

BOARD OF SELECTMEN
Minutes of November 23, 2009

Chairman Martha Morrison called the meeting to order at 7:30PM. 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 William Whiting of the Topsfield Cable, Brendan Lewis of the Tri-Town Transcript, Ken Vogel, Masconomet School Committee member, and Main Street Foundation members: Janet Kmetz, Kim Philpot, Paula Burke, Melinda Doane, Gretchen Rehak, and Janet Brown. Also in attendance after the call to order were Ron Giovannacci, Fire Chief (7:45PM) and Holger Luther, Finance Committee Liaison to the Fire Department (7:50PM).

ANNOUNCEMENTS:

Chairman Morrison announced that the Board would go into executive session to discuss the Highway/Water and Park & Cemetery contract negotiations and the Town Administrator contract at the conclusion of the open session.

Selectman Powers announced that the Holiday Walk is being held on December 5, 2009 and that Main Street will be closed during the scheduled festivities. Selectman Powers also provided a brief review of the various activities taking place during the walk.

Selectman Dow announced that the Finance Committee FY11 Budget guideline meeting will be held November 30th at 7PM at the Town Library.

Chairman Morrison announced that the compost facility's last day for the season will be Saturday, November 28th. In addition, Christmas trees may be dropped off at the facility at no cost on January 2nd and 9th from 9AM-1PM.

Selectman Luther announced that applications for the Senior Tax Work-Off Program are being accepted from November 1st to the 25th. Applications can be picked up at Town Hall at the Selectmen's Office or Council on Aging Office, or at the Town Library. Completed applications must be returned by noon on Wednesday, November 25th to the Council on Aging Office.

Returning applicants must submit a new application.

Selectman Gandt announced that the Town Clerk has sent a notice that the Town Census will be mailed out December 3rd and should be returned promptly. Dog licenses are available now and should be obtained before January 31st to avoid a fine. The State primary for Senator Kennedy's seat will be held Tuesday December 8th from 7AM to 8PM.

Chairman Morrison stated that she had drafted a letter of clarification regarding what was published in the Sunday Globe, November 22nd. The Globe stated that Topsfield had received a total of \$966,162 in ARRA funds. After researching the matter, the Chairman has learned that these funds were earmarked for education. The majority of the funds went to Masconomet Regional School District, whose mailing address is Topsfield. A large portion of the \$966,162 was sent to Masconomet and the Town by the State to compensate for cuts in Chapter 70 aid in FY09; the remainder were restricted to use for special education. Discussion ensued regarding whether the letter would be sent on behalf of the entire Board of Selectmen or only the Chairman. Selectman Luther made a motion that the letter to the Editor dated November 23rd penned by Chairman Morrison should be signed by the Chairman on behalf of the Board of Selectmen; seconded by Selectman Dow; so voted: 4-1. Selectman Gandt opposed.

APPOINTMENTS:

7:30 – Main Street Foundation Update: Members present were: Janet Kmetz, Kim Philpot, Paula Burke, Melinda Doane, Gretchen Rehak, and Janet Brown. Ms. Kmetz, President, introduced the members and explained that their purpose for addressing the Board was to provide an update on the completion of two major projects and discuss future project plans. The first project discussed was the Veterans Memorial Green, which was a major accomplishment and took 2 years to complete. The project's main goal was to consolidate the Town's War memorials and work with Park & Cemetery to appropriately light and landscape the area. The result of the combined effort was dedicated at the Veteran's Day celebration which Paula Burke spearheaded. Ms. Burke also revitalized the tradition of involving Proctor School in the Veteran's Day ceremonies by sponsoring an essay contest. Kim Philpot then spoke of the Walking Path along South Main Street to Salem Road. The sidewalk on South Main Street ends 700 feet short of the intersection of South Main Street and Salem Road, making passage for the many residents who walk there unsafe. The Main Street Foundation decided to create a 700 foot linear stone dust path to correct this problem. Construction of the path included clearing away of existing poison ivy, repairing of the stone wall and placing a stone dust top coat on the path. Following Ms. Philpot's presentation, Ms. Kmetz then noted that future plans of the Main Street Foundation include placement of a bench or signage of some kind in the vicinity of the path. The group also mentioned plans to revitalized Topsfield Chamber of Commerce, a project that is being spearheaded by Janet Brown, Melinda Doane and Jan Dik.

