

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

**January 7, 2013 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, Police Chief Michael Murphy, Police Lieutenant Jim Riter, Fire Chief Kerry Stickney, Fire Captain Shawn Stickney, Fire Lieutenant Rich Hertel, Margaret Chow Menzer*

**7:02PM Meeting Called to Order**

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

**7:02PM ANNOUNCEMENTS**

- **Christmas Tree Drop-Off:** Selectman Killam announced that there will be a Christmas Tree drop-off at the recycling center on Saturdays from 8AM-3:30PM.
- **Burning Permits:** Selectman Costello announced that burning permits will be available January 15<sup>th</sup> - May 1<sup>st</sup>.

**7:05PM FIRE DEPARTMENT SERVICE AWARDS:** Selectman Chairman Perkins presented the Commonwealth of Massachusetts Fire Service Commission 40-year service awards to:

- Chief Kerry Stickney
- Captain Shawn Stickney

**7:08PM MEETING WITH POLICE DEPARTMENT:** Police Chief Michael Murphy met with the Board of Selectmen to discuss the following:

- **Review Annual Statistics:** Chief Murphy provided copies of the annual statistics to the Board. Murphy noted that most statistics are similar from one year to the next. One notable exception is motor vehicle stops are up 10% over last year. There were questions or comments on the following:
  - **Increase in Property Checks:** Selectman Davis asked about the increase in property checks. Murphy explained that the officers check-in from various locations in town during their shifts and it gets put in as a property check, to give them a time basis in case anything happens in the area.

- 46 ○ **Trash Trucks on Route 133:** Selectman Killam expressed concern  
48 about the trash trucks driving on Route 133. Murphy explained there  
isn't much they can do, if they're not violating any laws, and we have  
no alternate route to offer them.
- 50 ● **New Vehicle in Fleet:** Murphy reported he's been getting good feedback on the  
new vehicle. The residents like it and the officers like the size of it. He reported  
52 that the vehicle sustained a little damage during the last snow storm.
- 54 ● **October Super Storm Sandy:** Murphy reported that the Police Department  
made extraordinary efforts to ensure the residents in Town were being served  
56 during the storm. He noted that Lt. Hazelwood kept a crew in Town throughout  
the storm's duration.
- 58 ● **Communications from Citizens:** Murphy provided copies of various  
communications his department has received in appreciation for the work the  
officers have done recently. Murphy noted that the volume of mail they receive,  
60 including donations to the police benevolent association, is extraordinary. Perkins  
noted there were at least 8 different notes in the packet.
- 62 ● **School Security:** Murphy reported that since the Sandy Hook incident, the  
Department has taken responsive action to the schools. He's been in touch with  
64 the superintendents and will continue to have an increased presence at the  
schools, working with the principals and superintendents of all schools in town.
- 66 ● **Town Events:** Murphy noted that he's attended many of the holiday events the  
Town held over the past couple of months and he commended the various  
68 groups who organized them.
- 70 ● **Injured Officer:** Murphy reported the injured officer is completing his rehab and  
paperwork and will be back to work soon.
- 72 ● **Winter Driving Safety:** Murphy reminded residents to drive carefully on snow-  
covered roads.
- 74 ● **November Election Logistics:** Murphy reported that logistically, holding the  
Presidential election at the Town Hall couldn't have gone better. Everyone  
worked together on the planning and it all worked out fine. Costello noted that the  
76 Town Administrator deserves recognition for coordinating the various  
departments on this project.
- 78 ● **Goals:** Perkins asked the Chief what his goals are for the coming year. Murphy  
touched on the following:
  - 80 ○ Increased Training
  - 82 ○ Accreditation for the Department
  - 84 ○ Facility Maintenance
  - Rank Structure

86 **7:48PM REPORT OF THE TOWN ADMINISTRATOR:** Benson reported on the  
following:

- 88 ● **Colby House Demolition:** Benson reported that the Old House Parts Co.  
submitted a bid for \$4,000. After a brief discussion, the Board took the following  
90 action:

92           **7:54PM** On a **MOTION** made by **Costello**, seconded by **Davis**, the  
Board of Selectmen **VOTED** unanimously to authorize the Town  
94 Administrator to enter into negotiations with Old House Parts for the  
demolition and removal of the Colby house.

96           • **Consideration of Third Party Cost Estimation on Library Schematic:**

96 Margaret Chow-Menzer of the Permanent Building Committee explained that the  
Permanent Building Committee has requested a fee proposal from  
98 Schwartz/Silver, who submitted a total fee of \$12,500 for design fees to prepare  
drawings for a new library building for Special Town Meeting. She advised they  
100 will be putting out a request for bids for contractors, based on the drawings from  
Schwartz/Silver.

102  
104 Killam expressed his concern with building a library in the East Village and stated  
he will not support building a library in the East Village. There followed a lengthy  
discussion, with participation from all Selectmen, on the pros and cons of the  
106 library in the East Village, as opposed to the central location on Spofford Road.

108           **8:20PM** On a **MOTION** made by **Davis**, seconded by **Costello**, the  
Board of Selectmen **VOTED 4-1 (Killam: No)** to authorize the transfer of  
\$12,500 to fund the fee proposal, as requested by the Permanent Building  
110 Committee.

112  
**8:21PM   ROUTINES**

- 114           • **Mass. Board of Library Commissioners Grant:** Benson advised the MBLC is  
expecting the remainder of the grant to be returned by February 6, 2013.

116           **8:23PM** On a **MOTION** made by **Davis**, seconded by **Nay**, the Board of  
Selectmen **VOTED 4-1 (Costello: No)** to return the unspent portion of the  
118 grant back to the State.

