

BOARD OF SELECTMEN
Minutes of
July 7, 2008

Chairman Jackson called the meeting to order at 7:30PM. Board members present in addition to Chairman Jackson were Richard Gandt, Martha Morrison and Nancy Luther. 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, Faye Raynard of the Village Reporter, Brendan Lewis of the Tri-Town Transcript, Mike Stucka of the Salem News, Mark Erickson, candidate for Conservation Commission, Walter Harmer, Chairman-Conservation Commission along with Members: John McArdle and Ralph Stump, and Lana Spillman, Conservation Administrator, Peter Rakip, owner Station Sweet Shoppe, and Robert Hardy, candidate for the Alcohol Advisory Committee.

Announcements: Chairman Jackson announced that the Board would not be going into executive session at the end of the meeting.

APPOINTMENTS:

7:30 – Candidate for Conservation Commission-Mark Erickson-Selectman Luther recused herself and left the room as her husband Holger Luther is also a candidate for this position. Selectman Gandt asked Mr. Erickson why he wanted to serve on the Conservation Commission. Mark explained that his children have grown and he feels he now has the time to give back to the Town. Mark is a professional hydrologist and expressed that with his background he would be a good fit for the position. Selectman Gandt asked Mr. Erickson his thoughts on balancing the need to protect wetlands with the Board of Health's responsibility to protect public health when replacing septic systems. Selectman Morrison stated that with Mark's resume that he would also be a good fit for the Stormwater Management Committee and/or the Surface & Groundwater Study Committee. The Chairman stated that, in the tradition of the Board, the Board would not consider his appointment until the next meeting.

Candidate for the Alcohol Advisory Committee-Robert Hardy: Selectman Morrison asked Mr. Hardy why he was interested in this Committee. Rob stated that with his food background he felt he could be an asset to the Committee. Chairman Jackson explained that there would soon be activity with this Committee as a new wine and malt beverage license for an establishment selling groceries is about to be available and that the restaurant wine and malt beverage license remains open. A decision for this appointment would be announced at a future meeting.

Announcements: Chairman Jackson announced that the Treasurer/Collector's Office has mailed the first quarter tax bills for Fiscal 2009 and payments are due August 1, 2008.

Selectman Luther announced that there is a new Council on Aging Director, Lydia Bertolino and that there would be a "meet & greet" affair in early September at the "Bee Building". There is a need for Van Drivers which is a paid position and also Meals on Wheels drivers which is a stipend position. If interested, please contact the Council on Aging office. In addition, the Friends of the Council on Aging is seeking new members who are primarily interested in fundraising initiatives for the Council.

Selectman Morrison congratulated the Assessors office for their efforts on updating and posting forms and other important property information on the Town Website. Selectman Morrison was especially grateful for the work of Carol Hoy, Assistant Assessor, for all the efforts she put forth in the process.

Selectmen Minutes: Selectman Morrison made the motion to accept the amended minutes of the June 23, 2008; seconded by Selectman Gandt; so voted 4-0.

GENERAL BUISINESS

Old Business

Knotweed Removal on Town Property and a Tree Stump: A request was received from the Morgan's of 20 Washington Street requesting permission to apply the herbicide Roundup to Japanese Knotweed that is on the Town property. Also, the Morgan's requested that a tree stump be removed that was purportedly taken down by the Town and according to the Morgan's, on Town property. The Board agreed that removal of either the knotweed or tree stump was premature until such time as a property survey of the Rail Trail is completed. If in fact, the tree was on Town property, the Board will determine how to proceed with the removal of the knotweed and tree stump. Selectman Morrison asked Walter Harmer, Chairman of the Conservation Commission, to address the Board on the issue of the knotweed from a conservation perspective. Mr. Harmer stated that the Audubon Society will be filing a Notice of Intent for the removal of invasive plants at the Ipswich River Sanctuary. The Commission could potentially use the Audubon Society's expertise in determining a safe and effective way to eradicate an invasive specie, to guide the Rail Trail Committee in their control of invasive plants.

New Business

Station Sweet Shoppe Common Victualler License: There was discussion surrounding the seating capacity of 32 as stated in the application and if this constitutes a restaurant under the definition in the Town's Zoning Bylaw. If it is classified as a restaurant then a special permit would need to be requested from the Zoning Board of Appeals. Selectman Luther made a motion to extend the Temporary Common Victualler License until July 23, 2008, in order to obtain an opinion from the Building Inspector who is currently on vacation, seconded by Selectman Morrison; so voted: 4-0.

