

BOARD OF SELECTMEN
Proctor School Library
Minutes of September 3, 2013

Chairman Ken Vogel called the meeting to order at 7:30PM. Board members present, in addition to Chairman Vogel, were Martha Morrison, Dick Gandt, Laura Powers and Eldon Goodhue. Of the Selectmen's staff Board Secretary Donna Rich was in attendance. Other persons present during all or part of the meeting were Fair Grounds General Manager Jamie O'Brien, Dean & Flynn, Inc owner Jean Dean, Alfalfa Farm owner Richard Adelman, resident Trudi Perry, and Frank DeLuna.

ANNOUNCEMENTS: Chairman Vogel announced that the Board would go into Executive Session at the end of regular session to discuss the physical condition of several employees and will not return to Open Session.

Chairman Vogel announced the annual Police sponsored movie night would be held on September 7th beginning at 6PM on the Common. The movie would be the Disney movie "Wreck-it Ralph" in Blue Ray and Bose sound on an astounding 40 foot movie screen.

Chairman Vogel announced that Congressman Tierney would hold Office Hours at the Town Hall on September 30th from 10AM-11AM in the Conference Room.

Chairman Vogel announced Create Topsfield, a community arts festival would be held on September 22, 2013.

APPOINTMENTS:

8:00PM – Gibraltar Pool Corp.- Selectman Morrison made a motion to continue the hearing until September 16th meeting, seconded by Selectman Powers; so voted 5-0. Chairman Vogel directed Secretary Donna Rich to contact the owner and inform him that either new information must be submitted by September 16th or advise Mr. deBernardo that he can withdraw without prejudice.

GENERAL BUSINESS

New Business

Sunday Licenses: Selectman Morrison made a motion to approve the Dean & Flynn, Inc., dba Fiesta Shows, request for 37 Amusement Rides and 70 Amusement Games Licenses on two Sundays, October 6th and 13th, during the Topsfield Fair for hours of operation from 10AM-11PM, seconded by Selectman Goodhue; so voted: 5-0.

Banner Request: Selectman Morrison made a motion to approve the Create Topsfield 2013 Committee to hang a banner between Proctor School and Town Hall from September 13th through September 22, 2013, seconded by Selectman Goodhue; so voted: 5-0.

Technology Support Request: Selectman Morrison made a motion to approve a contract between Microsystems Integrated Public Safety Solutions, Inc. of Melrose, MA and the Police Department for FY14 data software and equipment maintenance at a cost of \$7,242.20, seconded by Selectman Goodhue; so voted: 5-0.

Highway Department Contract Amendment Request: Selectman Morrison made a motion to approve Contract Amendment #1 with Brox Industries Inc. of Dracut MA for bituminous concrete in the amount of \$265,000, seconded by Selectman Goodhue; so voted: 5-0.

Chapter 90 Request: Selectman Powers made a motion to approve a Chapter 90 Project Request in the amount of \$264,000 to provide funding for Highway Department FY 14 Road Program, seconded by Selectman Goodhue; so voted: 5-0. Selectman Powers noted that the roads to be resurfaced include a section of Perkins Row, Averill Street, Pond Street and Linebrook Road.

One Day Liquor License Request: Selectman Powers made a motion to approve the waiver of 30 day notice, seconded by Selectman Goodhue; so voted: 5-0.

Selectman Powers made a motion to approve the a One Day Liquor License to Farm Direct Co-Op, Inc. to hold a dinner to commemorate the organizations 20th Anniversary at the Gould Barn on September 15th from 4-8PM, seconded by Selectman Goodhue; so voted: 5-0.

Home Rule Petition: After a brief discussion among Board members and with Alfalfa Farm Winery representatives, all agreed that more clarification was required and Chairman Vogel directed the item be placed on the September 16th agenda.

Chairman’s Report:

- Personnel Classification and Compensation Study Request for Proposals were opened and consultants reviewed; Human Resources Services, Inc (HRS) of Andover, MA was chosen based on their experience.
- Budget/Town Meeting Time Line was reviewed and briefly discussed.
- Announced that the Capital Improvement Program documents were distributed to Department Heads.
- Town Administrator Contract timeline was discussed and reviewed.
- Cable/TV solution with Boxford was updated.

Minutes

Selectman Morrison made a motion to accept the Executive Minutes of July 29, 2013 as written, seconded by Selectman Powers; so voted 5-0.

Selectman Morrison made a motion to accept the Minutes of August 19, 2013 as amended, seconded by Selectman Powers; so voted 5-0.

Selectman Morrison made a motion to accept the Executive Minutes of August 19, 2013 as written, seconded by Selectman Powers; so voted 5-0.

Correspondence & Reports

Correspondence

Kopelman &Paige PC has sent verification of the Recorded Deeds of 362 Boston Street and Beneficial Interest Disclosure.

Coneco sent Public Involvement Notification Release Abatement Measure information.

Warrants: The Selectmen signed and approved warrants in the amount of \$ **162,342.70**. The breakdown is as follows:

Warrant FY14:	
019T	\$ 81,113.39
020	\$ 81,229.31

At 8:25 PM, Selectmen Goodhue made a motion to go into Executive Session to discuss the physical condition of several employees; seconded by Selectman Morrison. In a roll call vote, a yes vote was recorded for Chairman Vogel, Selectman Morrison, Selectman Gandt, Selectman Powers and Selectman Goodhue. The Board would not return to open session.

Respectfully submitted,

Approved as written at the September 16, 2013 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 – 07/29/13, 8/19/13 including executive session
3. Sunday Licenses Request from Fiesta Shows
4. Banner Request from Create Topsfield 2013 Committee
5. Technology Support Contract request from the Police Department
6. Highway Department Contract Amendment #1 Request
7. Chapter 90 Request
8. One Day Liquor License Request
9. Home Rule Petition Proposed Change
10. Kopelman & Paige documents relative to 362 Boston Street
11. Coneco letter regarding 224A Boston Street

<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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