

BOARD OF SELECTMEN

Minutes

February 14, 2011

Chairman Dick Gandt called the meeting to order at 7:30PM. Board members present, in addition to Chairman Gandt, were Martha Morrison, Nancy Luther, Eldon Goodhue and Laura Powers. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance. Other persons present during all or part of the meeting were Topsfield Cable Evelyn Hammond and Walter Harmer, Tri-Town Transcript Kathryn O'Brien, resident Jeanine Cunniff, Police Chief Evan Haglund and Cable Chairman William Whiting.

ANNOUNCEMENTS:

Chairman Gandt announced that the Topsfield Cable TV channels would begin broadcasting MASCO School Committee meetings. It was advised to check the schedule on the web and cable for dates and times.

Chairman Gandt announced that nomination papers for elected town positions are available at the Town Clerk's Office and will be due back March 17th.

Selectman Powers announced that the Masconomet Regional School Committee will be holding a Public Hearing on the FY 2012 budget on February 16th, beginning at 7:30PM in the High School media center.

Selectman Luther noted that the Highway Department has been pushing the snow back. She noted that, with warmer temperatures expected, it is advised that citizen try to clear snow away from catch basins on or near their property.

CITIZEN QUESTIONS & COMMENTS

Chairman Gandt recognized resident Jeanine Cunniff. Ms. Cunniff identified herself as a member of the Elementary School Committee noting that she was aware that citizens have questions regarding the FY12 Schools budget. She stated that in past years there has been no forum for citizens to voice questions on the budgets prior to Town Meeting, and that with this an especially challenging year, the Board should consider facilitating such a venue. Selectman Morrison expressed her support and offered to spearhead such an event. There was a brief discussion regarding the logistics the meeting could follow with location, dates and potential people to be presenters of budget information.

GENERAL BUSINESS

New Business

Police Appointment: Police Chief Evan Haglund explained that with the retirement of Sgt. Harris he was recommending Acting Sgt. Hayward's for consideration to be appointed as a full time Sergeant to fill the vacated position. Selectman Luther made a motion to appoint acting Sergeant Gary Hayward to the position of full time Sergeant effective February 15th and to expire June 30, 2011, seconded by Selectman Morrison; so voted: 5-0.

Old Business

Town Meeting Warrant: Chairman Gandt explained that there are a number of Warrant Articles related to the Green Communities Act and that the Renewable Energy/Green Communities Committee would be holding a public forum on February 24th at the Public Library beginning at 7:30PM to explain them to the citizens. In addition, these Articles will require changes to the Town's Zoning Bylaws. Therefore, the Planning Board would be holding a Public Hearing on March 15th. Selectman Morrison led a discussion on the criteria the Renewable Energy/Green

Communities Committee would be following in order for Topsfield to apply for and achieve Green Community status.

Town Administrator's Report:

- Warrant update: Working Session will need to be scheduled.
 - Town Auditor, Richard Hingston from Giusti, Hingston and Company has agreed to attend the February 28th Board meeting. Questions to be asked can be forwarded to Ms. Wilder.
 - Regional Public Health Incentive Program meeting review.
 - Goals of the Board-updated version distributed.
 - Comcast Contract-final proposal has been reached:
 - 5 year term
 - \$52,000 at time of signing, plus interest
 - 1.25% gross income for operating budget-\$92,000 over 5 years, \$18,400 per year
 - \$6,500 for capital improvement per year equals to \$32,500 over 5 years
- Cable Chairman Bill Whiting agreed to the terms of the contract stating that the Cable Committee would begin upgrading the architecture of the present system.
- VOTE:** Selectman Luther made a motion to continue the contract with Comcast based on the parameters Ms. Wilder mentioned tonight, seconded by Selectman Powers; so voted: 5-0.

Liaison Reports

Selectman Morrison provided an update on the new Phase II guidelines for Stormwater management and stated that the period for public comment has been extended until March 11, 2011.

Selectmen Minutes:

Selectman Powers made a motion to accept the minutes of December 20, 2010 as amended; seconded by Selectman Luther; so voted 5-0.

Selectman Powers made a motion to accept the Executive Session Minutes of December 20, 2010 as written and to hold until all issues have been resolved; seconded by Selectman Luther; so voted 5-0.

Selectman Morrison made a motion to accept the minutes of January 3, 2011 as amended; seconded by Selectman Luther; so voted 4-0-1. Selectman Goodhue abstained.

Selectman Morrison made a motion to accept the Executive Session Minutes of January 3, 2011 as amended and to hold until all issues have been resolved; seconded by Selectman Luther; so voted 4-0-1. Selectman Goodhue abstained.

Correspondence & Reports

Correspondence

Bond Rating: Moody's Investors Services sent a letter informing the Town of their Aa2 rating for the general obligation municipal purpose loan of the 2011 bonds.

Shed Approved: Transit Realty Associates, LLC sent a letter granting approval for the Rail Trail to install a shed for maintenance equipment.

Verizon Form 500: Verizon filed the Form 500 for 2010.

Comcast Forms 1240 and 1205: Comcast filed their annual forms that determine costs of regulated cable equipment and installation.

Comcast updates to services: Comcast sent a letter describing the changes made to certain digital cable packages.

MA Campaign for Open Government: Common Cause sent a letter stating the criteria that should be followed for Town websites.

Reports

Conservation Administrator submitted a monthly report for January 2011.

Council on Aging submitted minutes of December 14, 2010.

Board of Assessors submitted minutes of December 10, 2010 and January 14, 2011.

North Shore Regional Vocational School District submitted minutes of December 9th and agenda for Feb 10th.

Warrants: The Selectmen signed and approved warrants in the amount of **\$ 178,808.32**. The breakdown is as follows:

| | |
|---------------|--------------|
| Warrant FY11: | |
| 67T | \$ 80,792.80 |
| 068 | \$ 98,015.52 |

At 8:56 PM, Selectmen Luther made a motion to adjourn and Selectman Morrison seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen’s Office

Approved as amended at the May 23, 2011 Board of Selectmen’s meeting.

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.