

**Minutes of the BOXFORD BOARD OF SELECTMEN
TOWN HALL MEETING ROOM #1
April 1, 2013 7:00PM**

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Present: Peter 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, Tom and Chris Mathers, Elizabeth Eckert, Howie Emmons, DPW Superintendent/Town Engineer John Dold, Jerry Johnston, Susan Inman, Dick Taylor, Maria Simonetti, Director of Finance Kathleen Benevento, Julian Troake, Fire Chief Kerry Stickney, Heidi Ellard

7:04PM Meeting Called to Order

Chairman Peter Perkins called the meeting to order at 7:04PM.

7:04PM ANNOUNCEMENTS:

- **Earth Day:** Selectman Costello announced that Earth Day will take place in Boxford on April 27, 2013 with a town-wide clean-up and activities planned at Town Hall from 10AM to 3PM.
- **Absentee Ballots:** Selectman Davis announced that absentee ballots for the US Senate Primary election are available at the Town Clerk's office by written request, and on the Town's web site.
- **Appreciation Luncheon at the Library:** Selectman Davis announced that he attended an appreciation luncheon at the library to let them know they are appreciated.
- **I-Farm Presentation:** Selectman Davis announced that he attended the I-Farm presentation on Saturday, at 55 Towne Road, and there were over 100 people in attendance.

7:06PM MEETING WITH SUMMER PARK PROGRAM ORGANIZERS: Christina Eckert, Tom and Michelle Mathers met with the Board of Selectmen to discuss the continuation of the Parks Program.

- **Discussion of Requested Town Adoption of Summer Park Program:** Christina Eckert provided a brief summary of how the Park Program has been organized in the past and advised that they have been working with Susan Inman to develop a plan for the Town to adopt the Park Program. They are requesting that a revolving account be created and that \$3000 for the Park Program be

44 appropriated at Town Meeting as seed money for the first year of the program. A
lengthy discussion ensued and the Board took the following action:

46 **7:37PM** On a **MOTION** made by **Killam**, seconded by **Davis**, the Board of
Selectmen **VOTED** unanimously to sponsor and support a Town Meeting
48 Warrant Article to see if the Town will vote to establish a recreational
revolving account by adoption of M.G.L. Chapter 44, section 53D and
50 authorize the Recreation Committee to receive recreational fees and expend
funds with the written approval of the Board of Selectmen, or to take any
52 other action thereon.

54 **7:40PM** On a **MOTION** made by **Killam**, seconded by **Davis**, the Board of
Selectmen **VOTED** to sponsor and support a Town Meeting Warrant Article to
56 see if the Town will vote to raise and appropriate or transfer from available
funds the sum of \$3,000 to initially fund a summer recreational Boxford Park
58 Program, said funds to be expended by the Recreation Committee, or take
any other action thereon. **Costello abstained.**

- 60 • **Consider Appointments to Recreation Committee:** The Board briefly
discussed the applicants for the openings on the Recreation Committee and took
62 the following action:

64 **7:43PM** On a **MOTION** made by **Davis**, seconded by **Killam**, the Board of
Selectmen **VOTED** unanimously by roll call vote to appoint **Christina Eckert**
to the Recreation Committee for a term ending June 30, 2015.

66 **7:44PM** On a **MOTION** made by **Davis**, seconded by **Killam**, the Board of
Selectmen **VOTED** unanimously by roll call vote to appoint **Michelle Mathers**
68 to the Recreation Committee for a term ending June 30, 2014.

70 **7:47PM MEETING WITH DEPARTMENT OF PUBLIC WORKS:** John Dold, DPW
72 Superintendent/Town Engineer met with the Board to discuss the following:

- 74 • **Fire Station Floor Drain Project:** Dold reported that the drains at both stations
do not meet today's regulations. They need to be connected to a town sewer or a
tight tank. The project is to install tight tanks in both stations. The construction
76 estimate from Weston & Sampson is \$150,000; with a 10% contingency included,
it comes to \$183,500. It will go out to bid this summer. Town Administrator Alan
78 Benson advised that the Finance Committee is recommending that this be
funded with excluded debt. A brief discussion ensued and the Board took the
80 following action:

82 **8:11PM** On a **MOTION** made by **Nay**, seconded by **Costello**, the Board of
Selectmen **VOTED** unanimously to place the following Proposition 2 ½ debt
exclusion question on the Annual Town Election ballot for May 21, 2013:
84 QUESTION #1: Shall the Town of Boxford be allowed to exempt from the
provisions of Proposition two and one-half, so-called, the amounts required to
86 pay for the construction, engineering oversight and other expenses related to
the repair, reconstruction and replacement of floor drains and installation of
88 subsurface tight tanks at the Fire Stations.

