

BOARD OF SELECTMEN

Minutes of October 24, 2011

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 Evelyn Hammond, Tri-Town Transcript reporter Suzanne Snell, residents Kim Sherwood and Jeanine Cunniff, and Topsfield Beach Association members Vicky Long, Jon Guido, Chris Clemenzi, Elizabeth Riley, Meredith Massaro, Glen Gollrad and Rosemarie Young.

ANNOUNCEMENTS: Chairman Powers announced that the Board would go into Executive Session at the end of regular session to discuss the Fire Union and ASFCME collective bargaining negotiations and would not return to Open Session.

Chairman Powers reminded residents that the Second Quarter Real Estate and Personal Property Tax Bills are due November 1ST, 2011. There would be no mailing for this second quarter tax bill. Massachusetts General Law mandates that quarterly real estate tax bills be mailed to taxpayers a minimum of two (2) times per year. In the past, Topsfield has mailed bills for each of the four quarters.

Chairman Powers announced that nominations were open for the Mary Ellen McGee Community Service award which will be presented at the Holiday Walk. For information and nomination forms, please visit www.topsfieldrecreation.org.

Selectman Vogel reminded citizens that the Police Chief announced Halloween Trick or Treat will be celebrated on October 31 between the hours of 5:30-8:00 pm.

Selectman Vogel reminded citizens that the MASCO Music Parents Association was sponsoring an electronic drop off fundraiser on October 29th from 9AM-1PM at the Masco parking lot. Small items filling up a shoebox would be \$5.00 and larger items being charged more.

Selectman Gandt announced that the Flu Clinic would be held at the Emerson Center on November 17th from 1 – 4PM.

Selectman Gandt reminded citizen that the Water Department had begun to flush the hydrants in Town. The work will be conducted on weeknights from 9PM-1AM.

Selectman Goodhue announced that the 25th Anniversary of the Veteran's Day Parade would be held on Nov. 5th beginning at 11AM with ceremonies on the Common.

Selectman Goodhue announced the annual collection of household hazardous waste was scheduled for November 12th at the Masconomet High School parking lot between 9AM – 1PM. Proof of residency would be required and it was suggested to go early. The event would be sponsored by the League of Women Voters of Topsfield-Boxford-Middleton.

Selectman Goodhue announced two Library events: on October 25th story time would have a Halloween theme parade; one and half to three year olds would be held at 10:30AM and the three to five year olds would be held at 1:30PM; registration is required. In addition, on October 27th there would be an archeology lecture given by Dr. Suanna Crowley at the Library from 7-9PM on the Seneca Village.

Selectman Morrison announced that the 2010 Open Space Plan has been accepted by the Department of Conservation and Recreation and is effective for five years. The plan is beneficial for the Town in regards to applying to grants.

GENERAL BUSINESS

New Business

Conservation Commission Appointment: Selectman Morrison made a motion to appoint James Carroll to the Conservation Commission effective immediately and to expire June 30, 2014, seconded by Selectman Goodhue; so voted: 5-0.

MA Film Office: Selectman Morrison made a motion to approve Topsfield to be listed as a “film friendly” community and for the Town Administrator to represent the Town for the permitting process when film productions come to town, seconded by Selectman Gandt; so voted: 5-0.

Holiday Walk: Selectman Goodhue made a motion to approve the annual Holiday Walk to be held on December 3rd from 4PM-7PM, sponsored by the Recreation Committee, seconded by Selectman Morrison; so voted 4-1. Chairman Powers abstained. It was noted that Main Street from Park Street to South Common would be closed to traffic beginning at 4:00. Highway, Fire and Police had all approved the event.

Cultural Council: Selectman Morrison made a motion to approve the transfer of FY2012 Massachusetts Cultural Council grant funds to the local Topsfield Cultural Council in an amount of \$3,870.00 and for the Chairman to sign, seconded by Selectman Gandt; so voted: 4-1. Chairman Powers abstained.

