

**BOARD OF SELECTMEN**  
**Proctor School Library**  
**Minutes of August 27, 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, National Grid representative.

**ANNOUNCEMENTS:** Chairman Goodhue announced that the Board would go into Executive Session at the end of regular session to discuss the status of grievances from the Police Union and Call Firefighters Union and would not return to Open Session.

**GENERAL BUSINESS**

**New Business**

**Wildes Road Temporary Pole:** Selectman Morrison made a motion to grant a revocable license to Verizon New England to erect, operate and maintain one (1) temporary pole on Wildes Road as indicated on the Verizon Petition Plan dated August 20, 2012 and further to authorize the Chairman to sign, seconded by Selectman Powers; so voted: 5-0.

**Town Hall IT Contract:** Selectman Morrison made a motion to award and approve a contract with Amiable Networks of Newmarket, NH for system administration consulting services for fiscal 2013 in the not too exceed amount of \$4,500, seconded by Selectman Powers; so voted: 5-0.

**33<sup>rd</sup> Fall Foliage Classic Road Race:** Selectman Powers made a motion to approve the Topsfield-Boxford-Middleton Rotary Club Fall Foliage Classic road race to be held on Sunday, October 14<sup>th</sup> with the route to be the same as in previous years, seconded by Selectman Morrison; so voted: 5-0.

Selectman Gandt made a motion to approve a banner for the Fall Foliage to be placed between Town Hall and Proctor School beginning October 4<sup>th</sup>, 10 days prior to the event, and to be removed by October 15<sup>th</sup>, seconded by Selectman Powers; so voted: 5-0.

**Cultural Council Appointment:** Selectman Powers made a motion to appoint Mary MacDonald to the Cultural Council for a term to begin August 28<sup>th</sup> and to expire on June 30, 2015, seconded by Selectman Morrison; so voted: 5-0.

**Cultural Council Appointment:** Selectman Powers made a motion to appoint Emily Collins to the Cultural Council for a term to begin August 28<sup>th</sup> and to expire on June 30, 2015, seconded by Selectman Morrison; so voted: 5-0.

**Council On Aging Appointment:** Selectman Vogel made a motion to appoint Shirley Sciora to the Council on Aging for a term to begin August 28, 2012 and to expire on June 30, 2015, seconded by Selectman Powers; so voted: 5-0.

**Council On Aging Appointment:** Selectman Vogel made a motion to appoint Gracia Clemson to the Council on Aging for a term to begin August 28, 2012 and to expire on June 30, 2015, seconded by Selectman Powers; so voted: 5-0.

**Microsystems Technology Support Contract:** Selectman Morrison made a motion to approve the Topsfield Police Department's annual support contract with Microsystems Integrated Public Safety Solutions of Melrose, MA for data software and equipment maintenance in an amount not to exceed \$7,100.20, seconded by Selectman Vogel; so voted: 5-0.

**Road Race Fundraiser Liquor License:** Selectman Powers made a motion to approve a one day liquor license for the Essex Agricultural Society for a Road Race Fund Raiser to be held on Sunday, September 23, 2012 from 10:00 AM to 2:00 PM at the Topsfield Fair Grounds, 207 Boston Street, seconded by Selectman Vogel; so voted: 5-0.

**Water Main Improvements Contract:** Selectman Gandt made a motion to award a contract for the construction of Water Main Improvements to Moriarty & Sons of North Andover Massachusetts for a total contract price not to exceed \$528,859.59, seconded by Selectman Morrison; so voted: 5-0.

### **Liaison Reports**

Selectman Vogel announced that the Police Department has openings for their 4-hour, Firearm Safety Course scheduled for Wed. Sept. 19th, 5-9 pm. There is no cost for Topsfield citizens. In addition, the Police Department would hold its annual Movie Night on the Common, September 8th showing the Muppet Movie beginning at 6PM.

Selectman Powers, on behalf of the Recreation Committee, thanked all those involved with the Celebrate Summer camp and the Summer Concert series. Both were great successes.

Selectman Powers reported that the Cultural Council Grant cycle would begin in October and applications could be found on line at [www.massculturalcouncil.org](http://www.massculturalcouncil.org).

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

- Reported on the Request for Q for the Building Assessment Project, it was released on September 5<sup>th</sup>, September 18<sup>th</sup> is the mandatory walk thru, bid is to be awarded on September 27<sup>th</sup> and project is to be completed by January 14<sup>th</sup>.
- Advised the Board that the Superintendent of Highway, Dave Bond would be filing an application under the STRAP for the milling and paving of Route 97 in the amount of \$600,000.

### **Correspondence & Reports**

#### Correspondence

Department of Telecommunications and Cable will hold a Public Hearing on September 12<sup>th</sup> in Boston to investigate the proposed basic service tier programming, equipment and installation rates for Comcast.

MIIA sent a letter regarding a letter that would be distributed to all participants in the ERRP.

A Letter from Richard Brown of Meredith Farm has been received regarding the culvert at Hill and Cross Street.

The Computer Technology Committee has submitted a letter regarding the impact of long term loss of power and the use of the Town Hall generator on the Town Hall computer system.

#### Invitations

The Board has been invited to participate in the American Red Cross "First Responder Cup" to be held Monday, September 10<sup>th</sup> at Turner Hill in Ipswich, MA. Cost per golfer is \$275.

Essex District Attorney Jonathan Blodgett, invited the Board to a Policymakers' Breakfast on Thursday, September 20<sup>th</sup> from 8-9:30AM at CoCo Key Hotel.

### **APPOINTMENTS:**

**8:00 – PUBLIC HEARING-Wildes Road Conduit-** National Grid is requesting the installation of an Underground Conduit on Wildes Road. Clerk Morrison read the Public Hearing notice. At 8:00 Chairman Goodhue opened the public hearing. Selectman Gandt asked why National Grid had chosen to route the power lines over Wildes Road to a pole rather than underground to

this requested conduit. The National Grid representative stated that the policy of National Grid is not to disrupt roads for this type of service.

At 8:05 Selectman Powers made a motion to close the Public Hearing, seconded by Selectman Morrison; so voted: 5-0.

Selectman Powers made a motion to permit National Grid to construct the underground electric conduits described in plan # 12536699 titled, “Conduit Petition The Meadows -- Wildes Road. Topsfield, Ma.” dated 8/12/2012, seconded by Selectman Vogel; so voted: 5-0.

**Warrants:** The Selectmen signed and approved warrants in the amount of **\$2,162,205.71**. The breakdown is as follows:

Warrant FY13:

017T	\$ 84,443.41
017	\$ 207,107.71
018	\$ 1,870,654.59

At 8:06 PM, Selectmen Powers made a motion to go into Executive Session to discuss the status of grievances from the Police Union and Call Firefighters Union; seconded by Selectman Morrison. In a roll call vote, a yes vote was recorded for Chairman Goodhue, Selectman Morrison, Selectman Gandt, Selectman Powers and Selectman Vogel. The Board would not return to open session.

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. National Grid Conduit on Wildes Road documents
3. Verizon Temporary Pole on Wildes Road License agreement
4. Town Hall IT Contract
5. Fall Foliage Classic Road Race
6. Cultural Council Appointments
7. Council On Aging Appointments
8. Police Microsystems Contract
9. Essex Agricultural Society One Day Liquor License
10. Water Main Improvements
11. DOTC Hearing on Comcast Rates, etc.
12. MIIA ERRP Notice
13. Hill/Cross Street Culvert letter
14. Town Hall Generator Memo
15. American Red Cross Golf Event
16. Essex District Attorney Policymakers’ Breakfast

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.