



(Revised -2/23/18)

2018 FEB 23 PM 12: 24

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TOPSFIELD, MA  
Posted 2/23/18 1:32PM

**AGENDA**  
**BOARD OF SELECTMEN**  
Proctor School Library  
60 Main Street, Topsfield  
**Monday, February 26, 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 \*Topsfield Police Benevolent Association, Topsfield Local 3250 International Association of Firefighters and Topsfield Call Firefighters Association 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**

**DEPARTMENT UPDATE: Chief Collins-Brown – Fire Department Update**

\*Introduction of new member of the Topsfield Fire & Rescue Department:  
Nicole Richard, EMT-Paramedic

- ITEM #1**      **\*Proposed Warrant Article:** Adoption of MGL Ch. 60 3D: Discussion and vote to include a warrant article for Town Meeting to establish an Elderly and Disabled Taxation Fund.
- ITEM #2**      **\*Proposed Warrant Article:** Adoption of MGL Ch. 60 3F: Discussion and vote to include a warrant article for Town Meeting to establish a voluntary donations to multiple Veterans Assistance Fund by designation on municipal property tax or motor vehicle excise bills.
- ITEM #3**      **8:00 PM Public Hearing – National Grid:** Discussion and vote to approve and install a new stub pole #2282-84 on Rowley Bridge Road.

- ITEM #4**      **One Day Liquor License:** Vote to approve a One Day Liquor License for the GROW Spring Expo at the Gould Barn on April 7, 2018 from 10AM – 3PM as requested by the Topsfield Garden Club.
- ITEM #5**      **Rail Trail Grant Request:** Retroactive vote of approval for the submission of a Rail Trail Grant Application and authorization for the Town Administrator to sign, as requested by the Chair of the Rail Trail Committee.
- ITEM #6**      **Enforcement of the Town’s Sign Bylaw:** Discuss a letter of correspondence concerning the enforcement of the Town’s Sign Bylaw.
- ITEM #7**      **Topsfield Great Hall Usage Policy:** Discussion relative to the establishment of a Usage Policy for the Great Hall located at Topsfield Town Hall at 8 West Common Street.
- ITEM #8**      **FY19 BOS Operational Budgets:** 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 #9\***      **\*2018 Annual Town Meeting:** Update and overview of 2018 Town Meeting Warrant Articles and Citizen Petitions (*Preliminary Draft of 2018 Warrant to be distributed for review for anticipated full discussion & review at BOS Meeting on March 12, 2018*).
- ITEM #10**      **FY19 Capital Budget Requests:** Overview of Capital Budget Requests for FY19.

#### **TOWN ADMINISTRATOR’S REPORT**

**APPROVAL OF MINUTES:**      February 5, 2018 Regular Business Meeting

#### **CORRESPONDENCE**

- Letter from Selectman Gandt to Joe Geller/Rail Trail Committee
- Thank you note to Topsfield Fire Department from William Fera
- MMA’s Legislative Breakfast Meeting Registration
- Letter of appreciation for the Topsfield Fire Department dated 1.7.2018

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

Date	Warrant Number	Type	Warrant Amount
2/8/18	18063	Town Payroll	95,833.19
2/8/18	18063	School Payroll	308,386.19
2/8/18	18064T	Town Bills	675,375.22

#### **EXECUTIVE SESSION**

**APPROVAL OF EXECUTIVE SESSION MINUTES:** February 5, 2018 Executive Session

#### **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.*

*Revised Agenda- Changes\**