



2018 JUL -3 PM 12:30

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TOWN CLERK  
TOPSFIELD, MA  
Posted 7/3/18 12:30 PM

**AGENDA  
(REVISED)  
BOARD OF SELECTMEN**

Town Library  
South Common Street, Topsfield  
July 9, 2018  
6:30PM – Executive Session  
7:00PM – Open Session

**CALL TO ORDER**

**EXECUTIVE SESSION:**

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, specifically, to discuss and negotiate the Police Captain's Employment Agreement, since an open meeting may have a detrimental effect on the government's bargaining position. The Board will go into regular open session.

**ADJOURN EXECUTIVE SESSION**

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**ANNOUNCEMENTS**

**CITIZEN QUESTIONS & COMMENTS**

**NEW BUSINESS:**

1. **\*Consigli Construction Change Order:** Vote to approve change order #9 for \$41,271.29 for the Town Hall Preservation, Renovation and Expansion Project; and authorize the chair to sign.
2. **\*Acceptance of Donations:** Vote to accept donations in the amount of \$40,375 that have been received by the Friends of the Town Hall.
3. **Regional Emergency Communications Center (RECC):** Update on Essex County RECC Activities
4. **New Appointment:** Masco Scholarship Committee – Jan Ablon

**LIQUOR LICENSES:**

5. **One Day Liquor License:** Iron Ox Farm Dinner on July 29, 2018 at 180 Ipswich Rd.
6. **Approval of New Liquor License:** Vote of Final Approval for Lelas Variety LLC, 49N Main Street

**CONTRACT AWARDS:**

7. **Road Materials:** Request by Road Commissioners to award bids for the purchase of road materials

## OLD BUSINESS:

8. **Classification Plan Update:** Vote to amend the Topsfield Personnel Classification Plan by adding the new position of "Police Captain" at "Grade 10" as recommended by Chief of Police and Personnel Director.
9. **Employment Agreement:** Vote to approve an employment agreement between Police Captain Gary Hayward and the Town of Topsfield.
10. **BoardDocs:** Continue discussion regarding agenda and board meeting management software, features and pricing offered by BoardDocs.
11. **Town Boards/Committees Vacancies:** List of Vacancies & Strategies for Community Outreach
12. **Village Shopping Center:** Continue discussion relative to the Village Shopping Center.
13. **Great Hall Usage Policy:** Continued discussion relative to policies for the use of the Great Hall at 8 West Common Street.
14. **Host Community Agreement:** Review and discuss draft agreement between Green Meadows Farm, LLC and the Town of Topsfield.

## TOWN ADMINISTRATOR'S REPORT

### APPROVAL OF MINUTES:

- Vote to approve minutes of Regular Board Meeting held May 21, 2018.
- Vote to approve minutes of Work Session Meeting held May 24, 2018.
- Vote to approve minutes of Regular Board Meeting held June 4, 2018.

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

### CORRESPONDENCE

- Resident's concern regarding noise on Washington Street.

## ADJOURN

### UPCOMING MEETINGS:

Thursday, July 19, 2018 @3:00PM - BOS Working Session at the Town Hall Offices 461 Boston Street, Suite E-6

Monday, July 23, 2018 @7:00PM – BOS Meeting at the Town Library South Common Street

Monday, August 6, 2018 @7:00PM – BOS Meeting at the Town Library South Common Street

*\*REVISED*

*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.*