- **Update on Microbial Testing – 10 Elm Street and 188 Washington Street:**
Dold advised that Convino Environmental were at both libraries last week and he is hoping to get some of the test results back later this week. There will be a full written report sometime in late April.

8:13PM MEETING WITH FIRE CHIEF: Chairman Perkins removed himself from the meeting with the Chief, due to a possible conflict of interest, as his daughter is a lieutenant on the fire department. Selectmen Davis became acting chair and they discussed the following:

- **Discuss Command Personnel Reorganization Plan:** There was a brief discussion and the Board took the following actions:

8:14PM On a **MOTION** made by **Nay**, seconded by **Costello**, the Board of Selectmen **VOTED** to support the Chief's request to appoint two lieutenants.
Killam: No

8:15PM On a **MOTION** made by **Costello**, seconded by **Nay**, the Board of Selectmen **VOTED** to support the Chief's request to appoint a Deputy Chief.
Killam: No

8:15PM REVIEW OF ANNUAL TOWN MEETING WARRANT AND FY14 BUDGET: Finance Director Kathleen Benevento met with the Board to discuss the following:

- **Review latest draft proposed budget and consider support:** Benevento reviewed the draft budget with the Board and pointed out the changes in the figures she prepared.
- **Consider support for various articles:** The Board continued to review the draft warrant articles and took the following actions:

8:30PM On a **MOTION** made by **Davis**, seconded by **Killam**, the Board of Selectmen **VOTED** unanimously to support Article 5 (proposed budget).

8:57PM On a **MOTION** made by **Davis**, seconded by **Costello**, the Board of Selectmen voted on whether to support Article 8 (Library Revote). There was considerable discussion and the motion was **DEFEATED 3-2**.

9:09PM On a **MOTION** made by **Davis**, seconded by **Nay**, the Board of Selectmen **VOTED** unanimously to support Article 17 (OPEB).

9:09PM On a **MOTION** made by **Davis**, seconded by **Costello**, the Board of Selectmen **VOTED** unanimously to support Article 18 (trash stickers), with a fee between \$2.50 and \$3.50.

- **Initiative Petition:** Benson advised the Board that there is an initiative petition that his office received this afternoon to support the construction of a 12,000 sq. ft. library. Heidi Ellard, Chair of the Library Trustees, asked the Board to not support the initiative petition article.
9:31PM On a **MOTION** made by **Davis**, seconded by **Costello**, the Board of Selectmen **VOTED** unanimously to not support the initiative petition article.

134 **9:49PM** On a **MOTION** made by **Costello**, seconded by **Nay**, the Board of
136 Selectmen **VOTED** unanimously to close the warrant for the Annual Town
Meeting called for Tuesday, May 14, 2013, at 7:00PM at Masconomet
Regional School District Auditorium, 20 Endicott Road, Boxford.

- 138 • **Article Sequencing:** Town Moderator Jerry Johnston and Library Trustees Chair
140 Heidi Ellard joined the discussion on sequencing of the articles on the Town
Meeting Warrant. The Board will continue discussions on sequencing at next
142 week's meeting.

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146 **9:51PM REPORT OF THE TOWN ADMINISTRATOR:** Town Administrator Alan
Benson brought the following items to the Board's attention:

- 148 • **Nomination of Animal Inspectors Alison Hayes and Nancy Drago:**
On a **MOTION** made by **Davis**, seconded by **Costello**, the Board of
150 Selectmen **VOTED** unanimously to nominate Allison Hayes and Nancy Drago
as Animal Inspectors.

- 152 • **Request from Masco Youth Football for 3 Lawn Signs:**
On a **MOTION** made by **Costello**, seconded by **Davis**, the Board of
154 Selectmen **VOTED** unanimously to approve the signs as requested.

- 156 • **Request for Signs for Garden Club Plant Sale:**
On a **MOTION** made by **Costello**, seconded by **Davis**, the Board of
158 Selectmen **VOTED** unanimously to approve the signs as requested.

- 160 • **Appointment of Laura Grabski, Agricultural Commission, to Correct an
Error:**
On a **MOTION** made by **Costello**, seconded by **Killam**, the Board of
162 Selectmen **VOTED** by roll call vote (**3-2**) to appoint Laura Grabski to the
Agricultural Commission for a term ending June 30, 2015.

