

**BOARD OF SELECTMEN**  
**Proctor School Library**  
**Minutes of August 10, 2015**

Clerk Lais called the meeting to order at 7:30PM. Board members present, in addition to Clerk Steve Lais, were Selectmen Martha Morrison, and Eldon Goodhue. Boyd Jackson and Laura Powers were absent. Of the Selectmen's staff Board Secretary Donna Rich was in attendance. Other persons present during all or part of the meeting were Topsfield Cable operators Sam Pickell, Water Superintendent Greg Krom, Boy Scout Troop 81 member Thomas Lebel, Attorney Jill Mann, Dick Cullinan, Veterans Service Officer and residents Dick Gandt and Paul Harder.

The Board stood for the Pledge of Allegiance and then observed a moment of silence.

**ANNOUNCEMENTS:** Selectman Morrison reminded residents of the Concerts on the Common series with the *Reunion* playing on August 16<sup>th</sup> from 4-6PM.

**CITIZENS QUESTIONS & COMMENTS** *None heard*

**GENERAL BUSINESS**

**New Business**

Water Department-Owner's Project Manager Request: Selectman Goodhue made a motion to amend the contract award for the owner's Project Manager for the Water Treatment Plant Project to Woodard & Curran of Andover, MA for a total not to exceed price of \$386,400, inclusive of phases 1-5, subject to availability of funds; and approve the expenditure in current funds a lump sum fee amount of \$127,100 for phases 1, 2 and 3 as detailed in the contract documents, seconded by Selectman Morrison; so voted: 3-0. Water Superintendent Greg Krom clarified the owner's project manager position and why it was being amended.

Water Department-Water Treatment Project: Selectman Goodhue made a motion to approve a contract with Wright-Pierce of North Andover, MA for pilot testing, design, permitting and bidding of a water treatment facility, cost not to exceed \$504,526 pending final review by Town Hall, seconded by Selectman Morrison; so voted: 3-0. Water Superintendent Greg Krom clarified the selection process that was followed to award this contract.

DiBenedetto's Property: Selectman Morrison explained who had received notification of the intent for the property located at 116 & 120 Hill Street Open Space Sub-division and the timeframes that had been set in motion. Selectman Morrison expressed that she had forwarded the document to Kopelman & Paige PC for their comments and urged others to review and offer comments if they had any. In addition Selectman Morrison expressed that she had notified non-profit organizations that might be interested in the property. No further action was required for the Board at this time.

Appointment: Selectman Morrison made a motion to appoint Mark Lyons to the 2015 Town Hall Building Committee for a term to expire June 30, 2016, seconded by Selectman Goodhue; so voted: 3-0.

Appointment: Selectman Morrison made a motion to appoint Leonard Rose as the Town of Topsfield's Sealers of Measurers and Weights for a term to expire June 30, 2016. Robert Rose retired and his son Leonard will take over the stipend position, seconded by Selectman Goodhue; so voted: 3-0.

Pye Brook Park: Clerk Lais had a question relative to the funding source of the engineering services contact with Weston & Sampson, Inc. of Peabody MA in the amount of \$10,000 for the

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creation of a new recreational field at the Clay Pile Area, therefore, the item was tabled until the August 24, 2015 meeting.

GASB-45: Selectman Morrison made a motion to approve the contract for GASB-45 Actuarial and Consulting Services for fiscal cycle 2016-2017 to Odyssey Advisors, Inc. of Colchester, CT in the amount of \$6,650, seconded by Selectman Goodhue; so voted: 3-0.

### **Minutes**

Selectman Goodhue made a motion to accept the Minutes of July 20, 2015 as written, seconded by Selectman Morrison; so voted 3-0.

### **Correspondence & Reports**

#### Correspondence

Fire Department submitted a letter of thanks received from Town of Boxford for mutual aid that was provided on July 6<sup>th</sup>.

Gold Award Recipient Elizabeth Chiffer sent a letter of thanks for proclaiming July 15<sup>th</sup> as Elizabeth Chiffer Day.

MIIA, the town's insurance carrier, sent notification of the launching of a new website which would soon be available.

A copy of the filing made with the Executive Office of Energy & Environmental Affairs (EEA) with an addendum for 97 Boston Street was received.

Coalition for Responsible Retailing sent an opinion on raising the age of selling tobacco to 21.

Information regarding the elections at the Boston Region Metropolitan Planning Organization.

Masconomet Chief Financial Officer Sue Givens sent a letter informing the use of funds from the Stabilization Fund to pay a lighting project.

#### Reports

Conservation Administrator submitted a monthly report for July and agenda for July 15<sup>th</sup>.

Commissioners of Trust Funds submitted draft Minutes of July 1, 2015.

### **Appointment:**

7:45PM – Veterans Memorial Green – Dick Cullinan, Veterans Service Officer explained the placement of a 25-foot flag pole on the Veterans Memorial Green and the people involved in making that decision.

At 7:49 PM, Selectmen Goodhue made a motion to adjourn and Selectman Morrison seconded the motion; so voted: 3-0.

Respectfully submitted,

Donna Rich, Executive Assistant  
Board of Selectmen

*Approved as written at the August 24, 2015 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 –July 20, 2015
3. Request for an Amendment to the OPM contract for the Water Department
4. Request for a contract related to the Water Treatment Project
5. Discussion relative to the property at 116 & 120 Hill Street
6. Request for appointment to 2015 Town Hall Building Committee
7. Request for appointment of Sealers of Measurers of Weights
8. Request for an engineering services contract for the Clay Pile Area
9. Request for GASBS-45 Actuarial & Consulting Services contract
10. Fire Department receipt of a letter of thanks from Boxford for mutual aid
11. Girl Scout Gold Award recipient letter of thanks
12. MIIA New website announcement
13. Executive Office of Energy & Environmental Affairs with addendum regarding 97 Boston Street
14. Coalition for Responsible Retailing has sent information regarding tobacco regulations
15. Elections at MPO
16. Masconomet Chief Financial Officer sent letter informing the use of funds
17. Conservation Administrator has submitted monthly report for July and agenda for July 15<sup>th</sup> meeting
18. Commissioners of Trust submitted draft minutes of July 1<sup>st</sup>

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.