

**Minutes of the BOXFORD BOARD OF SELECTMEN  
TOWN HALL MEETING ROOM #1  
April 9, 2012 7:00PM**

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

*Absent: None*

*Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Chief Michael Murphy, Kathryn O'Brien, Tri-Town Transcript; Chuck Adam, Marc Mercier, Mike White, Bob Fanning, Finance Director Kathleen Benevento, Nancy Merrill, DPW Superintendent John Dold*

**Meeting Called to Order at 7:01PM**

Chairman Perkins called the meeting to order at 7:01PM

**7:01PM ANNOUNCEMENTS:**

- **Zumba Classes with Robin Beardsley:** Selectwoman Nay announced there will be Zumba classes with Robin Beardsley at Lincoln Hall in April and May for the benefit of the West Boxford Improvement Society.
- **Tri-Town North Shore Health Fair:** Selectwoman Nay announced there will be a Health Fair for Boxford seniors on 4/19 at the Masconomet Field House.
- **Upcoming Events:** Selectman Costello announced the following upcoming events:
  - **COA Candidates' Forum, 4/26**
  - **Moderator's Forum, 5/2**
  - **Candidates' Night, 5/3**
  - **Annual Town Meeting, 5/8**
  - **Annual Town Elections, 5/15**
- **Color and Interior Design at the Library:** Selectman Davis announced the library will be holding a Color and Interior Design event on 4/21, at 10AM.

**7:06PM MEETING WITH POLICE DEPARTMENT:** Chief Michael Murphy met with the Board to discuss the following:

- **Monthly Statistics:** The Board had questions or comments on:
  - Noticeably higher visibility on the streets
  - Parking enforcement at Masconomet
  - Abandoned 911 calls – could be children playing with the phone or someone dialing 911, instead of 411
  - Parking lots at town-owned recreational areas – public parking is open dawn until dusk

- 46 • **Comments on Various Permits:** The Board had questions or comments on:
  - 48 ○ Issuance of gun permits – the Chief is changing the way permits are issued and doing away with Wednesday nights and going with by appointment.
- 50 • **Correspondence Received by Police Chief**
  - 52 ○ Commendation of Patrolman David Barker
  - 54 ○ Tri-Town Council commendation of Lt. Riter
  - 54 ○ MedFlight Cycling Event on July 29
  - 54 ○ CRW Cycling Event on May 20
  - 54 ○ Filming in Boxford April 13 & 14
- 56 • **Boston Globe Article on Chief Murphy:** Selectwoman Nay complimented the Chief on the article that was in the Boston Sunday Globe this past Sunday.

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**7:21PM ANNUAL TOWN MEETING WARRANT MAY 8, 2012:**

- 60 • **Masconomet Budget Override Question:** Kathleen Benevento, the Town Finance Director, and Finance Committee members, Bob Fanning, Marc Mercier and Michael White of the Finance Committee, met with the Board to comment on the Town Meeting Warrant. White advised the Board that the FinCom met today and voted unanimously to keep the Masconomet budget as an override question.
- 62 • **Final Executive Copy of the Town Meeting Warrant:** The Town Administrator and Board of Selectmen reviewed the executive final copy of the Town Meeting Warrant.
- 64 • **Ballot Questions:** There will be three ballot questions:
  - 66 ○ Override: Masconomet Budget
  - 68 ○ Debt Exclusion: Fire Truck
  - 70 ○ Debt Exclusion: DPW Truck
- 72 • **7:42PM** On a **MOTION** made by **Costello**, seconded by **Davis**, the Board of Selectmen **VOTED** unanimously by roll call vote, to execute the Warrant for the annual Town Meeting on May 8, 2012.

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**7:43PM REPORT OF THE TOWN ADMINISTRATOR:** Town Administrator Alan Benson discussed the following items with the Board:

- 78 • **Revised Gazebo Usage Policy:**
  - 80 ○ **7:44PM** On a **MOTION** by **Davis**, seconded by **Nay**, the Board **VOTED** unanimously to accept the usage policy for the gazebo.
- 82 • **Alcohol Distribution Permit:**
  - 84 ○ **7:46PM** On a **MOTION** made by **Costello**, seconded by **Nay**, the Board **VOTED** unanimously to approve the alcohol distribution permit for applicant Alan Benson.

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90 **7:48PM ROUTINES AND CORRESPONDENCE:** The Town Administrator reviewed  
the following with the Board:

