

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

December 10, 2012 7:00PM

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

Absent: None

Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Kathryn O'Brien, Nanci Milone Hill, Heidi Ellard, Barbara Jessel, Peter Bernardin, Holly Langer, Pauline Jenkins, Rich Shaw, Lana Spillman, Matt Juros, Louise Kress, Carole Davis, Bob Gore, Bill Cargill, Bob Conroy, Chuck Adam, Ellen Nestervich, Michele Delfino, Jane Moody, and others

7:02PM Meeting Called to Order

Chairman Perkins called the meeting to order at 7:02PM.

7:02PM ANNOUNCEMENTS

- **Housing Partnership Questionnaire:** Selectman Costello announced that the Housing Partnership Committee will be conducting a brief survey of Boxford's senior residents in early December 2012, regarding senior housing.
- **Political Signs:** Selectman Costello reminded residents to remove any remaining political signs from their property.
- **Grand Illumination:** Selectwoman Nay announced that the Grand Illumination will take place on Sunday, December 16, meeting at the holiday tree in the East Village at 5PM.
- **COA Holiday Luncheon:** Selectwoman Nay announced that the Council on Aging will be holding their annual holiday luncheon on Wednesday at noon, with the Singing Grandpops for entertainment.
- **Red and Blue Lights:** Selectwoman Nay requested that anyone putting up lights for Christmas put up one red light to show support for the fire department and one blue light in support of the police department.
- **Senior Center Surveys:** Selectwoman Nay announced that the Senior Center Study Committee has received the surveys back and will be meeting this week to analyze the results.
- **Wreaths Across America:** Selectman Perkins reported that he, Selectman Costello, and Selectwoman Nay attended the Wreaths Across America event at the fairgrounds earlier today. Costello and Nay also contributed to the report on the activities.
- **Spirit of Christmas Past:** Selectman Davis announced that a discussion on the *Spirit of Christmas Past* will be held at the library on Tuesday night, at 6:30PM.

- **Origins and Importance of A Christmas Carol:** Selectman Davis announced that the library will host a discussion on the Origins and Importance of A Christmas Carol on Saturday at 10:30AM.

7:14PM MEETING WITH LIBRARY ADVISORY COMMITTEE: Heidi Ellard and Barbara Jessel provided a PowerPoint presentation on the history of the Boxford library building project, adding that the most recent decision of the Committee is to pursue building a 15,000 sq. ft. library in Boxford Village, even though the MBLC denied the request to fund the smaller building. The Library Advisory Committee is also recommending that the Board of Selectmen terminate all appeals to build the 18,500 sq. ft. library. Ellard reviewed all slides in the presentation and there were questions or comments on the following:

- **Planning Board Comments:** Bob Gore, chairman of the Planning Board, noted that the new plan recognizes the concerns that were an issue with the original plan.
- **Historic Districts Commission Comments:** Wendy Perkins, chair of the HDC, noted that her committee went to several meetings of the Library Advisory Committee and feels there was a strong spirit of compromise from both committees and she is hopeful that the project will move forward.
- **Zoning Board of Appeals Comments:** Bill Cargill, ZBA Chair, agrees that the current project is greatly improved over the previous plans and the ZBA is looking forward to hearing more about it.
- **Finance Committee Comments:** Carl Noblitt, Finance Committee, asked the Library Advisory Committee if the Town would be paying for the entire project. Ellard confirmed that the project cost would be entirely paid for by the Town.
- **Permit Plans Costs and Approval Guarantee:** Selectwoman Nay noted that there would be \$300,000-\$500,000 in costs for permitting plans and she is concerned that the Town will be paying for this without any guarantee that the plans will be approved. She asked if there was any guarantee that the regulatory boards could approve the plans. Jessel advised that there is no way the regulatory boards could pre-approve any permits without seeing final plans, but noted that all the regulatory boards are willing to work with them to get the library built.
- **What Will the Cummings House Be Used For?** Selectwoman Nay wanted to know if the Cummings House would be part of the new library? Ellard advised that that would be up to the Town to decide what they want to use it for.
- **Cooperative Spirit:** Selectman Costello noted that there is a strong cooperative spirit with this new plan and he is anxious to hear what Town Meeting has to say. He was very thankful to the Committees for their spirit of cooperation.
- **Preferred Central Location:** Selectman Davis noted that he wanted a library in a central location, but, the Town voted for the East Village location and he is happy with that. He is hopeful that the library will finally be built.
- **Other Options:** Selectman Killam expressed concern over the lack of firm support from the regulatory boards and he, too, would have preferred a library in another location, which might get more firm support from the regulatory boards.

92 However, he will support it, if Town Meeting supports it. He asked the Board of
Selectmen move to vote to discontinue any further action on the lawsuits.

- 94 • **Library Advisory Committee's Future:** Selectmen Costello requested that the
Library Advisory Committee vote to remain as a Committee through the May
Town Meeting to maintain the spirit of cooperation that they have achieved.