GENERAL BUSINESS

Old Business

Paving on the Alternate Transportation Corridor at 7 Grove Street: Chairman Morrison noted that paving with a binder coat at the Village Shopping Center is to occur shortly to protect the newly installed septic system for the winter months. Selectman Luther made a motion to allow the binder coat to be installed over the licensed parking area of the Alternative Transportation Corridor; seconded by Selectman Dow. Motion amended by Selectman Gandt, that the Board appoint the Town Administrator to review and have authority to approve the construction drawing in compliance with the license agreement between Grove Realty and the Board of Selectmen; seconded, as amended, by Selectman Dow; so voted, as amended, 5-0.

New Business

Fire Pumper: Selectman Luther made a motion to award a contract to Pierce Manufacturing Inc. of Appleton, Wisconsin to furnish and deliver a 1500GPM Triple Combination Pumper in a total contract amount of \$482,072; seconded by Selectman Powers; so voted: 5-0.

Highway Road Salt Contract - #1: Selectman Gandt made a motion to approve a contract with International Salt Company, LLC, of Clarks Summit, PA to furnish foreign road salt, at the price of \$63.83 per ton delivered, in the not-to-exceed amount of \$26,000; seconded by Selectman Powers; so voted: 5-0.

Highway Road Salt Contract - #2: Selectman Gandt made a motion to approve a contract with Bentley Warren Trucking Inc, of Ipswich, MA to furnish solar road salt, at a price of \$63.00 per ton delivered, in the not-to-exceed amount of \$24,000; seconded by Selectman Powers; so voted: 5-0.

Visiting Nurse Association: Selectman Powers made a motion to approve a contract for services provided by the VNA Care Network, Inc. of Danvers, MA to the Board of Health for public health nursing service including public health education, immunization and screening clinics, communicable disease reporting and follow-up, and coordination of vaccine programs in the not-to-exceed amount of \$8,750.00 for FY2010; seconded by Selectman Dow; so voted: 5-0.

Ranger Pick-Up Truck: Selectman Gandt made a motion to award the bid and contract for the purchase of a new Water Department Ford Ranger 4-Wheel Drive Extended Cab Pick-Up Truck to Colony Ford Truck Center of Warwick, Rhode Island in the amount of \$18,515; seconded by Selectman Luther; so voted: 5-0. Funding was approved at the 2009 ATM, Article #20.

Liaison Reports

Selectman Powers noted that the Friends of the Library are sponsoring Ginger Bread House making for children on December 5th. Sign up is at the Library. The Ginger Bread Houses will be on display at the Holiday Walk.

Town Administrator's Report:

- Renewable Energy/Green Communities Committee update. Selectman Gandt made a motion to authorize the Renewable Energy/Green Communities Committee to apply for a grant through the Massachusetts Technology Collaborative for a consultant to perform an energy audit of Town Hall and for the Chairman to sign; seconded by Selectman Luther; so voted: 5-0.
- State Budget Review
- North Shore Coalition Meeting update
- Regional Ambulance Meeting update
- Financial Team Meeting – models update
- Computer Committee attended update

Correspondence & Reports

Correspondence

Kopelman & Paige have sent a memorandum regarding an important recent decision regarding lapse of variances and special permits

Susan Givens, Masconomet Chief Financial Officer has sent the first quarter report for the FY10.

Reports

Police Department has submitted a Monthly Report for October 2009.

Planning Board minutes of October 20th and November 3rd have been posted on the website.

Warrants: The Selectmen signed and approved warrants in the amount of **\$ 1,694,463.10**. The breakdown is as follows:

Warrant FY10:	
043T	\$ 79,724.65
044	\$ 1,614,738.45

At 9:06PM Selectman Dow moved to go into executive session to discuss the Highway/Water and Park & Cemetery contract negotiations and the Town Administrator contract; seconded by Selectman Luther. In a roll call vote, a yes vote was recorded for Chairman Morrison, Selectman Dow, Selectman Luther, Selectman Powers and Selectman Gandt. The Board would not return to open session. Virginia Wilder and Donna Rich were also present for the first discussion item.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as amended at the December 21, 2009 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.