

**Minutes of the BOXFORD BOARD OF SELECTMEN
TOWN HALL MEETING ROOM #1**

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June 18, 2012 7:00PM

Present: Chairman Perkins, Mary Anne Nay, Steve Davis, Charlie Killam, Chuck Costello

Absent:

Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Kathryn O'Brien, Police Chief Michael Murphy, Lt. Jim Riter, Robyn Kotarski, Chris Huntress, Bill Brown, John Morin, Mike DeRosa, Peter Delaney, Joe Callahan, Marty Jessel, Bob Eisenberg, Laura Sapienza-Grabski, Natasha Grigg, Lana Spillman, Ted Riter, Frank DiLuna, Peter Bernardin, Stuart Saginor

7:00PM Meeting Called to Order

Chairman Perkins called the meeting to order at 7:00PM.

7:01PM ANNOUNCEMENTS:

- **July 4 Parade:** Selectman Killam announced the parade will begin at 10AM, lining up at Boy Scout Park at 9:45AM.
- **Verizon Survey:** Selectman Davis announced that Verizon will be conducting a survey on randomly selected homes in town over the next month.
- **Council on Aging Barbecue:** Selectwoman Nay announced the COA's kickoff barbecue will be held Wednesday, June 20, and weekly thereafter, for the summer.
- **Relay for Life:** Selectwoman Nay announced the Relay for Life, held over the weekend, was a success, raising over \$50,000. Selectman Perkins added that the kids did a great job organizing the event.

7:07PM MEETING WITH CANDIDATE FOR ZBA: Robyn Kotarski, 427A Ipswich Road, appeared before the Board to express her desire to serve on the Zoning Board of Appeals as an alternate. The Board had questions or comments on the applicant's experience, training, educational background and availability for meetings, and took no action on the appointment.

46 **7:15PM MEETING WITH POLICE DEPARTMENT:** Chief Michael Murphy appeared
before the Board to review and/or discuss the following:

- 48 • **Monthly Statistics:** Activity is up approximately 25%
- 50 • **Coast to the Cure Bike Ride:** The Chief made the Board aware of a request for
permission to have a fundraising bike ride through town on Saturday, September
52 8, 2012, to benefit the Neurofibromatosis Northeast organization
 - 54 ○ **7:32PM** On a **MOTION** made by **Costello**, seconded by **Killam**, the
Board of Selectmen **VOTED** unanimously to approve the request to hold a
bike ride through town, as requested, subject to Chief Stickney's approval.
- 56 • **Paving Scam:** The Chief advised the Board of an ongoing paving scam that's
been going on in the area.
- 58 • **Burglar Alarm Sales Tactics:** The Chief made the Selectmen aware of a
deceiving marketing ploy going around in an effort to sell burglar alarms.
- 60 • **Baynes Hill Road Residents' Concerns:** Selectwoman Nay made the Chief
aware of calls she's received from Baynes Hill Road residents concerned that the
62 street will now turn into a longboard venue for area kids. She advised them to call
the Police Department if kids are being a nuisance in the neighborhood. Another
64 concern of the residents was that they were not aware of the event until the last
minute and requested that the Board of Selectmen be notified at least 30 days
prior when any events will take place to properly notify the residents.

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68 **7:39PM MEETING WITH HAYNES LAND COMMITTEE:** Bill Brown, Chairman of the
Haynes Land Advisory Committee, met with the Board of Selectmen to review the plans
70 for the Haynes Land. He introduced Chris Huntress, of Huntress Associates and John
Morin of The Neve-Morin Group, as well as Mike DeRosa, an environmentalist assisting
with the environmental issues with the project. Huntress advised the Board that he is
72 meeting with the Conservation Commission on June 21st and with the Zoning Board of
Appeals on June 28th. Huntress provided an overview of the project, which will include
74 three ball fields, recreational trails, parking areas, play areas, and conservation land.
The Board had questions or comments on the proposed parking areas, emergency
76 vehicle access, drainage, cost estimates.