Transfer of Appropriations under Chapter 44 §33B: Selectmen Gandt made a motion to approve the transfer of an unexpended balance of \$2,060.37 from Insurance –MIIA Health (91505/51730) to Snow & Ice Wages-Overtime (42302/51310), seconded by Selectman Morrison; so voted 4-0. Selectman Gandt made a motion to approve the transfer of an unexpended balance of \$5,000 from Insurance-MIIA Health (91505/51730) to Snow & Ice Removal-Equipment Rental (42305/52730), seconded by Selectman Morrison; so voted: 4-0. Selectman Gandt made a motion to approve the transfer of an unexpended balance of \$2,176.88 from Insurance-MIIA Health (91505/51730) to Selectmen Special-Legal Services (12405/53030), seconded by Selectman Morrison; so voted: 4-0.

ADA Proclamation: Selectman Gandt read and made a motion to approve a proclamation that declares July 26, 2008 as "ADA Day" to celebrate the 18th anniversary of the Americans with Disabilities Act, seconded by Selectman Morrison; so voted: 4-0.

Website Posting of Agendas: Selectman Morrison has suggested that all Committees/Boards and Commissions that are appointed by the Board of Selectmen be required to post a meeting's agenda on the Town Website 48 hours in advance of any meeting. This would enable the residents to view what the various groups would be discussing. Chairman Jackson requested the Town Administrator to send a letter to the various Boards, Committees and Commissions and inform them of this request. Selectman Morrison offered the Website Committee as a resource if assistance is required to post agendas on the Town Website.

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Annual MUNIS Financial Application System Contract: Selectman Gandt made a motion to approve the Annual Operating System & Database Administration Support Agreement for the MUNIS Software Programs with Tyler Technologies, Inc. of Falmouth, ME in the amount of \$3,647.50 with the Chairman to sign, seconded by Selectman Morrison; so voted: 4-0.

Annual Vision Maintenance Agreement: Selectman Morrison made a motion to approve the Annual Software Maintenance Agreement for the Town's assessing program with Vision Appraisal Technology of Northborough, MA in the amount of \$4,300 for fiscal 2009, seconded by Selectman Gandt; so voted: 4-0.

FY09 Annual MUNIS Maintenance Agreement: Selectman Morrison made a motion to approve the Annual Support Agreement and License Agreement for MUNIS Software with Tyler Technologies Inc. of Falmouth, ME in the amount of \$14,135 for fiscal 2009 with the Chairman to sign, seconded by Selectman Gandt; so voted: 4-0.

Town Administrator's Report:

Please see attached report.

Correspondence & Reports

Correspondence

- The Moderator submitted his annual appointments for Finance Committee: Paul Dierze and Holger Luther with a term to expire on June 30, 2011 and the Memorial Day/Veterans Day Committee: Matthew Boyle, John Chiffer, David Comeau, Alfred DiDonato and Patricia Landgren for a term to expire on June 30, 3009.
- Suggestion from Bob Morgan was received stating that the Selectmen should appoint a Rail Trail Advisory Committee as mentioned on the Rail-to-Trail Conservancy web site. Selectman Gandt said he felt the CNI already provides the type of input such a committee would otherwise provide.
- Historical Commission has submitted their opinion on the Barn at 35 Main Street being demolished.
- National Grid's policy on damage to trees caused by gas leaks was received.
- Thank You's from the 3 MASCO Town Scholarship recipients was received.
- Weston & Sampson's Landfill Spring 2008 Annual Environmental Monitoring Report has been received.
- Comcast Digital Television Transition plan was received.

Reports:

- Board of Assessors submitted minutes of May 30, 2008.
- Conservation Commission letter requesting an interview with J. Bucchiere was received, Letter to ZBA Re: compliance of Amberwood Farms OoC, letter regarding the appointments to fill open seats.
- Planning Board submitted minutes of May 20, 2008.
- Zoning Board of Appeals legal notice of 46 South Main St and 86 Central St. and submitted minutes of March 25 and April 22, 2008.

Warrants: The Selectmen signed and approved FY08 warrants in the amount of **\$ 157,378.51** .
The breakdown is as follows:

Warrant #FY08:	
107T	\$ 69,829.33
108	\$ 87,549.18

The Selectmen signed and approved FY09 warrants in the amount of **\$ 100,245.79** . The
breakdown is as follows:

Warrant #FY09:	
003T	\$ 65,755.51
004	\$ 34,490.28

At 9:19 PM, Chairman entertained a motion to adjourn, Selectman Morrison seconded the
motion, vote: 4-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as amended at the July 21,2008 Board of Selectmen's meeting.