



REVISED AGENDA
BOARD OF SELECTMEN
 Proctor School Library
 60 Main Street, Topsfield
Monday, November 13, 2017
 7:30 PM

2017 NOV -9 PM 1:42

RECEIVED
 TOWN CLERK
 TOPSFIELD, MA
 Posted 11/9/17 1:45 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 Full Time Police, Full Time Fire and AFSCME units 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

DEPARTMENT UPDATE: **Fire Department:** Fire Chief Jen Collins-Brown

SPECIAL RECOGNITION: Introduction & Pinning Ceremony for Firefighter/EMT John Boyle
 Recognition for Length of Service Awards
 Announcement of Promotions

DEPARTMENT UPDATE: **Police Department:** Police Chief Evan Haglund

NEW BUSINESS:

ITEM #1 **Agreement for On-Line Disposition:** Vote to authorize and approve an agreement between the Town of Topsfield Police Department and Propertyroom.com for the disposition of forfeited and confiscated items through an on-line auction service.

ITEM #2 **7:45PM Public Hearing:** Vote to amend an existing Alcohol License for Willowdale Estate LLC to reflect the corporate name change to Bramble Hospitality LLC.

- ITEM #3** **8:00PM Continuation of Public Hearing:** Vote to approve a request by Country Farms for Permission to install a Non- Conforming sign. (Public hearing was opened on October 16, 2017 and continued from October 30, 2017.)
- ITEM #4** **Consigli Change Order Request:** Vote to approve Change Order #2 with Consigli Construction in the amount of **\$10,924.93** for the Town Hall Project to fund labor and materials to replace the rotted and deteriorated wood sill at the south elevation of the new addition location as approved by the Town Hall Building Committee.
- ITEM #5** **Triton Leasing Change Order Request:** Vote to approve Change Order #2 with Triton Leasing and Rental in the amount of **\$3,432.50** for the Town Hall Project; The approval will fund additional pipe fittings, drywall, extra containment for second staircase damp roof removal and mobilization as approved by the Town Hall Building Committee.
- ITEM #6** **Grant Application:** Vote to approve a grant application for an Americans with Disabilities Act (ADA) Grant to be submitted from the Town Administrators and Board of Selectmen’s Office to the Commonwealth of Massachusetts to apply for available grant funds for the Town Hall elevator and stage lift, and for the Chairman to sign.
- Item #7** **New Gift Account Line Item:** Vote to establish a new Gift Account with the Town Accountant’s Office. The special gift account will be created to hold any donated funds raised by the “Illuminate Topsfield” fundraising efforts. The “Holiday on the Green” Committee is requesting donations in order to purchase commercial grade holiday lighting to be displayed along the Town Green during the holiday season.
- ITEM #8** **Appointment:** Vote to Appoint Ms. Melissa Ogden to the Open Space Committee for a term to commence on October 30, 2017 and expire on June 30, 2018 as recommended by the Open Space Committee.
- ITEM #9** **Contract Approval:** Vote to approve a service agreement between the Town of Topsfield and the VNA Care Network Foundation for Fiscal Year 2018 as recommended by the Board of Health.
- *Item #10** **Contract Approval:** Vote to approve the contract for the transfer of the FY2018 Local Cultural Council funds from the Massachusetts Cultural Council to Topsfield in the amount of \$4,400.00 and for the Chairman to sign.

TOWN ADMINISTRATOR’S REPORT

APPROVAL OF MINUTES:

- ITEM #11:** Vote to approve minutes from the October 16, 2017 Regular Business Meeting

CORRESPONDENCE

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

Date	Number	Desc.	Amount
10/19/17	18031	Town Payroll	98,408.16
10/19/17	18031	School Payroll	315,464.07
10/19/17	18032	Town Bills	5,727,255.88
10/19/17	18032	School Bills	55,993.08
10/26/17	18034S	School Bills	187,388.76
10/26/17	18033	Town Payroll	181,454.42
10/26/17	18034T	Town Bills	212,482.28
11/2/17	18035	Town Payroll	235,123.71
11/2/17	18035	School Payroll	313,170.80
11/2/17	18036	Town Bills	416,208.87
11/9/17	18037	Town Payroll	103,879.37
11/9/17	18038	Town Bills	827,470.66

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 11/10/17 to add this item*