

**BOARD OF SELECTMEN**  
**Working Session**  
**Town Hall Conference Room**  
**Minutes of February 17, 2016**

Chairman Powers called the meeting to order at 5:15PM. Board members present in addition to Chairman Laura Powers, were Selectmen Martha Morrison, Eldon Goodhue, and Boyd Jackson. Selectman Steve Lais attended remotely by conference call due to his geographic distance. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Executive Assistant Donna Rich were in attendance.

Chairman Powers announced that with a quorum of the Board in attendance, Selectman Lais would be remotely attending the meeting due to his geographic distance.

School Request:

Selectman Goodhue made a motion Resolved: Having convened in an open meeting on Wednesday, February 17, 2016, prior to the closing date, the Board of Selectmen of Topsfield, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 9, 2016 for the Proctor School located at 60 Main Street, Topsfield, Massachusetts, 01983 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future Priority 5 – Accelerated Repair/Replacement of the Roof at the Proctor School; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority and for the Chairman to sign as Chief Executive Officer and (2) Resolved: Having convened in an open meeting on Wednesday, February 17, 2016, prior to the closing date, the Board of Selectmen of Topsfield, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 9, 2016 for the Steward School located at 261 Perkins Row, Topsfield, Massachusetts, 01983 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future Priority 5 – Accelerated Repair/Replacement of the Roof at the Steward School; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority and for the Chairman to sign as Chief Executive Officer, seconded by Selectman Morrison; so voted in a roll call vote as follows: Chairman Powers: yes, Selectman Morrison, yes, Selectman Goodhue: yes, Selectman Jackson: yes, Selectman Lais (remotely): yes.

Town Clerk Request: Selectman Morrison made a motion to approve the Town Clerk to hold the Presidential Primary at St Rose Church on March 1, 2106, seconded by Selectman Goodhue; so voted in a roll call vote as follows: Chairman Powers: yes, Selectman Morrison, yes, Selectman Goodhue: yes, Selectman Jackson: yes, Selectman Lais (remotely): yes.

Annual Town Meeting Warrant Review: Ms. Hebert expressed a concept of holding a Special Town Meeting in September to address the Town Hall renovation project funding. After a discussion of the concept, the Board determined that the Town Hall Building Committee should

be informed that the cost of the project should be scrutinized and reviewed to ensure that it is conceivably a responsible cost estimate number to bring before the citizens. Selectman Jackson, an ex-officio member of the Town Hall Building Committee, said he would report the Boards message to the committee. Ms. Hebert reviewed a draft list of Annual Warrant articles, reviewing the consent agenda articles and some other placeholder items.

At 6:28 PM, Selectman Goodhue made a motion to adjourn and Selectman Morrison seconded the motion; so voted in a roll call vote as follows: Chairman Powers: yes, Selectman Morrison, yes, Selectman Goodhue: yes, Selectman Jackson: yes, Selectman Lais (remotely): yes.

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. Draft version 1 list of Warrant Articles

*Approved as written at the, 2016 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.
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