17. Updated contact information of the Board of Selectmen.
18. Letter of complaint from David Meaney.

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.