

**BOARD OF SELECTMEN  
Proctor School Library  
Minutes of September 10, 2012**

Chairman Eldon Goodhue called the meeting to order at 7:32PM. 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 members Walter Harmer and Ryan Jarvis, Tri-Town Transcript reporter Kate Evans, Fiesta Shows CEO, President Gene Dean, Senior Care Board of Directors member George Anderson, Topsfield Fair James O'Brien, and resident Kim Sherwood.

**ANNOUNCEMENTS:** Chairman Goodhue announced that the Board would go into Executive Session at the end of regular session to discuss the strategy for hiring Virginia Wilder as interim Town Administrator and would not return to Open Session.

Chairman Goodhue announced that the Board met on August 29<sup>th</sup> in a working session for a presentation on Cable and Web future opportunities and challenges given by Bill Whiting and Ryan Jarvis of the Cable TV/Web Committee.

Chairman Goodhue announced the Primary held on September 6<sup>th</sup> had a 17% turn-out and that the last day to register for the Presidential election would be October 17<sup>th</sup>.

Selectman Vogel announced that the Council on Aging would be hosting a Pizza Truck Party on Wednesday and that there would be a trip with the Historical Society to be held on September 18<sup>th</sup>. Also mentioned was the purchase of a new van and the trip to Faneuil Hall planned for September 25<sup>th</sup>.

Selectman Gandt announced that the Park Street parking area has been completed and thanked the Institute for Savings for the great job, along with Highway Superintendent David Bond.

Selectman Morrison gave an appeal for people to get involved with the Tree Planning Committee.

### **CITIZEN QUESTIONS & COMMENTS**

Senior Care Board of Directors member and resident George Anderson spoke to Board about the about Senior Care and its contributions to the Town. In addition Mr. Anderson reported that the Council on Aging is acquiring a new van which was subsidized 80% by Senior Care. He invited the Board to the 40<sup>th</sup> Anniversary Annual Meeting Dinner to be held on September 27<sup>th</sup> at the Gloucester House Restaurant.

### **GENERAL BUSINESS**

#### **Old Business**

Highway/Water Union Contract: Selectman Morrison made a motion to approve a contract with AFSCME Council 93, Local 2905 Topsfield Highway and Water Union, seconded by Selectman Powers; so voted: 5-0.

Park & Cemetery Union Contract Selectman Morrison made a motion to approve a contract with AFSCME Council 93, Local 2905 Topsfield Park & Cemetery Union, seconded by Selectman Powers; so voted: 5-0.

#### **New Business**

Public Entertainment License-Rides: Selectman Morrison made a motion to approve a Sunday Public Entertainment license to Dean & Flynn d/b/a Fiesta Shows for Amusement Rides, as listed, on September 30<sup>th</sup> and October 7<sup>th</sup>, within the hours of 10AM-11PM, seconded by Selectman Powers; so voted: 5-0.

Public Entertainment License-Games: Selectman Morrison made a motion to approve a Sunday Public Entertainment license to Dean & Flynn d/b/a Fiesta Shows for Amusement Games, as listed, on September 30<sup>th</sup> and October 7<sup>th</sup>, within the hours of 10AM-11PM, seconded by Selectman Powers; so voted: 5-0.

Appointment to Zoning Board of Appeals: Selectman Morrison made a motion to appoint Gregor Smith to the Zoning Board of Appeals to begin September 11<sup>th</sup> and to expire June 30, 2013, seconded by Selectman Powers; so voted: 5-0.

One-Day Liquor License: Selectman Powers made a motion to approve a One Day Liquor License to the Mass Audubon to hold the *Monarchs by Moonlight* Gala event on September 15<sup>th</sup> at the Ipswich River Sanctuary from 6PM to 9PM, and to waive the 30 day notice, seconded by Selectman Vogel; so voted: 5-0.

Parcel of Land: Selectman Gandt made a motion to approve the sale value of 229 square feet of land at 21A Grove Street to Paul & Shirley Fontaine in the amount of \$800 in accordance with a plan entitled “Plan of Land in Topsfield, MA, scale: 1” = 10” prepared by Donohoe and Parkhurst, Inc dated March 10, 2010”, seconded by Selectman Powers; so voted: 5-0.

STRAP Application: Selectman Powers made a motion to approve submission of a MassWorks Infrastructure Program Grant Application for the 5 miles of Route 97 Re-Paving project and for the Chairman to sign, seconded by Selectman Gandt; so voted: 5-0. Selectman Gandt explained that the project is estimated to cost \$850,000.

Exterior Lighting of Town Buildings: Selectman Powers made a motion to approve a contract for exterior lighting retrofit work to be performed by AECOM of Concord MA for the following Town buildings: Library \$671.10, Fire Station \$457.18, DPW Building \$3,208.34 and Police Station \$826.19 and authorize a lump sum payment in the amount of \$5,162.81 as terms for payment and for the Chairman to sign each Terms and Conditions Agreement, seconded by Selectman Vogel; so voted: 5-0. The project will be funded by the Green Communities grant.

