



Topsfield Finance Committee Minutes to the Meetings

Meeting was held
via Videoconference
April 12, 2021

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Topsfield Board of Selectman was conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Topsfield website, at www.topsfieldma.gov. For this meeting, members of the public who wish to watch or listen to the meeting may do so in the following manner:

Video conference information is posted on the website. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so despite best efforts, we will post on the Topsfield website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

I. Call to Order

Chair Che Elwell called the meeting to order at 7:01PM and initiated roll call. Present were Chair Elwell-Y, Karen Dow-Y, Karen Duval-Y, Jon Guido-Y, Mike Hartmann-Y, Eric Menzer-Y and David Larson-Y. Absent were Karen Duval. Also present were Kevin Harutunian, Town Administrator (arrived late); Catherine Gabriel, Town Accountant; and Beth Willis, Town Clerk. Chairman Elwell noted the meeting is being recorded but not broadcast live. As the meeting took place via videoconference, all votes will be taken by roll call.

II. Approval of Minutes – March 22, 2021

Upon motion duly made by Ms. Dow and seconded by Mr. Larson, it was unanimously voted to approve above minutes. Mr. Hartmann-Y, Mr. Guido-Y, Mr. Larson-Y, Mr. Menzer-Y, Ms. Dow-Y and Mr. Elwell-Y. Motion passed 6-0.

Approval of Minutes – March 29, 2021

Upon motion duly made by Ms. Dow and seconded by Mr. Larson, it was voted to approve above minutes. Mr. Hartmann-Y, Mr. Guido-A, Mr. Larson-Y, Mr. Menzer-Y, Ms. Dow-Y and Mr. Elwell-Y. Motion passed 6-0.

III. Assignment of Warrant Articles at Town Meeting

Article First, Reports – Mr. Elwell
 Article Second, Balance Transfers – Mr. Hartmann
 Article Third, General Operating Budget – Mr. Hartmann
 Article Fourth, Water Department Operating Budget – Mr. Larson
 Article Fifth, Masconomet Regional School District Assessment – Ms. Duval
 Article Sixth, Essex North Shore Agricultural and Technical School District – Ms. Duval
 Consent Agenda 1 – Mr. Elwell
 Article Seventh, Grant Authorization for Town Projects – Mr. Elwell
 Article Eighth, MA Department of Transportation Contracts – Mr. Elwell
 Article Ninth, Tritown Council on Youth and Family Services– Mr. Elwell
 Article Tenth, Senior Care – Mr. Guido
 Article Eleventh, Compensated Absences Fund – Mr. Elwell
 Article Twelfth, Unemployment Compensation Fund – Mr. Elwell
 Article Thirteenth, Town Facilities Repair and Maintenance Fund – Mr. Elwell
 Article Fourteenth, Town Hall Generator – Mr. Elwell
 Article Fifteenth, Police Cruiser – Ms. Duval
 Article Sixteenth, Police Cruiser Radios – Ms. Duval
 Article Seventeenth, Fire Dept Roof Replacement – Ms. Dow
 Article Eighteenth -Public Works HVAC System Replacement– Mr. Larson
 Article Nineteenth, Public Works Multi-Purpose Tractor – Mr. Larson
 Article Twentieth, Fire Sprinkler Improvements for Public Works Building – Mr. Larson
 Article Twenty-First, Public Works Pickup Truck – Mr. Larson
 Article Twenty-Second, Library Fire Alarm Panel – Mr. Guido
 Article Twenty-Third, Library Security Camera – Mr. Guido
 Article Twenty-Fourth, Boston St. Water Storage Tank Replace Eval/Design– Mr. Larson
 Article Twenty-Fifth, Coppermine Rd. Road Improvements – Mr. Menzer
 Article Twenty-Sixth, Creation of Ambulance & Fire Apparatus Stab Fund – Ms. Dow
 Consent Agenda 2 – Ms. Duval
 Article Twenty-Seventh, Amend Masconomet Regional School District Agreement,
 Elimination of Language – Ms. Duval
 Article Twenty-Eighth, Amend Masconomet Regional School District Agreement, Section
 I, The Regional District Committee – Ms. Duval
 Article Twenty-Ninth, Amend Masconomet Regional School District Agreement, Section
 IV E, Apportionment of Operating Costs – Ms. Duval
 Article Thirtieth, Amend Masconomet Regional School District Agreement, Section IV F,
 Payment of Operating Costs – Ms. Duval
 Article Thirty-First, Five-Year School Bus Contract – Mr. Menzer
 Article Thirty-Second, Five-Year School Food Management Contract– Mr. Menzer
 Article Thirty-Third, Recodification of General Bylaws – Mr. Hartmann
 Article Thirty-Fourth – Amend Zoning Bylaw Article XI, Groundwater Protection
 District – Mr. Menzer
 Article Thirty-Fifth, Amend Zoning Bylaw, Article II, Bus District Village - Mr. Menzer

Article Thirty-Sixth, Old Highway Garage Transfer and Redevelopment – Mr. Menzer
Article Thirty-Seventh, Other Post Employment Benefits (OPEB Trust Fund) – Ms. Dow
Article Thirty-Eighth, Capital Stabilization Fund - Mr. Guido
Article Thirty-Ninth, General Stabilization Fund - Mr. Guido
Article Fortieth, Free Cash to Reduce the Tax Rate – Mr. Elwell

Special Town Meeting
Article Second – Mr. Guido
Article Third – Mr. Guido
Article Fourth – Mr. Guido

IV. WARRANT ARTICLE REVOTE

ARTICLE THIRD: GENERAL OPERATING BUDGET

Following discussion and upon motion duly made by Mr. Guido and seconded by Ms. Dow, it was voted in order to reflect accurate numbers that were printed in the warrant and to recommend positive action on the above article that the Town vote to appropriate the sum of \$22,227,921 for elementary schools, highways, and other Town expenses, and fix the annual salary and compensation of all elected officers from July 1, 2021, and determine the manner of expending the same as stated in Attachment A to the warrant; and to meet said appropriation, in addition to the amount transferred for such purposes under Article Second, to transfer the sum of \$75,000 from Overlay Surplus and raise and assess the sum of \$22,087,748.33. Mr. Hartmann-Y, Mr. Larson-Y, Mr. Menzer-Y, Mr. Guido-Y, Ms. Dow-Y and Mr. Elwell-Y. Motion passed 6-0.

V. TOWN MEETING

May 6 – FinCom Meeting @ 6:00PM – vote remaining articles
May 6 – Joint Meeting with Select Board @ 7:00PM
May 8 at 10:00AM on the Town Common
Rain date of May 15, 2021

VI. Adjournment

Upon motion duly made by Ms. Dow and seconded by Mr. Menzer, it was unanimously voted to adjourn. Mr. Hartmann-Y, Mr. Larson-Y, Mr. Guido-Y, Mr. Menzer-Y, Ms. Duval-Y, Ms. Dow-Y and Mr. Elwell-Y. Motion passed 7-0. Meeting adjourned at 7:52PM.

Respectfully submitted,

Christine Martin Barraford
Recording Secretary

MINUTES approved May 6, 2021