164 **Roll Call:**
166 **Killam: Yes**
168 **Davis: No**
170 **Costello: Yes**
172 **Nay: No**
174 **Perkins: Yes**

- 176 • **Appointments Update:**
 - 178 ○ **Joe Hill: Planning Board:** Benson advised the Board that Joe Hill will try
to stay until the end of May and they will need to solicit members for that
soon.
 - **Paul Detorre: Cable Committee:** Benson advised the Board that Paul
Detorre is interested in serving on the Cable Committee. He has
forwarded his information to the Cable Committee for a recommendation.
 - **Paris Beckett: Conservation Commission:** Benson advised the Board
that Paris Beckett is interested in serving on the Conservation
Commission. He has forwarded her information to the ConCom for a
recommendation.

- 180 • **Update on Municibid Tire Auction:** Susan Inman, Administrative Assistant to
182 the Town Administrator, provided the Board with an update on the Municibid
auction for tires, adding that they took in a little over \$1800.

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ROUTINES:

- 186 • **Minutes:** After Nay and Costello made corrections to the Minutes of March 25,
2013, the Board took the following action:
188 On a **MOTION** made by **Costello**, seconded by **Nay**, the Board of Selectmen
VOTED unanimously to approve the Minutes of March 25, 2013, as amended.

- 190 • **Treasury Bills:**
On a **MOTION** made by **Killam**, seconded by **Nay**, the Board of Selectmen
192 **VOTED** unanimously to approve Accounts Payable Warrant #1339, dated
April 3, 2013, in the amount of \$63,317.78.

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On a **MOTION** made by **Killam**, seconded by **Nay**, the Board of Selectmen
196 **VOTED** to approve Accounts Payable Warrant #1340S, dated April 1, 2013,
in the amount of \$44,987.03.

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On a **MOTION** made by **Killam**, seconded by **Davis**, the Board of Selectmen
200 **VOTED** to approve Accounts Payable Warrant #1340, dated April 1, 2013, in
the amount of \$398,822.54.

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204 **9:59PM Meeting Adjourned**

On a **MOTION** made by **Costello**, seconded by **Nay**, the Board of Selectmen **VOTED**
206 unanimously by roll call vote to adjourn at 9:59PM

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Respectfully submitted,

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Judith A. Stickney
212 Minutes Secretary

214 Documents either distributed to the Board of Selectmen before the meeting in a packet,
or at the meeting:

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1. Agenda
2. Announcement: Earth Day
- 218 3. Announcement: Absentee Ballots for April 30, 2013 U.S. Senate Primary Election
4. Memo from Alan Benson to Board of Selectmen, Re: Request for consideration
220 of Town sponsorship of the existing Boxford Park Program, 3/29/13
5. Packet of Materials from Susan Inman to Board of Selectmen, Re: Consideration
222 of Summer Park Program Adoption, 4/1/13
6. Potential additional articles Annual Town Meeting, 5/14/13

- 224 7. Letter of Interest from Christina Eckert to the Board of Selectmen, Re: Opening
on the Recreation Committee, 3/14/13
- 226 8. Letter of Interest from Thomas Mathers to the Board of Selectmen, Re: Opening
on the Recreation Committee, 10/25/12
- 228 9. Letter of Interest from Michele Mathers to the Board of Selectmen, Re: Opening
on the Recreation Committee, 10/25/12
- 230 10. E-Mail from John Dold to Alan Benson, Re: Tight Tank Estimate, 3/26/13
- 232 11. Memo from Alan Benson to the Board of Selectmen, Re: Previous Mold Studies
10 Elm Street, 3/29/13
- 234 12. Proposed Budget FY14
- 236 13. Draft Annual Town Meeting Article List
- 238 14. Draft Budget FY14
- 240 15. Proposed Budget FY14 Packet
- 242 16. Letter from Police Chief Michael J. Murphy to Board of Selectmen, Re: Proposed
Medical Marijuana Bylaw, 3/27/13
- 244 17. Draft Warrant for Annual Town Meeting, 3/28/13
- 246 18. Potential Motions on Warrant
- 248 19. Nomination of Inspector of Animals
- 250 20. Sign Request from Masco Youth Football, 3/25/13
- 252 21. Sign Request from Boxford Village Garden Club, 3/23/13
- 254 22. Memo from Alan Benson to Board of Selectmen, Re: Outstanding Appointments,
3/26/13
- 256 23. E-Mail from Joe Hill to Robin Phelan Re: Planning Board Resignation, 3/24/13
- 258 24. Electronic Application from Paul Dettorre Re: Cable Television Advisory
Committee, 3/29/13
- 259 25. E-Mail from Paris Beckett to Susan Inman, Re: Interest in Conservation
Commission Appointment, 3/22/13
- 260 26. Letter from Betty Wright to Board of Selectmen, Re: Fire Department Praise,
3/12/13
- 261 27. Meeting Minutes:
- 262 a. March 25, 2013
- 263 28. Initiative Petition Article Annual Town Meeting, 4/1/13