#### **APPOINTMENT:**

**8:02 – PUBLIC HEARING - Joint petition by Verizon and National Grid pole on Wildes Road** – Clerk Morrison read the Public Notice.

At 8:02 Chairman Goodhue opened the public hearing. At 8:04 Selectman Powers made a motion to close the Public Hearing, seconded by Selectman Morrison; so voted: 5-0.

Selectman Morrison made a motion to permit Verizon New England Inc. and National Grid to locate and install one pole within the right of way across the street from 21 Wildes Road in accordance with the petition request and plan #35, dated August 20, 2012 for New Meadows Development, seconded by Selectman Powers; so voted: 5-0.

#### **New Business** (continued)

Interim Town Administrator: Selectman Vogel made a motion to form a sub-committee to investigate the possibility of hiring Virginia Wilder as an interim Town Administrator, seconded by Selectman Morrison; so voted: 5-0.

Chairman Goodhue appointed Selectmen Powers and Vogel to the subcommittee.

#### **Town Administrator’s Report:**

- Update on the Town Building RFQ
- MIIA Loss Control Grant Request: Police Chief has requested authority to apply for funds to purchase a trailer to be used by multiple departments in Town.

Selectman Powers made a motion to approve submission of a MIIA Loss Control Grant for a utility trailer in an amount of \$4,025.00, seconded by Selectman Morrison; so voted: 5-0.

- Reported that two major service contracts would be expiring in 2013: JRM Hauling & Recycling Services Inc and Northeast Regional Ambulance Service. Discussion with JRM has begun.
- Reported that Masconomet Regional School District would be negotiating the Teachers contract and that one Town Administrator representing the three towns will be present during the negotiations. The Town Administrators will be meeting to choose who the representative will be.
- Reported that the Public Safety Team has been meeting regarding the Topsfield Fair.
- Distributed a memorandum from Kopelman & Paige PC regarding the Alcohol Beverage Commission's newly announced alcoholic beverages license for caterers.
- Distributed new State Ethics Commission information.

### **8:15 - PUBLIC HEARING - Petition by Verizon New England Inc.**

Clerk Morrison read the Public Notice.

At 8:16 Chairman Goodhue opened the public hearing.

At 8:17 Selectman Powers made a motion to close the Public Hearing, seconded by Selectman Morrison; so voted: 5-0.

Selectman Gandt made a motion to permit Verizon New England Inc. to place approximately three (3) feet of underground conduit under the surface of the Wildes Road public way in accordance with petition plan #36, dated August 20, 2012, seconded by Selectman Powers; so voted: 5-0.

The purpose is to provide a connection between the proposed pole located across the street from 21 Wildes Road and the underground utility services of the New Meadows Development.

### **Announcement:**

Selectman Vogel reminded residents that the Fair begins in 18 days, September 28<sup>th</sup> and to remember to go to the Fairgrounds and pick up your tickets for First night and additional ride tickets at a discounted rate.

### **Correspondence & Reports**

#### Correspondence

Municipal Innovation Award: Information from MMA regarding applying for the Innovation Award Program; the deadline is September 21, 2012.

#### Reports

Board of Assessors submitted minutes of July 27<sup>th</sup>.

Conservation Commission submitted monthly reports for July and August.

#### Invitation

Senior Care Dinner 40<sup>th</sup> Anniversary Annual Meeting Dinner on September 27<sup>th</sup> beginning at 5:30PM at the Gloucester House Restaurant. RSVP required, \$60 per person.

**Warrants:** The Selectmen signed and approved warrants in the amount of \$ **616,679.74**. The breakdown is as follows:

Warrant FY13:	
021T	\$ 95,338.57
021School	\$ 207,927.70
22	\$ 313,413.47

At 8:20 PM, Selectmen Powers made a motion to go into Executive Session to discuss the strategy for hiring Virginia Wilder as interim Town Administrator, seconded by Selectman Gandt. 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. Verizon and National Grid to install one pole at 20 Wildes Road documents
3. Verizon to place 3 feet of underground conduit with and cable under the surface of Wildes Road documents
4. Highway/Water Union Contract
5. Park & Cemetery Union Contract
6. Public Entertainment License for Fiesta Shows Sunday Amusement Rides
7. Public Entertainment License for Fiesta Shows Sunday Amusement Games
8. Appointment to Zoning Board of Appeals
9. One Day Liquor License request
10. Sale of Parcel of Land on Grove Street
11. Contract with AECOM for outdoor lighting retrofit at Town Buildings
12. STRAP application submission
13. MMA Municipal Innovation Award Program information
14. Reports: Board of Assessors minutes and Conservation Commission monthly reports
15. Senior Care Dinner invitation
16. Handed out at the meeting: Kopelman & Paige PC New alcoholic beverages license for caterers information, new State Ethics Commission information , MIIA Grant Program application and a final 2013 Town Meeting Warrant Schedule.

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.