



BOARD OF SELECTMEN
MONDAY, April 29, 2013
BOXFORD POLICE STATION MEETING ROOM

7:00 PM **ANNOUNCEMENTS**

7:05 PM **MEETING WITH TOWN TREASURER**
AND DIRECTOR OF MUNICIPAL FINANCE

- Ellen Guerin, Treasurer/Collector of Taxes, *present*
- Kathleen Benevento, Director of Municipal Finance, *present*
- Request to pursue amendments to job descriptions of Assistant Treasurer/Collector of Taxes and Treasurer's Account Clerk III; re: new payroll duties
- Consideration of request to lift hiring freeze for both positions
- Update on use of temporary staffing agency to fill position until new employees are hired
- Any Other Business to come before the Treasurer/Collector of Taxes and the Director of Municipal Finance and the Board

7:30 PM **REPORT OF THE TOWN ADMINISTRATOR**

Alan J. Benson, Town Administrator, *present*

- Consideration of request for Board permission to place large sign at Nason property soliciting donations for land purchase
- Seek Board of Selectmen comment on Cable Advisory Committee's draft Comcast subscriber satisfaction survey as part of due diligence for 10 Year license renewal request.
- Seek Board of Selectmen comment and final approval of draft "Report of the Board of Selectmen for 2012" for the Annual Town Report.
- Consideration of Open Meeting Law complaints received 4/23 and 4/24 and consideration of draft response.
- Any business to come before the Administrator and the Board

8:00 PM **ROUTINES**

- Review Correspondence
- Appointment Schedule
- See List of Outstanding Appointments at

http://www.town.boxford.ma.us/Pages/BoxfordMA_Bcomm/BOS/AppointmentsFY13outstanding.pdf

- Review Items in Signature Folder
- Approval of Minutes
- Sign School and Non-School Warrants

8:15 PM **ANY OTHER BUSINESS TO COME BEFORE THE BOARD**

Late arising issues not reasonably anticipated by the Chair prior to
the required advance posting of the agenda

8:30 PM **ADJOURN**

**ALL TIMES ARE APPROXIMATE – AGENDA ITEMS MAY BE DISCUSSED
EARLIER OR LATER THAN SCHEDULED ON THIS AGENDA. ITEMS
MAY ALSO BE TAKEN OUT OF ORDER AT THE SOLE DISCRETION OF THE CHAIR**

Next Meeting: Monday, May 6, 2013

NOTE: CANDIDATES' NIGHT, Thursday, May 2, 2013 at 7:30 p.m.