New Year’s Event: Selectman Goodhue made a motion to approve the Gould Barn for an extension of the 11PM curfew on December 31st to 1AM on January 1st, seconded by Selectman Vogel. After discussing the request Selectman Morrison noted that under the Museum section of the Zoning Bylaws the curfew was set at 11:30 and this could not be approved by this Board. Selectman Goodhue withdrew his motion and the item was tabled until clarified.

Liaison Reports

Selectman Gandt reported the completion of Phase I, II and III of Rail Trail. Bike racks have been installed in three locations; they were purchased through an MAPC grant and the shipping was funded by the Topsfield Fair. With the exception of the Route 1 crossing, the Rail Trail is now open from Washington Street to the Wenham Line. It was suggested that the Rail Trail Committee come to the next meeting to provide a status report.

Selectman Morrison reported that the Renewable Energy/Green Communities Committee had a member of the MAPC at their October 20th meeting to discuss performance contracts. It was reported to be very helpful to the Committee and for Procurement Officer Roberta Knight and Town Accountant Pam Wood, who were also in attendance.

Town Administrator’s Report:

- Attended the Finance Committee meeting this evening where the timeline for matters of Town Meeting were reviewed. Guidelines for the FY13 budget would be announced at their November 14th meeting. Also, the Finance Team has revised the Capital Improvement forms that would be utilized in this year’s budget cycle.
- Attended the North Shore Coalition meeting where regionalization was strongly advised and discussed.
- Reported MAPC Clean Energy Initiative had announced the launch of the Local Energy Action Program, which aims to help towns create and implement local energy action plans over a two-year period. A letter of interest would be forthcoming.
- Executive Office of Elder Affairs Formula Grant was presented for approval. It would be to accept \$6.25 per senior citizen in an amount of \$9,269. Figures are based on the number of Topsfield citizens over 60 years of age.

- Selectman Morrison made a motion to approve the acceptance of the Formula Assistance Grant and for the chairman to sign; seconded by Selectman Gandt; so voted: 5-0.
- Reported that information on Disaster Loan Assistance for Essex County was received from Senator Tarr’s office.

APPOINTMENTS:

8:08 – Topsfield Beach Association: President Vicki Long, Treasurer Rosemarie Young and member Jon Guido presented the 2011 Annual report which was distributed to the Board. Jon Guido went through the annual report highlighting financial, operational and capital improvements that were accomplished over the past year. Vandalism that occurred at Hood Pond was also discussed. The Beach Association requested that the Board of Selectmen allow them to operate Hood Pond for 2012, extending the existing agreement for the final year.

- Selectman Morrison made a motion to award the license to operate Hood Pond beach in calendar year 2012 to Topsfield Beach Association, seconded by Selectman Goodhue; so voted: 5-0.

Selectmen Minutes:

Selectman Morrison made a motion to accept the Working Session Minutes of September 21, 2011 as amended; seconded by Selectman Gandt; so voted 4-1. Selectman Vogel abstained. Selectman Morrison made a motion to accept the Minutes of September 26, 2011 as presented; seconded by Selectman Gandt; so voted 5-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of September 26, 2011 as presented and to hold until all issues have been resolved; seconded by Selectman Gandt; so voted 5-0.

Correspondence & Reports

Correspondence

MIIA sent a letter detailing the amount of credits awarded to Topsfield for FY12.

MAPC sent information regarding the Fall Council Meeting to be held on October 26th.

Reports

Board of Assessors submitted minutes of September 23rd.

Warrants: The Selectmen signed and approved warrants in the amount of **\$ 262,507.78**. The breakdown is as follows:

Warrant FY12:	
033T	\$ 77,118.25
034	\$ 185,389.53

At 8:42 PM, Selectmen Goodhue made a motion to go into Executive Session to discuss the Fire Union and ASFCME collective bargaining negotiations; seconded by Selectman Morrison. 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.

Minutes – 10/24/11

Page 4

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as written at the December 5, 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.