

BOARD OF SELECTMEN
Proctor School Library
Minutes of January 26, 2015

Chairman Dick Gandt called the meeting to order at 7:30PM. Board members present, in addition to Chairman Gandt, were Martha Morrison, Steve Lais, Laura Powers. Eldon Goodhue was absent. Of the Selectmen's staff Board Secretary Donna Rich was in attendance. Other persons present during all or part of the meeting were Topsfield Cable operators Baxter & Ben Demers, Tri-Town Transcript reporter Edith Leavengood, Alcohol Advisory Licensing Committee Nancy Luther and Stan Ragalevski, owners of The Commons Frank and Kristi Martino, owner Willowdale Estate Briar Forsythe-Fandetti, Executive Director Melissa Thunber, BCATV members Brad Sweet and Rick Rivers, residents Holger Luther, Orlando Lopez, Trudi Perry and Richard Adelman.

The Board stood for the Pledge of Allegiance and a moment of silence.

ANNOUNCEMENTS: Selectman Morrison announced that the Northeast Mosquito Control "No Spray" requests must be received by March 1st via a certified letter to the Town Clerk. Selectman Powers reminded residents that the Town Census and Dog licenses are due to the Town Clerk's office.

Selectman Morrison announced that the Topsfield Garden Club and the New Meadows Garden Club would hold a gardening EXPO on February 6th, 5-9PM at the Emerson Center.

Selectman Morrison announced that the Tree Planning Committee would hold a workshop on Saturday, March 7th, 9-11:30AM at the Town Library. Topics would include Soils & Soil Preparation before you plant, Trees in Your Landscape, and Avoiding Tree Pests & other Tree Problems.

Chairman Gandt reported that he signed a collaborative Memorandum of Understanding on behalf of the Town for the Tri-Town Council to apply for a regional grant for substance use/abuse.

Selectman Morrison announced that there was several snow announcements on the website, including no parking is allowed on the streets of Topsfield, Town Hall and the Library would be closed on Tuesday, Zoning Board of Appeals joint meeting with the Planning Board is cancelled and trash collection would be delayed a day, all due to the expected Blizzard *Juno*.

Selectman Lais announced that the 2013 Town Annual Report took first place in Category II awarded at the MMA award ceremony.

Chairman Gandt announced that taxes would be due on February 2nd.

CITIZENS QUESTIONS & COMMENTS – none heard

GENERAL BUSINESS

New Business

Agreement on Health Insurance Plan Design Changes with Collective Bargaining Units:

Selectman Morrison made a motion to authorize and sign Side Letters of Agreement for Health Insurance Plan Changes between the Town and the Topsfield Police Benevolent Association, AFSCME Highway/Water Union and Parks/Cemetery Union, and the Topsfield Career Firefighters Association, seconded by Selectman Powers; than Selectman Morrison amend the motion to remove the "and" at the end of the sentence before the "NOW"..., seconded by Selectman Lais; so voted: 4-0.

APPOINTMENT:

7:45PM – Willowdale Estate-Public Hearing: Clerk Powers opened the hearing by reading the Legal Notice published in the January 9th Tri-Town Transcript. Owner Willowdale Estate Briar Forsythe-Fandetti and Executive Director Melissa Thunber came forward. There was a discussion regarding the benefits that the pouring license would bring to Willowdale Estate. Chairman Gandt asked for any public comment, hearing none, at 7:54PM Selectman Morrison made a motion to close the Hearing, seconded by Selectman Lais; so voted: 4-0. Selectman Morrison made a motion to approve the application for Willowdale Estate to be submitted to the Alcohol Beverage Control Commission as presented, seconded by Selectman Powers; so voted: 4-0.

GENERAL BUSINESS

New Business *continued*

Memorandum of Understanding with Topsfield Fulltime Firefighters Association: Selectman Morrison made a motion to approve a Memorandum of Understanding between the Town and the Fulltime Firefighters Association for a term to begin July 1, 2014 and to expire June 30, 2017, seconded by Selectman Powers; so voted: 4-0.

