

**Minutes of the BOXFORD BOARD OF SELECTMEN
TOWN HALL MEETING ROOM #1
April 23, 2012 7:30PM**

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

Absent: None

Others Present: Town Administrator Alan Benson, 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

Chairman Perkins called the meeting to order.

ANNOUNCEMENTS:

- **Happy 100th to Fran Phillips:** Selectwoman Nay announced there was a birthday luncheon at the COA today for long-time resident Fran Phillips. In celebration of her 100th birthday, the Board of Selectmen presented her with the Boston Post Cane.
- **Bone Marrow Drive for Rick Mindess:** Selectman Costello announced there will be a bone marrow drive for town resident Rick Mindess at Anna Jaques Hospital on Thursday, April 26.
- **High Tea on the Titanic:** Selectman Davis announced that he and Selectman Galarneau attended High Tea on the Titanic at the Library earlier in the evening.
- **Expired Medications Collection Station:** Selectman Davis announced the Boxford Police Station is a collection point for unused or expired prescription medications.
- **Upcoming Events:** Selectman Galarneau announced the following upcoming political 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**
- **Chowder & Soup Fest:** Selectman Perkins announced there will be an old fashioned chowder and soup fest at Lincoln Hall on May 5.

REPORT OF THE TOWN ADMINISTRATOR: Alan Benson, Town Administrator met with the Board to review the following items:

- **Review of Proposed Retiree COLA Base Increase:** The Selectmen Chairman removed himself from the meeting for this discussion.

- 46 ○ The Treasurer and the Finance Committee does not recommend the
 increases proposed.
- 48 The Board agreed to support the Treasurer’s recommendation of no increase this
 year.
- 50 ● **Health Insurance for FY ‘13:** The Selectmen Chairman and Selectman Costello
 removed themselves from the meeting for this discussion.
 - 52 ○ Benson advised the Board to adopt the proposed 7.13% renewal of the
 current “Option Plan”, effective July 1, 2012.
 - 54 ○ On a **MOTION** made by **Davis**, seconded by **Nay**, the Board **VOTED**
 unanimously to support the adoption of the Options plan. **Costello and**
 Perkins abstained.
 - 56 ● **Assignment of Warrant Articles:**
 - 58 ○ Article 1: Costello
 - Article 2: Costello
 - 60 ○ Article 3: Personnel Board
 - Article 4: Finance Committee
 - 62 ○ Article 5: Finance Committee
 - Article 6: Nay
 - 64 ○ Article 7: Perkins
 - Article 8: Galarneau
 - 66 ○ Article 9: Costello
 - Article 10: Costello
 - 68 ○ Article 11: Finance Committee (Nay)
 - Article 12: Board of Health (Davis)
 - 70 ○ Article 13: Community Preservation Committee
 - Article 14: Planning Board
 - 72 ○ Article 15: Perkins
 - Article 16: Perkins
 - 74 ○ Article 17: Nay
 - Article 18: Perkins
 - 76 ● **Review of House Ways and Means Local Aid Proposal:** Benson reviewed the
 local aid proposal with the Board.
 - 78 ● **Review of Board of Selectmen Draft Annual Report:** The Board reviewed the
 Board of Selectmen’s Annual Report, as prepared by the Town Administrator.
 - 80 ● **Proclamation of Boxford Suffolk Days:** Benson advised that there will be four
 residents heading to Boxford, England, to celebrate the Queen’s Jubilee
 - 82 ● **Victualler’s License – Boxford Athletic Association:**
 - 84 ○ On a **MOTION** made by **Costello**, seconded by **Davis**, the Board **VOTED**
 unanimously to grant the Common Victualler’s License to the Boxford
 Athletic Association.
- 86
- 88

