

**BOARD OF SELECTMEN**  
**Working Session**  
**Proctor School Library**  
**Minutes of November 14, 2012**

Chairman Eldon Goodhue called the meeting to order at 4:30PM. 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 Walter Harmer and Tri-Town Transcript reporter Kate Evans.

Government Review Committee (GRC) Recommendations: Chairman Goodhue opened up the meeting to continue discussion regarding the GRC recommendations. Selectman Vogel suggested to the Board that there are three choices: to accept the GRC recommendations in totality, reject the recommendations in totality or to accept the recommendations with modifications. Consensus of the Board after discussion was to move in the direction of making modifications to the GRC's recommendations. The Board then discussed the Town Administrator job responsibilities and the opportunity of re-writing of the job description to formalize and clarify certain areas of responsibility. The Board then discussed a "strong" vs. "weak" Town Administrator. In regards to the consolidation of the Highway, Water and Park & Cemetery into a DPW, there was discussion; however, no decision was made.

Chairman Goodhue closed the session stating that at the November 19<sup>th</sup> regularly scheduled meeting a working session would be announced to further discuss the GRC recommendations.

**Warrants:** The Selectmen signed and approved warrants in the amount of \$ 457,492.31. The breakdown is as follows:

Warrant FY13:	
39T	\$ 126,666.25
40	\$ 330,826.06

At 6:00 PM, Selectmen Gandt made a motion to adjourn and Selectman Morrison seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

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

*Approved as written at the, 2013 Board of Selectmen's meeting.*

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.
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