

BOARD OF SELECTMEN
Proctor School Library
Minutes of September 8, 2014

Chairman Dick Gandt called the meeting to order at 7:30PM. Board members present in addition to Chairman Dick Gandt, were Martha Morrison, Steve Lais and Eldon Goodhue. Laura Powers was absent. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Secretary Donna Rich were in attendance. Other persons present during all or part of the meeting were Topsfield Cable operators, Baxter & Ben Demers, Tri-Town Transcript reporter Anna Burgess, Fiesta Shows representative Gene Dean, Topsfield Fair Manager Jamie O'Brien.

Chairman Gandt began the meeting with the Pledge of Allegiance and a moment of silence.

ANNOUNCEMENTS:

Chairman Gandt reminded residents that there will be a Special Town Meeting scheduled for Tuesday, September 30th at 7:00PM to be held at Proctor School Auditorium to discuss the issue of fluoride in the town water.

Chairman Gandt reported that on August 28th the Board met to discuss preparations for the upcoming STM and in Executive Session discussed strategy for contract negotiations for the Police Union, briefly the Board's Goals with a follow up meeting scheduled for September 15th, and a vote for a banner placement for the Scleroderma Foundation to be placed between the Town Hall & Proctor School beginning September 3rd. In addition the Board met earlier at 5PM for an Executive Session to discuss strategy for contract negotiations for Full-Time Firefighters and Call Firefighters.

Selectman Morrison announced that Primary Day election would be held tomorrow, September 9th. Voters are encouraged to vote at St. Rose of Lima Church Hall on Park Street between the hours of 7AM – 8PM.

APPOINTMENT

Alfalfa Farm Winery-Public Hearing: Chairman Gandt announced that the Board had received a request from Alfalfa Farm Winery to continue the Hearing until the next scheduled meeting, September 22, 2014. Selectman Goodhue made a motion to continue the Public Hearing for Alfalfa Farm Winery to 8PM on September 22, 2014, seconded by Selectmen Morrison; so voted: 4-0.

Chairman Gandt reported that the discussion of the suggested amendment to the Alcohol Rules & Regulations License fee for Alfalfa Farm Winery would be tabled until the September 22, 2014 meeting.

CITIZENS QUESTIONS & COMMENTS *none heard*

GENERAL BUSINESS

Old Business

Contracts & Grants: Chairman Gandt opened up the discussion relative to the authority of signing contracts and grants. Chairman Gandt read aloud Chapter 24, section 1a and 1b of the Town's Bylaws and referred to the 2014 Annual Town Meeting Warrant Article Eighth in which both state the authority of contracts and grants lies with the Board of Selectmen. Selectman Morrison stated that the Board of Selectmen can designate the authority of signing contracts and grants to the Town Administrator. Selectman Morrison expressed that her concern would be regarding the knowledge of what grants the Town is applying for and what contracts we are

entering into. Selectman Morrison stated that the issue has to be clarified and voted on as a Board.

Selectman Goodhue made a motion to authorize the Town Administrator to sign contracts and grants on behalf of the Board of Selectman with the condition that the Chairman be informed of all contracts and grants that are signed and with the Chairman bringing those items to the Board, seconded by Selectman Morrison; so voted: 2-2, Selectman Lais and Gandt stated they cannot support the motion. Selectman Morrison commented on a list of contracts signed by the Town Administrator between October of 2013 and August of 2014. Selectman Goodhue requested comment from Town Administrator. Ms. Hebert expressed the need for clarification on the definition of a contract and suggested a monetary threshold be defined by the Board. Further as Chief Procurement Officer for the Town she expressed several approaches that the Board could follow. Selectman Goodhue reminded the Board that the Town voted a stronger Town Administrator who would handle the daily business of the Town.

Chairman Gandt asked Selectman Lais to investigate the contracts signed between October of 2013 and August of 2014 by the Town Administrator and report back to the Board on his findings. Selectman Lais accepted the assignment.

New Business

One Day Liquor License: Selectman Morrison made a motion to approve a One Day Liquor License for the Massachusetts Audubon at Ipswich River Sanctuary to host a fundraising dinner event to be held on September 13th at the Ipswich River Wildlife Sanctuary between 6PM-9PM and to waive the 30 day notice, seconded by Selectman Goodhue; so voted: 4-0.

