

**Minutes of
BOARD OF SELECTMEN
Joint Meeting
Town Hall Building Committee & Historical Commission
Library Meeting Room
August 3, 2016**

Board of Selectmen members present were Selectmen Martha Morrison, Laura Powers and Mark Lyons, Steve Lais and Boyd Jackson were absent. Of the Selectmen's staff, Town Administrator Kellie Hebert was in attendance. Historical Commission members present were Liz Mulholland, Glen Gollrad, and Kindra Clineff, Norm Isler and Dan Hover was absent. Town Hall Building Committee members present were Gregor Smith, Josh Rownd, and Ben Nutter, Peter Bryson was absent. Community Development Coordinator Donna Rich was also present. Other persons present during all or part of the meeting included McGinley Kalsow & Associates, Inc representatives Wendall Kalsow and Mat Maggio, residents James Long, Dick Gandt, and Penny Rogers.

Review of Plan Design for the Renovation, Historic Preservation & Expansion of Town Hall: At 8:06AM Town Hall Building Committee Chairman Gregor Smith opened and facilitated the meeting. Wendall Kalsow, McGinley Kalsow & Associates, In, presented an updated Plan Design of the Town Hall building via a three-dimensional slide presentation. There were questions and discussion relative to the roof, auditorium design, temporary office space and landscape design. Gregor Smith reported on the progress of the Owners Project Management Services. Mr. Kalsow stated that he would be meeting with the Massachusetts Historic Commission next week regarding the variances. Liz Mulholland, Chairman of the Topsfield Historic Commission suggested a vote of support from the Historic Commission, Member Glen Gollrad made a motion approving the direction of the plans as presented today for the Town Hall Building Renovation, Historic Preservation & Expansion project, seconded by Member Kindra Clineff; so voted: 3-0.

At 9:20AM, Selectman Laura Powers made a motion to adjourn, seconded by Selectman Martha Morrison; so voted: 9-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

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

1. Agenda
2. Schematic Design A & B

Approved as written at the December 14, 2016 Town Hall Building Committee meeting.

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| Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board 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 Board as to the completeness or accuracy of such statements. |
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