

**Minutes of the
Topsfield Town Hall Building Committee
Town Hall Conference Room
April 6, 2016**

Chairman Smith called the meeting to order at 9:08AM at the Town Hall. Committee members present were Gregor Smith, Mark Lyons, Elizabeth Mulholland, Peter Bryson, Ben Nutter and Josh Rownd and ex-officio member Selectmen Boyd Jackson & Martha Morrison. Ex-officio Town Administrator Kellie Hebert was absent. Community Development Coordinator Donna Rich was also present. Other persons present during all or part of the meeting included resident Dick Gandt.

Review of March 31st Presentation: The Committee de-briefed on the informational event held on March 31st. Final thoughts included, but not inclusive, were that there was an estimate of 100 citizens present and that mostly positive questions and comments were received.

Annual Town Meeting Preparation: The Committee discussed how the informational presentation given on March 31st could be utilized at the Annual Town Meeting. Selectman Morrison suggested that on April 30th, Clean Up Day, would be a good opportunity to open Town Hall for tours. The idea was well received by the Committee.

Town Land Survey: Member Mark Lyons updated the Committee on the transfer of land adjacent to Town Hall and the School. Committee Members would attend a School Committee meeting of April 7th to obtain their final approval/vote of acceptance of the transfer.

At 10:00AM Member Josh Rownd made a motion to adjourn, seconded by Member Liz Mulholland; so voted: 6-0.

Respectfully submitted,

Donna C. Rich
Community Development Coordinator

Per the Open Meeting Law, the documents that were either distributed to the THBC before the meeting in a packet, or at the meeting were:

1. Agenda

Approved as amended at the June 8, 2016 Town Hall Building Committee meeting.

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Committee constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Committee as to the completeness or accuracy of such statements.