

**BOARD OF SELECTMEN**  
**Proctor School Library**  
**Minutes of July 30, 2012**

Chairman Eldon Goodhue called the meeting to order at 7:30PM. Board members present, in addition to Chairman Goodhue, were Martha Morrison, Dick Gandt, Laura Powers and Ken Vogel. 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 Walter Harmer, Tri-Town Transcript reporter Kate Evans, Police Chief Evan Haglund and Officer Michael Balsley and EBSCO Chief Financial Officer Tom Wheeler.

**ANNOUNCEMENTS:**

Chairman Goodhue noted receipt of a box of special treats from candy maker masMoudi House located in Paris that were given to the Board from Norm and Evelyn Gaudrault as a show of appreciation for the 60<sup>th</sup> Wedding Anniversary Proclamation the Board signed for Georges and Marie-Therese Idier of Paris, France.

Selectman Gandt reported that there was a Mandatory Water Restriction in effect. The restriction is due to low Ipswich River stream flow levels. All residents are asked to curtail outdoor water use between the hours of 9 A.M. and 5 P.M each day.

Selectman Powers announced that the summer concerts continue on the Town Common Sundays from 4-6pm.

Selectman Gandt reported that at a presentation at the State House on July 24<sup>th</sup> Topsfield received recognition from Governor Patrick for being one of the 103 communities in MA to be designated as a Green Community.

**APPOINTMENTS:**

**7:30 – Crash Reporting** - Police Chief Evan Haglund and Officer Mike Balsley of the Traffic Safety Group explained the benefits of filing digital crash reports and of making those reports available over the internet.

Selectman Vogel made a motion to approve a contract with Deep River LLC of Old Saybrook, CT and to set the town's fee for an online crash report to be \$5.00 and for the Chairman to sign, seconded by Selectman Morrison; so voted 5-0. As a result, the total cost for accessing one online crash report from [www.GetCrashReports.com](http://www.GetCrashReports.com) would be \$10.00 (\$5 town fee + \$5 Deep River fee =\$10).

Selectman Vogel asked the Chief to provide update on Steward School traffic flow concern. The Chief reported that each year he meets with the Principal Michelle Costa and there is a comprehensive review of the traffic at Steward School and improvements that could alleviate the flow of cars in the neighborhood. That meeting is planned for mid-August.

**7:45 – EBSCO Project** - Chief Financial Officer Tom Wheeler presented an EBSCO project consisting of outdoor exercise equipment, picnic tables and walking trail to be located at Klock Park, adjacent to 380 Boston Street, the EBSCO building. Mr. Wheeler explained that it would be a gift to the Town with construction to be completed before Labor Day. Ms. Wilder noted she would work with Mr. Wheeler on the license and indemnification agreements.

Selectman Morrison made a motion to approve the walking path, outdoor exercise equipment and picnic tables to be located at Klock Park as presented and for the Chairman to sign the Recreational Land Development Indemnification Agreement, seconded by Selectman Powers; so voted 5-0.

**GENERAL BUSINESS**

**New Business**

Parade Request: Selectman Morrison made a motion to approve a parade permit for Saturday, September 29<sup>th</sup> for the Topsfield Fair Parade to the Essex Agricultural Society to begin at 9AM and follow the usual route, seconded by Selectman Powers; so voted 5-0.

Road Race: Selectman Morrison made a motion to approve the first annual Essex Agricultural Society road race to be held on Sunday, September 23 from 10AM-2PM with route as indicated, seconded by Selectman Powers; so voted 5-0.

State Primary: Selectman Morrison made a motion to approve the format for the Warrant as presented for the State Primaries to be held on September 6, 2012, seconded by Selectman Powers; so voted 5-0.

Cultural Council Appointment: Selectman Powers made a motion to appoint Michele Sabri to the Cultural Council for a 3 year term to expire on June 30, 2015, seconded by Selectman Morrison; so voted 5-0. It was noted that Laura O'Connor, Chairman, had submitted a letter of recommendation.

Conservation Commission Appointment: Selectman Morrison made a motion to appoint Richard Muka to the Conservation Commission for a 3 year term to expire on June 30, 2015, seconded by Selectman Powers; so voted 5-0. It was noted that Mark Erickson, Chairman, had submitted a letter of recommendation.

### **Liaison Reports**

Selectman Gandt reported that the Water Department had a “mid-course review” presentation given by the Water Treatment Plant Consultants Wright-Pierce (report dated June 2012). Items included alternatives for siting a treatment plant as well as alternate sources of water. Selectman Gandt stated that no decision has been made at this point. The main purpose is to remove the manganese from the water supply. It was also noted that the 97 page draft report is posted on the Public Works web site.