96 Ellard advised they will discuss at a future posted meeting. Killam noted that the
Board of Selectmen also has to vote to continue the Committee. Perkins agreed
98 that the Library Trustees should vote to keep the Library Advisory Committee
going. Costello advised the Library Advisory Committee to draft a new objective
100 for the Library Trustees' approval and discussion, and that they get their
recommendation back to the Board of Selectmen so they can vote on it. Bob
102 Conroy, Herrick Road, agreed that the committee should remain intact.

- 104 • **Dual-Purpose Building:** Selectwoman Nay advised that if the Town is going to
pay for this building ourselves, she would like to have seen a dual-purpose
106 building that would also house the Senior Center. She thinks it's a great design
and feels the Town should use the building to its fullest. She likes the location in
the East Village.

- 108 • **Permanent Building Committee Comments:** Chuck Adam, Chairman of the
Permanent Building Committee, suggested the Board of Selectman ensure that
110 the Library Advisory Committee's and the Permanent Building Committee's
charges do not overlap, going forward, if the Library Advisory Committee is to
112 continue. He also requested that there be an increase in the facilities
maintenance budget to maintain the town's buildings. He also advised that the
114 Cummings House is going to have structural issues when the back of the building
is removed. It will not be able to be used without a lot of money put into it. He
116 also suggests not moving the Little Red School House. He is concerned it will fall
apart, if moved.

- 118 • **Wally Anderson, Burning Bush Road:** Mr. Anderson asked if there would have
to be one Town Meeting to approve the architect and another Town Meeting to
120 approve the plan. Chairman Perkins advised that there may need to be a Special
Town Meeting to approve funding for the architectural drawings and associated
122 costs and another Town Meeting to appropriate funds for the construction.
Perkins advised that they would be meeting with the FinCom for their
124 recommendations on how to fund the library. Benson added that there would
need to be two Town Meetings and, possibly, two elections

- 126 • **Ellen Nestervich, Planning Board:** Ms. Nestervich asked if there were any
plans to reduce the building further, now that we will be funding it ourselves.
128 Jessel advised that her committee hadn't looked into that, because the
committee already reduced the size as much as they could and still retain what
130 the Town wanted in a new library. Pauline Jenkins of the Library Advisory
Committee explained how the committee got to the 15,000 sq. ft. Nestervich
132 added that she would like to see the Town provide a reserve to maintain the
Cummings House.

- 134 • **Michele Delfino, 2 Highland Road:** Ms. Delfino spoke briefly about how the
Town has been trying to build a new library since she moved to Town. She
136 added that it is now time to get the library built as soon as possible.

- 138 • **Frank Quakenbush, 13 Cross Road:** Quakenbush asked if it would be possible
140 to charge all the interested committees to get together to look at the plans and
142 come to a tentative statement of where they stand, so that there is more support
144 for the library, before Town Meeting. Jessel advised that the Boards are not
146 willing to give any more of a firm statement than they've already given.

- 142 • **Jane Moody, Library Trustees:** Moody was Chairman of the Library Trustees
144 during the consensus process and she was pleased with what the Library
146 Advisory Committee has done, adding that it's so good to see people coming
together and, that while there's still a way to go, she feels this has a chance of
really making it this time.

148 **8:31PM** On a **MOTION** made by **Killam**, seconded by **Costello**, the
Board of Selectmen **VOTED** unanimously to discontinue all legal actions
150 taking place between the Board of Selectmen and the Zoning Board of
Appeals and Historic Districts Commission.

152 **8:33PM** On a **MOTION** made by **Killam**, seconded by **Costello**, the
Board of Selectmen **VOTED** unanimously to discontinue any further action
154 with the MBLC and to return unused funds.

156 Nay suggested that the Finance Committee should advise the Board on how this project
will be funded. Perkins advised that they will make their recommendation for funding for
158 the architectural drawings to the Board of Selectmen at the January 14 meeting; further
discussion ensued regarding timing and what steps will need to be taken before the
160 Annual Town Meeting.

162 Chairman Perkins asked the Library Advisory Committee to vote on whether to continue
their committee and report back to the Board of Selectmen.

164 **Julian Troche, Topsfield Road:** Mr. Troche asked if the Board will be voting on the
166 Library Advisory Committee's recommendation to move forward with the plans they
presented. The Board discussed briefly and advised they will vote to put an article on a
168 Spring Town Meeting Warrant.

170 **8:45PM** On a **MOTION** made by **Costello**, seconded by **Davis**, the Board of
Selectmen **VOTED** unanimously to show support for the efforts the Library
Advisory Committee presented tonight.

