

**Minutes of the BOXFORD BOARD OF SELECTMEN  
BOXFORD TOWN HALL MEETING ROOM #1  
November 4, 2013 7:00PM**

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

*Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Kathryn O'Brien, Chief Michael Murphy, State Rep. Len Mirra, State Rep. James Lyons, Brad Sweet, Rick Rivers*

**7:00PM Meeting Called to Order**

Chairman Steve Davis called the meeting to order at 7:00PM.

**7:00PM ANNOUNCEMENTS:**

- **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.
- **Veteran's Day Observance:** Selectman Perkins announced there will be Veteran's Day observances planned in Boxford on November 11— at 10:45AM veterans will march from the Community Center to Melvin Green. There will be a ceremony at Melvin Green at 11AM.
- **Twice Loved Toy Sale:** Selectman Davis 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.

**7:03PM MEETING WITH STATE REPRESENTATIVES:** State Rep. Len Mirra and State Rep. James Lyon met with the Board of Selectmen to discuss the following:

- **Chapter 90 Funds:** Rep. Mirra advised the Board that the legislature is strongly encouraging the Governor to reconsider the decision to withhold \$100 million in local aid funding.
- **2015 State Budget:** Rep. Lyons advised the Board that he and Rep. Mirra are encouraging increases in funding to the communities they represent and requested that the Board send a letter to the Governor supporting an increase.
- **Tech Tax:** Rep. Mirra advised they were successful in getting the Tech Tax repealed by a vote of 155-1.
- **Gasoline Tax:** Rep. Mirra advised they are working to repeal future automatic annual gasoline tax increases.

**7:25PM MEETING WITH BOXFORD CABLE ACCESS TELEVISION, INC.:** Brad Sweet and Rick Rivers met with the Board of Selectmen to discuss the following:

- **Discussion on Proposal to Provide Services to Topsfield:** Sweet provided a brief history on how they were approached by Topsfield to provide cable services to the Town of Topsfield for one year, in order to generate enough interest in Topsfield for them to be able to manage their own broadcasting operation. They provided a draft of an agreement between BCATv and the Town of Topsfield for the Board to review. The Board asked for clarification on specific sections of the agreement. Sweet and Rivers answered their questions on the following:
  - **Facilities and Equipment Use:** Killam asked for clarification on Section 1: Services and Labor. Sweet explained they will be using Topsfield's equipment, but may make Boxford's equipment and facilities available on a case-by-case basis.
  - **Topsfield Contribution:** Costello asked if the \$13,691.80 figure would be for Sweet's salary. Sweet advised he is an unpaid volunteer. Rivers advised the money will be used for production costs.

The Board agreed that it was a good thing to do and they support their efforts to assist Topsfield.

**7:40PM MEETING WITH POLICE DEPARTMENT:** Chief Murphy met with the Board of Selectmen to discuss the following:

- **Discussion on Proposal to Dispose of Surplus Firearms:** Murphy explained that the weapons would be sold to a vendor for about \$2,200.00 credit.

**7:47PM** On a **MOTION** made by **Nay**, second by **Perkins**, the Board of Selectmen **VOTED 4-1 (Killam: NO)** 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.
- **Report on School Security Issues:** Murphy advised he and Chief Stickney met with the Boxford School Committee last week to discuss safety issues and they will be talking with the Communications Department about acquiring portable radios for the schools to communicate with authorities more quickly in an emergency. He added there was an issue with Masconomet about locking their fire doors during the day and he and Chief Stickney will be meeting with Dr. Lockwood on Wednesday to discuss it further.
- **Update on Department's Policy on Underage Drinking Parties:** Murphy advised their policies are based on guidelines from MADD and the Tri-Town Council on Youth and Family Services. He added that they will continue their diligence and noted that if kids get caught drinking in Boxford, they will be going to court.
- **Update on Housebreaks in 2013:** Murphy advised that residential burglaries are down. To date, this year, there have been 3.

