

**Minutes of the BOXFORD BOARD OF SELECTMEN
TOWN HALL, MEETING ROOM #1
September 26, 2011 7:30PM**

Present: Chairman Perkins, Preston Galarneau, Chuck Costello, Mary Anne Nay, Stephen Davis

Absent:

Others Present: Alan Benson, Town Administrator; Mark Morse, MMA; John Dold, DPW Superintendent; Geoffrey Buswick, Finance Committee; Robert Fanning, Finance Committee; Marc Mercier, Finance Committee; Susan Fowler, Finance Committee; Peter Bernardin, Finance Committee; Nanci Hill, Library Director; Nancy Merrill; Bernie Creeden, Elementary Superintendent of Schools; Steve Clifford, School Department Director of Facilities; Leah Stanton, Weston and Sampson; Chris Hildreth, RDK Engineers; Robert Conroy, Board of Appeals; and others.

Meeting Called to Order:

Selectmen Chairman Perkins called the meeting to order at 7:30PM.

Announcements:

- **Large Metal Item Pick-Up:** Residents can dispose of large metal items on Monday, October 17 and Tuesday, October 18, same day as your trash pick-up day. Items should be out by 7AM. No appliances or other metal items with Freon or gas tanks will be accepted. The recycling center, open on Saturdays from 8AM-3:30PM, will accept refrigerators and air conditioners for a fee.
- **Tri-Town Book Group Event:** The Boxford, Middleton and Topsfield libraries are sponsoring a tri-town book group event on three dates, called "Food For Thought". The first event will be held September 22 at the Topsfield library, at 7PM. Bring your favorite cookbooks and samples of favorite recipes to share. On December 8, at Lincoln Hall, at 7PM, "Favorite Holiday Sweets". Bring holiday cookbooks and samples of favorite sweets recipes to share. The final event will be held March 15, 2012, at the Middleton Public Library at 7PM. The topic is "Maple Sugar Foods". Information is available from Nanci Hill at the Boxford library.
- **Update on Police Chief Appointment Process:** A screening committee is in place, consisting of J. Mark Balding, Everett Police Chief Steve Mazzie, Alan Benson, Selectman Peter Perkins and Selectman Steve Davis. The committee will meet at the beginning of November to review the applications

48 and begin the process of narrowing down the list. When the list is whittled
50 down to three to five people, the final interviews will be conducted by the
52 Board of Selectmen at public meeting(s). Ads will go out to the police
54 departments and be placed in trade magazines and other relevant
56 publications. Applications will be accepted until October 25.

- 58 ▪ **Meeting with Mark Morse, MMA:** Mark Morse reviewed the process
60 for screening applications and discussed the salary range for the
62 position. He reiterated that advertisements are going out in the
64 Beacon, the MMA newsletter, as well as the Mass. Chiefs Association
66 and other New England Chiefs Associations. The last outstanding
68 issue is with the salary for the position. Mr. Morse explained the
70 research that went into the recommended salary range of \$109K-
72 \$119K. **MOTION** by Davis, seconded by Nay, to accept the salary
74 range of \$109-\$119 for a new Police Chief. Approved unanimously.

64 **Review of Special Town Meeting Warrant:**

- 66 • **October 22, 9AM:** Chairman Perkins announced that the Special Town
68 Meeting will be held Saturday, October 22, at 9AM, in the Masconomet
70 auditorium.
- 72 • **Article Review:** Alan Benson reported that the Finance Committee has
74 reviewed many of the Articles and has met with the department heads and
76 Kathleen Benevento, Director of Finance. The Capital Budgeting Committee
78 has also reviewed the Articles and has met with Kathleen Benevento and
80 department heads regarding their Warrant Articles. They have resolved many
82 of them with regards to recommendations and comments. The Finance
84 Committee is here to discuss the Colby Article. The School Committee is here
86 to discuss major school Articles. The Building Committee will be making their
88 recommendations tomorrow night. Alan Benson reviewed the order of the
90 Articles.
 - 80 ▪ **Article 1: Increase the Finance Committee Reserve Fund:** Increase
82 fund by \$19,000. Sponsored and supported by the Finance Committee;
84 Board of Selectmen had previously taken a vote to recommend
86 adoption of the Article.
 - 88 ▪ **Article 2: DPW Account Clerk 1 Position:** Increase DPW Salary line
90 item to accommodate a 16-hour Account Clerk 1 position, \$12,700 for
the year. The Finance Committee previously voted to recommend
adoption of the Article.
 - **Article 3: Purchase of a Hydraulic Rescue Vehicle Extrication
Tool:** Previously sponsored and supported by the Board of Selectmen.
The Finance Committee recommends adoption of the Article and the
Capital Budgeting Committee gave it an A-Essential rating.