Special Town Meeting Warrant: Selectman Goodhue made a motion to approve the Special Town Meeting Warrant of September 30, 2014 as presented, seconded by Selectman Lais; so voted: 4-0.

Sunday Licenses: Selectman Morrison made a motion to approve the request of Dean & Flynn, Inc, dba Fiesta Shows, for licenses to operate 36 Amusement Rides on Sunday October 5th and Sunday October 12th, during the Topsfield Fair from 10A-11P, seconded by Selectman Goodhue; so voted: 4-0.

Selectman Morrison made a motion to approve the request of Dean & Flynn, Inc, dba Fiesta Shows, for licenses to operate 74 Amusement Games on Sunday October 5th and Sunday October 12th, during the Topsfield Fair from 10A-11P, seconded by Selectman Goodhue; so voted: 4-0.

Assistant Town Accountant: Selectman Morrison made a motion to appoint Marion Wedge as Assistant Town Accountant effective September 8, 2014 and ending June 30, 2015, seconded by Selectman Lais; so voted: 4-0.

Board of Health Request: Selectman Goodhue made a motion to renew the Contract for Provision of Public Health Nursing Services by VNA Care Network, Inc of Worcester MA to Topsfield residents for FY15, seconded by Selectman Morrison; so voted: 4-0.

Library Boiler Replacement: Chairman Gandt provided an update on the project, expected to be completed by October.

Town Administrator's Report:

- Reminded the Board that there would be a Work Session on September 15 to continue discussion on the Goals & Objectives of the Board.
- Provided an update on the Pay & Classification Study with a timeline of the release of the study and job descriptions.

Minutes

Selectman Morrison made a motion to accept the Minutes of the Working Session of August 11, 2014, as amended, seconded by Selectman Goodhue; so voted 4-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of August 11, 2014 as written and to hold until all issues have been resolved, seconded by Selectman Goodhue; so voted 4-0.

Selectman Morrison made a motion to accept the Minutes of the Working Session of August 18, 2014, as amended, seconded by Selectman Goodhue; so voted 4-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of August 18, 2014 as written and to hold until all issues have been resolved, seconded by Selectman Goodhue; so voted 4-0.

Correspondence & Reports

Correspondence

Letter from Larry Lindquist resigning from the Masco School Committee effective immediately. Chairman Gandt thanked Mr. Lindquist for his many years of service to the Masconomet School Committee and asked that the item to fill the position be placed on the next agenda.

Letter from Elise N. Zoli regarding elephants at the Fair was received.

Cultural Council Chairman Julie Sullivan submitted a letter notifying the BOS of the resignation of three members of the Cultural Council.

MassDOT sent a report of the Asbury Street/Ipswich River bridge, the full report was submitted to Highway Superintendent Dave Bond.

Reports

Conservation Commission submitted a monthly report for July.

Invitation

SeniorCare has invited the Board to their Annual Awards & Dinner to be held on September 18th beginning at 6:30PM

At 8:33 PM, Selectmen Morrison made a motion to adjourn and Selectman Goodhue seconded the motion; so voted: 4-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as written at the November 3, 2014 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 – August 11th and 18th with Executive Sessions for both.
3. One Day Liquor License for Audubon at Ipswich River Sanctuary Request
4. Special Town Meeting Warrant
5. Sunday Licenses for Amusement Rides and Amusement Games during the Fair Requests
6. Assistant Town Accountant appointment request
7. Board Of Health Contract Request

8. Library Boiler Replacement discussion of the role of the Renewable Energy/Green Communities Committee.
9. Masconomet Regional School Committee member Larry Lindquist resignation has been received.
10. Letter from Elise N. Zoli has been received regarding elephants at the Fair.
11. Cultural Council resignations notification received.
12. MassDOT Bridge Inspection Report for Asbury Street/Ipswich River bridge received.
13. Conservation Commission Monthly Report for July received.
14. SeniorCare Annual Awards & Dinner invitation.
15. List on contracts and grants between 10/14/13 – 8/21/14.

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.