

BOARD OF SELECTMEN
Working Session
Minutes of September 21, 2009

Chairman Martha Morrison called the meeting to order at 4:31 PM. Board members present in addition to Chairman Martha Morrison were Richard Gandt, Nancy Luther, Karen Dow and Laura Powers. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance. Also in attendance were Faye Raynard, Village Reporter, and Paul Dierze, Topsfield Beach Association Board member.

Insurance & Use of Town Property: Ms. Wilder began by stating that there is a concern relative to the Town insuring non-profit organizations that use Town properties. Paul Dierze, representative of the Topsfield Beach Association (Hood's Pond) and Board Chairman Martha Morrison had previously met with Ms. Wilder to discuss the issue. Today, Mr. Dierze reported that he is waiting for price quotes on the Beach Association obtaining insurance which would have the Town as a named insurer on the policy. Ms. Wilder asked about the status of the Articles of Incorporation which are required to be filed with the State. Mr. Dierze reported that the Beach Association was incorporated in 1975 and that the Board is current in filing the Articles of Incorporation with the State as of a recent filing. There was a general discussion regarding the Beach Association and how it operates. The Beach Association is a 501(c)3 organization, it does have officers, and there is an annual meeting scheduled for October 19th. There was also a discussion on the membership and marketing strategies used. The Bylaw for the Beach Association refers to a small percentage of the membership coming from out-of-town residents. As the membership of the Association is more accurately 50% Town residents and 50% out-of-Town, the Beach Association Board will be voting to change the Bylaw to reflect its present membership.

Selectman Gandt reported the Town (Park & Cemetery Department) does not levy fees for the use of Town fields. Selectman Gandt is still waiting for a conclusive list from the Park & Cemetery Commissioners of those town groups that utilize the Town fields. Selectman Powers offered to find out from Masco Youth Football and Tritown Tribal Lacrosse what their insurance coverage is.

Common Victualler License Application Rules & Regulations: Ms. Wilder noted that all changes submitted from the Board have been included in the application and Rules & Regulations documents presented, and if no other changes, additions or deletions are requested a final copy would be available in the packet for a final vote to be taken on Monday, September 28, 2009.

Fiesta Shows Sunday Licenses: Selectman Luther made a motion to approve Fiesta Shows Sunday Public Entertainment License for October 4th & 11th with hours to be 1 PM -11 PM; seconded by Selectman Dow; so voted: 5-0.

Rail Trail 2009 Grant Application: Chairman Morrison noted that unless there are any changes to the letter and Grant application as presented, the Board will vote on them at the Monday, September 28th meeting. The Board expressed how hard the Rail Trail Committee has worked to obtain the grants for the project. It was noted that Amanda Lewis, Department of Conservation & Recreation, had recently come to Topsfield and walked the Topsfield Linear Common to obtain a better sense of the project.

Appointments to Boards/Committees & Commissions: Chairman Morrison had asked Selectmen Powers and Gandt to review who appoints whom, in an effort to fix any anomalies that exist. There was a discussion regarding the difference between inspectors that are appointed by the Board and the alternates that are appointed by the Town Administrator. Selectman Powers will revise the list for final distribution and agreement so that it may be voted upon.

Warrants: The Selectmen signed and approved warrants in the amount of \$ **459,720.84**. The breakdown is as follows:

Warrant #FY10:	
10025T	\$ 284,504.20
10026	\$ 175,216.64

At 6:12 PM, Selectman Dow moved to go into executive session to discuss Fire Fighters and Call Fire Fighters union contracts; seconded by Selectman Powers. In a roll call vote, a yes vote was recorded for Chairman Morrison, Selectman Luther, Selectman Gandt, Selectman Powers, and Selectman Dow. The Board would not return to open session. Virginia Wilder and Donna Rich were also present.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as amended at the October 13, 2009 Board of Selectmen's meeting.

<p>Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.</p>
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