

**Minutes of the BOXFORD BOARD OF SELECTMEN
POLICE STATION MEETING ROOM
November 5, 2012 7:00PM**

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Present: Peter Perkins, Chuck Costello, Mary Anne Nay, Charlie Killam

Absent: Steve Davis

Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Kathryn O'Brien, Lance Cluster

Meeting Called to Order

With a quorum present, Chairman Perkins called the meeting to order at 7:03PM.

7:03PM ANNOUNCEMENTS:

- **Senior Center Survey:** Selectwoman Nay announced that the survey for the Senior Center has been mailed to all residents. She urged everyone to return the survey at their earliest convenience.
- **Vote Tomorrow:** Selectwoman Nay reminded all voters to turn out to vote tomorrow at Town Hall. Polls are open from 7AM-8PM.
- **Household Hazardous Waste Collection:** Selectman Costello announced there will be a Household Hazardous Waste Collection at Masconomet on Saturday, November 10, from 9AM-1PM.

7:06PM REPORT ON FINAL PREPARATIONS FOR ELECTION AT TOWN HALL:

Alan Benson, Town Administrator, reviewed the election procedures for tomorrow at Town Hall. He announced there were 1300 people who have voted already. He estimates there will be an 80%-85% turnout of voters tomorrow. There will be 4-6 police officers outside, directing voters to parking areas and voter entrance. The Town Clerk has increased the number of election officers to accommodate more voters. The reverse 911 system has been used to direct voters to the polls. Voter entrance is at the front of the building and voters will exit through the back doors at Town Hall, unless they have a disability. Those with a disability will be able to park in front of the Town Hall and exit through the front of Town Hall to get back to their car. Specimen ballots will be distributed to voters who are in line waiting to vote. They've done everything they can to expedite the voting process.

44 **7:22PM REPORT ON MEETING WITH MBLC:** Chairman Perkins reported that the
46 meeting was well-attended with members of the Friends, the Library Trustees,
48 Selectmen, and others. He reported that Brad Hill did an excellent job representing
50 Boxford. Selectman Killam reported that the presentation went very well. He added that
52 the Commissioners asked many pointed questions and it's difficult to know how they will
54 vote. They will have to determine if they have the flexibility within their regulations to
56 help out Boxford. Killam noted that the Library Advisory Committee is hoping to meet on
Wednesday to discuss where they will go next. They are in a wait-and-see mode to see
what the MBLC will decide. Selectman Costello added that the MBLC will defer some of
their questions to their construction division. Killam added that the question for them is
whether this is a new project or an alternation to the original project. He added that it
appeared that they were considering it to be a new project.

58 **7:33PM REPORT OF THE TOWN ADMINISTRATOR:** Town Administrator Alan
Benson met with the Board to discuss the following:

- 60 • **Hurricane Sandy:** Benson provided a recap and update of storm damage and
62 power restoration activities after Hurricane Sandy. He reported that the Governor
64 and the Department of Public Utilities have determined that the measure by
66 which the utilities will be judged is the percentage of homes they are able to put
68 online after a storm. To improve their numbers, National Grid works in the cities
70 before moving out to the low density areas. Benson reported that by 5:30PM
72 Friday, there were three homes without power. All homes have had power
74 restored at this time. Perkins expressed his concern that Boxford residents pay
76 their bills and they're not getting the same service as other higher density areas.
He suggested that National Grid keep one restoration crew in town at all times.
78 Benson advised that they try to keep one in town by escorting them around town
80 at all times. Killam reported that before the storm there was one truck parked in
82 front of Town Hall. When the power went out, the truck left. It just appears that no
one's working on the problems. Benson suggested that we may want to consider
contracting with municipal light departments. They were all up within 24 hours.
Killam asked why National Grid doesn't contract with a municipal electric
company, rather than Nova Scotia. He's discussed with Brad Hill, but National
Grid does not want to discuss it.
- **Local Emergency Preparedness Committee (LEPC):** Benson reported that the
town's emergency team is very effective. The communications amongst the team
are quite good and they all work well together. He added that they meet monthly
and they participate in the county meetings as well. Benson reminded viewers to
provide their cell phone numbers to the Communications Department so they can
get emergency messages when the power is out.

86 **7:55PM ROUTINES:** The Board reviewed the following:

- 88 • **Election Officer Appointments:** Benson noted that the Town Clerk has
requested that the Board appoint new Election Officers.

90 **7:58PM** On a **MOTION** made by **Costello**, seconded by **Nay**, the Board
of Selectmen **VOTED** unanimously by roll call vote to appoint Missy
92 Bankes, Jeanne O'Dowd, Mary Ellen Gilbert, Mark Phelan, June Kaiter,
Rosemary Loranger, Jen Wightman, and Pat Howard as Election Officers,
for a term ending June 30, 2013.

- 94 • **Next Meeting:** Benson advised that there is no meeting next week due to the
Veterans Day holiday. The following week, they will return to meeting back at the
96 Town Hall.
- 98 • **DPW Superintendent/Town Engineer Contract:** Costello suggested the Board
go into Executive Session to discuss the contract and job description.
- 100 • **Minutes Approval:** Costello and Killam have not yet had an opportunity to read
the minutes. The Board decided to table minutes approval until the next meeting.

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8:02PM TREASURY WARRANTS

- 104 • On a **MOTION** made by **Nay**, seconded by **Costello**, the Board **VOTED**
unanimously to approve payroll warrant #13-18, for non-school payroll, in the
106 amount of \$76,617.56.
- 108 • After Selectman Costello removed himself from the discussion, on a **MOTION**
made by **Nay**, seconded by **Killam**, the Board **VOTED** to approve Payroll
110 warrant PY13-18, for school payroll, in the amount of \$292,094.98. **Costello**
abstained.
- 112 • On a **MOTION** made by **Nay**, seconded by **Costello**, the Board **VOTED**
unanimously to approve accounts payable warrant #13-19, in the amount of
114 \$74,048.61.

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8:07PM EXECUTIVE SESSION

118 On a **MOTION** duly made by **Perkins**, seconded by **Nay**, the Board of Selectmen
VOTED unanimously by roll call vote to go into Executive Session for the purpose of
120 discussing strategy on employment contract negotiations with non-represented
employee: DPW Superintendent/Town Engineer and declared that an Executive
122 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
124 completion of the Executive Session to return to open session and immediately adjourn
without conducting any further business.

126 The Board went into Executive Session at 8:07PM.

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Meeting Adjourned

130 On a **MOTION** made by **Killam**, seconded by **Nay**, the Board of Selectmen
VOTED unanimously by roll call vote to adjourn at 8:43PM.

134 Respectfully submitted,

136 *Judith A. Stickney*
Minutes Secretary

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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:

- 142 1. Agenda
- 144 2. E-Mail from Town Clerk Robin Phelan Re: Election Officer Appointments
- 146 3. Board of Selectmen Meeting Minutes
 - a. October 30, 2012
 - b. October 30, 2012 Executive Session