78 Brown made the Board aware that Town Counsel had advised the Haynes Land
Committee that the fields can legally be built under the Town's existing Bylaws, but
80 they've run into questions from attorneys on some of the Town's regulatory boards and
the Committee would like to retain the assistance of Koppelman and Paige to advise
82 them on any legal questions that the regulatory boards may have.

- 84 • **8:46PM** After a brief discussion, on a **MOTION** made by **Costello**, seconded by
Nay, the Board of Selectmen **VOTED** unanimously to allow the Haynes Land
Committee to retain the services of Koppelman and Paige, as requested, on a
86 per meeting basis, with approval of the Town Administrator and the Board of
Selectmen.

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8:53PM MEETING WITH GREATER LAWRENCE EDUCATIONAL

COLLABORATIVE (GLEC): Benson advised the Board that the GLEC is not yet ready to meet with the Board on using Camp Sacajawea.

8:54PM APPOINTMENTS: The Board reviewed the list of reappointments and made the following appointments:

- **8:57PM Sealer of Weights & Measures:** On a **MOTION** made by **Costello**, seconded by Killam, the Board **VOTED** unanimously, by roll call vote, to appoint Robert Cronin to Sealer of Weights & Measures, for a 1-year term ending June 30, 2013.
- **8:58PM Board of Appeals:** After a brief discussion, on a **MOTION** made by **Costello**, seconded by **Killam**, the Board **VOTED** by roll call vote to appoint William R. Cargill, Jr. to the Board of Appeals, for a 3-year term ending June 30, 2015.
 - **Roll Call:**
 - **Killam:** Yes
 - **Davis:** No
 - **Costello:** Yes
 - **Nay:** No
 - **Perkins:** Yes
- **9:10PM** On **MOTIONS** made by **Costello**, seconded by **Killam**, the Board of Selectmen **VOTED** unanimously by roll call vote to reappoint the following people to the positions noted:
 - **Boxford Housing Partnership Committee:** Peter Delaney, 1-year term, ending June 30, 2013.
 - **Cable Television Advisory Committee:** Bradley Sweet and Richard Rivers, 1-year term, ending June 30, 2013.
 - **Capital Budgeting Committee:** Robert W. Conroy, 3-year term, ending June 30, 2015.
- **9:19PM Agricultural Commission:** After a brief discussion, **Killam** made a **MOTION**, seconded by **Perkins**, to reappoint Laura Grabski to the Agricultural Commission, for a 3-year term, ending June 30, 2015. The motion was defeated by a 3-2 roll call vote:
 - **Roll Call:**
 - **Killam:** Yes
 - **Davis:** No
 - **Costello:** No
 - **Nay:** No
 - **Perkins:** Yes
- **9:28PM** On **MOTIONS** made by **Davis**, seconded by **Costello**, the Board of Selectmen **VOTED** unanimously by roll call vote to reappoint the following people to the positions noted:
 - **Conservation Commission:** Lana Spillman

- **Haynes Land Advisory Committee:** Peter Delaney
- 136 • **9:31PM Personnel Board:** On a MOTION made by Costello, seconded by
138 Killam, the Board of Selectmen VOTED unanimously by roll call vote to reappoint
Timothy Feeny to the Personnel Board for a 3-year term ending June 30, 2015.
- 140 • **9:32PM Masconomet Regional Scholarship Committee:** On a MOTION made
by **Davis**, seconded by **Nay**, the Board of Selectmen **VOTED** unanimously to
reappoint Martha Mayseck to the Masconomet Regional Scholarship Committee.
- 142 • **9:32PM Permanent Building Committee:** On a MOTION made by **Davis**,
144 seconded by **Killam**, the Board of Selectmen **VOTED** 3-2 by roll call vote to
reappoint Robert Hazelwood to the Permanent Building Committee for a 1-year
term ending June 30, 2013.
- 146 ○ **Roll Call:**
 - 148 ▪ **Killam:** Yes
 - **Davis:** Yes
 - 150 ▪ **Costello:** No
 - **Nay:** Yes
 - **Perkins:** No
- 152 • **9:33PM** On a MOTION made by **Nay**, seconded by **Costello**, the Board of
154 Selectmen **VOTED** unanimously by roll call vote, to reappoint Miika Ebbrell and
David Smallman to the Senior Center Study Committee for a 1-year term ending
156 June 30, 2013.

