



Topsfield Finance Committee
Minutes to the Meetings
April 2, 2012

- I. Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 PM, with Paul Dierze, Karen Dow, Kathryn Hartmann, Stephen Lais and Daniel Shugrue present. Also in attendance were Selectman Richard Gandt, Selectman Ken Vogel and Town Administrator Ginna Wilder. Chairman of the Topsfield Elementary School Committee Jeanine Cunniff joined the meeting at 7:07 PM. Chairman of the Board of Selectmen Laura Powers joined the meeting at 7:10 PM.
- II. Minutes:** A motion to accept the March 26, 2012, minutes was made by Karen Dow, seconded by Daniel Shugrue, voted in favor 6-0.
- III. Final Department Budgets, Warrant Attachment A:** The Finance Committee reviewed an updated Warrant Appendix A. A motion was made by Karen Dow to approve department budgets as detailed in Appendix A, to recommend positive action at Town Meeting and supersede any previous votes on this Appendix, seconded by Daniel Shugrue, voted in favor 6-0.
- IV. Finance Committee Letter:** The Finance Committee reviewed and edited the draft annual Finance Committee letter to the Town. A motion was made by Stephen Lais to approve the edited letter, seconded by Paul Dierze, approved 6-0.
- V. Special Town Meeting Warrant Article Recommendations:** Selectman Richard Gandt presented the updated draft of the 2012 Annual and Special Town Meeting Warrant (version 4/2/12), with no substantive changes from the prior version. In a series of motions, the Finance Committee voted actions on the following Special Town Meeting Warrant Articles as numbered in the attached draft Warrant:
- By motion of Stephen Lais, seconded by Karen Dow, the Finance Committee recommends positive action on Town Hall Technology, Article Fourth, voted in favor 6-0.
- By motion of Paul Dierze, seconded by Stephen Lais, the Finance Committee recommends positive action on Permitting Software, Article Fifth, voted in favor 6-0.
- By motion of Karen Dow, seconded by Daniel Shugrue, the Finance Committee recommends positive action on Purchase Library Ejector Pump, Article Sixth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Kathryn Hartmann, the Finance Committee recommends positive action on Repair Landfill Flares, Article Seventh, voted in favor 6-0.

VI. Annual Town Meeting Warrant Article Recommendations: In a series of motions, the Finance Committee voted actions on the following Annual Town Meeting Warrant Articles as numbered in the attached draft Warrant:

By motion of Karen Dow, seconded by Stephen Lais, the Finance Committee recommends positive action on Reserve Fund, Article Second, voted in favor 6-0.

By motion of Karen Dow, seconded by Daniel Shugrue, the Finance Committee recommends positive action on General Operating Budget, Article Third, voted in favor 6-0.

By motion of Stephen Lais, seconded by Karen Dow, the Finance Committee recommends positive action on Water Department Operating Budget, Article Fourth, voted in favor 6-0.

By motion of Kathryn Hartmann, seconded by Stephen Lais, the Finance Committee recommends positive action on Masconomet Regional School District Assessment, Article Fifth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Kathryn Hartmann, the Finance Committee recommends positive action on North Shore Vocational School District Assessment, Article Sixth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Karen Dow, the Finance Committee recommends positive action on Lease of Emerson Field, Article Seventh, voted in favor 6-0.

By motion of Paul Dierze, seconded by Daniel Shugrue, the Finance Committee recommends positive action on Grant Authorization for Town Projects, Article Eighth, voted in favor 6-0.

By motion of Paul Dierze, seconded by Stephen Lais, the Finance Committee recommends positive action on Massachusetts Department of Transportation Contracts, Article Ninth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Karen Dow, the Finance Committee recommends positive action on Park Revolving Fund, Article Tenth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Karen Dow, the Finance Committee recommends positive action on Cemetery Revolving Fund, Article Eleventh, voted in favor 6-0.

By motion of Paul Dierze, seconded by Daniel Shugrue, the Finance Committee recommends positive action on Conservation Commission Revolving Fund, Article Twelfth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Daniel Shugrue, the Finance Committee recommends positive action on Annual Engineering & Landfill Monitoring, Article Thirteenth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Paul Dierze, the Finance Committee recommends positive action on Fiscal Year 2013 Additional Real Estate Exemption, Article Fourteenth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Karen Dow, the Finance Committee recommends positive action on Contract for Re-certification of Residential Property, Article Fifteenth, voted in favor 6-0.

By motion of Daniel Shugrue, seconded by Stephen Lais, the Finance Committee recommends positive action on Fund Town Employee Employment Separation, Article Sixteenth, voted in favor 6-0.

By motion of Daniel Shugrue, seconded by Stephen Lais, the Finance Committee recommends positive action on Fund Post-Employment Benefits - General, Article Seventeenth, voted in favor 6-0.

By motion of Daniel Shugrue, seconded by Stephen Lais, the Finance Committee recommends positive action on Fund Post-Employment Benefits - Water, Article Eighteenth, voted in favor 6-0.

By motion of Kathryn Hartmann, seconded by Stephen Lais, the Finance Committee recommends positive action on Tri-Town Council on Youth and Family Services, Article Nineteenth, voted in favor 6-0.

