

**Minutes of the BOXFORD BOARD OF SELECTMEN
TOWN HALL, MEETING ROOM #1
February 6, 2012 7:00PM**

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

Absent: None

Others Present: Town Administrator Alan Benson, Minutes Secretary Stickney, Kathryn O'Brien, Tri-Town Transcript; Peter Delaney, Stuart Saginor

Meeting Called to Order at 7:05PM

Chairman Perkins called the meeting to order at 7:05PM

Executive Session Opened at 7:06PM

- Upon a **MOTION** duly made by **Costello** and seconded by **Nay**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing overall strategy on litigation of the potential Town appeal of HDC/HC decision on Library project, and declared 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 Board of Selectmen, and upon completion of the Executive Session to return to open session.

Meeting Reopened at 8:26PM

8:27PM On a **MOTION** made by **Davis** and seconded by **Nay**, the Board of Selectmen **VOTED** unanimously by roll call vote to close Executive Session and reopen the meeting.

APPEAL OF HDC DECISION

8:28PM On a **MOTION** made by **Galarneau**, seconded by **Costello**, the Board of Selectman **VOTED** by majority (3-2) roll call vote to file an appeal of the HDC's decision to issue a letter of disapproval before the deadline.

Roll Call:

- **Galarneau: Yes**
- **Davis: Yes**
- **Costello: Yes**
- **Nay: Nay**
- **Perkins: Nay**

46 **8:31PM** On a **MOTION** made by **Nay** and seconded by **Costello**, the Board of
48 Selectmen **VOTED** unanimously to appoint the current counsel to the ZBA to the current
counsel to the HDC.

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8:32PM ANNOUNCEMENTS

- 52 • **Annual Town Election Ballot Open:** Selectman Chairman Perkins
54 announced there are several committee seats on the ballot. Papers are
available from the Town Clerk.
- 56 • **Galarneau Running for Re-Election:** Selectman Galarneau announced he
is running for re-election to the Board of Selectmen
- 58 • **Increase in Licensed Dogs:** Town Administrator announced that 300 more
dogs were licensed by the deadline this year.

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8:34PM MEETING WITH DIRECTOR OF FINANCE

62 Kathy Benevento, Finance Director, met with the Board of Selectmen and reviewed
revenue projections and FY13 proposed budgets. The Board had questions on the
64 following:

- Requested increases in town budget:
- 66 ○ Selectmen wanted more information; Finance Director will have additional
information for their next meeting.
- 68 • Draft Budget: Selectmen had questions on:
- 70 ○ Town Clerk's increase
- 72 ○ Fire Department increase
- 74 ○ Police Chief increase
- 76 ○ Medicare Increase
- 78 ○ Communications Equipment increase

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Overall, the Finance Director reported that the Town is in good shape, financially.

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78 **9:17PM REPORT OF THE TOWN ADMINISTRATOR**

- 80 • **FY13 Local Aid Budget Proposal:** Local Aid and Chapter 70 will not
decrease.
- 82 • **MIIA Loss Control Grant:** Benson advised the Board that they were
awarded a \$5000 grant for a fast-response work zone trailer.
- 84 • **Jennifer Tinney Road Race:** Request from the BAA for date approval for the
86 Jennifer Tinney Road Race for Wednesday, July 4th.
- 88 ▪ **9:20PM** On a **MOTION** by **Costello**, and seconded **Davis**, the Board
of Selectman **VOTED** unanimously to celebrate the 4th of July on the
4th of July and approved the road race date of July 4, 2012.

90 **9:22PM ROUTINES**

- 92 • **Review Correspondence and Proposed Responses:**
 - 94 ▪ **Barbara Barnes:** Conservation Commission Delays
 - 94 ▪ **Joseph Pugia:** Application for Abatement
 - 96 ▪ **Gertrude Freedman:** Application to Serve on the Council On Aging
 - 96 ▪ **Richard Alm:** The Colby House
 - 98 ▪ **Karen Hartel:** Resignation from Salt Study Committee
 - 98 • Selectman Costello will contact Ms. Hartel to see if she would be willing to continue as a consultant and report back to the Board at a future meeting.

- 100 • **Appointments:**
 - 102 ▪ No new appointments this week, but Selectman Chairman Perkins announced there are several openings on town committees and encouraged anyone interested to view the openings online and contact the Town Administrator if they have an interest in serving.

- 106 • **Minutes Review and Approval:**
 - 108 ▪ **9:29PM MOTION** by **Davis**, seconded by **Costello**, to accept the minutes of January 30, 2012, as written. Approved unanimously.
 - 110 ▪ **9:29PM MOTION** by **Nay**, seconded by **Costello**, to approve the Executive Session minutes of January 30, 2012. Approved unanimously.

