

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
October 21, 2013 7:00PM**

Present: Steve Davis, Chuck Costello, Peter Perkins (7:06PM), Mary Anne Nay, Charlie Killam

Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Kathryn O'Brien, Vanessa Johnson, Peter Delaney

7:00PM Meeting Called to Order

With a quorum present, Chairman Steve Davis called the meeting to order at 7:00PM.

7:00PM ANNOUNCEMENTS:

- **Trick Or Treat Hours:** Selectman Killam announced that Trick or Treat hours in Boxford will be from 5-8PM on Thursday, October 31.
- **Household Hazardous Waste Collection Day:** Selectman Costello announced there will be a household hazardous waste collection day on Saturday, November 9, 2013, 9am-1pm at Masconomet Regional High School parking lot.
- **Twice Loved Toy Sale:** Selectwoman Nay announced there will be a Twice Loved Toy Sale, sponsored by the Community Giving Tree, at the Topsfield Fairgrounds on November 9, from 9AM-1PM.
- **COA Giving Baby Blankets to the Community Giving Tree:** Selectwoman Nay announced the COA will be donating handmade baby blankets to the Community Giving Tree on Wednesday, 10/23.
- **Old House Parts:** Selectman Costello announced that Old House Parts will be holding a lecture on preserving, restoring, and reusing old house parts on Saturday, October 26, at the Boxford Community Center at 10AM, sponsored by the Library Trustees and the Boxford Historical Society.
- **Street Closure:** Selectman Davis announced that Main Street will be closed, between Ipswich and Glendale Roads, on Tuesday, October 22, after the school bus pickup.

7:05PM MEETING WITH LAND COMMITTEE: Peter Delaney, Chairman of the Land Committee, along with Greenbelt Representative Vanessa Johnson, met with the Board of Selectmen to discuss the following:

- **Access Easement to Nason Property:** Delaney advised they met Friday morning and they voted to recommend that the Board of Selectmen accept the easement, as written.

7:06PM On a **MOTION** made by **Davis**, second by **Costello**, the Board of Selectmen **VOTED** to accept the latest draft of the easement on the Nason property dated October 18, 2013, which has been approved by a vote of the Land Committee on October 18, 2013. **Killam** recused himself.

There continued a short discussion on the location and description of the easement. The purchase and sale will take place on Wednesday and the Town will be able to purchase the land from Greenbelt in February or March, depending on the grant progress.

7:09PM PROPOSED CHANGE TO OVER AGE 65, MEDICARE-ELIGIBLE, BOXFORD RETIREE PRESCRIPTION DRUG CO-PAYS: Selectman Perkins removed himself from the meeting during this discussion. Benson provided documents to the Board outlining the proposed changes to the prescription drugs co-pays for retirees and explained the proposed plan changes. The proposed changes would provide a \$72,500 savings per year to the Town, and would be effective January 1, 2014.

7:32PM On a **MOTION** made by **Davis**, second by **Nay**, the Board of Selectmen **VOTED** to accept the changes as presented. **Perkins** and **Costello** abstained.

7:32PM PERSONNEL EVALUATION REPORTS:

- **Perkins: Kerry C. Stickney, Fire Chief:** Perkins reported that he completed the evaluation on Chief Stickney and his average was 3.6. He added that his evaluation includes his accomplishments from the past year, as well as five objectives. He will be working on new goals for 2014.

7:36PM On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve the evaluation of Kerry Stickney.

7:37PM REPORT OF THE TOWN ADMINISTRATOR: Alan Benson, Town Administrator, discussed the following with the Board:

- **Request for Signs for Lacrosse Registration:** Benson advised the Board they have a request from Tim Haarmann to put up signs for lacrosse registration:

7:37PM On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the signs as requested.

- **Declare Various Police Weapons Surplus:** Benson provided information for the Board on the surplus weapons for disposition:

7:38PM Perkins made a **MOTION**, seconded by **Nay**, to declare as surplus the various weapons in the custody of the Boxford Police Department listed in a memo from Chief Murphy, dated October 10, 2013, and authorize that they may be disposed of in accordance with the Town's surplus property disposition policy, specifically to release to Ballistic Services of Hopedale, MA.

7:43PM After discussion, the **MOTION** was withdrawn to permit the Board to meet with the Chief to ask about the disposal of the weapons and to clarify the surplus policy.

- **Bid Results for the Library Remediation Project:** Benson provided the Board with the bid results for the library microbial remediation and provided an explanation on the bid process and results. A lengthy discussion ensued on speculation as to why only two bids were received.

7:52PM ROUTINES:

- **Outstanding Appointments:** The Board briefly reviewed the list of committee vacancies.
- **Minutes:** Selectwoman Nay proposed two amendments to the minutes.
 - 7:54PM** On a **MOTION** made by **Costello**, second by **Killam**, the Board of Selectmen **VOTED** unanimously to approve the Minutes of October 7, 2013, as amended.
- **Treasury Bills:**
 - 7:54PM** On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 14-17S, in the amount of \$109,610.13.
 - 7:55PM** On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #14-17, in the amount of \$111,518.18.
 - 7:55PM** On a **MOTION** made by **Killam**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant PY1408, for non-school payroll, in the amount of \$154,459.85 .
 - 7:56PM** After Selectman Costello removed himself from the meeting, on a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** to approve Payroll Warrant PY1408, for school payroll, in the amount of \$298,468.35. **Costello** abstained.

7:56PM ADJOURN

With no further business, on a **MOTION** made by **Davis**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to adjourn at **7:56PM**.

Respectfully submitted,

Judith A. Stickney
Minutes Secretary

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

1. Agenda

2. Announcement: Old House Parts Discussion
3. Announcement: Trick or Treat Hours, October 31, 2013
4. Announcement: Household Hazardous Waste Collection Day
5. Announcement: Twice Loved Toy Sale
6. Easement Agreement
7. Memo from Town Administrator to Board of Selectmen, Re: Retiree Health Plan Change, 10/18/13
8. Uniform Performance Criteria: Kerry Stickney, Fire Chief
9. Letter from Tim Haarmann to Board of Selectmen, Re: Sign Request, 10/10/13
10. Letter from Police Chief to Board of Selectmen, Re: Surplus Weapons, 10/10/13
11. Town of Boxford – Bid Opening Tabulation Sheet, Microbial Remediation at East Library, 10/17/13
12. Letter from State Rep. James J. Lyons and State Rep. Leonard Mirra, Re: Request to Meet with Board of Selectmen, 10/9/10
13. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 10/18/13
14. Meeting Minutes:
 - October 7, 2013