

BOARD OF SELECTMEN
Minutes of December 8, 2008

Chairman Jackson called the meeting to order at 7:30PM. In addition to Chairman Jackson Board members present were Richard Gandt, Martha Morrison, Nancy Luther and Karen Dow. Of the Selectmen's staff, Town Administrator Virginia Wilder, and Board Secretary Donna Rich, were in attendance. Other persons present were Evelyn Hammond of the Topsfield Cable, Brendan Lewis of the Tri-Town Transcript, Faye Raynard, Village Reporter, Mike Stucka, Salem News, and residents Sheila King, Walter Harmer, Ed Becker, Clay & Jean Shepard, and Heidi Fox.

Selectmen Minutes: Selectman Morrison made a motion to accept the amended minutes of the November 24, 2008 meeting; seconded by Selectman Dow; so voted: 5-0.

Citizen Questions & Comments

Asbury Street Bridge Fence: Chairman Jackson invited Ed Becker, 21 Forrest Road, to address the Board. Mr. Becker stated that he and the group of residents that were present wished to express their concerns about a fence to be installed on the new Asbury Street Bridge. Mr. Becker stated that he realized he is late in the process, but, he wanted to voice his opposition to the proposed fence as not being compatible with the scenic environment of the area. Although Mr. Becker did not want to delay the opening of the bridge, he asked if it would be possible to delay the fence installation to see what can be done to change it. Mr. Clay Shepard, 43 Willowdale Rd, noted that the state's new bridge over the Ipswich River at Route 1 does not have similar fencing. Selectmen Morrison noted that this is a Road Commissioner issue and the Selectmen have no jurisdiction. Chairman Jackson said he would speak to Phil Knowles, Chairman of the Road Commissioners, and David Bond, Highway Superintendent, about the proposed fence.

Finance Committee Budget Guidelines: Selectman Gandt provided an update regarding the budget process for FY10 as it was presented by the Finance Committee last Monday to all Town departments. Selectman Gandt noted that the departments were being asked to prepare two budgets, a 'level services' budget and second budget at a 10% reduction from the department's FY2009 budget.

GENERAL BUSINESS

Old Business

Senior Tax Work-Off Program: Chairman Jackson made a motion to adopt the Senior Tax Work-Off Program as presented and to begin in January 2009, seconded by Selectman Luther; so voted: 5-0. Selectman Luther announced that there will be an informational session to explain the program to the senior citizens on January 5th at the Bee Building, located at the Fair Grounds, with a snow date of January 8th.

New Business

Opening of the 2009 Warrant: Selectman Morrison made a motion to open the Warrant for the 2009 Annual Town Meeting and to close the same on March 16, 2009, seconded by Selectman Luther; so voted: 5-0.

Class I & II Renewal Applications for Car Dealers for 2009: Selectman Gandt made a motion to approve a Class I Car License to E.R.A.C. Inc, James Borek at 414 Boston Street and to expire December 31, 2009, seconded by Selectman Morrison; so voted: 5-0. Selectman Gandt made a motion to approve Class II Car Licenses for: The Classic Marque, Inc., Bruce Male at 16C Maple Street; Country Motors, Inc, Robin White at 107 Ipswich Road; My Classic Car Garage

Inc., Christopher LeSaffee at 16 Maple Street; Internet Auto Sales, George Baptista at 18 South Main Street; Henry's Auto Sales, Saverio Iovanella at 23 Main Street, and Thomson Motors Corporation, Adam Thomson at 86 Central Street, all to expire December 31, 2009, seconded by Selectman Morrison; so voted: 5-0. The Board agreed that Signature Motors Cars, Inc., Brian Gideon's renewal license will be reviewed at their December 22nd meeting due to an outstanding non-compliance zoning issue.

Common Victualler License Renewal for 2009: Selectmen Gandt made a motion to table all renewal Common Victualler licenses until the December 22nd meeting due to incompleteness of many applications, seconded by Selectman Morrison; so voted: 5-0.

