

**Minutes of the BOXFORD BOARD OF SELECTMEN  
TOWN HALL MEETING ROOM #1  
February 27, 2012 7:30PM**

*Present: Chairman Perkins, Stephen Davis, Mary Anne Nay, Chuck Costello, Preston Galarneau (7:40PM)*

*Absent: None*

*Others Present: Town Administrator Alan Benson, Minutes Secretary Stickney, Kathryn O'Brien, Tri-Town Transcript; Ross Povenmire, Conservation Director; Chief Kerry Stickney, Boxford Fire Dept.*

**Meeting Called to Order at 7:33PM**

Chairman Perkins called the meeting to order at 7:33PM

**7:33PM ANNOUNCEMENTS**

- **Boy Scouts Disability Awareness Month:** Selectwoman Nay announced that March has been designated as Disability Awareness Month. She will be speaking at the Great Eastern District of the Yankee Clipper Council, sharing ideas on disability awareness.
- **Happy Birthday to the Girl Scouts:** Selectwoman Nay announced that the Girl Scouts are celebrating their 100th anniversary and reminded residents to buy cookies.
- **Put Your Best Face Forward:** Selectwoman Nay announced that the Boxford Town Library is sponsoring a make-up and skincare event with make-up artist Grace Quintal on Saturday, March 3, at 10am.

**7:35PM MEETING ON POTENTIAL FLOODPLAIN ZONING BYLAW**

Ross Povenmire, Conservation Director, met with the Board of Selectmen with a presentation on the Floodplain Zoning Bylaw proposal. Povenmire explained that the Floodplain District Bylaw must be passed at the May Town Meeting, as it must be in place by July 3, 2012 in order for Boxford to continue to be eligible for the National Flood Insurance Program (NFIP).

**7:56PM MOTION** by **Davis** to recommend to the Planning Board that they hold public hearings on the new Floodplain map and prepare it for Town Meeting. The motion was seconded by **Costello**.

**7:57PM Discussion:** Galarneau voiced his concern over the possible impact this bylaw may have on the plans for the Haynes. There was further discussion

46 on who would be affected by not being able to participate in the federal flood  
insurance program.

48 **8:08PM** The Board **VOTED** unanimously to approve the motion.

50 **8:05PM MEETING WITH THE FIRE CHIEF**

52 Kerry Stickney, Fire Chief, met with the Board of Selectmen to review the proposed  
operating budget for the Fire Department for 2013, as well as capital budget items:

54 **EMS Budget:**

- 54 • \$1000 increase for Emergency First Responder contract with Northeast  
Hospitals
- 56 • \$3,328 increase for service contract for 12 defibrillators

58 **Callmen Training:**

- 60 • 1% increase, as proposed by the Finance Director
- 62 • \$4,884 for an additional firefighter to attend the MA Firefighter Recruit  
Academy

64 **Dues & Subscriptions:**

- 66 • \$200 for increase in Essex County Chiefs Association dues

68 **Deputy Chief Position:**

- 70 • Reinstate Deputy Chief position for \$2,346.00

72 Chairman Perkins advised the Board that he met with the Chief and reinstating the  
Deputy Chief position was something they did not agree on, as he feels that the  
Captains are working out well for him. Chief Stickney explained that a Deputy Chief  
would be able to help him complete the yearly performance reviews, as well as budget  
preparations, and other administrative tasks.

- 74 • **Capital Project Request:** Chief Stickney continued with the capital project  
76 request to replace Engine 2 (1996 pumper) with a new Pumper/Tanker truck and  
78 refurbish Engine 2 to replace Engine 6 (1984). A new Pumper/Tanker would  
provide 1500 more gallons of water than a pumper for not much more money.

80 Chairman Perkins expressed concern over buying such a large truck with Boxford's  
narrow roadways and driveways, as it would be the first response vehicle out and is  
82 difficult to drive in ice and snow conditions. He endorses buying a new truck,  
refurbishing Engine 2, but he disagrees with replacing the attack truck with a tanker.

- 84 • **Town Hall Alarm Zone Problems:** Chief Stickney advised the Board that he's  
86 been working with the DPW Superintendent on the zones in Town Hall to be able  
88 to quickly pinpoint where the problem is when alarms come in.

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**8:32PM REPORT OF THE TOWN ADMINISTRATOR**

- **Governor’s Appeal Major Disaster:** Benson prepared a letter to Congressman Tierney for the Board to sign and also requested information on any state or federal legislators he could contact for appeal support.
  
- **Colby House:** Benson has instructed the DPW to drain the plumbing and turn off the utilities at the Colby property, but has received a request from the Housing Partnership to leave it on until the Town decides what to do with the building. Chairman Perkins suggests that the power be kept on through March, until the CPC or Housing Partnership takes a vote on it. Galarneau advised that he had a discussion with Guy Simmons about the possibility of housing a veteran there and he directed his group to the Housing Partnership Committee.
  - 9:09PM** On a **MOTION** made by **Davis** and seconded by **Costello**, the Board **VOTED** 4-1 (**Galarneau – Nay**) to shut off the electricity and heat at the Colby house.
  