- 92 • **Chapter 90 Apportionment for FY13:** Letter from the Governor's office  
announcing Boxford's provisional share of \$419,743.
- 94 • **Joint Breakfast Workshop:** Benson advised the Board that the Georgetown  
Board of Selectmen has invited them to attend a joint breakfast workshop to  
96 discuss procurement and prevailing wage rates, etc. on April 14.
- 98 • **Rick Cashin Call to Honor Triathlon:** The Board reviewed the request from Jon  
Schwartz to host the 4<sup>th</sup> annual Call to Honor Triathlon at Stiles Pond.
  - **7:53PM** On a **MOTION** made by **Davis**, seconded by **Galarneau**, the  
Board **VOTED** unanimously to approve the request.
- 100 • **Earth Day and Arbor Day Proclamations:** Benson prepared an Earth Day  
Proclamation and Arbor Day Proclamation for the Board's signatures.
- 102 • **Colby House:** Benson advised the Board of three letters the Board has received  
regarding the disposition of the Colby house and plans for the property.
  - 104 ○ **Alternative Uses for the House:** Lengthy discussion ensued regarding  
whether various interested groups should continue working on alternate  
106 uses for the house.
  - 108 ○ **Tree Removal for Parking Lot:** DPW Superintendent John Dold and  
resident Nancy Merrill were in attendance to discuss tree removal planned  
110 for the property. There was a brief discussion on the number of trees  
being removed for the parking lot. Nancy Merrill spoke in favor of saving  
112 one of the larger trees. The Board decided that tree removal and grub  
clearing should continue as planned. Dold will mark the tree in question,  
so the Board can view it and discuss at a later date.
- 114 • **Common Victualler's License and Selling on the Lord's Day Permit,  
Benson's Homemade Ice Cream:**
  - 116 ○ **8:26PM** On a **MOTION** made by **Costello**, seconded by **Davis**, the  
Board **VOTED** unanimously to approve and issue both permits.
- 118 • **MVPC Requesting a Subregion Representative:** Benson advised the Board  
the Merrimack Valley Metropolitan Planning Organization is looking for a  
120 representative from Subregion 3, which includes Boxford, Georgetown,  
Groveland, and Merrimac. At the Board's suggestion, Benson will contact the  
122 current representative, Georgetown Selectman Philip Trapani, and ask him to  
provide reports to the Board of Selectmen on a regular basis.
- 124 • **State Reclamation and Mosquito Control Board Commissioners:** Benson  
advised the Board that they are looking for qualified persons to serve as  
126 mosquito control commissioners. Davis suggested a Board of Health member  
should be appointed. The Board will pass this along to the Board of Health for  
128 their consideration.
- **Outstanding Appointments/Current Committee Vacancies:**
  - 130 ○ Resignation: Robert Koenig, Conservation Commission: Selectman  
Costello accepted the resignation with regret and thanked Mr. Koenig for  
132 his service.
- **No Meeting Next Week: Patriot's Day**

- 134 • **Minutes Approval:**
- 136 ○ **8:39PM** On a **MOTION** made by **Davis**, seconded by **Costello**, the Board **VOTED** unanimously to accept the minutes of April 2, 2012, as printed.
- 138 • **Treasury Bills:**
- 140 ○ **8:41PM** On a **MOTION** made by **Nay**, seconded by **Davis**, the Board **VOTED** unanimously to approve accounts payable warrant 12-41, in the amount of \$33,645.42.
- 142 ○ **8:42PM** On a **MOTION** made by **Nay**, seconded by **Costello**, the Board **VOTED** unanimously to approve accounts payable warrant 12-324, in the amount of \$2,359.12.
- 144 ○ **8:42PM** After Selectman Chairman Perkins removed himself from the meeting, on a **MOTION** made by **Nay**, seconded by **Galarneau**, the Board **VOTED** unanimously to approve payroll warrant 12-40, in the amount of \$74,786.65. **Perkins abstained.**
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150 **8:43PM OTHER BUSINESS**

- 152 • **Verizon FIOS Update:** Costello asked what the status is on Verizon's progress with its FIOS installations in town. Benson will get an update and report back to the Board.
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- 156 • **Profit / Loss Statement from BCAT-TV:** Costello asked if there would be a profit/loss statement coming from BCAT-TV. Benson will look into it and get back to the Board with more information.
- 158 • **Scheduling of Inspections:** Galarneau advised the Board that he spoke with the Fire Chief regarding inspecting the library and Counsel on Aging center. The inspections are scheduled for April 12.
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162 **Meeting Adjourned at 8:46PM**

164 Upon a **MOTION** made by **Costello**, and seconded by **Nay**, the Board of Selectmen **VOTED** unanimously to adjourn at 8:46PM.

166 Respectfully Submitted,

168 *Judith A. Stickney*  
170 Minutes Secretary

172 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:

- 174 1. Agenda
- 176 2. Upcoming Important Dates
- 176 3. Boxford Police Incidents by Type, March 2012
- 176 4. Boxford Police Incidents by Type, March 2011
- 178 5. Boxford Police Incidents by Type, Year to Date 2012

- 180 6. Boxford Police Incidents by Type, Year to Date 2011  
180 7. E-Mail Re: Boston MedFlight Cycling Event  
182 8. E-Mail Re: Charles River Wheelmen Cycling Event  
182 9. E-Mail Re: Television Shoot, April 13 & 14, 2012  
184 10. Application for the Alcohol Distribution Permit  
184 11. Boston Sunday Globe, Globe North, Page 5, Article on Chief Murphy  
186 12. Letter from Gary Arber Re: Commendation of Patrolman David Barker  
186 13. E-Mail from Tri-Town Council Re: Social Host Liability Presentation Attendance  
188 14. Warrant for Annual Town Meeting, May 8, 2012  
188 15. Outdoor Gazebo User's Guide  
190 16. Letter from Governor Patrick Re: FY13 Chapter 90 Apportionment  
190 17. Letter from Georgetown Selectmen Re: Joint Breakfast Workshop  
192 18. E-Mail from Jon Schwartz Re: 4<sup>th</sup> Annual Call to Honor Triathlon  
192 19. Earth Day Proclamation  
194 20. Arbor Day Proclamation  
194 21. Letter from James L. Melvin Post Re: Colby house  
196 22. Letter from West Boxford Improvement Society Re: Colby house  
196 23. E-Mail from Nancy Merrill Re: Colby property  
198 24. Applications for Permits:  
198 a) Common Victualler's License: Benson's Homemade Ice Cream  
198 b) Permit to Sell Goods on the Lord's Day: Benson's Homemade Ice Cream  
200 25. Letter from Merrimack Valley Planning Commission Re: MVMPO Commissioners  
202 26. Letter from State Reclamation and Mosquito Control Board Re: Mosquito Control  
202 Commissioners  
204 27. Outstanding Appointments and Committee Vacancies  
204 a. Resignation of Robert Koenig, Conservation Commission  
204 b. Resignation of Chuck Adam, Border to Boston Trail Committee  
206 28. April 2, 2012 Board of Selectmen Draft Minutes