- 90 **ROUTINES AND CORRESPONDENCE:** The Board reviewed the following:
- 92 • **Letter from Betty Wright:** Acknowledging the great job the Fire and Police Department did when she called for assistance on February 21, 2012.
 - 94 • **Letter from Masconomet Superintendent Darrell Lockwood:** Masconomet is participating in the Energy Star program.
 - 96 • **North Shore Tech Groundbreaking:** Groundbreaking ceremony for Essex North Shore Agricultural and Technical School District, Wednesday, May 9, 2012
 - Selectmen Costello and Perkins will attend
 - 98 • **National Grid Project Courtesy Notice:** Transmission Line Reconductoring in Boxford.
 - 100 • **Outstanding Appointments/Current Committee Vacancies:** Selectmen Costello reviewed the current committee vacancies and reviewed the following letters of interest:
 - 102 ○ Barbara Jessel, volunteering for alternate on Zoning Board of Appeals
 - 104 ○ Robert Fanning, volunteering for alternate on Zoning Board of Appeals
 - 106 ○ The Board will await written recommendations from the ZBA before making appointments.
 - 108 ○ James Barnes, volunteering for any committee where needed
 - 108 ○ Matt Ellis, volunteering for the Cable Advisory Committee
 - 110 ○ The Board requested that they attend an upcoming meeting for interviews.
 - 112 • **Minutes Approval:**
 - On a **MOTION** made by **Davis**, seconded by **Costello**, the Board **VOTED** unanimously to accept the minutes of April 9, 2012, as written.
 - 114 • **Treasury Bills:**
 - 116 ○ On a **MOTION** made by **Nay**, seconded by **Costello**, the Board **VOTED** unanimously to approve payroll warrant PY1242, for non-school payroll, in the amount of \$33,645.42.
 - 118 ○ On a **MOTION** made by **Nay**, seconded by **Costello**, the Board **VOTED** unanimously to approve accounts payable warrant 12-43S, in the amount of \$61,381.32
 - 120 ○ On a **MOTION** made by **Nay**, seconded by **Costello**, the Board **VOTED** unanimously to approve accounts payable warrant 12-43, in the amount of \$36,474.94.

124

126 EXECUTIVE SESSION

128 On a **MOTION** duly made by **Perkins** and seconded by **Davis**, the Board of Selectman **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 to discuss strategy on litigation, Nissenbaum v. Boxford, 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 Board of Selectmen, and upon completion of the Executive Session to

134 return to open session and immediately adjourn without conducting any further
business.

136 Respectfully Submitted,

138 *Judith A. Stickney*
Minutes Secretary

140

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. Upcoming Important Dates
3. Announcement: Chowder & Soup Fest
- 146 4. E-Mail from Town Treasurer Re: COLA Base Increase
5. Memo from Town Administrator Re: Health Insurance Options
- 148 6. MMA Information Re: Municipal Health Insurance Reform
7. MIIA Health Benefits Trust Renewal Proposal 7/1/12-6/30/13
- 150 8. Warrant for Annual Town Meeting
9. Mass. DOR FY2013 Local Aid Estimates
- 152 10. Division of Local Services FY2013 Local Aid Estimates
11. Draft Yearly Report of the Board of Selectmen
- 154 12. Boxford Suffolk Days Proclamation
13. Common Victualler's License: Boxford Athletic Association
- 156 14. Thank You from resident Betty Wright
15. Letter from Masconomet Superintendent Re: Energy Star Program
- 158 16. Announcement: Groundbreaking Ceremony Essex North Shore Agricultural and
Technical School District
- 160 17. National Grid Project Courtesy Notice: Transmission Line Reconductoring
18. Outstanding Appointments and Committee Vacancies
- 162 a. E-Mail from Barbara Jessel, volunteering for Zoning Board of Appeals
Alternate
- 164 b. E-Mail from James Barnes, volunteering for any committee/board
- c. Letter from Robert Fanning, volunteering for Zoning Board of Appeals
166 Alternate
- d. E-Mail from Matt Ellis, volunteering for the Cable Advisory TV Committee
- 168 19. April 9, 2012 Board of Selectmen Draft Minutes
20. Motion to go into Executive Session

170