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**AGENDA
BOARD OF SELECTMEN**

Town Hall
8 W Common Street / BOS Conference Room
June 17, 2019
7:00PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ANNOUNCEMENTS

CITIZEN QUESTIONS & COMMENTS

NEW BUSINESS

1. **Emerson Field:** Resident support for exploring the purchase of Emerson Field.
2. **Police Appointment:** Vote to appoint and promote Charles Curran to Reserve Officer for FY2019 and Full Time Officer effective July 1, 2019.
3. **Fire Department Update:** Chief Collins-Brown will update the Board on current events happening within the department.
4. **Surplus Property:** Vote to declare Fire Department items as surplus.
5. **Street Light Conversion:** Superintendent Bond to propose conversion of street lights to LED
6. **New Commission and Appointment:** Vote to approve the creation of the Commission on Disabilities and appoint a new member.
7. **Annual Re-Appointments for FY2020:** Vote to renew appointments for various Boards, Committee's, Commissions, Topsfield Police and Fire Departments.
8. **Topsfield's HOME funds for FY2018:** Vote to re-allocate funds back to North Shore HOME Consortium.
9. **Public Way Access - Approval of Route:** Request by the Neurofibromatosis Northeast to approve public way access and the route for the 9th Annual Coast to the Cure NF Bike Ride fundraising event on Saturday, September 14, 2019.

CONTRACTS

10. **Facilities Manager Contract:** Vote to approve a contract between the Town of Topsfield and Paul Anastasi for Facilities Management at the rate of \$75/hour for a term from May 1, 2019 through June 30, 2020.
11. **Emerson Field Lease Agreement:** Vote to approve an agreement between the Town of Topsfield and the Congregational Church of Topsfield for use of Emerson Field in the amount of \$625 for a term of six (6) months ending December 31, 2019.

12. **Library HVAC Contract:** Vote to approve a contract between the Town of Topsfield and Ambient Temperature Corp. of Newburyport, MA in the amount of \$7,932 for a term of one (1) year ending June 30, 2020.
13. **Library Network Administrator Services:** Vote to approve a contract between the Town of Topsfield and Equitous Technology Solutions of Georgetown, MA in the amount of \$19,500 for a one (1) year term ending June 30, 2020.
14. **Boxford Cable Access TV (BCA Tv) Contract:** Vote to approve a contract between the Town of Topsfield and BCA Tv for local access programming and related services in the amount of \$36,046 for a term of one (1) year ending June 30, 2020.

OLD BUSINESS

15. **Sign Bylaw & Regulations:** Continued discussion; and Possible vote to approve letter and correspondence that will go out to Topsfield Business owners.
16. **FY2019 Goals and Objectives – Selectmen’s Areas of Responsibility:** Status update

TOWN ADMINISTRATOR’S REPORT

APPROVAL OF MINUTES

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

CORRESPONDENCE

- Plastic Bag Bylaw Enforcement: Acceptance of new plastic bag products
- School Committee appropriation of funds from the Excess and Deficiency Fund
- Disability Summit invitation: September 27, 2019 at the Boston Convention Center
- ISO letter dated 5.28.19: Acknowledgement of participation on a recent Public Protection Classification survey on structural fire suppression delivery system provided in Topsfield.
- School Committee appropriation of funds from the stabilization fund for security camera project
- Dept. of Telecommunications & Cable letter dated 6.4.19: License Expiration Notice
- MassDOT letter dated 6.5.19: Brox Industries was low bidder for Resurfacing & Related work for Route 1
- Resident letter dated 6.6.19: Pine Street Resident’s concerns with traffic
- Fire Dept. Appreciation/Thank you notes

EXECUTIVE SESSION

By a roll call vote the Board will enter into closed Executive Session in accordance with M.G.L. c. 30A, §§ 21(A) under Exemption #2 to conduct strategy session in preparation for negotiations with nonunion personnel or to conduct contract negotiations with non-union personnel, specifically, to discuss and negotiate the Town Administrator’s Employment Agreement, since an open meeting may have a detrimental effect on the government’s bargaining position. The Board may return to regular open session.

By a roll call vote the Board will exit Executive Session and may return to regular open session.

OLD BUSINESS (cont.)

17. **Town Administrator Agreement**

ADJOURN

UPCOMING MEETINGS:

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

Thursday, July 18, 2019 @3:00PM - BOS Work Session @Town Hall; 8 W. Common St.

Monday, June 22, 2019 @7:00PM – BOS Meeting @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.*