



2018 APR -4 PM 4:46

RECEIVED
TOWN CLERK
TOPSFIELD, MA

Posted 4/4/18 4:45 PM

AGENDA
BOARD OF SELECTMEN
Proctor School Library
60 Main Street, Topsfield
April 9, 2018
7:30PM

CALL TO ORDER

OPEN SESSION

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

CITIZEN QUESTIONS & COMMENTS

DEPARTMENT UPDATES

NEW BUSINESS

- ITEM #1** **Presentation of Citations:** Fire Chief Collins-Brown would like to recognize individuals for making Burn Prevention Videos.
- ITEM #2** **Nomination for 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, 2018 to April 30, 2019.
- ITEM #3** **8:00 PM - Public Hearing:** Fairview Machine Company is seeking a special permit under Article XIII, Section 13.3 of the Sign Regulation Zoning Bylaw to install new signage at 427 Boston Street.
- ITEM #4** **8:15 PM - Public Hearing:** National Grid and Verizon New England requests permission to perform utility work in the public way of 139 Hill Street.
- ITEM #5** **Contract Approval:** Discuss and vote to approve a Contract Agreement between the Town of Topsfield and Northern Contracting Corp. of Canton, MA for the Topsfield Elementary Schools MSBA Envelope and School Roof Replacement Projects at the Proctor and Steward Elementary Schools in the amount of \$6,393,300.
- ITEM #6** **Grant Acceptance for Donibristle Farm LAND Grant:** Vote to accept a grant award in the amount of \$400,000 from the Commonwealth of Massachusetts, Executive Office of Energy and Environmental Affairs (EEA) and to approve the Project Agreement, and to authorize the Town Administrator to sign.

- ITEM #7** **Public Way Access - Approval of Routes:** Request by the American Diabetes Association to approve public way access and the routes for the "Tour de Cure" cycling, walking and running fundraising event at the Topsfield Fairgrounds on Sunday, May 20, 2018 from approximately 6:00 AM to 4:00 PM.
- ITEM #8** **Public Way Access - Approval of Route:** Request by the Scleroderma Foundation to approve public way access and the route for the "North Shore Stepping Out to Cure Scleroderma Walk" fundraising event on Sunday, September 9, 2018 starting at approximately 12:00 Noon.
- ITEM #9** **Approval of Signage:** Request by the Scleroderma Foundation to approve signage to promote the "North Shore Stepping Out to Cure Scleroderma Walk" fundraising event on Sunday, September 9, 2018; Sign to be posted from Thursday, August 31 to September 9, 2018.
- ITEM #10** **Annual Town Meeting:** Updates and discussion, if needed, regarding the Annual Town Meeting scheduled for Tuesday, May 1, 2018 at 7:00 pm.

TOWN ADMINISTRATOR'S REPORT

APPROVAL OF MINUTES:

- Vote to approve minutes of Regular Business Meeting held on February 26, 2018.
- Vote to approve minutes of Work Sessions held on March 5th and March 7, 2018.
- Vote to approve minutes of the Executive Session held on February 26, 2018.

CORRESPONDENCE

- Xfinity letter dated 3.9.18: Comcast's Policies and procedures, sample subscriber bill, work order & rate and channel line-up information.
- Xfinity letter dates 3.26.18: Channel changes
- American Legion invitation to attend their Memorial Day Parade on Monday, May 28, 2018
- Community correspondence to the Topsfield Fire Department

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

Date	Warrant Number	Type	Warrant Amount
3/22/18	18075	Town Payroll	113,821.40
3/22/18	18075	School Payroll	312,093.80
3/22/18	18076T	Town Bills	162,961.70
3/29/18	18077	Town Payroll	87,736.09
3/29/18	18078	School Bills	76,937.45
3/29/18	18078	Town Bills	1,256,371.11

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.