



**SELECT BOARD
WORK SESSION
VIRTUAL MEETING**

**Minutes of Wednesday, March 30, 2022
5:00 PM**

Board Members participating were Select Board Chair Lynne Bermudez, Select Board Vice-Chair and Clerk Marshall Hook and Select Board Members Cameron Brown, A. Richard Gandt and Boyd Jackson. Others participating of the Select Board's Staff were Town Administrator Kevin Harutunian and Executive Assistant Debi Morong. Town Accountant Catherine Gabriel was also present.

CALL TO ORDER

Chair Bermudez called the meeting to order at 5:00 PM.

GOVERNOR'S ORDER

Select Board Chair Lynne Bermudez announced that, due to the COVID-19 State of Emergency announced by Governor Baker, this meeting would be conducted as a Virtual Meeting via ZOOM and as such, participation was remote. She then read the following:

"Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted via remote means. Members of the public who wish to watch or listen to the meeting may do so in the following manner: Video conference (see log-in information below.) 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 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."

ANNOUNCEMENTS

Vice-Chair and Clerk Hook made the following announcements:

"The meeting is being recorded by the Recording Clerk via ZOOM in the event that the connection is lost at any time during the meeting a device is being used by the recording clerk for the purpose of taking minutes; is there anyone else present who

wishes to record the meeting?" Select Board Member Gandt replied that he would record the meeting.

"While we are conducting town business using remote participation via ZOOM, we ask that those of you not recognized by the chair or otherwise engaged in the discussion of the moment to please mute your microphone to avoid interruptions outside the conversation. Thank you."

FY2023 OMNIBUS BUDGET

TA Harutunian confirmed that there were no changes to the Omnibus Budget voted on March 29, 2022.

2022 ANNUAL TOWN MEETING AND SPECIAL TOWN MEETING WARRANTS

TA Harutunian reviewed the edits made to the ATM Warrant following the March 29, 2022 meeting. Select Board Member Gandt reviewed edits to the table in Article 2nd.

The formatting in the document titled "Attachment A Revised Percentages" was reviewed and accepted.

Select Board Member Gandt moved to accept the 2022 ATM Warrant V8.01 Final 2 as discussed at this meeting with amendments that were included with file name "Attachment A Revised Percentages" as part of this motion. Select Board Member Jackson seconded the motion and the motion carried by roll call vote as follows:

Chair Bermudez	Yes
Vice-Chair and Clerk Hook	Yes
Select Board Member Brown	Yes
Select Board Member Gandt	Yes
Select Board Member Jackson	Yes

TA Harutunian informed the Select Board that the Tree Warden, David Bond, will draft a narrative for the tree planting plan.

ADJOURNMENT

At 5:21 PM, Select Board Member Gandt made a motion to adjourn. Select Board Member Brown seconded the motion and the motion carried by roll call vote as follows:

Chair Bermudez	Yes
Vice-Chair and Clerk Hook	Yes
Select Board Member Brown	Yes
Select Board Member Gandt	Yes
Select Board Member Jackson	Yes

Respectfully submitted,

Debi Morong, Executive Assistant & Recording Secretary
Theresa Coffey, Recording Secretary

DOCUMENTS

- Agenda for March 30, 2022
- Budget Article Attachment A FY2023
- Budget Article Attachment A FY2023B
- Budget Article Attachment A FY2023 Revised Percentages
- 2022 ATM Warrant-V8.01_3-30-2022 FINAL2