

AGENDA
BOARD OF SELECTMEN
December 19, 2011
Proctor School Library
7:30PM

1. **Call to Order** –

Announcements:

- Executive Session
- Memory Tree
- Annual Report Recognized

2. **Citizen Questions and Comments**

General Business

3. **Old Business**

New Business

- 2012 Class I & II License Renewals
- 2012 Common Victuallar License Renewals
- One-Day Liquor License-Boxford Elementary Schools Trust fundraiser
- Highway Department Washed Sand contract
- Highway Department Road Salt contract
- Town Hall Gas Boiler amendment
- Rail Trail Route 1 Crossing design contract
- Assessors Software contract
- Cleaning of Buildings Contract Amendment
- Temperature Control at Town Hall approval
- Police Department appointment of Auxiliary/Special Police Officers
- Police Department appointment of a Reserve Officer
- Police Department appointment of two part time dispatcher/prisoner watch

4. **Liaison's Reports**

5. **Town Administrator's Report**

- Personnel Advisory Committee Public Meeting Review

6. **Minutes:** November 7, 2011

7. **Correspondence and Miscellaneous**

Letters & Memos:

- Building Inspector memo regarding Topsfield Bakeshop, Inc.
- Letter from owners of Lot 8 at Hickory Beech received.
- Town of Erving looking for Legislative Support

Reports:

- Conservation Monthly Report
- NS Regional Voc School District minutes of 13th and agenda for Dec 8th
- Board of Assessors minutes of Nov 18, 2011
- Finance Committee several minutes posted to website