

BOARD OF SELECTMEN
Working Session
Minutes of
January 19, 2008

Chairman McArdle called the meeting to order at 10:35AM. Board members present in addition to Chairman McArdle were Richard Gandt, Steve Clark, and Dick Carlson. Boyd Jackson was absent. Of the Selectmen's staff, Town Administrator Virginia Wilder, and Board Secretary Donna Rich, were in attendance. Members of the Town Hall Building Committee present were Phil Knowles, Bette Cullinan, Norm Isler, Al Wallace, Ben Nutter, Heidi Fox, Alison Hardy, Cindi Deal and Jim Ugone.

Town Hall Building Committee Report Review: Chairman McArdle began by stating that he has spoken to Mark Lyons, Chairman of the Finance Committee, regarding the plans to move forward with the Town Hall project. It was noted that the discussion surrounded the probability of funding for the Town Hall project in a year or two, with requests for some funds now to explore options described in the Executive Summary of the THBC Report dated November 19, 2008. Selectman Clark recapped for the Committee that the Board of Selectman had voted 4-1 at their January 10, 2008 meeting to spend \$3,500 with GLC Development Resources LLC or a similar company. These funds were to authorize GLC to refine the cost estimates associated with the renovation of the existing Town Hall, including meetings and report preparation. The Board also voted 3-2 to authorize the expenditure of an additional \$2,500 for GLC or a similar company to identify potential uses and finances associated with reuse of the Town Hall for private use. It was generally agreed that the resulting reports would be helpful in making further Town Hall project decisions. Chairman McArdle asked if the Town Hall Building Committee, as it is today, is planning on staying together throughout the process. The Committee stated that they would remain knowing that the group had the support of the Board of Selectmen. Cindi Deal expressed her concern regarding the issue of data storage. Cindi went further to state that there is an apparent need for a separate committee to be assigned the task of reviewing and making recommendations regarding data storage and retrieval. Bette Cullinan stated that the electronic storage and retrieval of records can increase productivity. Data presently is stored in the basement in boxes that are not clearly marked and it is extremely time consuming to locate any given record.

Chairman McArdle called a recess at 11:15AM, Selectman Carlson seconded; so voted 4-0.

Chairman McArdle reconvened the meeting at 11:28AM. Chairman McArdle began by stating that the existing mutual aid agreements that the Fire Chief had entered into with various communities need to be changed. The agreements in question are between Topsfield and Middleton, Ipswich, Byfield and Hamilton. Due to some confusion as to the extent and nature of the existing agreements, the discussion was continued until the next meeting of the Board. Chairman McArdle made a motion to adjourn the meeting at 11:34AM, Selectman Clark seconded, so voted 4-0.

Warrants: The Selectmen signed and approved warrants in the amount of **\$149,677.40**. The breakdown is as follows:

Warrant #FY08:	
059T	\$ 76,591.25
060	\$ 73,086.15

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as amended at the February 4, 2008 Board of Selectmen's meeting.