

**BOARD OF SELECTMEN**  
**Proctor School Library**  
**Minutes of February 27, 2012**

Chairman Laura Powers called the meeting to order at 7:30PM. Board members present, in addition to Chairman Powers, were Martha Morrison, Dick Gandt, Eldon Goodhue and Ken Vogel. 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 Walter Harmer and Ryan Jarvis, Tri-Town Transcript reporter Suzanne Snell, Tri-Town Council Board President Chris Rothman and Executive Director Lisa Tiechner.

**ANNOUNCEMENTS:** Chairman Powers announced that the Board had met in several Working Sessions: Feb 15<sup>th</sup> to develop questions for Town Council relative to adoption of Chapter 138, Feb 16<sup>th</sup> to joint meet with the Finance Committee on an initial review of the Warrant and Feb 22<sup>nd</sup> to meet with Town Council Lauren Goldberg to obtain answers to questions relative to adopting Chapter 138 and the Citizens Petition on an Underride.

Chairman Powers announced that the Topsfield Garden Club and the Topsfield Historical Society would sponsor a lecture on the art and science of botanical illustration on Sunday, March 4, 2012 at 2pm at the Gould Barn.

Selectman Goodhue announced that the Library would be hosting an art lecture entitled "Color of Art" with Lully Schwartz on March 6<sup>th</sup> beginning at 6PM-7:45PM.

**APPOINTMENTS:**

**7:30 –Tri-Town Council** – Executive Director Lisa Teichner and President of the Board of Directors Chris Rothman came forward. Chris Rothman provided an overview of the services and programs that the Council offers to parents and children within the tri-towns. Selectman Gandt noted that 40% of the Tri-Town Council funding comes from the three towns; other funding sources are grants and donations. Selectman Morrison noted that there was a Warrant Article and asked if a proposal for level funding was being requested and Ms. Rothman replied yes and thanked the Board for their continued support.

**GENERAL BUSINESS**

**Old Business**

**Renewal of Ambulance Services:** Selectman Gandt made a motion to approve Amendment No. 3 to the contract for Ambulance Services with Northeast Regional Ambulance Inc. of Middleton, MA for zero dollars for the one-year extension of said contract for FY2013 with the same terms and conditions, seconded by Selectman Goodhue; so voted: 5-0.

**New Business**

**SeniorCare Fund Request:** Selectman Morrison made a motion to approve a contribution of \$1,200 to SeniorCare of Gloucester, MA for FY12, seconded by Selectman Goodhue. Discussion ensued and with no appropriation of funds for such a donation to be made for FY12, Selectman Morrison withdrew the motion. It was suggested that SeniorCare Board member, and resident, George Anderson should be invited to discuss the organization and to encourage citizens to donate to the SeniorCare organization. Other options offered were the Friends of the Council on Aging could be approached to donate on behalf of the Town or a fund could be created providing an avenue for donations from citizens.

Sign Sub-Committee: Chairman Powers explained the need for a sub-committee of two Selectmen to review a sign application for The Meadows at Topsfield. Selectman Morrison and Gandt volunteered to review the submitted application.

### **Liaison Reports**

Selectman Vogel reported that Masconomet Regional School District would hold their annual Public Hearing on the FY13 budget February 29 beginning at 7:30PM. Members of the Legislature would be there at 7PM.

Selectman Gandt reported that the Board of Road Commissioners agreed to keep the compost fee for vehicle passes and access tickets the same as last year.

Selectman Morrison reminded residents of the Zoning Board of Appeals meeting in which there will be a series of Public Hearings. In addition, a recruitment announcement for an alternate was expressed.

### **Town Administrator's Report:**

- Town Meeting Warrant update: draft sixth in circulation, dates reviewed: final language of the warrant to be approved at the March 12<sup>th</sup> meeting, override questions to be voted on March 26<sup>th</sup> to meet the March 29<sup>th</sup> deadline to be at the Town Clerk.
- Ameresco meeting update provided. Audit is to be completed by this summer with a potential of a Special Town Meeting in the Fall to appropriate funds.
- Government Review Committee update provided.
- ISO Report overview provided.
- MIIA Inspection of buildings will take place tomorrow.
- Town Clean-Up: resident had called to offer assistance on a committee.

Selectman Gandt announce that the Town Clerk reports that nomination papers have been taken out for all open elected position except the two open Library Trustees positions.

### **Selectmen Minutes:**

Selectman Morrison made a motion to accept the Working Session Minutes of February 6, 2012 as amended; seconded by Selectman Goodhue; so voted 5-0.

Executive Session Minutes of February 6<sup>th</sup> and Working Session of February 9<sup>th</sup> were tabled until the March 12<sup>th</sup> meeting.

### **Correspondence & Reports**

#### Correspondence

Letter from Jen Collins-Brown, ADA Coordinator to Bob Moriarty, ZBA Chair relative to Site Plan Review at 5 and 15 Main Street was received.

Public Records Division submitted a letter to Ms. Kim Sherwood relative to the request for records and copied the Board of Selectmen.

Executive Office for Administration and Information Technology Division sent a letter with an update on a state funded mapping project.

#### Reports

Finance Committee Minutes of Feb 6<sup>th</sup> and version 2.0 of the 2013 FinCom Budget model (recap sheet only) has been posted to the town website.

Government Review Committee Minutes of Feb 2<sup>nd</sup> submitted

Invitation

North Shore Community College submitted an invitation to the 12<sup>th</sup> annual Earth Fest at Lynn Woods on April 21<sup>st</sup> from 9AM to 12PM.

**Warrants:** The Selectmen signed and approved warrants in the amount of **\$ 1,800,970.59**. The breakdown is as follows:

Warrant FY12:	
069T	\$ 80,952.78
070	\$ 1,720,017.81

At 8:38 PM, Selectmen Gandt made a motion to adjourn and Selectman Goodhue seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as amended at the March 12, 2012 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. Recommendation for ambulance contract along with substantiated data.
3. Request from SeniorCare.
4. Preliminary BOS Minutes – 2/6, 2/6 Executive and 2/9.
5. Letters from Jen Collins-Brown, Public Records Division and the Executive Office for Administration and Information Technology Division.
6. Report from the Government Review Committee.
7. Invitation from NS Community College.

<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>
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