

BOARD OF SELECTMEN
Proctor School Library
Minutes of September 24, 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, and Ken Vogel. Laura Powers was absent. 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, and Planning Board member Steve Hall

ANNOUNCEMENTS:

Selectman Gandt announced that Metal and White goods pickup would be October 17, 18 and 19. Household metals such as stoves, dishwashers, etc. should be place at curbside by 7AM for pickup. No stickers required.

Selectman Gandt announced that the Board of Health Flu Clinic would be held on October 18th from 1-4PM at the Emerson Center.

Selectman Gandt reported that the Board had met last Monday in a joint meeting with the Government Review Committee. The Committee presented their recommendations for changes in the Town government and the Board of Selectmen will discuss those recommendations at their October 9th meeting.

Selectman Vogel announced that the Police Department in conjunction with the U.S. Drug Enforcement Administration and the Essex County District Attorney's Office would be participating in a prescription drug turn in program on Saturday, September 29th between 10 am and 2 pm. Citizens are asked to bring any unwanted or unused prescription drugs for disposal to the Police Station. This would reduce the ability for prescription drugs to get into the wrong hands and allows for a more environmentally friendly disposal method so they don't get into the water supply. Should residents be unable to participate on that date, the Police Department maintains a prescription drug disposal box year round in the lobby of the police station.

Selectman Morrison reminded citizens that Saturday is the Topsfield Fair Grand Parade beginning at 9AM. The parade route would follow down Main Street to South Main Street, turning onto Maple Street, crossing Route 1 and entering into the Fair Grounds.

GENERAL BUSINESS

New Business

Board of Health Contract Request: Selectman Morrison made a motion to approve the contract with the University of Massachusetts Medical School of Charlestown, MA, for the Commonwealth Medicine FY2013 Vaccine Reimbursement Program and for the Chairman to sign, seconded by Selectman Gandt; so voted: 4-0.

Board of Health Contract Request: Selectman Morrison made a motion to approve the contract with the VNA Care Network, Inc. of Worcester and Danvers, MA for complete public health nursing services for fiscal 2013 in the amount of \$8,750, seconded by Selectman Vogel; so voted: 4-0.

Police Dispatch Appointment: Selectman Vogel made a motion to appoint Melissa Alleruzzo to the position of probationary full time police dispatcher effective October 11, 2012 and to expire June 30, 2013, seconded by Selectman Morrison; so voted: 4-0.

Highway Request: Selectman Gandt made a motion to approve a Chapter 90 Reimbursement Request and Final Report in the amount of \$56,602.57 for the resurfacing of Howlett Street, seconded by Selectman Morrison; so voted: 4-0.

Highway Request: Selectman Gandt made a motion to declare the following Highway equipment as surplus: One 1985 Baker/Flink Snowplow-estimated value \$500.00 and one 1996 International 2554 Dump Truck with Sander and plow-estimated value \$10,000, seconded by Selectman Morrison; so voted: 4-0.

UN Proclamation: Selectman Morrison made a motion to proclaim October 24th as United Nations Day and for the Chairman to sign the proclamation, seconded by Selectman Gandt; so voted: 4-0. Chairman Goodhue read the proclamation.

Interim Town Administrator: Selectman Vogel made a motion to approve a contract with Virginia L. Wilder as Town Administrator, effective January 1, 2013 and to expire June 30, 2013, seconded by Selectman Morrison; so voted: 4-0. Selectman Gandt explained the details of the six month agreement and the Selectmen expressed their gratitude to Ms. Wilder for continuing her tenure with the Town.

Liaison Reports

Selectman Vogel reported that the Masconomet School Committee had met and approved 15 between 16 students to attend the Presidential Inauguration in January of 2013. Also they approved 75 students of the Art Department to participate in the Memory Project with an orphanage in Thailand; they also agreed to allow 12 students to deliver the final portraits. Selectman Gandt reported that the Rail Trail was in the final stages of installing the lighting for the crossing at Route 1.

Selectman Gandt provided a review of the Legislative Breakfast that took place in Rockport last Friday.

Selectman Morrison reported on the activities of the Open Space Committee.

