

BOARD OF SELECTMEN
Proctor School Library
Minutes of June 2, 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, Steve Lais and Eldon Goodhue. 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 and Caleb Hudson, Tri-Town Transcript reporter Anna Burgess, Personnel Advisory Committee members Al Wallace and Bette Cullinan, Human Resources Services Inc President Sandy Stapczynski, Fire Chief Ron Giovannacci and Captain Jen Collins Brown.

Acting Chairman Martha Morrison opened the meeting stating the first order of business would be the reorganization of the Board of Selectmen:

Selectman Goodhue nominated Dick Gandt for Chairman of the Board of Selectmen, seconded by Selectman Lais, so voted 5-0.

Selectman Morrison nominated Laura Powers as Clerk to the Board of Selectmen, seconded by Selectman Goodhue; so voted: 5-0.

ANNOUNCEMENTS: Chairman Gandt announced that the Board would go into Executive Session at the end of regular session to discuss negotiating strategies for non-union employees relative to the Pay & Classification Study and negotiating strategies for the Police Union Contract and would not return to Open Session.

Selectman Powers reported that Celebrate Summer Camp would be a fun-filled experience for children entering grades 1-6 in the Fall of 2014. Activities would include Arts & Crafts, Sports, Science & Nature exploration, Drama and Music. There are five weekly sessions run from July 7 through August 8, 2014, Monday through Friday from 9:00 am to 1:00 pm at the Proctor School. Registration forms or job application forms could be found on [the Recreation Committee's page](#) on the Town website or www.Topsfieldrecreation.org.

Selectman Morrison reported that Hood Pond would open on June 21st on the weekends and daily on June 26th. Swim lessons would begin on June 30th and run for 6 weeks, twice a week. Membership application can be found on the Town's website.

Selectman Morrison reported that the Historical Society would hold the Strawberry Festival on June 14th from 10AM – 4PM on the Town Common, rain or shine.

CITIZENS QUESTIONS & COMMENTS *none heard*

GENERAL BUSINESS

New Business

Prayer &/or Pledge of Allegiance: Chairman Gandt introduced the discussion of considering starting off each Board of Selectmen meeting with prayer and/or Pledge Allegiance which Selectman Goodhue had brought forward. After no objections were heard, Chairman Gandt agreed to begin for a trial period and designated Selectman Goodhue to organize this with the staff.

Americans with Disabilities Act: Selectman Morrison noted there was a discrepancy with the dates as noted on the proclamation; therefore the item was tabled until the June 16th meeting.

Howlett Street Closure: Selectmen Powers, Lais and Morrison stated their support of Police Chief's policy of not allowing road closure for a citizen's private event at their homes.

Chairman Gandt agreed to contact Mr. Hatzis to explain the decision of the Police Chief and Selectmen.

Working Session Schedule: Chairman Gandt polled the Selectmen for a date for a working session in which they would establish goals and objectives for the upcoming year. June 19th at 4PM was the date chosen. Secretary Donna Rich will post the meeting to be at Town Hall.

One Day Liquor License: Selectman Morrison made a motion to approve a One Day Liquor license to Family Promise North Shore Boston to hold a food tasting fundraising event on June 18th at the Collidge Hall between 6-9PM, in addition approving a waiver of the 30 day notice as stated in the letter attached, seconded by Selectman Goodhue; so voted: 5-0.

Minutes

Selectman Goodhue made a motion to accept the Minutes of April 28, 2014, as written, seconded by Selectman Powers; so voted 4-0-1. Selectman Lais abstained.

Selectman Morrison made a motion to accept the Joint Session minutes of May 6, 2014 as written, seconded by Selectman Powers; so voted 3-0-2. Selectmen Lais and Goodhue abstained.

Selectman Morrison made a motion to accept the Minutes of May 19, 2014, as written, seconded by Selectman Powers; so voted 5-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of May 19, 2014, as written and to hold until all matters have been resolved, seconded by Selectman Powers; so voted 5-0.

APPOINTMENTS:

8:00PM – Pay & Classification Study-Human Resources Services Inc President Sandy Stapczynski gave a presentation to update the Board on the progress of the Pay & Classification Study they are performing for Topsfield.

Town Administrator's Report:

- Pay & Classification Study
- Finance Team year end budget process reviewed
- Goals Setting
- Cable Agreement

Correspondence & Reports

Correspondence

The Board was copied on a letter sent to Mr. Fabbri as a result of the Fence Viewers review of a fence dispute.

Reports

Weston & Sampson submitted the Spring Monitoring Report for the Landfill.

Board of Assessors submitted minutes of March 28, April 11 & 18, and May 9, 2014.

Conservation Commission submitted minutes of March 26th and April 9th

At 8:47 PM, Selectmen Morrison made a motion to go into Executive Session to discuss negotiating strategies for union and non-union employees relative to the Pay & Classification Study and negotiating strategies for the Police Union Contract and would not return to Open Session; seconded by Selectman Powers. In a roll call vote, a yes vote was recorded for Chairman Gandt, Selectman Morrison, Selectman Lais, Selectman Powers and Selectman Goodhue. The Board would not return to open session.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as amended at the June 16, 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. Preliminary BOS Minutes – April 28th, Joint of May 6th, May 19 with Executive Session
3. Pay & Classification Study Presentation with supporting documents
4. Meetings to start with Prayer and/or Pledge of Allegiance Discussion
5. Americans with Disabilities Act Proclamation request
6. Howlett Street Closure Request
7. Working Session Schedule Discussion
8. One Day Liquor License request
9. Fence Viewers Resolution
10. Spring Environmental Report of the Landfill
11. Board of Assessors Minutes of March 28th, April 11 & 18th and May 9th
12. Conservation Commission minutes of March 26th and April 9th
13. Letter from Mr. Niland regarding the noise at Willowdale Estate

<p>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.</p>
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