Alcohol Liquor License Renewals for 2009: Selectman Gandt made a motion to approve the Alcohol License renewal for James H. Gilford at 36 Main Street and to expire December 31, 2009, seconded by Selectman Morrison; so voted: 5-0. Selectman Gandt made a motion to approve the Alcohol License renewal for New Meadows Market at 19 Main Street and to expire December 31, 2009, seconded by Selectman Morrison; so voted: 5-0. There was discussion, based on a submitted schedule, about delays in the construction of the new building that will house the New Meadows Market. Ms. Wilder noted that Terri Lee Carabillo, co-owner, has said that she will ask to meet with the Board at the end of December to request an extension of the time New Meadows Market will be closed if it appears construction will not be completed by the end of April as originally scheduled.

Emergency Response Coordinator Announced: Selectman Morrison made a motion to approve the Town's joining the Southern Essex County Regional Emergency Planning Committee (REPC) and to appoint Fire Chief, Ron Giovannacci as the Town's Emergency Response Coordinator to the Southern Essex County Regional EPC, and for the Chairman to sign a letter indicating the same for transmittal to the REPC, seconded by Selectman Luther; so voted: 5-0. Ms. Wilder noted that joining the Committee does not commit Topsfield to any period of membership; the town may withdraw from the REPC at anytime.

Site Plan for Phase IB of the Topsfield Linear Common: Selectman Gandt made motion to award a contract for professional design engineering services for Phase IB of the Topsfield Linear Common to Beals Associate of Boston, MA in the amount not to exceed \$4,900 and for the Chairman to sign, seconded by Selectman Morrison; so voted: 5-0.

Essex County Regional Dispatch Center Letter of Support: Selectman Morrison made a motion to approve and authorize the Chairman to sign a letter of support in favor of a grant application being submitted by the Essex County Sheriff's Department to fund creation of a regional dispatch center, seconded by Selectman Luther; so voted: 5-0.

Town Administrator's Report:

Please see attached report.

- Pine Grove Cemetery Project: Selectman Luther made a motion to authorize the Chairman to sign a letter of support to the Mass Historic Commission on behalf of the Selectman supporting an application for funding to document and preserve the headstones in the oldest section of Pine Grove Cemetery, seconded by Selectman Dow; so voted: 5-0.

Correspondence & Reports

Correspondence

Verizon 2009 New Rates for 2009 submitted.

Essex Regional Retirement Board has sent information regarding the Retirement Assessment as it relates to the moving of Dispatchers from Group 1 to Group 2.

Kopelman & Paige has sent a memorandum regarding Fixed Price Fuel Contracts.

Essex Regional Retirement Board has sent an explanation of the cost of the dispatcher reclassification.

Reports

Board of Assessors submitted minutes of November 14, 2008.

Zoning Board of Appeals submitted minutes of October 28, 2008.

School Committee submitted Agenda for December 4, 2008 and Minutes of November 6, 2008.

Planning Board submitted minutes of October 7, 15 and November 5, 2008 and Legal Notices for S. Main St. Walking Path Project and The New Meadows to be on December 16, 2008.

Zoning Board of Appeals submitted minutes of October 28, 2008.

Invitations

Independent Living Center Holiday Open House on December 12th & the Santa Brunch and Music on December 7th.

Holiday Walk: Selectman Morrison wanted to publicly compliment and congratulate the Recreation Committee on the Holiday Walk. There was a lot of good cheer and fellowship along with a wonderful turn out.

Warrants: The Selectmen signed and approved warrants in the amount of **\$300,271.97**. The breakdown is as follows:

Warrant #FY09:	
047T	\$ 74,409.41
048	\$ 225,862.56

At 8:36 PM, Chairman Jackson entertained a motion to adjourn, Selectman Dow moved the motion, and Selectman Morrison seconded the motion; so voted: 5-0.

Respectfully submitted,
Donna Rich, Secretary
Selectmen's Office

Approved as amended at the December 22 , 2008 Board of Selectmen's meeting.