

**BOARD OF SELECTMEN**  
**Minutes of September 14, 2009**

Chairman Martha Morrison called the meeting to order at 7:31PM. Board members present in addition to Chairman Martha Morrison were Richard Gandt, Nancy Luther, Karen Dow and Laura Powers. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance. Other persons present were Evelyn Hammond of the Topsfield Cable.

**ANNOUNCEMENTS:** Chairman Morrison announced that the Board would go into executive session at the end of the meeting to discuss union contract negotiations and would not return to open session.

**GENERAL BUSINESS**

**Old Business**

**Essex Regional Retirement Board:** Selectman Gandt made a motion to approve a letter as drafted and amended to be sent to Timothy Bassett, Executive Director and Chair of the Board of the Essex Regional Retirement Board (ERRB) endorsing the movement of ERRB pension fund assets to the Pension Reserves Investment Trust as a participating system, seconded by Selectman Dow; so voted: 5-0.

**New Business**

**Board of Health Alternates:** Selectman Gandt made a motion to appoint Alternate Health Agents Leo Cormier, Alex Parker and Mario Salvatore each for a term to expire on June 30, 2010; seconded by Selectman Powers; so voted: 5-0.

**Discussion:** Chairman Morrison asked Selectman Powers for an update on an initiative that she requested to review and recommend changes to the responsible parties for the annual appointments. Selectman Powers stated that she will meet with Selectman Gandt to finalize and report their recommendations at the September 28<sup>th</sup> meeting.

**Cultural Council:** Selectman Powers made a motion to appoint Margaret (Margi) Smith to the Cultural Council for a 3-year term to expire on June 30, 2012; seconded by Selectman Luther; so voted: 5-0.

**Open Space:** Selectman Dow made a motion to appoint Reginald Lockwood to the Open Space Committee for a 1 year term to expire June 30, 2010; seconded by Selectman Luther; so voted: 5-0.

**Discussion:** Selectman Gandt noted that previously it was a tradition for this Board to interview applicants who were interested in serving as volunteers on a Board/Commission or Committee. Selectman Gandt expressed concern as to the change in this process and asked how the Board would proceed in making appointments in the future. Selectman Dow stated that, if there were a number of applicants, then the interview process would be useful to find the best candidate. With only one candidate, an interview only serves to delay the appointment. Selectman Luther commented that many candidates have expressed their dislike of being interviewed on television. Selectman Gandt went on to say that it was his feeling that it is the responsibility of the Board of Selectman to know who they are appointing, and that all candidates should be interviewed. Chairman Morrison concluded that a volunteer form was developed and is being filled out by interested volunteers. That form is then sent to the appropriate committee/board/commission for consideration, followed by a recommendation to appoint or not. Chairman Morrison stated that the system appears to be effective. Furthermore, it was stated that it is the hope of the Chairman that this would become common practice and procedure. The Chairman noted that the Selectmen will continue to monitor the present process for its effectiveness.

**Town Administrator’s Report:**

- Capital Planning Package
- MMPA Meeting on Continuity of Operations in the case of an emergency.
- Common Victualler License policies and procedures document review.

**Selectmen Minutes:** Selectman Luther made a motion to accept the minutes of June 1, 2009 as amended; seconded by Selectman Powers; so voted 5-0. Selectman Gandt made a motion to accept the minutes of August 3, 2009 as amended; seconded by Selectman Powers; so voted 5-0. Selectman Gandt made a motion to accept the minutes of the Executive Session of August 3, 2009 as written and to hold until all issues are resolved; seconded by Selectman Powers; so voted 5-0. Selectman Powers made a motion to accept the minutes of August 17, 2009 as amended; seconded by Selectman Luther; so voted 5-0. Selectman Luther made a motion to accept the minutes of the Working Session of August 24, 2009 as amended; seconded by Selectman Gandt; so voted 3-0-2, Selectmen Dow & Powers abstained. Selectman Luther made a motion to accept the minutes of Executive Session of August 24, 2009 as amended and to hold until all issues are resolved; seconded by Selectman Gandt; so voted 3-0-2, Selectmen Dow & Powers abstained.

**Correspondence & Reports**

Correspondence

Department of Public Utilities has filed a public hearing for September 24<sup>th</sup> to review and approve National Grid’s 2008 Energy Efficiency Annual Report.

Comcast has sent a letter informing users of a change in the RedZone channel to take place on September 13, 2009.

Reports

Planning Board Minutes of June 2<sup>nd</sup> & 16<sup>th</sup>, July 21<sup>st</sup> and August 18<sup>th</sup>, 2009 have been posted on the Town website.

Conservation Commission submitted the monthly report for August and minutes of March 25, April 8 & 22, May 27 & August 26, 2009 have all been posted on the Town website.

Zoning Board of Appeals minutes of February 24<sup>th</sup> and March 24<sup>th</sup>, 2009 have been posted on the Town website. Legal Notices have been received hearings to be held at the Town Library on Sept 22<sup>nd</sup> at 8:30PM for 1 Howlett Street and on Sept. 22<sup>nd</sup> at 9PM for 126 Main Street.

Cultural Council submitted minutes of September 3, 2009.

Web Site Committee submitted minutes of June 24, 2009.

Library Board of Trustees submitted minutes of August 11 & 18, 2009.

**Warrants:** The Selectmen signed and approved warrants in the amount of **\$175,613.06**. The breakdown is as follows:

Warrant FY10:

023T	\$ 85,314.25
024	\$ 90,298.81

At 8:15PM, Selectman Gandt made a motion to go into Executive Session to discuss union contract negotiations; seconded by Selectman Dow. In a roll call vote, a yes vote was recorded for Chairman Morrison, Selectman Dow, Selectman Luther, Selectman Gandt and Selectman Powers. The Board would not return to open session. Virginia Wilder and Donna Rich were also present.

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Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as written at the September 28, 2009 Board of Selectmen's meeting.*