  - 9:10PM** On a **MOTION** made by **Costello** and seconded by **Nay**, the Board **VOTED** 3-2 (**Galarneau/Davis – Nay**) to delay the decision on dispensation of the property until the last Monday in March.
  
- **Andrews Farm Water Company:** Benson advised the Board that he was in receipt of a letter to the Board from the Andrews Farm Water Company. They are looking for backup water options and primary water options. Benson proposed a response letter, pointing out that the Town has been reticent in the past to allow public water from a surrounding community to be used for residential or fire suppression purposes. Such a proposal would require Town Meeting approval, State legislator approval and State regulatory approval. The Board has no desire to advocate for it at this time.
  
- **Senator Tarr Request for Top Five Priorities for Budget Season:** Benson reviewed a letter from Senator Tarr, requesting the Town's top priorities for the budget season. Selectwoman Nay suggested the following:
  - Public Safety
  - Schools
  - Roads
  - Seniors
  - Public LibrarySelectman Davis suggested adding rebuilding Route 97. Galarneau also suggested keeping local aid intact, as recommended by the MMA.
  
- **Letter from Resident with Library Solution:** Benson provided the Board with a copy of the letter received with a suggestion on how to solve the library issue.

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- **Letter Regarding Competitive Cycling Event:** The American Diabetes Association is sponsoring a North Shore Tour de Cure, a one-day competitive cycling event through Boxford on May 20, 2012. The police and fire chiefs have recommended that the Selectman approve it.

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140       **9:22PM MOTION** by **Davis**, seconded by **Galarneau**, to approve bicycle event.

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144       **Discussion:** Nay requested that the route be well-marked with no paint on the roads.

146       **9:22PM** The Board **VOTED** unanimously to approve the event.

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- **Legislative Breakfast in Ipswich:** On Friday, March 2, the MMA is sponsoring a legislative breakfast at the Ipswich Town Hall.
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- **Letter from Resident Regarding Tax Abatement:** Benson prepared a letter of response for the Chair to sign.
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- **IFarm Nominated for National Register of Historic Places:** Benson distributed a letter from the Mass. Historical Commission advising that IFarm on Towne Road is being considered for National Register of Historic Places.
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**9:24PM ROUTINES**

160       **9:24PM Outstanding Appointments:** The Board will take action on this at a later meeting.

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164       **9:26PM Minutes:**

- After an edit proposed by Davis, **MOTION** by **Galarneau**, seconded by **Costello**, to approve the minutes of February 13, 2012, as amended. Approved unanimously.

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168       **9:26PM Treasury Bills:**

- **MOTION** by **Nay**, seconded by **Costello**, to approve accounts payable payroll warrant PY 1234, for nonschool payroll, in the amount of \$67,756.22. The motion passed unanimously.

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- **MOTION** by **Nay**, seconded by **Davis**, to approve accounts payable warrant #12-35, in the amount of \$2,430,799.29 for service regarding bonds, trash collection, Masco assessment and primarily for service debt and town debt. The motion passed unanimously.

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**9:27PM EXECUTIVE SESSION**

Upon a **MOTION** duly made by **Perkins** and seconded by **Costello**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing overall strategy on employment contract negotiations with represented and non-represented employees, and discussing strategy on litigation: appeal of HDC denial on library project and Officer Brian Williams v. Boxford, 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 9:27PM.

Respectfully Submitted,

*Judith A. Stickney*  
Minutes Secretary

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:

1. Agenda
2. E-Mail from Conservation Director Regarding Draft Floodplain Bylaw
3. Letter from FEMA Regarding Adoption of Floodplain Management Regulations
4. Model Bylaws for Floodplain Districts
5. Draft of Floodplain District
6. Merrimack Valley Region Natural Hazards Pre-Disaster Mitigation Plan
7. Boxford Fire Department Active Roster
8. Letter From Fire Chief Regarding Proposed Budget Increases
9. Boxford Fire Department Capital Project Request
10. Letter from Gov. Patrick Regarding Appeal of FEMA's Disaster Declaration
11. Draft Letter to Congressman Tierney Regarding Appeal of FEMA's Disaster Declaration
12. Two E-Mails Regarding the Disposition of the Colby House
13. Letter from Andrews Farm Water Company and Draft Response Regarding Emergency Water Supply
14. E-Mail from Senator Tarr Regarding 2013 Budget
15. Letter from Charles Killam Regarding the Town Library
16. Letter from the American Diabetes Association Regarding a May Cycling Event
17. Letter from Mass. Municipal Association Regarding Annual Legislative Breakfast

- 226 18. Letter from Joseph & Annetta Pugia and Response Regarding Tax Abatement
- 19. Outstanding Appointments / Current Committee Vacancies
- 20. Board of Selectmen Meeting Minutes, February 13, 2012
- 228 21. Motion for Executive Session