- 92
- 94 ▪ **Article 4: Repairs to Floor and Parking Lot Main Street Station:** Funding Repairs of Main Street Fire Station parking lot and apparatus
96 entry part of the floor. Previously sponsored and supported by the
98 Board of Selectmen. Finance Committee recommends adoption;
100 Capital Budgeting Committee gave it an A-Essential rating. The
102 Building Committee will be meeting on this tomorrow night.
 - 104 ▪ **Article 5: Water Treatment Filter System for Main Street Fire
106 Station:** Sponsored and supported by the Board of Selectmen;
108 Finance Committee and Building Committee recommend adoption of
110 the Article.
 - 112 ▪ **Article 6: Funding for Phase 2 of Water Treatment Expansion at
114 Spofford Pond School:** The Article asks for \$500,000 to fund the
116 project. Steve Clifford, Director of Facilities for the School Department,
118 provided an update on the Water Treatment Plant to date, as well as
120 information on the plans for Phase 2 of the planned expansion to
122 provide capacity to produce water through the night. Mr. Clifford
124 answered questions from the Finance Committee and Board of
126 Selectmen.
 - 128 ▪ **Article 7: HVAC Project for Spofford Pond School:** The article asks
130 for \$400,000 to upgrade the HVAC system. The Finance Committee
132 voted to recommend debt excluded funding. Steve Clifford introduced
134 Chris Hildreth, RDK Engineers, who provided a description of the plan
136 to upgrade the HVAC system from pneumatic to digital in the 5th grade
 wing. Mr. Clifford answered questions from the Finance Committee
 and Board of Selectmen.
 - **MOTION** by Davis, seconded by Galarneau, to defer this Article
to the Spring Town Meeting. Discussion ensued. The Board
voted 4-1, to defer the Article, with Costello dissenting.
 - **MOTION** by Galarneau, seconded by Costello, to call a Special
Election for December 13, that requires excluded debt to pay for
the school Articles. Discussion ensued. The Motion passed with
a 4-1 vote by the Board of Selectmen, with Davis dissenting.
 - **MOTION** by Galarneau, seconded by Costello, to reconsider the
postponement of Article 7 to Annual Town Meeting. Approved
unanimously.
 - **Article 8: Colby Property:** The Finance Committee explained their
vote to not support the Article. The Article would appropriate \$285,000,
plus \$10,000 to cover other costs related to the purchase of the Colby
property. Add a note that private funds, in the amount of \$61,000, will
offset the amount of the Article. Finance Committee does not support
and Building Committee does not recommend. Sponsored and
supported by the Board of Selectmen.
 - **Article 9: Annual Town Meeting Date on First Saturday:** Changes
the date of the Annual Town Meeting to the first Saturday in May. The
election would continue to be the third Tuesday in May. Special Town

Meeting would continue to be the fourth Saturday in October.
Sponsored and supported by the Board of Selectmen.

- **Article 10: Annual Town Meeting Date on Tuesday:** Reverts the Annual and Special Town Meetings back to Tuesday evenings. Annual Town Meeting on the second Tuesday in May, with the election on the following Tuesday. Special Town Meeting would be on the fourth Tuesday evening in October. Sponsored and supported by the Board of Selectmen.
- **Article 11: Stormwater Management Bylaw:** To change the abutter distance to 250 feet, to coincide with the Conservation Bylaw.
- **Article 12: Community Preservation Hydrologic Assessment:** Appropriates \$3,900 for a hydrologic and hydraulic assessment for flooding and overtopping of Lowe Pond and Lowe Pond Dam.
 - **MOTION** by Davis, seconded by Costello, to recommend adoption of the Article. Approved unanimously.
- **Article 13: Creation of Other Post-Employment Benefits (OPEB) Trust Fund:** The Finance Committee explained their Article to appropriate \$320,000 to fund an OPEB Trust Fund.

