



**AGENDA  
(REVISED)  
BOARD OF SELECTMEN**

Town Library  
South Common Street, Topsfield  
July 23, 2018  
7:00PM

2018 JUL 19 AM 10:57

RECEIVED  
TOWN CLERK  
TOPSFIELD, MA

Posted 7/19/18 11:00 AM

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**ANNOUNCEMENTS**

**CITIZEN QUESTIONS & COMMENTS**

**NEW BUSINESS:**

**1. Notice of Inclination to Re-Appoint Town Administrator by Sept. 30, 2018:**

"The Board shall give notice of whether or not it is inclined to reappoint the Town Administrator for another term not later than nine (9) months before the end of this Agreement."

**2. Consigli Construction Change Order:** Vote to approve change order #10 for \$13,159.74 for the Town Hall Preservation, Renovation and Expansion project and for the chair to sign.

**3. Water Treatment Plant Change Order:** Vote to approve change order #2 for \$8,880 for the Water Treatment Plant Construction contract with Kinsmen Corporation of Hookset, NH.

**4. \*Proposed Drainage Easement:** Vote to approve a proposed 15ft. wide Drainage Easement, as noted on "Plan of Land, Definitive Subdivision, Marina Way in Topsfield, MA" dated 11/29/2017.

**OLD BUSINESS:**

**5. Host Community Agreement:** Review and discuss draft agreement between Green Meadows Farm, LLC and the Town of Topsfield.

**6. Great Hall Usage Policy:** Continued discussion relative to policies for the use of the Great Hall at 8 West Common Street.

**7. Village Shopping Center:** Continue discussion relative to the Village Shopping Center.

**8. BoardDocs:** Continue discussion regarding agenda and board meeting management software, features and pricing offered by BoardDocs.

**TOWN ADMINISTRATOR'S REPORT**

**APPROVAL OF MINUTES:**

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

- Vote to approve minutes of Regular Board Meeting held June 25, 2018.

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

**CORRESPONDENCE**

- Xfinity letter dated 6.27.18 – Video Services
- Masconomet Regional School District letter dated 6.27.18 – Appropriations for FY2019
- Resident Thank you letter to the Board of Selectmen

**ADJOURN**

**UPCOMING MEETINGS:**

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

Thursday, August 16, 2018 @3:00PM - BOS Working Session at the Town Hall Offices 461 Boston Street, Suite E-6

Monday, August 20, 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.*