



**REVISED AGENDA**  
**BOARD OF SELECTMEN**  
Proctor School Library  
60 Main Street, Topsfield  
**July 10, 2017**  
7:30 PM

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**ANNOUNCEMENTS**

- **Police Chief's Employment Contract:** Following the open session, the Board will enter into closed Executive Session in accordance with M.G.L. c. 30A, §§ 21(A) under Exemption #2 to conduct strategy sessions in preparation for contract negotiations with nonunion personnel, specifically, to discuss the Police Chief's Contract since an open meeting may have a detrimental effect on the government's bargaining position.
- **Collective Bargaining:** The Board will also meet in Executive Session under Exemption #3 to discuss strategy with respect to collective bargaining or litigation, specifically for the Full Time Police unit, since an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.
- The Board will NOT return to public session.

**CITIZEN QUESTIONS & COMMENTS**

**DEPARTMENT UPDATES:** Conservation Commission

**NEW BUSINESS**

- ITEM #1**      **Confirmation of Fire Chief:** Vote to confirm the Town Administrator's appointment for the Town's next permanent Fire Chief
- Item #2**      **MSBA Financial Agreement:** Vote to approve an agreement between the Town of Topsfield and the Massachusetts School Buildings Authority (MSBA) for the Proctor and Steward Schools improvement projects.

**ITEM #3**      **Public Hearing 7:45 PM Non-Conforming Sign:** C.P. Berry for Rolling Green, 470 Boston Street

**ITEM #4**      **Public Hearing 8:00 PM:** National Grid request for Pole Placement on Woodside Road

**ITEM #5**      **Police Chief Appointments:**

**Regular Full Time Officer 3 year**      **Original Appt. Date**      **Exp. Date**

Off. Shawn Frost      07/24/00      06/30/20

Sgt. Neal Hovey      08/05/10      06/30/20

**Regular Full-Time Officer – 1 year**      **Original Appt. Date**      **Exp. Date**

Off. Daniel J. Bell      09/08/14      06/30/18

Off. Brendan Gahagan      02/17/15      06/30/18

Off. Christopher Lippi      04/15/16      06/30/18

**Reserve Officers – 2 year**      **Original Appt. Date**      **Exp. Date**

Off. James Gettman      03/01/02      06/30/19

Off. Christopher Sanborn      04/01/03      06/30/19

Off. Lawrence Nestor      02/19/04      06/30/19

Off. James Dunn      11/02/09      06/30/19

Off. Tyler Dechene      03/01/04      06/30/19

**Reserve Officers – 1 year**

None

**Administration – 1 year**      **Original Appt. Date**      **Exp. Date**

Katherine Jackson      02/25/16      06/30/18

Jennifer Davis      05/22/17      06/30/18

**Auxiliary Police Officer/Special Police Officer**

SPO David Bond      09/09/85      06/30/18

**Prisoner Watch/Matron 1-year**      **Original Appt. Date**      **Exp. Date**

Paul Polonsky      07/25/92      06/30/18

Ann Ambeliotis      02/08/16      06/30/18

Jennifer Davis      05/22/17      06/30/18

Katherine Jackson      02/25/16      06/30/18

**Police Chaplain 1-year**      **Original Appt. Date**      **Exp. Date**

Dory Little      05/10/12      06/30/18

**ITEM #6**      **Veterans Agent/Service Officer Agreement:** Enter into a Service Agreement with Richard Cullinan for a term of one year, July 1, 2017 – June 30, 2018 in the amount of \$12,000.

**ITEM #7**      **RECC Settlement Agreement and Mutual Release of All Claim**

**ITEM #8**      **Request to Amend Used Car Dealer Class II License:** Request from Peppi's Auto Sales Inc. to amend Used Car Dealer Class II License to allow showing of a sale vehicle at 414B Boston Street during business hours.

- ITEM #9**      **Stipend:** Vote to waive the \$900 stipend for the members of the Board of Selectmen as authorized in the Town Bylaws and to waive the \$1 stipend as appropriated in the Fiscal Year 2018 Town Budget.
- ITEM #10**     **Contract Award for Water Treatment Facility:** Award Contract #1 to Kinsmen Construction of Hooksett, NH for construction of Water Treatment Facility for the price not to exceed \$7,246,000.
- ITEM #11**     **Contract Award for Transmission Mains:** Award Contract #2 for the construction of transmission mains as part of the water treatment plant project to R+D Site Development of Groveland, MA for the price not to exceed \$1,524,629.85.
- ITEM #12**     **Managed IT Network and Remote Monitoring Services Agreement:** Enter into a Service Agreement with Retrofit Technologies of Milford, MA, for an amount not to exceed \$21,022.40.
- ITEM #13**     **Library's FY18 Network Administrator Services Agreement Amendment: Approve** Amendment #1 to the existing agreement for the Library's FY18 Network Administrator Services to Equitous Technology Solutions, PO Box 4, Georgetown, MA in the amount of \$18,000.
- ITEM #14**     **Lease of Emerson Field:** Approve lease agreement between the Town of Topsfield and the Congregational Church of Topsfield, 9 East Common Street, in the amount of \$1,250 for a term of twelve months commencing on July 1, 2017 and terminating on June 30, 2018, funded through Article 11 of the 2017 Annual Town Meeting.
- ITEM #15**     **Agreement with Senior Care Inc.:** Approve a grant agreement between the Town of Topsfield and Senior Care, Inc., a non-profit located at 49 Blackburn Center, Gloucester, MA in the amount of \$1,500 for services to be rendered to senior residents 60 or over or disabled adults of Topsfield.
- ITEM #16**     **Grant Agreement with Tri-Town Council:** Approve a Grant Agreement between the Town of Topsfield and the Tri-Town Council, a non-profit located at 49 Main Street, Topsfield, MA, in the amount of \$20,500 for services to be rendered to the residents of Topsfield.
- ITEM #17**     **Code of Conduct:** Discussion and vote to approve a Code of Conduct or "Topsfield Code of Responsibility" for the Board of Selectmen.

## **TOWN ADMINISTRATOR'S REPORT**

### **APPROVAL OF MINUTES**

- Regular Business Meeting: June 19, 2017, Joint Meeting of Board of Selectmen and Finance Committee  
June 20, 2017
- Executive Session: June 19, 2017

### **CORRESPONDENCE**

- Verizon Notice of Copper Retirement dated 6/29/17

- Comcast Channel Line Up Information and S&H Price Change letter dated 6/13/17
- Masconomet Regional Scholarship Foundation Joe Iarocci Memorial Writing Scholarship Letter dated 6/16/2017
- Masconomet Regional Scholarship Foundation Wallace Kneeland Memorial Scholarship Letter dated 6/16/17
- Letter from Masconomet Regional School District dated 6/23/17
- Letter from Rolling Green at Topsfield dated 6/27/17

**WARRANTS**

Warrant	Date	Number	Amount
Vendor Warrant	6/22/2017	17102	406,584.80
School Balloon	6/22/2017	17101	816,834.65
Payroll Warrant	6/22/2017	17101	105,096.58
Vendor Warrant	6/30/2017	17106	63,798.61
Vendor Warrant	7/6/2017	18001	1,229,275.62
General Govt./Police Detail	7/6/2017	18001	19,591.62
Payroll Warrant	6/30/2017	17103	108,529.75

**EXECUTIVE SESSION**

**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.*