- **Update on Police Vehicle Fleet:** They have a new vehicle, a sedan, and they are getting better gas mileage. They will also be getting an administrative car, which will be a 6-cylinder, gasoline-fueled sedan.
- **Update on Parking Enforcement: Masconomet:** Murphy advised the last football game will be on Thanksgiving and he asked those who are planning on going, to get there early. They will be keeping the fire lanes open and will be issuing parking tickets when necessary. Perkins suggested the Board approach Masconomet to see if they can plan additional parking areas for the school.
- **Report on Disreputable “Driveway Sealer” Vendors Soliciting in Town:** Murphy advised last month they responded to a call to a residence where a driveway sealer was soliciting to seal the driveway for \$600. They were able to catch up with the solicitor and he was fined. The Police Department will be working on a better policy for solicitors in town. He advised residents to ask any solicitor if they are registered with the Police Department.
- **Thanks to Police Benevolence Association for COA Luncheon:** Murphy advised it was a great event, even though it was about 100 degrees out.
- **Thanks to Library for Opportunity to Discuss Gun Safety:** Murphy advised he was invited to speak at the library on gun safety, firearms licensing, fees, etc.
- **Plans for Upcoming Veterans’ Day Observances:** Murphy asked all residents to come out for Veteran’s Day to show support for the veterans and requested that all veterans in town join the Melvin Post.
- **Truck Weighing:** Nay asked if the Department was still doing the truck weighing. Murphy advised they are done for the year, but will start up again next year.
- **Ipswich and Main Intersection:** Murphy advised he has had a couple of complaints about the new one-way/yield configuration of the intersection. There was a brief discussion on where the yield sign should be. Benson advised that the DPW Superintendent will move the sign to the curved section of Main Street, from Ipswich Road, at the Board’s direction.

**8:22PM REPORT OF THE TOWN ADMINISTRATOR:** Alan Benson, Town Administrator, discussed the following with the Board:

- **Request for Signs:** Benson advised the Board they have a request from Masco Global Initiative Volunteer Craft Fair to post signs advertising their event.  
**8:23PM** On a **MOTION** made by **Costello**, second by **Killam**, the Board of Selectmen **VOTED** unanimously to approve the signs as requested.
- **Request for Permission to Hold a Duathlon:** Benson advised they have a request from the Breakaway Computraining LLC to hold a running and cycling duathlon that will take place mostly in North Andover, but through part of Boxford, as well. The event will be held on May 4, 2014. After a brief discussion, the Board took the following action:  
**8:23PM** On a **MOTION** made by **Costello**, second by **Killam**, the Board of Selectmen **VOTED** to approve the event, as requested, also to include a certificate of insurance.

**8:24PM ROUTINES:**

- **Outstanding Appointments:** Selectman Costello read aloud the committee vacancies.
- **Library Closed on Friday:** Benson advised that the library closed on Friday for the microbial remediation and will reopen on the 15<sup>th</sup> at the Washington Street location. The expectation is that some of the employees will be temporarily moved to Town Hall and some to West Library.
- **Minutes:** After a brief review of the minutes, the Board took the following action:
  - 8:29PM** On a **MOTION** made by **Nay**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve the Minutes of October 28, 2013, as written.
- **Treasury Bills:**
  - 8:30PM** On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** to approve Payroll Warrant PY1409, for non-school payroll, in the amount of \$141,015.78.
  - 8:30PM** After Selectman Costello removed himself from the meeting, and on a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant PY1409, for school payroll, in the amount of \$292,527.70. **Costello** abstained.
  - 8:30PM** On a **MOTION** made by **Killam**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #14-19, in the amount of \$333,328.47.
  - 8:31PM** On a **MOTION** made by **Killam**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #14-19S, in the amount of \$102,610.59.

**8:32PM ADJOURN**

With no further business, on a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to adjourn at **8:32PM**.

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: Household Hazardous Waste Collection Day
3. Announcement: Twice Loved Toy Sale
4. Announcement: Veterans Day Observance

5. Draft Agreement Between Boxford Cable Access Television Corporation and The Town of Topsfield, Massachusetts, 10/30/13
6. Letter from Chief Murphy to Town Administrator, Re: Updates for 11/4/13 Meeting
7. Letter from Chief Murphy to Board of Selectmen, Re: List of Surplus Weapons, 10/10/13
8. Town of Boxford Disposition of Surplus Property Subject to M.G.L. c 30B With an Estimated Net Value of Less Than \$5,000
9. Copy of E-Mail to Boxford Police Department from Laura Cryts, Re: Thank You to Officers
10. Copy of E-Mail from Uyen Uong to Susan Inman, Re: Request to Post Signs, 10/24/13
11. Letter from Breakaway Computraining LLC to Chief of Police, Re: Breakaway/Smolak Farms Duathlon Event: May 4, 2014, Bike Route Approval, Boxford, 10/18/13
12. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 10/31/13
13. Meeting Minutes:
  - October 28, 2013
14. E-Mail from Brad Sweet to Town Administrator, Re: BCATv: Packet Info for Mon. 11/4 Selectmen's Meeting, 10/30/13
15. Copy of Letter sent to Governor Patrick from State Reps. And Senators, Re: Chapter 90 Funding