



**AGENDA  
(REVISED)  
BOARD OF SELECTMEN**

Town Hall  
8 W Common Street / BOS Conference Room  
**March 25, 2019**  
**7:00PM**

2019 MAR 22 AM 11:06

RECEIVED  
TOWN CLERK  
TOPSFIELD, MA

Posted 3/22/19 11:10 AM

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**ANNOUNCEMENTS**

**CITIZEN QUESTIONS & COMMENTS**

**NEW BUSINESS**

1. **Appointment:** Vote to appoint Joan Chiffer to the Council on Aging Board for an unexpired term of sixteen months ending June 30, 2020.
2. **Inspector of Animals:** Annual nomination to the Commonwealth of Massachusetts for Mr. Peter Mulholland to be re-appointed as the Inspector of Animals for the Town of Topsfield effective May 1, 2019 to April 30, 2020.
3. **\*Essex County Regional Emergency Communications Center (EREC):** Vote to approve the proposed Inter-Municipal Agreement with the Commonwealth of Massachusetts State 911 Department for a term of ten (10) years ending June 30, 2029.
4. **\*Laserfiche:** Discuss and possible vote to approve to enter into a contract with General Code for a license to utilize its cloud-based Content Management software for a term of three (3) years using the \$16,700 state grant Topsfield received from the Community Compact IT Grant for this purpose.
5. **Budget Updates:** Discussion and updates regarding Finance Committee Votes for the Fiscal Year 2020 Budget and written recommendations for Warrant Articles.
6. **Annual Town Meeting Warrant:** Vote to approve and sign the Annual Town Meeting Warrant in preparation for the May 7, 2019 Annual Town Meeting at 7:00PM at the Proctor School.
7. **Special Town Meeting Warrant:** Vote to approve and sign the Special Town Meeting Warrant in preparation for the May 7, 2019 Special Town Meeting at 7:30PM at the Proctor School.
8. **Election Warrant:** Vote to approve and sign the Election Warrant for the Town Election and Ballot Question(s), if needed, scheduled for May 9, 2019.

**OLD BUSINESS**

9. **Sign Bylaw & Regulations:** Continued discussion; and Possible vote to approve letter and correspondence that will go out to Topsfield Business owners.

**10. Appointments for New Committee:**

- Educational Fund Committee

**TOWN ADMINISTRATOR'S REPORT**

**APPROVAL OF MINUTES**

*(Other meeting minutes may be reviewed and/or approved as needed.)*

**CORRESPONDENCE**

- Fire Department thank you note from the Ipswich Fire Dept.
- Fire Department Thank note from resident
- Xfinity letter dated 3.8.19 – Annual Notice
- MA Wetland Protection Act - Notice of Public Hearing on 3.27.19 at Town Library – Hood Pond
- MA State Lottery Commission letter dated 3.12.19 – Lelas Variety is eligible to sell KENO to Go.
- MassDOT letter dated 3.14.19 – Travel Advisory for the Tobin Bridge and Route 1 Chelsea Lane closures
- Zoning Board will hold a public hearing on 3.26.19 to consider the application of 9-11 South Main St LLC
- MA Office of Disability letter dated 3.1.19 – Topsfield will host a meeting to discuss assistance to people with disabilities in times of emergencies; June 20, 2019.

**ADJOURN**

**UPCOMING MEETINGS:**

Monday April 8, 2019 @7:00PM – BOS Meeting at the Town Hall; 8 W. Common St.

Thursday April 18, 2019 @3:00PM – BOS Work Session at the Town Hall; 8 W. Common St.

Monday April 22, 2019 @7:00PM – BOS Meeting at the Town Hall; 8 W. Common St.

Tuesday, April 30, 2019 @7:00PM – Town Moderator's Forum in the Public Hall @Town Hall; 8 W Common St.

*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.*