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AGENDA
BOARD OF SELECTMEN
WORKING SESSION / EXECUTIVE SESSION
Topsfield Town Hall
8 W. Common Street / 1st Floor Conference Room
Wednesday, April 17, 2019
3:00 PM

- I. CALL TO ORDER**
- II. ANNOUNCEMENTS**
- III. SPECIAL TOWN MEETING – Article Third FY19 Budget Transfers**
- IV. ANNUAL & SPECIAL TOWN MEETING – Warrant Articles**

Updates and discussion, if needed, regarding warrant articles for the Annual and Special Town Meetings on Tuesday, May 7, 2019.

- Update on STM Article Third –Fiscal Year 2019 Budget Transfers
- Update on STM Article Fourth – Employee Compensation Study
- Update on Citizen Petitions & Finance Committee Recommendations

V. MEETING SCHEDULE

Discuss schedule for the next fiscal year's meetings and work sessions.

VI. TOWN HALL SUMMER OFFICE HOURS

Discussion of proposed Summer Office Hours for Town Hall:

- Memorial Day through Labor Day – Closed on Friday
- Monday through Thursday: 8:00am to 5:00pm
- OR One Late Night: Monday 8:00am to 6:30pm & Tues - Thurs: 8:00am to 4:30pm

VII. MINUTES

"Vote to approve minutes of BOS Work Session held March 21, 2019."

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

VIII. BOARD OF HEALTH AGENT/TRANSITION [BOH Chair, Sheryl Knutsen will attend meeting]

- Discussion regarding position of Health Agent, hours and posting process
- Discussion regarding next steps for Health Agent and staffing

IX. 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, 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 will not return to regular open session.

X. EXECUTIVE SESSION MINUTES

"Vote to approve minutes of BOS Executive Session held February 21, 2019."

By a roll call vote the Board will exit Executive Session and not return to regular open session.

XI. ADJOURN

The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all item listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.