APPOINTMENTS:

8:00PM – Joint Meeting with Planning Board to fill a vacancy resulting from Gregor Smith's resignation. Clerk Morrison opened nominations and then nominated Henry (Chip) A. Goudreau for the position. The Clerk solicited additional nominations. There being no additional nominations, the Clerk closed nominations.

In a roll call, Clerk Morrison then took a Roll Call Vote for the one nominee, Henry (Chip) Goudreau, to fill the vacant Planning Board position for a term to begin September 25th and to expire with the next town election. In the Roll Call, yes votes were recorded from Planning Board member Steve Hall, Board of Selectmen Chairman Eldon Goodhue, Clerk Morrison, Selectman Gandt and Selectman Vogel. Henry (Chip) Goudreau was elected unanimously to fill the vacant Planning Board position.

Town Administrator's Report:

- Building Assessment Update: 15 firms attended the walk-thru last week.
- JRM Hauling and Recycling proposal distributed for review.
- Reported on the first Senior Management Meeting since June.
- Finance Team began meeting with a review of the first draft of the 2013 Town Warrant.
- Community Innovation Challenge Grant Program would have an informational meeting on Wednesday, September 26th at the Hamilton/Wenham Public Library beginning at 3:30PM.
- Announced that Topsfield had been awarded two MIIA Loss Control Grants. One for the repair of the Fire Station concrete apron and another one for a utility trailer. The applications for the Risk Management Grants have not been awarded to date.

- Reported that the Moderator has made appointments to the Memorial/Veterans Day Committee.
- Reported attendance at the PERAC meeting last week.
- Reviewed the new Gaming Legislative law that had recently passed into Law.

Selectmen Minutes:

Selectman Morrison made a motion to accept the Minutes of August 13, 2012 as presented; seconded by Selectman Gandt; so voted 3-0-1. Selectman Vogel abstained.

Selectman Morrison made a motion to accept the Minutes of August 27, 2012 as presented; seconded by Selectman Vogel; so voted 4-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of August 27, 2012 as presented and to hold until all issues have been resolved; seconded by Selectman Vogel; so voted 4-0.

Selectman Morrison made a motion to accept the Minutes of September 10, 2012 as presented; seconded by Selectman Vogel; so voted 4-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of September 10, 2012 as presented; seconded by Selectman Vogel; so voted 4-0.

Correspondence & Reports

Correspondence

MPO Trans Report for August/September 2012 was received.

Reports

Board of Assessors submitted minutes of July 27th

Treasurer Collector submitted a memo regarding the investment of the Unfunded Liability.

North Shore Vocational School District submitted minutes of May 10, 2012 & agenda for September 13, 2012.

Board of Health reported that the new playground at Steward School was inspected and that the conditions appear compliant with applicable standards.

Invitation

Association of Finance Committee Annual Meeting to be held on Oct 20, 2012 at Tri County Regional High School in Franklin from 9AM-3PM.

Warrants: The Selectmen signed and approved warrants in the amount of \$ 649,409.29. The breakdown is as follows:

Warrant FY12:	
025T	\$ 89,880.34
025School	\$ 247,554.93
26	\$ 311,974.02

At 8:11PM, Selectmen Morrison made a motion to adjourn and Selectman Gandt seconded the motion; so voted: 4-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen’s Office

Approved as amended at the October 9, 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. Preliminary BOS Minutes – August 13, August 27, with executive session, and September 10th with executive session
3. Application for the Planning Board vacancy
4. Board of Health Vaccine Reimbursement Program FY13 contract
5. Board of Health VNA FY13 contract
6. Police Dispatch appointment recommendation from the Chief
7. Highway Chapter 90 Reimbursement and Final Report
8. Highway Department equipment surplus request
9. UN Proclamation request
10. Interim Town Administrator contract
11. Letters & Memos: MPTO Trans Report
12. Reports: Board of Assessors minutes of July 27th, Treasurer Collector report on investment of the unfunded liability, North Shore Vocational School minutes of May 10 and agenda for Sept. 13, Board of Health report on Steward School playground
13. Invitations: Association of Finance Committee Annual Meeting
14. Distributed at the Meeting: JRM Hauling & Recycling contract quotes and Memorial/Veterans Day Committee Appointments from Town Moderator

<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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