

BOARD OF SELECTMEN
Minutes of November 10, 2008

Chairman Jackson called the meeting to order at 7:30PM. Board members present, in addition to Chairman Jackson, were Richard Gandt, Martha Morrison, Nancy Luther and Karen Dow. 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, Brendan Lewis of the Tri-Town Transcript, Faye Raynard, Village Reporter, Peter Rakip, owner of Station Sweet Shoppe, Jennie Merrill, candidate for Conservation Commissioner, Judd Pratt and Holger Luther, Conservation Commissioners, Lana Spillman, Conservation Commission Administrator, Robert Sundberg, candidate for Computer Committee, and members, leaders and parents of Webelos Pack 81, list attached.

Chairman Jackson began by welcoming the Webelos of Pack 81 by name (see attached list). Leaders George Sacco and Michael Cunningham were also recognized. The Webelos were in attendance to fulfill a requirement of their Citizen badge.

Chairman Jackson also introduced the newest member of the Board of Selectman, Karen Dow. Selectman Dow was asked if she wished to say a few words. Selectman Dow began by stating she is a 17 year resident of the town, and works at MIT/Bates Linear Accelerator Center in Middleton. In addition she has been a Library Trustee and a past chair and member of the Elementary School Committee.

APPOINTMENTS:

7:30 –Candidate for Computer Committee – Robert Sundberg: Chairman Jackson asked Mr. Sundberg to introduce himself to the Board. Mr. Sundberg stated that he is a 24 year resident of the town, has raised his family and is now semi-retired and wants to give back to the Town. He stated that, with his 30 years experience in the computer industry, he believes he could assist the Town in addressing its computer needs. There followed a conversation on the Town Hall computer needs. It was noted that Bob Sapienza had submitted a letter recommending the appointment. Selectman Jackson made a motion to appoint Robert Sundberg to the Computer Committee, seconded by Selectman Luther; so voted: 5-0.

7:50PM –Candidate for Conservation Commission-Jennie Merrill: Chairman Jackson asked Ms. Merrill to introduce herself to the Board. Ms. Merrill stated she is a practicing attorney in municipal law and is very interested in environmental law. Chairman Jackson mentioned that he had spoken to George Hall, Chairman of the Conservation Commission, who is full support of appointing Ms. Merrill. Also, Judd Pratt, Conservation Commissioner spoke in support of Ms. Merrill. Selectman Gandt asked Ms. Merrill her thoughts concerning several typical issues that come before the Conservation Commission from locating replacement septic systems to dealing with beavers. Chairman Jackson entertained a motion to appoint Jennie Merrill to the Conservation Commission for a term to expire June 30, 2010; Selectman Luther moved the motion, seconded by Selectman Morrison; so voted: 4-0-1. Selectman Gandt abstained.

ANNOUNCEMENTS:

- VNA will administer flu shots (flu vaccine) at the Emerson Center on November 13, 2008 between 1PM-4PM.
- Selectman Morrison congratulated the Library for a wonderful evening of music held on November 7th. Fumito Nunoya performed to 150 people. The event was funded by The Gould Fund for the Performing and Visual Arts.

Selectmen Minutes: Selectman Morrison made a motion to accept the amended minutes of October 27, 2008; seconded by Selectman Luther; so voted 4-0-1. Selectman Dow abstained.

GENERAL BUSINESS

Old Business

Station Sweet Shoppe: During a discussion of the application of the Station Sweet Shoppe for a Common Victualler License, it was noted that at the October 28, 2008 Zoning Board of Appeals (ZBA) meeting, the Station Sweet Shoppe was granted a special permit, with conditions, as a restaurant. Among the items noted were the types of food permitted, a seating limit of 20 and parking spaces to be not less than seven (7). Selectman Gandt made a motion to approve the new application for a Common Victualler License for Glendale Partners Inc. dba Station Sweet Shoppe contingent upon items specified in the ZBA's decision as attached to the application submitted November 10, 2008 by Peter Rakip (see attached), seconded by Selectman Morrison; so voted: 5-0.

New Business

Election Summary: Selectman Gandt thanked the Town Clerk's office and election workers for a smooth process the day of the election. He also thanked the Highway and Park & Cemetery workers for moving the ballot machines as well as the Fire Department for supplying portable lighting to light the parking area. Selectman Gandt noted that 90 per cent of Topsfield's registered voters went to the polls.

Holiday Walk: Selectman Morrison made a motion to approve the Recreation Committee's request to hold the annual Holiday Walk on December 6, 2008 between the hours of 4PM-7PM and to close Main Street to traffic between Park Street and the Library to accommodate pedestrians, seconded by Selectman Luther; so voted: 5-0.

Cultural Council FY09 Funding Request: Selectman Gandt made a motion to approve a contract for the transfer of FY2009 Local Cultural Council funds in the amount of \$4,300 from the Massachusetts Cultural Council to Topsfield and for the Chairman to sign, seconded by Selectman Morrison; so voted: 5-0.

Right of Entry: Selectman Morrison stated that the boulder at 43 Canterbury Hill, offered by Ben and Meg Nutter for use on the Memorial Triangle in front of the Library on South Main Street, was too large in size. Therefore the proposed "right of entry" license was not needed.

Selectman Morrison went on to say that Superintendent of Park & Cemetery, Steve Shepard, located another appropriate sized boulder on Town property and will have it moved to the site.

FY2010 Town Meeting Warrant Timeline was distributed noting earlier dates than past years for submissions to the FY10 Annual Town Meeting Warrant.

Town Administrator's Report:

- MMPA Benchmark Survey.
- National Grid energy audit.
- Thermostats replaced.
- Budget information.
- Hidden Consequences: Lessons from Massachusetts for States Considering a Property Tax Cap.
- Joint Senate/House panel on local aid.
- Annual Insurance Policy Review.
- Retirement for 911 Dispatchers.
- Permitting Software Update.

- Massachusetts Registry of Motor Vehicles information.

Correspondence & Reports

Correspondence

Letter of Praise for the Council on Aging Director received from Nancy (Killam) Britner. Weston & Sampson submitted a Post Closure Monitoring & Maintenance Plan report for the Landfill.

Comcast has sent their price adjustments to be effective December 2008.

MASCO First Quarter Financial Report received from Susan Givens, Chief Financial Officer.

Rail Trail 2008 Grant in the amount of \$50,000 awarded by the Department of Conservation and Recreation.

Comcast Annual Reporting Forms have been received.

MBTA Advisory Board: Agenda for November 6th meeting and minutes of May 29, 2008, FY08 year-end transfer report, Executive Director Report and the MBTA FY09 Supplemental Budget Request.

Reports

Board of Assessors submitted minutes of October 10, 2008.

Zoning Board of Appeals submitted minutes of August 28 and September 23, 2008.

Weston & Sampson Engineering submitted semiannual environmental monitoring fall 2008 report on the landfill.

Conservation Commission submitted monthly report for October.

Town Accountant submitted monthly report for October.

Town Treasurer/Collector submitted monthly report for October.

Police Department submitted monthly report for October.

Invitations

North Shore Workforce Investment Board – November 13, 2008 at 8AM.

Guard & Reserve – February 7, 2009, lunch and tour in Gloucester.

Warrants: The Selectmen signed and approved warrants in the amount of \$ **201,939.63**. The breakdown is as follows:

Warrant #FY09:

039T	\$ 77,785.02
040	\$124,154.61

At 9:00 PM, Chairman Jackson entertained a motion to adjourn, Selectman Morrison moved the motion, seconded by Selectman Luther; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen’s Office

| *Approved as amended at the November 24, 2008 Board of Selectmen’s meeting.*

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