

**Minutes of the BOXFORD BOARD OF SELECTMEN  
TOWN HALL, MEETING ROOM #1  
November 7, 2011 7:35PM**

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*Present: Chairman Perkins, Preston Galarneau, Chuck Costello, Stephen Davis*

*Absent: Mary Anne Nay*

*Others Present: Alan Benson, Town Administrator; Lt. Robert Hazelwood, Boxford Emergency Management; Chief Kerry Stickney, Fire Department; Kathryn O'Brien, Tri-Town Transcript*

**Meeting Called to Order:**

Selectmen Chairman Perkins called the meeting to order at 7:35PM.

**Announcements:**

- **Brush Drop-Off Day:** On Saturday, November 12, 2011, the DPW will accept brush drop-off from Boxford residents at the recycling center, 7A Spofford Road, Boxford, MA during regular recycling hours: 8:00 a.m. to 3:30 p.m. Any questions contact the office of the Board of Selectmen 978-887-6000 x 502.
- **Boxford Border to Boston Informational Meeting:** MassDOT, the Engineering Firm of Faye Spofford, representatives from Boxford, Georgetown, Newbury & Salisbury will be holding a public informational meeting regarding the trail design study on November 15th, 4PM-8PM, at Lincoln Hall.
- **Veteren's Day Ceremony:** The Boxford American Legion will hold a Veteran's Day Ceremony on Friday, November 11, at 11AM on the Melvin Green. The ceremony will last approximately 30-45 minutes.
- **National Emergency Alert System Test:** The FCC, along with FEMA, will be conducting their first nationwide test of the emergency alert system. The test will take place on Wednesday, November 9, at 2PM ET.

**Report on the Recent Storm and Electrical Restoration:**

Lieutenant Bob Hazelwood of the Boxford Police Department and Boxford's Emergency Manager, updated the Board of Selectmen on his department's activities during the recent storm and widespread electrical outages. He thanked the Administrator, the Local Emergency Planning Committee (LEPC), DPW, Fire Department and

48 Communications Department for their help and cooperation during and after the storm.  
He emphasized the effectiveness of the reverse 911 system in keeping residents  
50 informed of the outages. The Board of Selectmen reminded the viewing audience to  
register their cell phones with the Communications Department, so they can continue to  
52 receive emergency information in the event their home phones are not working.

54 Lt. Hazelwood presented a chart showing chronological information from the  
Massachusetts Emergency Management Agency on the electrical outages and when  
56 electricity was restored. Discussion ensued about issues with National Grid during the  
outages and Administrator Benson advised the Board that there will be a hearing in the  
58 Statehouse regarding National Grid's response to the outages. Chief Stickney updated  
the board on fire department and shelter activities during the outages.

60 Chuck Costello asked Lt. Hazelwood to prepare an after-action report to be presented  
at the State hearing. Lt. Hazelwood will work with the Town Administrator to draft a  
62 report.

64 Lt. Hazelwood presented the Board with an informational flyer on a \$16,000  
programmable message board which has been purchased using grant money. He  
66 expects the message board to arrive in 6-7 weeks. The message board will be used on  
the roadside to inform residents of road closings and other emergency information.  
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#### 70 **Report of the Town Administrator:**

- 72 • **Letter from Conservation Commission:** Alan Benson made the Board  
aware of a letter from the Conservation Commission to the Board of  
74 Selectmen regarding the weir boards that have been placed in the Spofford  
Pond culvert in violation of the Wetlands Protection Act and the Town's  
Bylaw. The Conservation Commission have ordered the DPW to remove the  
76 boards. Mr. Benson reminded the Board that the DPW Superintendent is out  
for at least two weeks with shoulder surgery, and the board removal may  
78 have to wait until he returns to work.
  
- 80 • **Purchase and Sale Agreement for Colby Property:** Benson advised the  
Board that he has a Purchase and Sale Agreement for the Colby property for  
82 their signature. The Board signed the Agreement.
  
- 84 • **Letter to Massachusetts Board of Library Commissioners:** Benson  
advised the Board that the Town has not been able to meet the minimum  
86 municipal appropriation for FY 2012 and the letter to the Massachusetts  
Board of Library Commissioners is need to request a waiver of the  
88 requirement. Chairman Perkins signed the letter.
  
- 90 • **Anonymous Letter Regarding Improper Vehicle Registration:** Benson  
made the Board aware of an anonymous letter to the Board of Selectmen

92 alleging a resident is illegally registering their vehicles in New Hampshire. The  
94 Administrator referred the letter to the Police Department.

