

BOARD OF SELECTMEN
Working Session
Town Hall Conference Room
Minutes of February 13, 2013

Chairman Eldon Goodhue called the meeting to order at 3:00PM. Board members present in addition to Chairman Goodhue, were Martha Morrison, Dick Gandt, Laura Powers (left at 3:30PM) and Ken Vogel. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance.

Town Administrator Search Process: The Sub-Committee of Selectmen Powers and Gandt had just completed interviews with three consulting firms that had submitted proposals for the Executive Recruitment of a Town Administrator. They provided the highlights from the three firms. The Sub-Committee is scheduled to meet on Tuesday, February 19, 2013 to conclude the process after contacting references and will make a recommendation to the Board at Tuesday's meeting.

Proposed Budget for Emergency Management: It was determined to wait for Selectman Powers for further discussion on this matter.

2013 Warrant Articles: Ms. Wilder conducted the first review of the 2013 list of Warrant Articles and the Board made the decision to remove the following proposed articles: Board of Health Revolving Fund, Elementary School Management Software, Fire Rescue, Fire Ladder, Police SUV-capital reserve list, and Zoning Bylaw Revisions. Under Other Possible Articles the Board decided not to move forward on the following: Recall, Funding for Employee Computer Training, Town Administrator Incentive Pay and Highway/Water Commissions to be under the Board of Selectmen.

Police Department Reserve Fund Transfer: Selectman Vogel, as liaison to the Police Department, reviewed changes that the Police Chief has instituted to reduce the potential budget deficit.

Regional Emergency Communication Center: Selectman Vogel reported that there might be a delay in the opening of the RECC, which is scheduled for July 1, 2013 due to contractual issues.

Police Department FY13 Budget: Selectman Vogel reported that the Finance Committee requested that the Police Chief place a \$50.00 charge to Topsfield residents for attending the Fire Arms Training. The Board agreed to the request.

Masconomet Regional School District FY13 Budget: Selectman Vogel reported that the budget was released and has a 3.9% increase, overall. Topsfield's assessment was stated at being \$56,119, less than 1% increase.

Warrants: The Selectmen signed and approved warrants in the amount of **\$ 805,647.51**. The breakdown is as follows:

Warrant #FY13:	
065T	\$ 91,284.87
065School	\$ 250,867.83
066	\$ 463,494.81

At 4:26PM Selectmen Vogel made a motion to adjourn and Selectman Morrison seconded the motion; so voted: 4-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

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. Warrant Article list dated 2/13/13
3. Emergency Management proposed budget

Approved as written at the March 4, 2013 Board of Selectmen's meeting.

<p>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.</p>
--