158 **9:34PM REPORT OF THE TOWN ADMINISTRATOR**

- 160 • **Request to Post Signs:** Benson advised the Board that Chris Faddis, of the
Boxford Athletic Association has requested to post signs for the Jennifer Tinney
Road Race.
- 162 ○ **9:34PM** On a MOTION made by **Davis**, seconded by **Costello**, the
Board **VOTED** unanimously to approve the signs as requested.
- 164 • **Ingaldsby Farm Case:** Benson advised the Board that the Building Inspector
has determined that Ingaldsby Farm is in compliance with the Court Order to
166 provide documentation. The case will be heard on Friday at Newburyport
Superior Court at 9AM.
- 168 • **Library Study Committee:** Benson advised the Board that the newly-created
Library Study Committee is meeting tomorrow night.
- 170 • **New Union:** Benson advised the Board that the Elementary School B Unit
Education Aides/SPED Aides Cafeteria Workers have unionized and will be
172 negotiating with the Town commencing in 2013.
- 174 • **Letter from Stone Road Resident:** Benson advised the Board of a letter from
Mr. Stephanischen regarding the issues with water drainage, maintenance and
176 beaver problems on Stone Road. Benson presented a reply he drafted in
response.
- 178 ○ **9:42PM** On a MOTION made by **Davis**, seconded by **Nay**, the Board of
Selectmen **VOTED** unanimously to approve the letter as composed by the
Town Administrator.

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- **Firefighter Rates:** Perkins removed himself from the meeting for the discussion. Benson presented a schedule of proposed Fire Department personnel rates for FY2013.
 - **9:43PM** On a **MOTION** made by **Nay**, seconded by **Davis**, the Board of Selectmen **VOTED** 4-1 to approve the Fire Department rates, stipends, call firefighter rates and call officer rates, as proposed. **Perkins** abstained.
- **Insurance Rates:** Perkins and Costello removed themselves from the meeting for the discussion. Benson presented a schedule of proposed life insurance rates, dental insurance rates and health insurance rates for 7/1/12-6/30/13.
 - **9:44PM** On a **MOTION** made by **Nay**, seconded by **Davis**, the Board of Selectmen **VOTED** 3-2 to approve the health insurance rates, dental insurance rates and life insurance rates for FY2013. Perkins and Costello abstained.

9:46PM ROUTINES AND CORRESPONDENCE: The Board reviewed the following items of correspondence:

- **Update on Spofford Land and 12 Meadowood:** Peter Delaney, Natasha Grigg, and Stuart Saginaw, of the Land Committee, appeared before the Board to request updates on the Spofford Land acquisition and the 12 Meadowood easement. Benson noted that the owner of Meadowood is donating the easement for \$1.00. Benson also noted that a third title search is underway on the Spofford land and, once all heirs have been notified, the land taking will commence.
- **Minutes Approval:**
 - On a **MOTION** made by **Davis**, seconded by **Costello**, the Board **VOTED** to accept the Minutes of June 5, 2012, as printed.
 - On a **MOTION** made by **Davis**, seconded by **Killam**, the Board **VOTED** to accept the Minutes of June 5, 2012, Executive Session.
- **Treasury Bills:**
 - On a **MOTION** made by **Nay**, seconded by **Davis**, the Board of Selectmen **VOTED** unanimously to approve payroll warrant #PY1250, non-school payroll, in the amount of \$67,012.55.
 - On a **MOTION** made by **Nay**, seconded by **Costello**, the Board of Selectmen **VOTED** unanimously to approve payroll warrant #PY DED for school payroll, in the amount of \$1,464.32, school deduction refund warrant.
 - On a **MOTION** made by **Nay**, seconded by **Davis**, the Board of Selectmen **VOTED** unanimously to approve accounts payable warrant #12-51, in the amount of \$257,458.97.
 - On a **MOTION** made by **Nay**, seconded by **Davis**, the Board of Selectmen **VOTED** unanimously to approve accounts payable warrant #12-51S, in the amount of \$20,960.41, school vendor warrant.

