

**BOARD OF SELECTMEN**  
**Minutes of October 25, 2010**

Chairman Dick Gandt called the meeting to order at 7:30PM. Board members present, in addition to Chairman Gandt, were Martha Morrison, Nancy Luther, Eldon Goodhue and Laura Powers. 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 Vladimir Shvorin, Playground Committee President Claudine Lafevere, along with family members, Playground Committee member Karen Duval with her two daughters: Emma and Nora, resident Sean Cunniff, and Recreation Committee Chairman Steve Powers.

**ANNOUNCEMENTS:** Chairman Gandt announced that the Board would go into Executive Session at the end of regular session to discuss the Fire Chief Contract and would not return to Open Session.

Selectman Luther announced that Halloween would be celebrated on Sunday, October 31<sup>st</sup> with Trick-or-Treating between 5:30 PM – 8PM.

Chairman Gandt announced that the Masconomet Music Parents Association would be holding an Electronics & Appliance Recycling Day on Saturday, October 30, 9AM-1PM at the MASCO parking lot. There are varying fees for items.

Chairman Gandt announced that Household Hazardous Waste Collection Day was scheduled for November 6<sup>th</sup> at the Masconomet High School parking lot between 9AM – 1PM. Proof of residency would be required. The event is sponsored by the League of Women Voters of Topsfield-Boxford-Middleton and funded by local taxes.

Chairman Gandt announced that the Season Flu Clinic is scheduled for October 28<sup>th</sup> at the Emerson Center between 1PM – 4PM. The 2010-2011 flu vaccine is for protection against the 2009 H1N1 virus, H3N2 virus and an influenza B virus. If further details were needed, residents should contact the Board of Health at 978-887-1520.

Selectman Morrison announced that the Veterans Day Parade would be held on November 6<sup>th</sup> beginning at 11AM and marching down Main Street to the Town Common for the Veterans ceremony.

**APPOINTMENTS:**

**7:30 – Playground Equipment:** Committee Chair, Claudine Lefevre and Project Manager Karen Duval announced the completion of the playground at 32 Grove Street, commonly known as the Tot Lot. Selectman Morrison noted that John Coulon, Health Agent/Playground inspector, had inspected the installation of the equipment and submitted a letter dated 10/25 with approval and recommendations for the Park & Cemetery department.

At the conclusion of the Committee's presentation, Karen Duval asked that the Selectmen accept the Playground equipment at 32 Grove Street as a gift from the Committee to the Town of Topsfield, Selectman Powers made a motion as follows: It is hereby voted that the Board of Selectmen of the Town of Topsfield, in accordance with the provisions of M.G.L. Chapter 44, §53A ½, accepts the donation from the Topsfield Playground Committee of playground and ancillary equipment located at 32 Grove Street, across from the tennis courts and behind the Proctor School at 60 Main Street, Topsfield, MA in "as is" condition, and agrees to be bound by the terms and conditions of the October 20, 2010 letter from the President of the Topsfield Playground Committee setting forth the agreement of the Board of Selectmen and the Topsfield Playground Committee concerning the donation of the Equipment, seconded by Selectman Morrison; so voted: 5-0.

Ms. Duval noted that the playground will be dedicated in the spring with a plaque to recognize all the sponsors of the project.

## **GENERAL BUSINESS**

### **Old Business**

**Fire Chief Contract:** Selectman Powers made a motion to extend the Fire Chief contract until November 30, 2010, seconded by Selectman Luther; so voted: 5-0.

**Bond Refinancing:** Chairman Gandt explained that the Board has worked with the Town's financial officers in investigating refunding the Town's 2001 debt. With interest rates presently low, the Board has decided to move forward with this refunding. Selectman Goodhue noted that the Town's total debt presently is \$13,474,615.

Selectman Morrison made a motion that, in order to reduce interest costs, the Treasurer is authorized to provide for the sale and issuance of bonds under Massachusetts General Law chapter 44, section 21A to refund all or any portion of the remaining principal of and redemption premium and interest on any of the Town's outstanding 2001 municipal general obligation bonds, seconded by Selectman Luther; so voted: 5-0.

### **New Business**

**Holiday Walk:** Recreation Committee Chairman Steve Powers was present to request permission to hold the 11<sup>th</sup> Annual Holiday Walk to be held on December 4<sup>th</sup> from 4PM-7PM, with Main Street being closed off to traffic beginning at 4:00. Selectman Luther made a motion to approve the Holiday Walk as noted above, seconded by Selectman Morrison; so voted: 4-0-1. Selectman Powers abstained due to affiliation with Recreation Committee. It was also noted that applications for the MaryEllen McGee Award were being accepted until November 3<sup>rd</sup>. In addition, the ABC House would be open between 4-7PM during the festivities for tours of the new house, located at 40 South Main Street.

**Class I Address Change:** Chairman Gandt has asked that this issue be tabled for now. The request is from James E. Borek of Cape Ann Industries dba: ERAC who would like to change the license location from 414 Boston Street to 58 Main Street.

**Wallace Kneeland Committee:** Selectman Luther made a motion to appoint Audrey Iarocci to the Wallace Kneeland Committee effective immediately and with a term to expire June 30, 2011, seconded by Selectman Powers; so voted: 5-0.

**Open Meeting Law Documents:** Town Clerk has requested that the Board sign the certificate of receipt of the Open Meeting Law documents. The Selectmen signed and the secretary will submit the forms to the Town Clerk.

**2010 Department of Conservation and Recreation (DCR) Grant:** Selectman Morrison made a motion to approve the grant application to the Massachusetts DCR in the amount of \$62,500 for the continued development of the Topsfield Linear Common and for the Chairman to sign, seconded by Selectman Powers; so voted: 5-0.

### **Liaison Reports**

Selectman Morrison announced the Website Committee will post a sample ballot for the upcoming November 2<sup>nd</sup> election, and the ballot results for the Town will be posted after they have been tallied.

Selectman Morrison reported that the Renewable Energy/Green Community Committee will need to meet with the Board and a member of the Finance Committee to review projects they are working on. It was suggested that the proposed meeting take place in a working session.

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

- Reported on the Town's Annual Insurance Review that occurred on October 13<sup>th</sup>
- Attended North Shore Coalition which spoke of budget cuts if Question 3 passes

**Correspondence & Reports**

Correspondence

Candidates for Conservation Commission: Chairman George Hall submitted a letter regarding candidates to fill the open vacancy on the Conservation Commission. Selectman Morrison made a motion to appoint Cheryl Jolley to the Conservation Commission for a term ending June 30, 2010, seconded by Selectman Powers; so voted: 5-0.

**Warrants:** The Selectmen signed and approved warrants in the amount of **\$ 343,297.34**. The breakdown is as follows:

Warrant FY11:

|      |               |
|------|---------------|
| 035T | \$ 72,513.70  |
| 036  | \$ 270,783.64 |

At 8:22 PM, Selectmen Luther made a motion to go into Executive Session to discuss the Fire Chief contract; seconded by Selectman Powers. In a roll call vote, a yes vote was recorded for Chairman Gandt, Selectman Morrison, Selectman Luther, Selectman Goodhue and Selectman Powers. The Board would not return to open session.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as written at the December 13, 2010 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.