- 120           • **Permanent Building Committee Appointments:** Benson asked the Board if  
they would like to interview the applicants for the Permanent Building Committee  
next week. Perkins asked that Benson try to get them all in next week for  
122 interviews and asked that the Board be provided with their background  
information in next week's packet, so they can review before the meeting.

- 124           • **Library Director Vacancy:** Benson advised that the Library Trustees have  
appointed a screening committee to review the applications that come in for the  
126 open Library Director position. They will forward three names to the Trustees for  
appointment. They will be proposing an increase in the Library Director's salary.

- 128           • **Additional Parking and Shed at Council on Aging Building:** Benson reported  
that an abutter is challenging the drawing submitted by John Dold. Dold has  
130 asked the Zoning Board of Appeals for an extension on the application. Dold will  
prepare a proposal on how he will comply with the regulations of the Zoning  
132 Board of Appeals.

134           • **Correspondence:**

- 134           ○ **Letter from Representative Lyons:** He'd like to come in to discuss the  
Governor's proposed 9C cuts and to review a proposal regarding local aid  
136 in the upcoming budget. The Board will have him in for the 1/28 meeting.

- o **Sign Request:** The BAA is requesting to post signs for their spring baseball season registration.

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140           **8:37PM** On a **MOTION** made by **Davis**, seconded by **Costello**,  
the Board of Selectmen **VOTED** unanimously to approve the signs  
as requested.

- **Appointments:** Benson advised the Board that the Conservation Commission is looking for someone to come forward to be on their committee. The Cable Television Advisory Committee should be getting ready for the next year's contract with Comcast and they are in need of two members. Computer Management Committee has been very active through the capital process. Costello suggested sending memos out to the chairs of those committees to see if they might be able to get the word out to prospective members.
- **Minutes:** After an amendment proposed by Costello on line 87, the Board took the following action:
  - **8:41PM** On a **MOTION** made by **Davis**, seconded by **Costello**, the Board of Selectmen **VOTED** unanimously to approve the Minutes of December 17, 2012, as amended.

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156 **8:41PM TREASURY BILLS:**

- **8:41PM** On a **MOTION** made by **Nay**, seconded by **Davis**, the Board of Selectmen **VOTED** unanimously to approve accounts payable warrant #13-28, in the amount of \$89,272.23.
- **8:42PM** On a **MOTION** made by **Nay**, seconded by **Davis**, the Board of Selectmen **VOTED** unanimously to approve accounts payable warrant #13-28S, in the amount of \$154,380.27.
- **8:42PM** After Selectman Chairman Perkins removed himself from the discussion, **Nay** made a **MOTION**, seconded by **Davis**, to approve accounts payable payroll warrant #PY1327, for non-school payroll, in the amount of \$91,781.21. The motion carried, with **Perkins** abstaining.

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170 **8:43PM OTHER BUSINESS:**

- **MMA Annual Meeting:** Costello asked who was going to the MMA meeting. Benson advised that he, Davis and Nay are going. Costello will let him know if he can go.
- **Doors Refinished:** Selectman Davis commented on how nice the refinished doors on the front of Town Hall look.

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178 **8:45PM EXECUTIVE SESSION:**

178 Upon a **MOTION** duly made by **Perkins**, seconded by **Costello**, the Board of  
180 Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the  
purpose of discussing strategy on employment contract negotiations with represented  
182 and non-represented employees and discussing strategy on land acquisition: 20 Kelsey  
Road; and declared that an Executive Session was necessary since an open public

184 discussion ay have a detrimental effect on the negotiating, bargaining or litigating  
186 position of the Board of Selectmen, and upon completion of the Executive Session to  
return to open session and immediately adjourn without conducting any further  
business.

188 The Board of Selectmen went into Executive Session at 8:45PM

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**Meeting Adjourned at 9:01PM**

192 Upon a **MOTION** made by **Davis**, and seconded by **Costello**, the Board of Selectmen  
**VOTED** unanimously to adjourn at 9:01PM.

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196 Respectfully Submitted,

198 *Judith A. Stickney*  
Minutes Secretary

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202 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:

204

1. Agenda
2. Announcement: Burning Permits Available
3. Announcement: Christmas Tree Drop-Off
- 208 4. Announcement: New Vendor for On-line Payments
5. Massachusetts Firefighter Service Award: Chief Kerry Stickney
- 210 6. Massachusetts Firefighter Service Award: Captain Shawn Stickney
7. Boxford Police Department: Incidents by Type 1/1/12-12/31/12
- 212 8. Boxford Police Department: Incidents by Type 1/1/11-12/31/11
9. Packet of Letters to the Boxford Police Department Re: Accolades and  
214 Compliments
10. E-Mail from John Dold to Alan Benson Re: House Dismantle in Boxford / Old  
216 House Parts Company, 12/28/12
11. Letter from Schwartz/Silver to Boxford Permanent Building Committee Re:  
218 Boxford Public Library Fee Proposal for Services Required for Special Town  
Meeting, 12/21/12
- 220 12. Letter from Mass. Board of Library Commissioners to Boxford Town Library  
Board of Trustees Re: Return of Unused Grant Funds, 12/20/12
- 222 13. Letter from Chuck Adam to Board of Selectmen Re: Resignation, 12/19/12
14. Letter from Representative Jim Lyons to Board of Selectmen Re: 9C cuts,  
224 12/21/12
15. Letter from Joseph R. Puglia to CDM Smith Re: Solution to Sodium in Drinking  
226 Water, 12/24/12
16. E-Mail from Dan Gallagher to Susan Inman Re: Boxford Baseball Sign Request,  
228 12/18/12

- 230 17. Memo from Alan Benson to Board of Selectmen Re: Outstanding Appointments,  
1/4/13
- 232 18. Meeting Minutes:  
a. December 17, 2012
- 234 19. Motion to go into Executive Session