

**BOARD OF SELECTMEN**  
**Working Session**  
**Minutes of April 23, 2009**

Chairman Boyd Jackson called the meeting to order at 4:35PM. Board members present, in addition to Chairman Boyd Jackson, were Richard Gandt, Martha Morrison, Nancy Luther and Karen Dow. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance. Laura Powers, resident, was also present.

Chairman Jackson welcomed Laura Powers to the meeting.

**Old Business:**

Ambulance Bid: Chairman Jackson stated that there is no legal requirement to formally bid an ambulance contract. The Town has received preliminary proposals from Lyons Ambulance Service Inc. and Northeast Regional Ambulance Inc as well as a letter of interest from Beauport Ambulance Service Inc. Ms. Wilder suggested that a Request for Proposal gives the Town more flexibility in negotiating a successor agreement to the Town's current contract. It was the consensus of the Board to pursue sending out the RFP for the Town's FY2010 ambulance service contract.

Rail Trail Change Order: Selectman Gandt provided an overview of the progress of Phase 1 of the Topsfield Linear Common. Segments A and B are nearing completion and construction of segment D will follow. As a result of actual site conditions, a change order is being prepared for segments A and B. The actual site conditions have resulted in the following requirements: additional excavation, fabric to protect exposed tree-roots, and additional crushed stone. The change order for segments A and B is being prepared and may be available for Monday night's meeting, April 27, 2009. Also, on segment D, following the removal of brush by volunteers that identified site conditions requiring additional work, a change order is expected for that segment.

Park Street Parking-Topsfield Linear Common: Chairman Jackson provided a status report on the Highway Department assisting in the parking area on Park Street. Phil Knowles, Road Commissioner Chairman has agreed to have Dave Bond, Highway Superintendent coordinate striping the parking area and closing one entrance with boulders. Dave Bond will obtain a price quote for painting the new parking layout and relay that information to Joe Geller.

Alternative Transportation Corridor License: Ms. Wilder reported that there is no license agreement available for review and signature. There are still obstacles that need to be addressed. Chairman Jackson requested that Ms. Wilder continue to resolve any issues with Mr. Woodland and the attorneys.

Draft-Appreciation Award Recipients: The Board reviewed a list of possible recipients. After a discussion, there was a consensus that Awards should be consider for those that have completed and are no longer in active service to the Town. Twelve people will receive Appreciation Awards at the Annual Town Meeting (see attached list).

**Warrants:** The Selectmen signed and approved warrants in the amount of **\$ 391,502.51**. The breakdown is as follows:

Warrant FY09:	
085T	\$ 80,156.38
085School	\$ 207,732.03
086	\$ 103,614.10

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Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as written at the May 5, 2009 Board of Selectmen's meeting.*