

BOARD OF SELECTMEN
Working Session
Minutes of August 13, 2008

Chairman Jackson called the meeting to order at 4:03PM. Board members present in addition to Chairman Jackson were Martha Morrison and Nancy Luther. Selectman Richard Gandt was absent. Of the Selectmen's staff, Town Administrator Virginia Wilder, and Board Secretary Donna Rich, were in attendance together with Bruce Spaulding, candidate for Alcohol Licensing Advisory Committee.

Chairman Jackson introduced Bruce Spaulding, a candidate for the Alcohol Licensing Advisory Committee, and asked why he was seeking membership to the committee. Mr. Spaulding stated that with his professional background, owner of Spuds's Restaurants, he could be an asset to the committee. Mr. Spaulding is up to date on the Town's regulations. There was a discussion regarding the legislation that recently allows the Town a second wine and malt beverage license and the timeline for applicants.

Wenham Town Hall Tour: Ms. Wilder will coordinate the Board to visit Wenham Town Hall due to their recent renovations and the similarities that exist between Topsfield and Wenham Town Halls.

Senior Tax Work Off: Selectman Luther stated the Council on Aging has appointed a three member committee to review job descriptions with the Town departments that may be suitable for the Senior Tax Work Off program. The Council on Aging Committee will report their findings to the Board of Selectmen when the data has been compiled and completed.

Policy & Procedures for the Board of Selectmen: Chairman Jackson stated that he will be a point of contact for changes that the Board would like to make. The Policy will continue to be under review for the time being.

Rail Trail Encroachment: There was a discussion regarding the outcome of the survey done by Donohoe & Parkhurst, Inc on the Town owned property known as Topsfield Linear Common. There will be further discussion regarding the section now owned by Brian Woodland known as Topsfield Station as it relates to the Rail Trail use of the MBTA easement.

Cook & Company Report: Ms. Wilder reported on the analysis provided by Cook & Company for the Board's review.

Board of Health Opening: Chairman Jackson stated he would contact Mr. Hunt, Chairman of the Board of Health, to see if the Board has any interested candidates for the recently vacated position created by the resignation of Michael Waltermire.

Warrants: The Selectmen signed and approved warrants in the amount of **\$ 204,113.69**. The breakdown is as follows:

Warrant # FY09:	
013T	\$ 76,171.13
013School	\$ 35,675.94
014	\$ 92,266.62

Minutes – 8/13/08

Page 2

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as written at the September 2, 2008 Board of Selectmen's meeting.