

BOARD OF SELECTMEN
Proctor School Library
Minutes of August 13, 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, and Laura Powers. Ken Vogel was absent. 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, Board of Health Agent John Coulon and member Sheryl Knutsen, Police Chief Evan Haglund and Rail Trail Committee Chairman Joe Geller.

ANNOUNCEMENTS:

Chairman Goodhue recognized Health Agent John Coulon who explained that a sample of mosquitoes taken from a pool at Pye Brook Park during routine sampling on August 7th was found positive for Eastern Equine Encephalitis (EEE). John went on to report that according to Matt Osborne, Epidemiologist with the Massachusetts Department of Public Health, the Risk Level for Topsfield remained "Low" as of Friday, August 9. In addition, the Northeast Massachusetts Mosquito Control Program would conduct a preemptive targeted spraying at Pye Brook Park this evening, Monday, August 13th, with a follow-up of truck mounted spraying on the streets within the border of Route 1 West and Ipswich Road North late evening on Wednesday, August 15th. John explained that the type of mosquito that tested positive was a bird biter and not mammal. While this somewhat lowers the risk to humans, there's is still a risk that mosquito type could cross species. It was advised that citizens take precautions when outside during the hours of dawn and dusk by using products that repel mosquitos. John commented that a repeat testing of traps will be done later this week with results to be posted on the Town website.

Selectman Powers reported that the Recreation Committee sponsored Concerts on the Common continue this week with the *4 Guys in Tuxes* and the following week with the *Renowns*. Concerts are held from 4-6PM.

GENERAL BUSINESS

Old Business

Police Cruiser: Selectman Powers made a motion to award a contract to purchase and equip a 2013 police interceptor sedan to be used as a cruiser with trade-in of the 2008 Ford Crown Victoria to Stoneham Motor Company, Inc. of Stoneham, MA in the amount of \$22,064, seconded be Selectman Morrison; so voted: 4-0.

Police Utility Vehicle: Selectman Morrison made a motion to award a contract to purchase and equip a 2013 police interceptor utility vehicle with trade-in of the 2001 Chevrolet Tahoe to Stoneham Motor Company Inc. of Stoneham, MA in the amount of \$25,307, seconded by Selectman Powers; so voted: 4-0.

New Business

Special Police Officer Appointments: Selectman Powers made a motion to appoint the following Auxiliary officers as Special Police Officers effective August 14th, 2012 and to expire June 30, 2013: Officer Robert Varney, Officer Robert Smith, Officer Kevin Boodoo, Officer Derek Wood, Officer Matthew Melto, Officer Kerry Stokes, Officer Michael Gelineau, Officer Michael Cassidy and Officer Michael Bettencourt, seconded by Selectman Morrison; so voted: 4-0.

Rail Trail – Route 1 Crossing: Selectman Gandt made a motion to approve the purchase of a rapid rectangular flashing beacon on US Rt. 1 to Spot devices, Inc. of Sparks, NV in the not to exceed amount of \$8,168, seconded by Selectman Powers; so voted: 4-0.

Rail Trail – Route 1 Crossing: Selectman Gandt made a motion to approve the installation of signage and lights for the Topsfield Linear Common rail trail crossing of U.S. Rt. 1 near the Topsfield Fairgrounds to Coviello Electric & General contracting of Medford, MA in the not to exceed amount of \$15,840, seconded by Selectman Morrison; so voted: 4-0.

Rail Trail – Route 1 Crossing: Selectman Gandt made a motion to approve the purchase and installation of a new solar powered flashing beacon on US Rt. 1 to Electric Light Co., Inc. of Cape Neddick, ME in the amount of \$6,500, seconded by Selectman Powers; so voted: 4-0. Selectman Gandt explained that this item would be maintained by the Fair Grounds, but owned by the Town. Selectman Gandt made a motion to approve a Memo of Understanding with the Topsfield Fairground dated August 13, 2012 and for the Chairman to sign, seconded by Selectman Morrison; so voted: 4-0.

Government Review Committee: Selectman Powers began the discussion by re-capping the committee's goals and the process they followed, and then encouraged the Board to follow up with the next step, to have a joint meeting. Selectman Morrison agreed that we should set up a meeting to explore the recommendations and other aspects, along with the Final Report. Selectman Gandt expressed three observations from the Summary Report: 1) Charter stated deliver services in a more cost effective manner, none mentioned in the summary, 2) the Charter had asked for findings, none stated in the summary report, and 3) the suggested organizational chart shows a span of control for Town Administrator of 12-14 direct reports and would need to be looked at carefully. Ms. Wilder reviewed the dates stated by the Government Review Committee for moving forward and then was charged with setting up the joint meeting to review the final report.

Liaison Reports

Selectman Morrison reminded the Board that a working session should be set up with the Cable TV/Web Committee at the Library to ensure internet access for their presentation.

Town Administrator's Report:

- Goal Setting update
- Building Assessment RFQ update
- Review of 2013 Town Meeting Schedule
- Town Administrator Search flow chart and schedule reviewed

Selectmen Minutes:

Selectman Morrison made a motion to accept the Working Session Minutes of June 13, 2012 as amended, seconded by Selectman Gandt; so voted 4-0.

Selectman Morrison made a motion to accept the Working Session Minutes of July 3, 2012 as amended, seconded by Selectman Powers; so voted 4-0.

Selectman Morrison made a motion to accept the Working Session Minutes of July 17, 2012 as amended, seconded by Selectman Gandt; so voted 4-0.

Selectman Morrison made a motion to accept the Minutes of July 30, 2012 as amended, seconded by Selectman Gandt; voted 4-0.

Correspondence & Reports

Correspondence

Fire Chief appointed Roland Courtemanche as a Probationary Call Fire Fighter to expire June 30, 2013.

MassDOT informed the Town that the Governor has signed the bill to fund FY13 Chapter 90 apportionment of \$200 million.

Massachusetts Municipal Association sent an invitation to have Topsfield 6th graders participate in the statewide essay contest. Selectman Powers would contact Principal of Proctor School Sarah O’Leary to see if there is any interest to participate.

2012 Boston Region Metropolitan Planning Organization is seeking nominations to the Board.

Reports

Board of Assessors submitted minutes of July 20, 2012.

Warrants: The Selectmen signed and approved warrants in the amount of \$ **419,613.61**. The breakdown is as follows:

Warrant FY13:	
013T	\$ 87,908.80
013	\$ 37,217.38
014	\$ 294,487.43

At 8:25 PM, Selectmen Gandt made a motion to adjourn and Selectman Morrison seconded the motion; so voted: 4-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen’s Office

Approved as written at the September 24, 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. Preliminary BOS Minutes – Working Session of June 13, July 3 and 17 and Meeting of July 30.
3. Police Cruiser Sedan Contract documents
4. Police utility vehicle Contract documents
5. Appointment of Special Police Officers notification
6. Rail Trail – Route 1 Crossing: Solar Powered Flashing Beacon documents
7. Rail Trail – Route 1 Crossing: Purchase of rapid flashing beacon documents
8. Rail Trail – Route 1 Crossing: Installation of signage and lights co
9. Government Review Committee Recommendations
10. Fire Department Appointment
11. Chapter 90 Apportionment
12. MMA Essay Contest flyer

13. MPO Elections information
14. Board of Assessors Minutes of July 20th
15. Distributed at the meeting: Draft 2013 Town Meeting Warrant Schedule, Town Administrator Recruitment flow chart and suggested time line, Memo of Understanding relative to the Route 1 crossing at the Rail Trail.

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.