APPOINTMENT

8:01PM - The Commons-Public Hearing: Clerk Powers opened the hearing by reading the Legal Notice published in the January 9th Tri-Town Transcript. Owners of The Commons Frank and Kristi Martino came forward. Chairman Gandt noted a discrepancy with the number of occupancy on the Building Inspector certificate and the application, after some discussion Mr. Martino committed to meeting with the Building Inspector to ensure that both the application and certificate are in unison. Chairman Gandt asked for any public comment, Mr. Orlando Lopez, 93 Washington Street, came forward with a written document stating his objection to the issuance of the pouring license to The Commons (letter attached). There was a brief discussion relative to the objections stated by Mr. Lopez. At 8:35PM Selectman Morrison made a motion to close the Hearing, seconded by Selectman Powers; so voted: 4-0. Selectman Morrison made a motion to approve the application for The Commons to be submitted to the Alcohol Beverage Control Commission as amended, seconded by Selectman Powers; so voted: 4-0.

APPOINTMENT

8:36PM - Local Cable Proposal: Boxford Cable Access Television Corporation (BCATv) Board members Brad Sweet and Rick Rivers presented the 2015 proposal for cable services for the Town of Topsfield. There was a discussion relative to the content of the proposal, with explanations of the “real costs”. The Board of Selectmen appeared receptive to the proposal as presented and requested that the Town Administrator’s prepare a recommendation for the next meeting.

GENERAL BUSINESS

New Business *continued*

Goals for Town Administrator: Chairman Gandt distributed suggested goals for the Town Administrator and noted they were for discussion at a later meeting.

Memorandum of Understanding with Topsfield Call Firefighters Association: Chairman Gandt suggested the removal of “cost of living”. Selectman Morrison made a motion to approve a Memorandum of Understanding between the Town and the Call Firefighters Association for a

term to begin July 1, 2014 and to expire June 30, 2017, seconded by Selectman Powers; so voted: 4-0.

Memorandum of Understanding with AFSCME Highway/Water Union: Chairman Gandt suggested the removal of “cost of living” and also the last line before the signatures, for consistency. Selectman Morrison made a motion to approve the on Memorandum of Understanding between the Town and the AFSCME Highway/Water union for a term to begin July 1, 2014 and to expire June 30, 2017, seconded by Selectman Powers; so voted: 4-0.

Memorandum of Understanding with AFSCME Parks/Cemetery Union: Chairman Gandt suggested the removal of “cost of living”. Selectman Morrison made a motion to approve the on Memorandum of Understanding between the Town and the AFSCME Park & Cemetery union for a term to begin July 1, 2014 and to expire June 30, 2017, seconded by Selectman Powers; so voted: 4-0.

Correspondence & Reports

Correspondence

A letter was received from Hill Law regarding a Chapter 40B application in the Town of Wenham.

At 9:06 PM, Selectmen Morrison made a motion to adjourn and Selectman Powers seconded the motion; so voted: 4-0.

Respectfully submitted,

Donna Rich, Executive Assistant
Board of Selectmen

Approved as amended at the March 9, 2015 Board of Selectmen’s meeting.

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

1. Agenda
2. Preliminary BOS Minutes – Working Sessions of Sept 15, Oct 15 & 27, and Dec 15 & 29, 2014 and Regular meetings of Dec 1 & 15, 2014 and Jan 12, 2015.
3. Willowdale Estate pouring license application
4. The Commons pouring license application
5. BACTV proposal for local Town of Topsfield cable
6. Health Insurance Plan Design Changes documents for signature
7. Memorandum of Understanding with Fulltime Firefighters Association
8. Memorandum of Understanding with Call Firefighters Association
9. Memorandum of Understanding with AFSCME Highway/Water Union
10. Memorandum of Understanding with AFSCME Park & Cemetery Union
11. Board of Selectmen Goals as revised from 9/15/14 meeting
12. Letter regarding a Chapter 40B at a property in Wenham
13. Tri-Town Council MOU.
14. Chairman Gandt distributed suggested goals for the Town Administrator
15. Orlando Lopez presented his objection to The Commons alcohol application

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.