

BOARD OF SELECTMEN
Minutes of December 22, 2008

Clerk Gandt called the meeting to order at 7:30PM. Board members present in addition to Clerk Gandt were Martha Morrison, Nancy Luther and Karen Dow. Chairman Jackson was absent. 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, Paula Burke, candidate for appointment to the Council on Aging's Board, and her son Sean.

APPOINTMENTS:

7:30 –candidate for Council on Aging's Board of Directors– Paula Burke: Clerk Gandt asked Mrs. Burke to introduce herself to the Board. Mrs. Burke, 23 Blueberry Lane, began by expressing her volunteer roles including fundraising for Bowdoin College and in the Town, chairing the 2008 Expo and working with the various Boosters Clubs. Mrs. Burke is a member of the Main Street Foundation. Paula stated that she is looking forward to working with the senior population, especially assisting with a Senior Fair that the Council on Aging is sponsoring. Selectman Luther made a motion to appoint Paula Burke to the Council on Aging Board of Directors with a term to expire on June 30, 2011, seconded by Selectman Morrison; so voted: 3-0-1, Selectman Gandt abstained on procedural issues.

Selectmen Minutes: Selectman Luther made a motion to accept the amended minutes of December 1, 2008 Working Session, seconded by Selectman Morrison; so voted 4-0. Selectman Morrison made a motion to accept the amended minutes of December 8, 2008, seconded by Selectman Luther; so voted 4-0.

GENERAL BUSINESS

Old Business

Class II License Renewal: Selectman Luther made a motion to approve Signature Motors Cars, Inc. Class II License and to expire December 31, 2009, seconded by Selectman Morrison; so voted 4-0. It was noted that the outstanding zoning issues have been resolved.

Common Victualler Licenses: Selectman Luther made a motion to approve the following Common Victualler Licenses and to expire on December 31, 2009: Topsfield House of Pizza at 32 Main Street, DayBreak Café at 30 Main Street, New Meadows Golf Club, Inc at 32 Wildes Road, The Topsfield Bagel Bakery dba: Corner Café and Bakery at 38 Main Street, Alex's Roast Beef, Pizza and Seafood at 53 Main Street, Topsfield Station Sweet Shoppe at 7 Grove Street, Willowdale Estate at 24 Asbury Street and Dunkin Donuts at 367 Boston Street, seconded by Selectman Morrison; so voted: 4-0. Selectman Morrison made a motion to revise the town's Common Victualler license renewal process to include inspections by the Building Inspector, Board of Health agent, and Fire Chief and for the Board to review the revision, seconded by Selectman Luther; so voted 4-0.

New Business

Selectman Luther made a motion to designate Selectman Gandt as the Town's appointed vote at the Massachusetts Municipal Association's Annual Business Meeting to be held on January 24, 2009, seconded by Selectman Morrison; so voted: 4-0.

Selectman Morrison made a motion to award a contract to Hancock Associates of Danvers, MA for surveying services for Phase IB of the Topsfield Linear Common in the amount of \$2,950, seconded by Selectman Luther; so voted 4-0.

Selectman Luther made a motion to award a contract for repairs to the Town Library's masonry flashing to Roger A. Tremblay, Inc. of Salem MA in the amount of \$4,900, seconded by Selectman Morrison; so voted: 4-0.

Town Administrator’s Report:

Please see attached report.

Correspondence & Reports

Correspondence

Dr. Creeden has submitted a comprehensive report of the 2008-09 enrollment projections for the Elementary School.

Historical Society has submitted a letter of intent to apply for a survey and planning grant to preserve headstones at Pine Grove Cemetery.

Historical Society has submitted an application for Pine Grove Cemetery to be listed in the National Registry of Historic Places. The Massachusetts Historical Commission has responded to that request.

Public Hearing is being held by the Department of Public Utilities regarding approval of National Grid’s Long-Range forecast and supply plan for period 2008-2009 to 2012-2013. DEP has submitted a letter of denial of the application the Town submitted to revise monitoring at the Landfill.

Letter of interest from George Anderson, 28 Towne Lane, has been received for the Housing Authority vacant position.

Tree Warden has issued a Public Shade Tree Removal Permit to National Grid.

Kopelman & Paige has sent a memorandum regarding the new legislation and regulations regarding Road Flaggers.

Council on Aging sent a memo regarding space for a Senior/Community Center.

Independent Living Center of the North Shore and Cape Ann, Inc has sent a “yellow pages” resource directory.

Reports

North Shore Regional Vocational School has submitted the agenda for December 11th and minutes of October 16, 2008.

Open Space Committee has submitted minutes of October 6, 2008.

Board of Assessors has submitted minutes of November 21, 2008.

Warrants: The Selectmen signed and approved warrants in the amount of **\$351,879.04**. The breakdown is as follows:

	Warrant # FY09:	
051T	\$ 85,743.93	
052	\$ 266,135.11	

At 8:21 PM, Clerk Gandt entertained a motion to adjourn, Selectman Luther moved the motion, and Selectman Morrison seconded the motion; so voted: 4-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen’s Office

Approved as amended at the January 20, 2009 Board of Selectmen’s meeting.