Selectman Gandt reported that the Parking Lot on Park Street is essentially completed, just waiting for four lights and the grass to grow. The Institute for Savings also provided for the stripping of the Rail Trail crossing at Route 1, while they were stripping other locations for the project.

Selectman Morrison reported that the Cable TV/Web Committee would like to come before the Board and review some new technology they are exploring.

Selectman Morrison reported that the Open Space Committee also would like to come before the Board in September to review the Town's rights relative to the disposition of privately owned Chapter Land and the process that the Town should be following.

### **Town Administrator's Report:**

- Draft of Selectmen Goals was distributed.
- Cable TV/Web reorganization of staff reviewed
- Amberwood Farms-Unit 15-Department of Housing and Community Development request for action: Selectman Morrison made a motion to relinquish the Town's right of first refusal on LIP Unit 15 at Amberwood Farms, 281 Rowley Bridge Road, low to moderate income housing of Chapter 40B, seconded by Selectman Powers; so voted: 5-0.
- Reviewed Kopelman and Paige LLC memorandum regarding Significant Amendments to the Community Preservation Act-Use of Funds.
- Informed the Board that MMA will hold its Fall Legislative Breakfast on September 21<sup>st</sup> in Rockport.

- Reported that Representative Speliotis has received the Home Rule Petition for the Alfalfa Farm Winery and sent it to the House Legal Counsel for review and will then notify the Town when the Public Hearing will take place.

**Selectmen Minutes:**

Selectman Morrison made a motion to accept the Minutes May 21, 2012 as presented; seconded by Selectman Vogel; so voted 5-0.

Selectman Powers made a motion to accept the Minutes June 18, 2012 as amended; seconded by Selectman Vogel; so voted 5-0.

Selectman Powers made a motion to accept the Executive Session Minutes of June 18, 2012 as presented and to hold until all issues have been resolved; seconded by Selectman Morrison; so voted 5-0.

Selectman Morrison made a motion to accept the Minutes July 2, 2012 as amended; seconded by Selectman Powers; so voted 5-0.

Selectman Powers made a motion to accept the Executive Session Minutes of July 2, 2012 as presented and to hold until all issues have been resolved; seconded by Selectman Vogel; so voted 5-0.

Selectman Powers made a motion to accept the Minutes July 16, 2012 as amended; seconded by Selectman Morrison; so voted 5-0.

Selectman Powers made a motion to accept the Executive Session Minutes of July 16, 2012 as presented and to hold until all issues have been resolved; seconded by Selectman Morrison; so voted 5-0.

**Correspondence & Reports**

Correspondence

Kopelman & Paige submitted a memorandum regarding Americans with Disabilities Act-Trail Accessibility Requirements. Selectman Morrison suggested the memo be forwarded to the Rail Trial Committee.

Reports

North Shore Regional Vocational School District submitted minutes of June 14, 2012 and an agenda for July 19, 2012

Board of Assessors submitted minutes of June 22, 2012.

MassDOT sent a bridge report regarding Perkins Row/Mile Brook dated January 10, 2012.

Invitation

The Board was cordially invited to participate in the salute to the Royal Canadian Mounted Police Musical Ride at 2:00PM performance on Saturday, September 29<sup>th</sup>. All Board members responded they would be in attendance.

**Warrants:** The Selectmen signed and approved warrants in the amount of \$ 276,299.62 The breakdown is as follows:

Warrant FY13:	
09T	\$ 90,484.34
09	\$ 35,139.38
10	\$ 150,675.90

Minutes – 07/30/12

Page 4

At 8:30 PM, Selectmen Morrison made a motion to adjourn and Selectman Powers seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as written at the August 13, 2012 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. Crash Report documents
3. EBSCO Project documents
4. Topsfield Fair Parade permit request
5. Essex Agricultural Society Road Race request
6. State Primary Warrant request
7. Cultural Council member appointment request
8. Conservation Commission member appointment request
9. Kopelman & Paige memorandum
10. NS Regional Voc School District minutes and agenda
11. Board of Assessors minutes
12. MassDOT bridge report
13. Invitation to the Royal Canadian Mounted Police Musical Ride
14. Preliminary BOS Minutes –5/21, 6/18, 7/2, and 7/16 with Executive Sessions of 6/18, 7/2, and 7/16.
15. Kopelman and Paige LLC memorandum: Significant Amendments to the Community Preservation Act-Use of Funds.
16. Draft document of Selectmen Goals

<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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