By motion of Stephen Lais, seconded by Karen Dow, the Finance Committee recommends positive action on Water Main Project, Article Twentieth, voted in favor 6-0.

By motion of Paul Dierze, seconded by Stephen Lais, the Finance Committee recommends positive action on Lease of Highway Dump/Plows/Sander/Wing Truck, Article Twenty-first, voted in favor 6-0.

By motion of Karen Dow, seconded by Daniel Shugrue, the Finance Committee recommends positive action on Purchase of 4X4 Police Vehicle, Article Twenty-second, voted in favor 6-0.

By motion of Karen Dow, seconded by Stephen Lais, the Finance Committee recommends positive action on Purchase of Police Cruiser, Article Twenty-third, voted in favor 6-0.

By motion of Daniel Shugrue, seconded by Stephen Lais, the Finance Committee recommends positive action on Purchase of a Fire Department Rapid Response Vehicle, Article Twenty-fourth, voted in favor 6-0.

By motion of Karen Dow, seconded by Daniel Shugrue, the Finance Committee recommends positive action on Purchase of Voting Booths, Article Twenty-fifth, voted in favor 6-0.

By motion of Daniel Shugrue, seconded by Karen Dow, the Finance Committee recommends positive action on Reband Public Safety Communication System, Article Twenty-sixth, voted in favor 6-0.

By motion of Karen Dow, seconded by Stephen Lais, the Finance Committee recommends positive action on Library Exterior Maintenance, Article Twenty-seventh, voted in favor 6-0.

By motion of Karen Dow, seconded by Paul Dierze, the Finance Committee recommends positive action on Town Building Assessment, Article Twenty-eighth, voted in favor 6-0.

By motion of Kathryn Hartmann, seconded by Stephen Lais, the Finance Committee recommends positive action on Upgrade Elementary School Technology Infrastructure, Article Twenty-ninth, voted in favor 6-0.

By motion of Karen Dow, seconded by Stephen Lais, the Finance Committee recommends positive action on Amend Canine Control Bylaw – Dog Registration Fee, Article Thirtieth, voted in favor 6-0.

By motion of Paul Dierze, seconded by Kathryn Hartmann, the Finance Committee recommends positive action on Amend Chapter LI, Storm Water and Erosion Control Bylaw, Article Thirty-first, voted in favor 6-0. A public hearing on this Bylaw Amendment is tentatively scheduled for April 10, 2012.

By motion of Paul Dierze, seconded by Karen Dow, the Finance Committee recommends positive action on Amend Article VI, Flood Plain District, Article Thirty-second, voted in favor 6-0.

By motion of Paul Dierze, seconded by Karen Dow, the Finance Committee recommends positive action on Amend Zoning Bylaw – Description of Districts, Article Thirty-third, voted in favor 6-0.

By motion of Karen Dow, seconded by Stephen Lais, the Finance Committee recommends no action on Citizen Petition – Reduce Amount of Taxes, Article Thirty-fourth, voted in favor of no action 6-0.

By motion of Stephen Lais, seconded by Karen Dow, the Finance Committee recommends positive action on Alfalfa Farm Winery – Alcohol License, Article Thirty-fifth, voted in favor 5-0-1 with Mark Lyons abstaining. It was noted that Town Counsel suggested this Article to protect the town from liability relative to the retail sale and consumption of alcohol at the Alfalfa Farm Winery.

By motion of Karen Dow, seconded by Stephen Lais, the Finance Committee recommends positive action on Reserve for Wages, Article Thirty-sixth, voted in favor 6-0.

By motion of Karen Dow, seconded by Daniel Shugrue, the Finance Committee recommends positive action on Stabilization Fund, Article Thirty-seventh, voted in favor 6-0.

VII. Annual and Special Town Meeting Warrant Article Assignments: The following tables show the initials of the member who will speak to each article on the Special and Annual Town Meeting warrants.

Annual Town Meeting Warrant Article	Finance Committee Member Initials
2	ML
3	KD
4	SL
5	HB
6	HB
7	SL
8	PD
9	PD
10	SL
11	SL
12	PD
13	SL
14	SL
15	SL
16	DS
17	DS
18	DS
19	KH
20	SL
21	PD
22	HB
23	HB

24	DS
25	KD
26	DS
27	KD
28	ML
29	KH
30	KD
31	PD
32	PD
33	PD
34	KD
35	HB
36	ML
37	ML

Special Town Meeting Warrant Article	Finance Committee Member Initials
2	ML
3	ML
4	SL
5	PD
6	KD
7	SL
8	ML

VIII. Upcoming Meeting Schedule: The Finance Committee will meet on April 9 and 23, 2012, at 7:00 PM at the Proctor School. It will also meet at 6:00 PM, May 1, 2012, prior to the Annual Town Meeting, also at Proctor.

IX. Adjourn: A motion was made by Stephen Lais to adjourn at 8:00 PM, seconded by Paul Dierze, voted in favor 6-0.

Respectfully submitted,
Lexie Winslow

Attachments:

- a) Topsfield 2012 Annual and Special Town Meeting Warrants, 4/2/12 version
- b) FY2013 Finance Committee Letter, 4/2/12 version