- 114 • **Treasury Bills:**
 - 116 ▪ **9:31PM** After Selectman Chairman Perkins removed himself from the meeting, **Nay** made a **MOTION**, seconded by **Davis**, to approve accounts payable payroll warrant number PY1231 for non-school payroll, in the amount of \$74,283.00. Approved 4-1, with **Perkins** abstaining.
 - 120 ▪ **9:31PM** After Selectman Costello removed himself from the meeting, **Nay** made a **MOTION**, seconded by **Davis**, to approve accounts payable warrant number PY1231 for school payroll, in the amount of \$294,457.99. Approved 4-1, with **Costello** abstaining.
 - 122 ▪ **9:32PM MOTION** by **Nay**, seconded by **Davis**, to approve accounts payable warrant number 12-32, in the amount of \$163,483.08. Approved unanimously.
 - 124 ▪ **9:32PM MOTION** by **Nay**, seconded by **Costello**, to approve accounts payable warrant number 12-320, in the amount of \$1,245.87. Approved unanimously.
 - 126 ▪ **9:32PM MOTION** by **Nay**, seconded by **Davis**, to approve accounts payable warrant number 12-321, in the amount of \$2,444.49. Approved unanimously.

- **9:33PM MOTION** by **Nay**, seconded by **Costello**, to approve accounts payable warrant number 12-32S, in the amount of \$101,342.42. Approved unanimously.

OTHER BUSINESS

- **Costello Running for Board of Selectman:** Selectman Costello announced he is running for re-election to the Board of Selectmen/
- **Haynes Land Budget:** Selectwoman Nay reported that she heard back from Joe Callahan, of the Haynes Land Committee. The spreadsheet she had asked for indicates they have spent \$114,000 of the \$369,000 budgeted for the field design.
- **Possible Change to Town's Bylaws:** Selectwoman Nay would like the Board to discuss the possibility of changing the number of Zoning Board of Appeals members from three to five members. Discussion ensued. Research is needed and the issue could not be resolved in one meeting. It will be discussed more thoroughly at a future meeting. Selectwoman Nay would also like the Board to take a look at the wording in the Site Plan Review, with the words: "design and appearance of proposed buildings, structures, free-standing signs and landscaping," to include "the exception of town-approved projects." The Board will discuss further at a future meeting.

9:43PM EXECUTIVE SESSION

- Upon a **MOTION** duly made by **Perkins** and seconded by **Davis**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing overall strategy on land acquisition, Spofford Road land, and declared 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 Board of Selectmen, and upon completion of the Executive Session to return to open session and immediately adjourn without conducting any further business.

The Board went into Executive Session at 9:43PM.

Executive Session Closed and Meeting Adjourned at 10:09PM

- **MOTION** by **Davis**, seconded by **Galarneau**, to close Executive Session and adjourn. Approved unanimously via roll call vote at 10:09PM.

178 Respectfully Submitted,

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Judith A. Stickney

182 Minutes Secretary

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186 Per the New Open Meeting Law, the list of the documents that were either distributed to the Board of Selectmen before the meeting in a packet, or at the meeting:

- 188 1. Agenda
- 188 2. Historic Districts Commission's Letter of Disapproval
- 188 3. Director of Finance: Draft Budget Proposal
- 190 4. Director of Finance: Increases to Town Budget
- 190 5. Town Departments' Individual Draft Budgets
- 192 6. Boxford Elementary Schools Proposed FY13 Budget
- 192 7. Free Cash Report
- 194 8. Summary of Capital Items
- 194 9. Town of Boxford Revenue Report
- 196 10. Town of Boxford Warrant Article Balance
- 196 11. Town of Boxford Fund Balances
- 198 12. Letter from Senator Tarr Re: Gov. Patrick's FY13 Local Aid Budget Proposal
- 198 13. Letter from Representative Hill Re: Gov. Patrick's FY13 Local Aid Budget
- 200 Proposal
- 202 14. Letter from MIIA Re: Loss Control Grant
- 202 15. E-Mail from Chris Faddis, BAA: date approval for Jennifer Tinney Road Race
- 204 16. Proposed Responses to letters from:
 - 204 • Barbara Barnes
 - 206 • Joseph Pugia
 - 206 • Gertrude Freedman
 - 208 • Richard Alm
- 208 17. Resignation of Karen Hartel from the Salt Study Task Force
- 210 18. Outstanding Appointments
- 210 19. Meeting Minutes
 - 212 • January 30, 2012 Open Session
 - 212 • January 30, 2012 Executive Session

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