



REVISED AGENDA
BOARD OF SELECTMEN
Proctor School Library
60 Main Street, Topsfield
February 6, 2017
7:30PM

CALL TO ORDER
OPEN SESSION
PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE
CITIZEN QUESTIONS & COMMENTS
NEW BUSINESS:

- ITEM #1:** **Town Clerk:** Vote to appoint Ms. Mary Elizabeth (“Beth”) Willis as Town Clerk for the Town of Topsfield as recommended by the Town Administrator.
- ITEM #2:** **Conservation Agent:** Vote to affirm and ratify the appointment of Ms. Heidi Gaffney as Conservation Administrator as requested by the Town Administrator and Conservation Commission.
- ITEM #3:** **Approval of Agreement:** Vote to approve an employment agreement with Ms. Lana Spillman, retired Conservation Administrator, to provide administrative and technical assistance to the Conservation Commission during the hiring transition.
- ITEM #4:** **Hourly Rate for Tax Work-Off Programs:** Discussion and vote to increase the hourly rate from \$10 to \$11 per hour for the Senior and Veteran Tax Work-Off Programs as requested and recommended by the Council on Aging.
- ITEM #5:** **Abatement for Senior Tax Work-Off Programs:** Discussion and vote to increase the allowable abatement from \$1,000 to \$1,500 for the Senior Tax Work-Off Program as authorized by the Municipal Modernization Act & recommended by Council on Aging.
- ITEM #6:** **Approve Contract for Moving Services:** Vote to approve a contract between the Town of Topsfield with Wakefield Movers for \$33,594 to provide professional moving services to transport the contents of all Town Hall Offices both to and from the temporary town office space located at 461 Boston Street.

TOWN ADMINISTRATOR’S REPORT

APPROVAL OF MINUTES

- ITEM #7:** **Approval of Meeting Minutes:** Vote to approve the official minutes of the Selectmen meetings held on Jan, 9, 2017 (Executive Session) & Jan. 18, 2017 (Regular Session)

CORRESPONDENCE

ADJOURN

The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.