- **Discussion on Supporting an Article to Hire Salt Specialists:** Chuck Costello led a discussion on whether the Town should have an Article on the Warrant to appropriate \$50,000 to have in reserve, in the event the Town needs to hire salt specialists in the case against MassDOT.
 - **MOTION** by Costello, seconded by Galarneau, to sponsor and support an Article to fund expert resources for the Town of Boxford vs. MassDOT, in the amount of \$50,000. The Motion passed unanimously.
- **MOTION** by Davis, seconded by Nay, to close the Town Meeting Warrant. Approved unanimously.
- **Discussion on Order of Warrant Articles:** Perkins led a discussion on where to place the salt experts Article. The Board was satisfied with the placement of the remaining Articles.

Report of the Town Administrator:

- **Conference in Milwaukee:** Alan Benson reported that he attended a conference in Milwaukee, Wisconsin.

Emergency National Grid Repair: **MOTION** by Davis, seconded by Costello, to approve emergency repair permit #NG092011-12, start date of 9/15/11 on Belvedere Road. Approved unanimously.

184 **National Grid Permit: MOTION** by Costello, seconded by Nay, to approve National
Grid permit NG092011-13, as printed. Approved unanimously.

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188 **Permission for Youth Hockey Registration Tables:** Mary Ann Nay reported that she
was contacted by Robert Robano, Masco Youth Hockey Learn-To-Skate Program, for
190 permission to set up registration tables at Chadwick Field and Cargill Field on the next
two Saturdays. **MOTION** by Costello, seconded by Davis, to approve the request as
printed. Approved unanimously.

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194 **Permission to Erect Signs for Colby Property:** Nancy Merrill appeared before the
Board to request permission to erect three signs at various locations in town, inviting
196 voters to view the Colby property on October 1 and October 2. **MOTION** by Costello,
seconded by Davis, to approve the request. Approved unanimously.

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200 **Permission for Sandwich Boards for Boxford Elementary Schools Trust (BEST):**
Joy Stone, of BEST, is requesting permission to erect two sandwich boards advertising
202 the BEST of Holidays House Tours on November 5. **MOTION** by Davis, seconded by
Nay, to approve the request, excluding red balloons in the triangle at the West center.
204 Approved unanimously.

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Appointments: Chuck Costello reviewed the list of vacancies:

- 208 • Agricultural Commission: 1 vacancy (looking for a commercial farmer)
- Border to Boston Trails Committee: 1 vacancy
- 210 • Council on Aging: 1 vacancy
- Cultural Council: 1 vacancy
- 212 • Cable Television Advisory Committee: 3 vacancies
- Computer Management Committee: 1 vacancy
- 214 • Friends of Ackerman Playground: 5 vacancies
- Haynes Land: 1 vacancy
- 216 • Historic District Committee Alternate: 1 vacancy
- Lakes Ponds Streams Committee: 1 vacancy
- 218 • Recreation Committee: 2 vacancies
- Recycling Committee: 2 vacancies
- 220 • Zoning Board of Appeals Alternate: 1 vacancy

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228 **Review/Amend/Approve Minutes:** Alan Benson requested approval to hire Judi
230 Stickney as the Minutes Secretary for the Board of Selectmen. The Board approved.

232 **MOTION** by Davis, seconded by Nay, to approve the Minutes of September 6, 2011, as
printed. Approved unanimously

234 **MOTION** by Davis, seconded by Costello, to approve the Minutes of September 12,
236 2011, as printed. Approved unanimously.

238 **Treasury Warrants:**

240 • **MOTION** by Nay and seconded by Davis, to pay school payroll warrant
#PY1212 for non-school payroll in the amount of \$76,735.17. Approved
242 unanimously.

244 • **MOTION** by Nay and seconded by Costello, for approval of payment of
accounts payable warrant #12-13F, in the amount of \$7,770.14. Approved
246 unanimously.

248 • **MOTION** by Nay and seconded by Costello, for approval of payment for
250 accounts payable warrant #12-13 in the amount of \$184,906.82. Approved
252 unanimously.

254 **Executive Session:** Upon a **MOTION** duly made by Selectman Chairman Perkins, and
256 seconded by Davis, the Board of Selectmen **VOTED** unanimously, via roll call vote, to
go into Executive Session for the purpose of discussing overall strategy with litigation,
258 and declare that an Executive Session is necessary since an open public discussion
may have a detrimental effect on the negotiating, bargaining or litigating position of the
260 Board of Selectmen, and upon completion of the Executive Session to return to open
session and immediately adjourn without conducting any further business.

262 The Board of Selectmen went into Executive Session at 10:18PM in Meeting Room #1.

264
266 Respectfully Submitted,

268 *Judith A. Stickney*
Minutes Secretary

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