



BOARD OF SELECTMEN
MONDAY, JUNE 16, 2014
TOWN HALL MEETING ROOM #1

7:00 P.M. PLEDGE OF ALLEGIANCE

7:03 PM ANNOUNCEMENTS

7:05 PM ASCERTAINMENT HEARING ON PROPOSED COMCAST RENEWAL

- Members of Cable Advisory Committee, *attending*
- Report on results of customer satisfaction survey
- **COMMENTS FROM THE PUBLIC**
- Discussion of next steps in license renewal process
- Any other late arising business between the Cable Advisory Committee and the Board not reasonably anticipated by the Chair at the time the agenda was posted

7:20 PM MEETING WITH PERMANENT BUILDING COMMITTEE

- Margaret Chow-Menzer, Chair, *present*
- Library Trustees, *invited*
- Discussion on maintenance issues of Library Building
- Discussion on feasibility study on use of town-owned land off Spofford Road for Town buildings
- Discussion on study component for consideration of private property access to site
- Any other late arising business between the PBC and/or the Library Trustees and the Board not reasonably anticipated by the Chair at the time the agenda was posted

7:40 PM APPOINTMENTS

- Keith Sampson, candidate for appointment to the Sustainability Committee
- FY 2015 Appointment Schedule – Many volunteers have responded with requests to be reappointed.

(Each meeting for the next few weeks the Board will review and act upon the master reappointment list of various Town official positions and volunteer committee members pursuant to their appointment authority. The Master Reappointment List for FY 2015 can be found on the Board of Selectmen's page on the town website.)

See FY 2015 Appointment Schedule at:

http://www.town.boxford.ma.us/Pages/BoxfordMA_Bcomm/BOS/AppointmentScheduleFY2015.pdf

7:50 PM **PERSONNEL EVALUATION REPORTS**

- Kathy L. Benvenuto, Director of Finance, Selectman Peter C. Perkins
- Robert M. Aldenberg, Inspector of Buildings, Selectman Charles E. Killam
- Warren Gould, Director of Communications, Selectwoman Mary Anne Nay
- Michael J. Murphy, Chief of Police, Selectman Charles J. Costello
- Kerry Stickney, Fire Chief

8:00 PM **FY 2015 PERSONNEL COMPENSATION ACTIONS**

- Consider establishment of several FY 2105 employee compensation rates in accordance with authorizations at May 13, 2014 Annual Town Meeting, Articles #3, and other statutory authority.
- Establish FY 2015 Fire Department Rates
- Establish FY 2015 Inspectional Service Department Rates
- Administrative Assistant to the Town Administrator
- Various non-benefit eligible, non-union rates
- Establish Personal Service contracts or amendments for FY 2015 compensation terms and rates:
 - o Director of Communications
 - o Treasurer/Collector of Taxes
 - o Director of Municipal Finance
 - o Police Chief

8:10 PM **REPORT OF THE TOWN ADMINISTRATOR**

Alan J. Benson, Town Administrator, *present*

- Lift hiring freeze for two positions - Lieutenant, Fire Department and Outreach Worker at Council on Aging
- Consider approval of Victualler's License for Boxford Athletic Association (BAA)
- Request for "Blanket" sign permission for BTA/BOLT events
- Request for Permission to post sign to announce arrival of Walking Tour Group
- Draft letter to Masco School Committee urging correct use of address: 20 Endicott Road, Boxford
- Memo requesting vacation carryover for Town Administrator
- Any other late arising business between the Town Administrator and the Board not reasonably anticipated by the Chair at the time the agenda was posted

8:20 PM **ROUTINES**

- Review Correspondence
 - Letter of Thanks – Community Center
 - Invitation to Spofford School Moving On Ceremony
 - Copy of letter from Town Administrator to Masco School Committee
 - Letter from Fire Department thanking resident for donation
- Review Items in Signature Folder
- Approval of Minutes
- Sign School and Non-School Warrants

8:30 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

8:40 PM **EXECUTIVE SESSION**

- Non-represented employees – FY 2015 wages and salaries
 - Tim Feeney, Chair, Personnel Board, *invited*

9:10 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 Regular meeting: Monday June 30, 2014
(Regular Board of Selectmen meetings are on “every-other” week schedule)**

Posted by Susan Inman, 6:55 p.m. Thursday, June 12, 2014