- 96 • **Culvert Repair Grant:** Benson made the Board aware of two grants that the  
98 Lakes Ponds and Streams Committee has applied for to repair culverts on  
100 Crooked Pond Brook. The Conservation Commission asked the Board of  
102 Selectmen to support the effort and authorize the Lakes Ponds and Streams  
104 Committee to proceed with the application. The Board supports the effort and  
will notify the Lakes Ponds and Streams Committee to proceed.
- **DPW Snow Plowing Rates:** Benson presented the Board with a list of snow  
plowing rates for 2011-2012. Benson noted that the rates have not increased  
from the previous year.

106 **Costello** made a **MOTION** to approve the snow plowing rates for 2011-  
108 2012, as presented. The motion was seconded and passed unanimously.

- 110 • **Comcast Recognition:** Steve Davis commented on the good works Comcast  
112 has provided to the Town of Boxford. They have provided free high speed  
114 internet to the libraries and schools and have provided grants to deserving  
families for low-cost Internet service.
- **National Grid Gas Permits:** Benson presented the Board with three gas  
116 permits that were issued over the past week. The Board agreed that, going  
118 forward, they will only receive a list of the permits issued and their locations.

Permits issued:

120	▪	10/27/2011	102011-22	472 Main Street	New Gas Service
122	▪	11/3/2011	102011-19	55 Burning Bush	New Gas Service
124	▪	11/3/2011	102011-21	138 Ipswich	New Gas Service

- 126 • **Update on Administrative Assistant Position:** Benson advised the Board  
128 that he has hired a new Administrative Assistant. Susan Inman will begin  
130 work on Monday, November 14. He also publicly thanked Sandra Rossi and  
Jan Silva for their assistance in the interim.
- 132 • **Letter to New Library Building Vendors:** Benson notified the Board that he  
134 sent letters to all vendors involved with the library building project, advising  
136 them of the Zoning Board of Appeals decision to deny the application for a  
special permit. He advised the vendors to suspend all work until further  
notice.

138 Benson also advised the Board that the Zoning Board is finalizing its written  
140 determination and, once it is final and filed, there is a 20-day period when  
142 appeals can be filed. The Board will take a formal position on the denial after  
the determination is filed. Benson advised that the Board will have this on  
their agenda for the next meeting and Town Counsel will also be present.

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**Update on Police Chief Search:** Chairman Perkins updated the Board on the search  
146 for a new Police Chief. He advised that the full committee met recently and appointed  
Chief Mazzie as the committee chairman. They reviewed close to 70 applications and  
148 resumes and currently have a list of 12-13 that they are considering further. They hope  
to have the list down to 3-5 solid applicants before Thanksgiving. Once the list is down  
150 to 3-5 applicants, the Board will schedule time to interview them at televised meetings.  
The Administrator will set up a public meeting for residents and town stakeholders.

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154 **Appointments:** There were no appointments this week. Steve Davis reviewed the list of  
committee vacancies:

- 156 • Agricultural Commission, 1 vacancy
- Border to Boston Trail Committee, 1 vacancy
- 158 • Council on Aging, 1 vacancy
- Cultural Council, 1 vacancy
- 160 • Cable Television Advisory Committee, 3 vacancies
- Computer Management Committee, 2 vacancies
- 162 • Friends of the Ackerman Playground, 5 vacancies
- Haynes Land Committee, 1 vacancy
- 164 • Historic District/Historic Committee, 1 vacancy for an alternate
- Lakes Ponds & Streams Committee, 1 vacancy
- 166 • Recreation Committee, 2 vacancies
- Recycling Committee, 2 vacancies
- 168 • Zoning Board of Appeals, 2 vacancies for alternates

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172 **Zoning Board of Appeals Resignation:** Chairman Perkins accepted, with regret, the  
written resignation of Richard Corsetti, alternate member of the Zoning Board of  
174 Appeals. Perkins publicly expressed the Board's gratitude for his service to the Town.

176 **Treasury Warrants:**

- 178 • **MOTION** by **Costello** and seconded by **Galarneau**, for approval of payment  
of payroll warrant #PY1218, in the amount of \$99,200.47. Approved  
unanimously.
- 180 • **MOTION** by **Costello** and seconded by **Davis**, for approval of payment of  
182 accounts payable warrant #12-19S, in the amount of \$73,229.87. Approved  
unanimously.

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- **MOTION** by **Costello** and seconded by **Davis**, to pay accounts payable warrant #12-19, in the amount of \$272,560.17. Approved unanimously.

**Annual MMA Show, January 20-21:** Mr. Benson asked the Board members if anyone was interested in attending the MMA show this year. Chuck Costello expressed interest and suggested that Mary Anne Nay may also be interested in attending.

**Meeting Adjourned:**

Upon a **MOTION** made by **Costello**, and seconded by **Galarneau**, the Board of Selectmen **VOTED** unanimously to adjourn at 8:59PM.

Respectfully Submitted,

*Judith A. Stickney*  
Minutes Secretary