

BOARD OF SELECTMEN
Minutes of
December 5, 2011
Proctor School Library

Chairman Laura Powers called the meeting to order at 7:31PM. 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, Walter Harmer, Cathy Curran and Bill Whiting, Tri-Town Transcript reporter Suzanne Snell, Police Chief Evan Haglund, Police Officer candidate Kelly Pickering,

ANNOUNCEMENTS: Chairman Powers announced that the Board would go into Executive Session at the end of regular session to discuss strategy for the AFSCME negotiations and would not return to Open Session.

Chairman Powers announced that the Pillar of the Community Award was presented to Mr. A. Richard Gandt at the Holiday Walk. Selectman Gandt stated that he was humbled and surprised.

Chairman Powers announced the Village Gardeners would accept donations for the Memory Tree and that forms were available on the Topsfield Recreation Committee's website.

Chairman Powers informed the citizens that the Board, along with members of the Renewable Energy/Green Communities Committee, participated in the Green Communities recognition ceremony by receiving a plaque denoting the Town of Topsfield as a Green Community. To date, this honor has only been bestowed to 72 communities within the Commonwealth.

APPOINTMENTS:

7:30 – Police Department-Full Time Officer-Police Chief Evan Haglund introduced candidate Kelly Pickering, noting that she has been on the force for 14 years, seven (7) as an Auxiliary officer and seven (7) as a Reserve officer. In addition Ms. Pickering self-sponsored herself at the Police Academy. Selectman Vogel made a motion to appoint Reserve police officer Kelly Pickering to the position of probationary full time police officer for a period of one year effective Thursday, December 8, 2011 with current appointment to expire June 30, 2012.

Ms. Pickering stated she loved the Town and is very excited about her appointment.

GENERAL BUSINESS

Old Business

Police Department Communication: Police Chief Evan Haglund explained that the Citizen Information Alerts (CIA) program has been a very useful tool in reporting information to the citizens about police matters. However, the CIA system does not have an immediate response and therefore the Chief has partnered with NIXLE Corporation which allows alerts or advisories to be sent from the scene of any incident in real time without delays. It was then explained that this community notification system will allow citizens to join the public network and receive community alerts and advisories direct to their mobile phone or computer through text messaging or email at no cost to the Town or subscriber. The Chief encourages citizens to sign up for notifications by logging onto www.topsfieldpolice.com and click on the NIXLE sign up icon.

Police Chief Haglund also announced the implementation of a Traffic Division, which will be led by Sgt. Jack Hayward and assisted by Patrolmen Neal Hovey and Michael Balsley. The main goal of the Division will be to investigate citizen concerns related to enforcing speed limits in Topsfield.

New Business

2012 Warrant: Selectman Morrison made a motion to open the Annual Town Warrant for the May 1st Town Meeting and to close the Warrant on February 3, 2012, seconded by Selectman Vogel; so voted: 5-0. Ms. Wilder noted that the dates apply to Citizen Petitions as well.

Cable TV / Town Website Committee Update: Chairman Bill Whiting addressed the Board on several issues:

- Announced that there was a job opening entitled Cable TV/Town Website Coordinator that would be a 10 to 15 hours per week position, Tuesday and Friday afternoons at Town Hall, however, many of the work functions could be performed from home on the Internet. More details would be posted on the Town website.
- Announced that with the recent Comcast license renewal, funds were available to upgrade equipment and infrastructure for Cable TV and the Town website. All equipment used for Selectmen and Topsfield School Committee meetings and other events at Proctor School had been upgraded. Portable equipment used at the Gould Barn, the Town Library and other locations has also been upgraded.
- Addressed the need for "technical support" so as to move the Cable TV / Town Website Committee forward into the digital environment.

Alcohol License Renewal:

- Selectman Goodhue made a motion to approve renewal of Gil's Grocery 2012 Retail Liquor License for the sale of wine and malt liquor, seconded by Selectman Morrison; so voted: 5-0.
- Selectman Goodhue made a motion to approve the renewal of ICDT, Inc, dba Main Street Market, 2012 Retail Liquor License for the sale of wine and malt liquor, seconded by Selectman Morrison; so voted: 5-0.

Historical Commission: Selectman Morrison made a motion to appoint Glen Gollrad to the Historical Commission for a term to expire June 30, 2014, seconded by Selectman Vogel; so voted: 5-0.

Repairs to Library: Selectman Goodhue made a motion to approve the contract for the Library Building Exterior Repairs with Marchand & Sons Construction Company, Inc. of Beverly MA in the amount of \$6,600, seconded by Selectman Morrison; so voted: 4-1. Chairman Powers abstained due to a personal relationship with the contractor.

Open Meeting Law: Selectman Gandt made a motion for the Town of Topsfield to adopt Remote Participation of the Open Meeting Law 29.10, seconded by Selectman Vogel; so voted: 5-0.

Liaison Reports

Selectman Goodhue reported that the Library's repairs that had previously been voted on by the Board are related to storm damage done at the north-west corner of the building and some of the original architectural structures to the front of the building. In addition, the Library Director Dana Mastroianni would like residents to be made aware that they would be prompted to choose a new password for their accounts with their next visit the library. In addition, in the teen area of the Library there would be displayed art work done by students of Masconomet Regional High School.

Town Administrator's Report:

- Reported on the Preparation of FY13 Budgets-The Board agreed to meet with Departments on December 12th & 13th beginning at 3:30PM at the Town Hall Conference Room.
- Reported that the Town Hall Lighting Project had been completed.
- Reported that there would be a meeting with Cook & Company to begin reviewing Municipal Health Insurance later this week.
- Reported on the Public Safety Meeting-Rail Trail Chairman Joe Geller was in attendance.
- Legislative Update regarding Evergreen Clauses in union contracts.

Selectmen Minutes:

Selectman Vogel made a motion to accept the Minutes of October 24, 2011 as presented; seconded by Selectman Morrison; so voted 5-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of October 24, 2011 as presented and to hold until all issues have been resolved; seconded by Selectman Gandt voted 5-0.

Selectman Morrison made a motion to accept the Working Session Minutes of November 2, 2011 as presented; seconded by Selectman Gandt voted 5-0.

Selectman Morrison made a motion to accept the Executive Session Minutes of November 7, 2011 as presented and to hold until all issues have been resolved; seconded by Selectman Gandt voted 5-0.

Selectman Morrison made a motion to accept the Working Session Minutes of November 16, 2011 as amended; seconded by Selectman Gandt voted 5-0.

Selectman Morrison made a motion to accept the Minutes of November 21, 2011 as amended; seconded by Selectman Gandt voted 5-0.

Correspondence & Reports

Correspondence

Roger Hale, Caitlin Road, sent a letter of complaint regarding drainage issues on his property allegedly due to the building of new homes at the Hickory Beech Development.

Reports

Board of Assessors submitted minutes of November 4 and 7, 2011.

Police Department submitted a monthly report for October & November.

Warrants: The Selectmen signed and approved warrants in the amount of **\$ 218,145.33**. The breakdown is as follows:

Warrant FY12:	
045T	\$ 92,145.90
046	\$ 125,999.43

At 8:40 PM, Selectmen Morrison made a motion to go into Executive Session to discuss strategy for the AFSCME negotiations; seconded by Selectman Goodhue. 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

Approved as written at the January 17, 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.