- **Gas Permits:** Benson advised the Board of two gas permits he approved this week. One, on Endicott Road, directly across from Masconomet, will involve road cuts. DPW Superintendent John Dold is working with the gas company on the road cuts and patching. Endicott Road is on the list for repaving next year. The other permit was very minor.

9:59PM OTHER BUSINESS

Meeting Date Conflict: Costello advised the Board that he cannot make the meeting of July 2, but requested that the Board meet without him. He may be able to make part of the meeting, later in the evening.

10:00PM EXECUTIVE SESSION

On 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 strategy on employment contract negotiations with represented and non-represented employees, Police Full Time Officers – Teamsters, Communications Dispatchers, and discussing strategy on land acquisition: 63B Willow Road, 277 Washington Street, Dam Acquisitions, 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 thereafter without conducting any further business.

The Board went into Executive Session at 10:01PM.

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. Announcement: 4th of July Parade
3. Announcement: Verizon Project
4. Letter from Robyn Kotarski Re: Zoning Board of Appeals
5. Boxford Police Department: Incidents by Type 1/1/12 to 6/13/12
6. Boxford Police Department: Distinct Incidents by Type 1/1/11 to 6/13/11
7. Boxford Police Department: Distinct Count of Incidents by Type 6/1/12 to 6/13/12
8. Boxford Police Department: Distinct Count of Incidents by Type 5/1/12 to 5/31/12
9. Boxford Police Department: Distinct Count of Incidents by Type 5/1/11 to 5/31/11
10. Citations First Quarter 2012

- 270 11. Letter from Thomas J. Nentwig to Chief Murphy Re: Commercial Motor Vehicle
Enforcement, 4/30/12
- 272 12. Letter from Neurofibromatosis Northeast Re: Coast to the Cure NF Charity Bike
Ride, 5/31/12
- 274 13. Collection of 7 Commendation/Thank You Letters to the Police Department
- 276 14. Memo from the Town Administrator Re: Approval of construction in an "O" District
- 276 15. Letter from Huntress Associates Re: Haynes Land Recreation Area
- 278 16. Permit Documents for Haynes Land Recreation Area
- 278 17. Letter from David Conti, et al, Re: Submitted Letter to Selectmen for June 18th
meeting – Topic: Haynes Land Project
- 280 18. Appointment Schedule – FY2013
- 282 19. Letters from the following regarding appointment:
- 282 a. Laura Sapienza-Grabski, Agricultural Commission
- 284 b. Robert Fanning, Jr., Zoning Board of Appeals Alternate
- 284 c. Robyn Kotarski, Zoning Board of Appeals Alternate
- 286 d. Nancy Rohlf, Zoning Board of Appeals Alternate
- 286 e. Lana Spillman, Conservation Commission
- 288 f. Robert Hazelwood, Town Forest Committee
- 288 20. E-Mail from Chris Faddis Re: Sign Placement Request
- 290 21. Letter from Building Inspector Re: Ingaldsby Farm Compliance with G.L. c.40A §
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- 292 22. Letter from Robert Stepanischen Re: Stone Road water, drainage, maintenance
and beaver problems
- 294 23. Board of Selectmen Meeting Minutes
- 296 a. June 5, 2012
- 296 b. June 5, 2012 Executive Session
- 298 24. Motion to go into Executive Session
- 298 25. Town of Boxford Life Insurance Monthly Premium Costs 7/1/12-6/30/13
- 298 26. Town of Boxford Fire Department Pay Rates FY2013