



2018 FEB -2 PM 12: 09

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TOPSFIELD, MA  
Posted 2/2/18 12:15 PM

**REVISED AGENDA**  
**BOARD OF SELECTMEN**  
Proctor School Library  
60 Main Street, Topsfield  
**Monday, February 5, 2018**  
7:30 PM

**CALL TO ORDER****PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE****ANNOUNCEMENTS****EXECUTIVE SESSION**

•The Board will meet in Executive Session under Exemption #3 to discuss strategy with respect to collective bargaining for the Full Time Police, Full Time Fire, Call Firefighters and AFSCME units since an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

•The Board will not return to open session following Executive Session.

**CITIZEN QUESTIONS & COMMENTS****NEW BUSINESS**

- ITEM #1**      **Request for Appointment:** Request from Chief Evan Haglund that the Board appoint Reserve Police Officer Justin Slattery to the position of probationary Full Time Police Officer effective February 8, 2018.
- ITEM #2**      **Announcement of Promotion:** Fire Chief Jenifer Collins-Brown to announce the promotion of Acting Lieutenant Charles Wood to Lieutenant.
- ITEM #3**      **Town Hall Change Order #3:** Request from the Town Hall Building Committee to approve Change Order #3 in the amount of \$2,300 to TLR (Triton Leasing and Rental) for work associated with asbestos abatement with the Town Hall Preservation, Renovation and Expansion Project and for the Chair to sign.
- ITEM #4**      **Town Hall Change Order #4:** Request from the Town Hall Building Committee to approve Construction Services Change Order #04 in the amount of \$17,391.92 to

Consigli Construction Co. for work associated with the Town Hall Preservation, Renovation and Expansion Project and for the Chair to sign.

- ITEM #5**      **Vote to Accept Grant Funds:** Request from the Council On Aging to vote to accept State FY2018 Formula Grant Funds in the amount of \$13,161.34.
- ITEM #6**      **FY19 Operational Budget:** Update on FY19 Budget Process; Review of Budget Forum; Discussion and Review of BOS Departmental “Other” Budget Requests “Over Guidelines”; and discuss Next Steps.
- ITEM #7**      **FY19 Capital Budget Requests:** Overview of Capital Budget Requests for FY19.
- ITEM #8**      **2018 Annual Town Meeting:** Overview of 2018 Town Meeting Warrant Articles and Citizen Petitions

## TOWN ADMINISTRATOR’S REPORT

### APPROVAL OF MINUTES

December 20, 2017 Working Session  
 January 17, 2018 Working Session  
 \*January 22, 2018 Regular Business Meeting

**CORRESPONDENCE** Invitation to 2/13/18 Town Forum on Marijuana Regulations

**WARRANTS**      Warrants signed by the Chairman of the Board of Selectmen:

Date	Warrant Number	Type	Warrant Amount
1/25/18	18059	Town Payroll	118,506.22
1/25/18	18059	School Payroll	313,888.72
1/25/18	18060	Town Bills	214,380.69
2/1/18	18061	Town Payroll	98,627.01
2/1/18	18062	Town Bills	409,526.79
2/1/18	18062	School Bills	106,406.49

## EXECUTIVE SESSION

### APPROVAL OF EXECUTIVE SESSION MINUTES

November 27, 2017  
 December 6, 2017  
 December 11, 2017  
 December 20, 2017  
 January 8, 2018  
 January 17, 2018

### ADJOURN

*The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*  
 \*Item Added on 2/2/18