

BOARD OF SELECTMEN
Proctor School Library
Minutes of March 26, 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, Police Chief Evan Haglund and Sargent LeBel, resident Zeke Shahin, Agricultural Commission Chairman Trudi Perry, Finance Committee Chairman Mark Lyons, members Karen Dow and Dan Shugrue, Library Trustee members Barbara Bodengraven, Audrey Iarocci, Dorothy De Luca, Jen Baker and Mike Massaro, Interim Library Director Becky Rowlands, Elementary School Committee Chairman Jeanine Cunniff and resident Kim Sherwood.

ANNOUNCEMENTS: Chairman Powers announced that the Board would go into Executive Session at the end of regular session to discuss the Reserve Police and Firefighters Contract negotiations and would not return to Open Session.

Chairman Powers reported that the Board met in a Working Sessions March 15th to discuss the extension of Park Street parking area and Site Plan Review of 5 Main St. and also on March 21st to discuss the possibility and/or need for an override ballot question.

Selectman Gandt announced that the Compost Site will open for the season on Saturday, April 7th from 9am-1pm. Access tickets as well as vehicle stickers are available in the Selectmen's office in Town Hall.

Chairman Powers announced Candidates Night sponsored by the League of Women Votes will be held on April 10th at the Proctor School beginning at 7:30PM.

APPOINTMENTS:

7:30 – TAF Enterprises Monetary Gift to the Police Department: Ziad (Zeke) Shahin and Police Chief Haglund came forward to discuss and seek approval from the Board for a donation to the Police Department. Chief Haglund thanked Mr. Shahin and expressed the Department's gratitude for the gift. Mr. Shahin stated he was happy to be able to make another donation to the Police Department; he expressed his appreciation of the good work the Police Department does to keep him and his family safe.

- Selectman Morrison made a motion to accept a donation of twenty thousand dollars (\$20,000) from resident Mr. Ziad Shahin to the Police Department to be utilized for purposes determined by the Chief of Police, seconded by Selectman Goodhue; so voted: 5-0.

GENERAL BUSINESS

Old Business

2012 Town Warrant Discussion on the Override Ballot Question(s): Chairman Powers reviewed materials prepared by the Finance Committee after a meeting of the Finance Committee's Chairman and member Karen Dow, who is maintaining the financial model with the Town's Financial Team. Finance Committee Chairman Mark Lyons and members Karen Dow and Daniel Shugrue were present to discuss with the Board the balancing of the FY13 budget. Chairman Lyons expressed the philosophy of the Finance Committee relative to the level of Free Cash to be maintained and the amount to be transferred to the Stabilization Fund (i.e. \$50,000). They also indicated that after reviewing the model and considering funding sources available there was still a gap of approximately \$60,000 of expenses over revenues. There was a brief

discussion which included Elementary School Chairman Jeanine Cunniff who spoke to the Technology Infrastructure project at the Elementary Schools.

- Selectman Gandt made a motion to add back into the 2012 Annual Town Warrant the Article entitled Upgrade Elementary School Technology Infrastructure with a funding amount of \$95,903, seconded by Selectman Morrison; so voted: 5-0.

After a brief discussion and with input from the Finance Committee members present, the Board consensually agreed not to place an Override Ballot Question on the Warrant. Direction was given to the Finance Committee to find funding sources for the \$60,000 deficit. Once the Board made the decision not to put fourth an override question on the ballot, the Finance Committee members departed to report back to the full Finance Committee still in session down the hall.

APPOINTMENTS:

8:43 – The Library Trustee member Barbara Bodengraven introduced Interim Library Director Becky Rowlands to the community. Ms. Rowlands expressed her gratitude for the opportunity to assist the Town Library. Audrey Iarocci, Dorothy De Luca, Jen Baker and Mike Massaro all individually came forward to express their desire to hire a Facilities Maintenance person for the Library whom they suggested would work fifteen (15) hours per week. There was a lengthy discussion relative to the maintenance needs of the Library in which the Trustees requested that a revision to the Library FY13 Budget be considered to include the cost of the new Facilities Maintenance position. Chairman Powers asked that the Trustees be patient and wait on the findings of the Building Assessment Article on the Town Warrant and the energy audit that is in process through Ameresco which would identify the maintenance needs of all town buildings and give the Board direction on how to address them.

New Business

Peer Review-New Meadows: Selectman Morrison made a motion to approve Amendment No. 2 to the contract for the Independent Peer Review for the New Meadows Elderly Housing Project for professional engineering consultant services to Beals & Thomas, Inc. of Southborough, MA for additional engineering services for the Planning Board, Conservation Commission and Board of Health for modifications to the approved site development plan for stormwater management facilities, site features and utilities; and for modifications to the approved subsurface sewage disposal system in the not to exceed amount of \$6,850, seconded by Selectman Goodhue; so voted: 5-0.

Special Municipal Employee Request: Chairman of the Agricultural Commission Trudi Perry came forward requesting that the membership be appointed as Special Municipal Employees. It was determined that the membership should be asked if they wish to be appointed and take a formal vote on the matter. The request was tabled until such time as Ms. Perry could report back.

MassWorks Infrastructure Program: Selectman Goodhue made a motion to authorize the Chairman to sign the Commonwealth of Massachusetts Contractor Authorized Signatory Listing document authorizing Highway Superintendent David Bond to sign reimbursement documents relative to the Rehabilitation of Rowley Bridge Road Bridge project in the amount of \$550,000.00, seconded by Selectman Morrison; so voted: 5-0.

Selectmen Minutes:

Selectman Morrison made a motion to accept the Working Session Minutes of February 22, 2012 as presented; seconded by Selectman Vogel; so voted 5-0.

Selectman Morrison made a motion to accept the Minutes of February 29, 2012; seconded by Selectman Vogel voted 5-0.

Correspondence & Reports

Correspondence

Municipal Emergency Reporting Procedure Information and Digital Network Enhancement information was submitted from Comcast.

Parks & Cemeteries Superintendent Steve Shepard reported that the Big Belly had been installed at the Grove Street Tot Lot area on March 9, 2012.

Department of Environmental Protection sent notification that they have decided to end the Department Approved Recycling Program effective July 1, 2012.

National Grid sent notification of the union contract expiration and continuity preparation plans if there would be a strike. Selectman Goodhue reported that they did in fact go on strike.

Kopelman & Paige PC sent memorandums related to Regulating Solar Access under Zoning Act and Telecommunications Act Amendment-Existing Facilities

Reports

Board of Assessors submitted minutes of February 24, 2012.

Town Account submitted the Finance Committee approved Reserve Fund Transfers with balances.

Finance Committee minutes of March 12, 2012 have been posted to website.

Warrants: The Selectmen signed and approved warrants in the amount of \$ **252,300.26**. The breakdown is as follows:

Warrant FY12:	
077T	\$ 71,580.11
078	\$ 180,720.15

At 9:56 PM, Selectmen Goodhue made a motion to go into Executive Session to discuss negotiating strategy for the Reserve Police and Firefighters contracts; seconded by Selectman Vogel. In a roll call vote, a yes vote was recorded for Chairman Powers, Selectman Morrison, Selectman Gandt, Selectman Goodhue and Selectman Vogel. The Board would not return to open session.

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. Peer Review-New Meadows contract documents
3. MassWorks Infrastructure Program documents
4. Preliminary minutes of February 22nd and 27th
5. Correspondence from: League of Women Voters, Comcast, Park & Cemeteries Superintendent, Department of environmental Protection, National Grid and Kopelman & Paige.
6. Reports from Board of Assessors, Town Accountant and Finance Committee

Approved as written at the April 23, 2012 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.