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174 **8:47PM REPORT OF THE TOWN ADMINISTRATOR:** Town Administrator Alan
Benson reported on the following:

- 176 • **Boxford Communications Dispatchers and Police Secretarial Employees
Association Collective Bargaining Agreement for July 1, 2012 through June
178 30, 2015:** Benson presented the collective bargaining agreement for the Board's
perusal and the Board agreed to sign the contract.
- 180 • **Demolition of Camp at Butman Pond, Haynes Land:** Benson advised it's been
vandalized and at the recommendation of the Fire Chief and DPW
182 Superintendent, the building should be demolished.

184 **8:50PM** On a **MOTION** made by **Killam**, seconded by **Davis**, the Board
of Selectmen **VOTED** unanimously to demolish the camp on the Haynes
186 Land.

Benson reported that the demolition costs exceeded the estimate, at \$7500.
188 Costello suggested that they look into having the Fire Department burn it down
for a training exercise. Benson advised access is an issue. Costello suggested
190 that the DPW might be able to demolish it. Benson will talk to the DPW
Superintendent and Fire Chief about it and report back to the Selectmen.

- 192 • **Thank You from Institute for Training and Development:** The Board reviewed
a thank you letter sent to John Dold for hosting the Pakistani visitors.
- 194 • **Lyons Ambulance Accreditation:** Benson provided a letter from Lyons
Ambulance for the Board's information. He added that Lyons is continuing to
196 maintain and improve its professionalism and received a 3-year accreditation
status.

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200 **8:33PM ROUTINES**

8:58PM After a correction made by Davis, on a **MOTION** made by **Nay**,
202 seconded by **Costello**, the Board of Selectmen **VOTED** unanimously to
approve the Minutes of November 26, 2012, as amended.

9:00PM After an amendment proposed by Davis, on a **MOTION** made by
204 **Nay**, seconded by **Davis**, the Board of Selectmen **VOTED** unanimously to
approve the Minutes of December 3, 2012, as amended.

9:01PM On a **MOTION** made by **Davis**, seconded by **Killam**, the Board of
208 Selectmen **VOTED** unanimously to approve the Minutes of December 3,
2012, Executive Session, as printed.

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212 **9:01PM TREASURY BILLS:**

- 214 • **9:01PM** After Selectman Perkins removed himself from the discussion,
on a **MOTION** made by **Nay**, seconded by **Davis**, the Board of Selectmen
VOTED to approve payroll warrant #PY1323, in the amount of \$86,616.63.
216 **Perkins** abstained.
- 218 • **9:01PM** On a **MOTION** made by **Nay**, seconded by **Costello**, the Board
of Selectmen **VOTED** unanimously to approve accounts payable payroll
warrant #13-24, in the amount of \$408,998.17.

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222 **9:02PM Executive Session**

On a **MOTION** duly made by **Perkins**, seconded by **Davis**, the Board of Selectmen
224 **VOTED** 4-1 (**Costello**: No) by roll call vote to go into Executive Session for the purpose
of discussing overall strategy on employment contract negotiations with represented
226 and non-represented employees and declared that an Executive Session is necessary
since an open public discussion may have a detrimental effect on the negotiating,
228 bargaining or litigating position of the Board of Selectmen, and upon completion of the

230 Executive Session to return to open session and immediately adjourn without
conducting any further business.

232 The Board went into Executive Session at 9:02PM.

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9:04PM Meeting Adjourned

236 Upon a **MOTION** made by **Killam**, seconded by **Costello**, the Board of Selectmen
VOTED unanimously by roll call vote to adjourn at 9:04PM.

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Respectfully Submitted,

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Judith A. Stickney

244 Minutes Secretary

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248 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:

- 250 1. Agenda
- 252 2. Housing Partnership Questionnaire
- 254 3. Packet of E-Mails between MBLC and Town of Boxford, Re: MBLC Action on
Boxford Request, 12/7/12
- 256 4. PowerPoint Presentation: Boxford Library: Request for Building Modifications,
December 2012
- 258 5. Packet of pertinent memos and e-mails Re: MBLC and Natural Heritage
discussions
- 260 6. Boxford Town Library Potential Library Sites, 11/27/12
- 262 7. Boxford Communications Dispatchers and Police Secretarial Employees
Association Contract, July 1, 2012 through June 30, 2015
- 264 8. Letter from Building Inspector to Alan Benson Re: Dangerous and Unsafe,
12/5/12
- 266 9. Memo from Alan Benson to Board of Selectmen Re: Outstanding Appointments,
12/4/12
- 268 10. Letter from Institute for Training & Development to John Dold Re: Pakistani
Public Administrators, 11/28/12
- 270 11. Letter from Lyons Ambulance to Alan Benson, Re: 3-Year Accreditation Status,
11/27/12
- 272 12. Meeting Minutes:
 - a. November 26, 2012
 - b. December 3, 2012
 - c. December 3, 2012 Executive Session
- 274 13. Motion to go into Executive Session
14. Announcement: Upcoming Library Activities