



**BOARD OF SELECTMEN
Proctor School Library
Minutes of May 9, 2016**

Chairman Powers called the meeting to order at 7:30PM. Board members present, in addition to Chairman Laura Powers, were Selectmen Martha Morrison, Steve Lais, Boyd Jackson and Mark Lyons. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Executive Assistant Susan Sordello were in attendance. Other persons present during all or part of the meeting were Topsfield Cable operators Baxter & Ben Demers.

The Board stood for the Pledge of Allegiance and then observed a moment of silence.

ANNOUNCEMENTS: Chairman Powers welcomed newly elected board member Mark Lyons.

CITIZENS QUESTIONS & COMMENTS: None heard.

BOARD REORGANIZATION:

Chairman Powers opened the floor for nominations. Selectman Lyons nominated Selectman Jackson to be Chair; seconded by Selectman Morrison. Chairman Powers asked if there were any other nominations. Selectman Lais nominated himself; seconded by Selectman Morrison, no discussion. Vote was taken for each candidate. Voted in favor of Selectman Lais 3-2.

Chairman Lais opened the floor for nominations for Clerk. Selectman Morrison nominated Selectman Lyons. Selectman Lyons asked about the duties and accepted the nomination. Seconded by Selectman Powers; so voted 5-0.

GENERAL BUSINESS

New Business

Selectman Morrison made a motion to approve the proposed meeting schedule for Fiscal Year 2017, seconded by Selectman Powers; so voted: 5-0.

The Board discussed a request from a resident for an easement at 50 Averill Street. Selectman Lyons suggested having the request reviewed by Town Counsel. Town Administrator Hebert asked for the Board's authority to send this to Kopelman & Paige for review and advice. Board agreed.

Announcements: Selectman Powers made an announcement about the upcoming metals pick up and the Recreation Department Summer Camp.

Chairman Lais gave a recap of Town meeting and election results. Selectman Morrison reported that the Memory and Brownie Tree Gift Fund had been set up with the Treasurer's Office.

Old Business

Selectman Powers made a motion to reappoint Ann Gill as Town Clerk for a term that expires on 06.30.19, seconded by Selectman Jackson; so voted: 5-0.

Town Administrator's Report:

Administrator Hebert informed the Board of the passing of resident, Brian Low who served as a Call Firefighter for 10 years. Hebert informed the Board that the annual audit was complete and that the auditor would attend the next meeting to update the Board and answer any questions. Hebert went on to thank all those involved in the Town elections and to report that the Town Hall Building Committee would meet on Wednesday to start the planning process to move forward with the project.

Correspondence & Reports

Correspondence

Selectman Morrison briefly discussed the outcome of the litigation between the Zoning Board of Appeals and The Topsfield Animal Shelter. The Shelter will cease its operation by September 30, 2016.

At 8:09 PM, Selectmen Morrison made a motion to adjourn and Selectman Powers seconded the motion; so voted: 5-0.

Respectfully submitted,

Susan Sordello, Executive Assistant
Board of Selectmen

Approved as written at the July 11 , 2016 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. Easement request for 50 Averill Street.
3. Letter from National Grid regarding foliage treatment.
4. Land Court decision regarding Topsfield Animal Shelter.
5. Invitation to Tri-Town Council's Annual Reception.
6. Invitation from the Topsfield American Legion to the Memorial Day Parade.

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.