

**Minutes of the BOXFORD BOARD OF SELECTMEN  
BOXFORD TOWN HALL MEETING ROOM #1  
January 6, 2014 7:00PM**

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

*Absent: None*

*Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Kathryn O'Brien, Police Chief Michael Murphy, Police Lieutenant Jim Riter, Communications Director Warren Gould, Jim Fernandes, Laurie Rowen, Rob Dole, Kim Suther*

**7:01PM Meeting Called to Order**

Chairman Steve Davis called the meeting to order at 7:01PM.

**7:01PM ANNOUNCEMENTS**

- **Remain Vigilant – Avoid House Breaks:** Selectman Davis advised residents to remain vigilant and report any suspicious activity to the police.
- **Cyclical Property Inspection Project:** Selectman Davis announced that inspections will continue to be conducted on Saturdays by the town's assessors.
- **Renew Dog License by 1/31/14:** Selectman Davis announced that the Town Clerk is reminding all residents to get their dogs licensed by January 31. There is a \$25 fine for dogs licensed after that date.
- **New Pumper Tanker to East Station:** Selectman Davis announced that Boxford's new Engine 2 is being delivered to East Station on Wednesday.

**7:03PM PUBLIC HEARING – NEW POLE – 266 WASHINGTON STREET:** Joseph Gleason of Verizon appeared before the Board to describe a pole installation they are planning for 266 Washington Street for a new home being built at that location. There were questions/comments as follows:

**Perkins: Will this be an underground service?** Gleason advised that it is above-ground service.

**Costello: Will you have to cut the pavement?** Gleason advised that the work is all soft shoulder work. Benson clarified that a street cut permit is required to cut into the shoulder only.

**7:08PM** On a **MOTION** made by **Perkins**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve the request by Verizon for the pole installation at 266 Washington Street.

**7:09PM CONSIDERATION OF CHANGE IN EMPLOYEE HEALTH INSURANCE:**

Selectman Peter Perkins removed himself from the meeting for this discussion. Town Administrator Alan Benson provided a PowerPoint presentation to describe the proposed changes in employee health insurance coverage. Upon completion of the presentation, there were questions/comments from the audience, as follows:

**Kim Suther, president of the Teachers Association: Can we sit down with the administrator and Board and try to negotiate before starting this lengthy process?**

Benson advised that timing is an issue. Selectman Davis agreed and suggested that he would prefer proceed, due to the Board not having all members present for several upcoming meetings. A lengthy discussion ensued about whether to take a vote tonight or wait until after negotiating with the employee unions. The Board decided to take the vote tonight to start the process to change the health insurance benefits and took the following action:

**7:50PM** After Selectman Costello removed himself from the discussion, on a motion made by **Nay**, second by **Killam**, the Board of Selectmen **VOTED** that the Town of Boxford elect to engage in the process to change employee health insurance benefits under M.G.L. c32B §§ 21 to 23. **Costello** and **Perkins** abstained.

**7:51PM MEETING WITH POLICE DEPARTMENT:** Chief Michael Murphy met with the Board of Selectmen to report on the following:

- Annual Statistics
- Implementation of Employee Drug Testing
- Intersection of Ipswich and Main Streets
- Winter Driving Tips
- Final Disposition of Recent Burglaries
- Status of Fleet
- Status on Staffing
- Recent Training Initiatives
- Review Kudos Letters

**8:16PM MEETING WITH COMMUNICATIONS DEPARTMENT:** Communications Director Warren Gould met with the Board of Selectmen to report on the following:

- Review of Town-Wide Telephone Notification System
- Status of Radio Replacement Program

**8:31PM REPORT OF THE TOWN ADMINISTRATOR:** Alan Benson, Town Administrator, discussed the following with the Board:

- **Proposed Zoning Bylaw Changes:** Benson provided the Board with information on the proposed zoning bylaw changes for "O" Districts and Conservancy Districts, and

the process to follow to change them. After the brief presentation, the Board took the following action:

On a **MOTION** made by **Costello**, second by **Killam**, the Board of Selectmen **VOTED** unanimously to ask the Planning Board to consider the proposed changes, hold hearings and consider sponsoring any recommended changes at Annual Town Meeting, as outlined in the Town Administrator's memo.

- **Approval of Mileage Reimbursement Rate for 2014:** Benson provided information from the IRS on the 2014 standard mileage rates. The Board approved the rates and took the following action:

On a **MOTION** made by **Costello**, second by **Davis**, the Board of Selectmen **VOTED** unanimously to adopt the new standard mileage rate, as issued by the IRS.

- **Receipt of Appearance of Conflict Disclosure Letters:** Benson provided disclosure forms from the following Cultural Council members:

Diane Annunziato  
Denise Galligan  
Anna Barbieri  
Michele Delfino

#### 8:34PM ROUTINES:

- **Review Correspondence from Maria Van Dusen:** Van Dusen has requested to use the Davis Hayfield for agricultural purposes. Benson added that she will be making a presentation to BTA-BOLT in February.
- **Appointments:** Benson advised they need to appoint 7 members to the Open Space and Recreation Plan Committee and added that they currently have no candidates. Benson provided a brief description of what the group will do. The Board briefly discussed and will look to members of other committees to serve.
- **Minutes:** After a brief discussion on edits, the Board took the following actions:  
On a **MOTION** made by **Nay**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve the minutes of December 2, as amended.

On a **MOTION** made by **Killam**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve the minutes of December 2 Executive Session, as printed.

On a **MOTION** made by **Davis**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve the minutes of December 9, as amended.

On a **MOTION** made by **Costello**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the minutes of December 9 Executive Session, as printed.

On a **MOTION** made by **Davis**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the minutes of December 16, as amended.

- **Treasury Bills:**

On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** to approve Accounts Payable Warrant 14-28, in the amount of \$379,395.35.

**8:43PM OTHER BUSINESS**

**Boston to Border Litigation Issue:** Davis advised the Board that a late arising issue concerning the Boston to Border Trail litigation has recently come up and they will need to go into Executive Session to discuss it.

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing overall strategy on easement acquisition on the Boston to Border Trail project and declared that an Executive Session is necessary since an open public discussion may have a detrimental effect on the negotiating, bargaining or litigating 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.

**8:52PM ADJOURN**

With no further business, on a **MOTION** made by **Perkins**, second by **Nay**, the Board of Selectmen **VOTED** unanimously by roll call vote to return to open session and adjourn.

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: Remain Vigilant: See Something/Say Something
3. Announcement: Cyclical Property Inspection Project
4. Announcement: Dog License Applications are available
5. Announcement: Engine 2 Delivery January 8
6. Public Notice: Town of Boxford Re: 266 Washington Street, Boxford, Massachusetts
7. E-Mail from DPW Superintendent to Board of Selectmen, Re: Pole 1t 266 Washington Street, 12/20/13
8. PowerPoint Presentation: Employee Health Insurance Plan Changes
9. Copy of 801 CMR 52.00: Municipal Health Insurance
10. Boxford Police Department Incidents by Type from 01/01/2013 to 12/31/2013

11. Boxford Police Department Incidents by Type from 01/01/2012 to 12/31/2012
12. Packet of "Kudos" letters to the Boxford Police Department
13. Communications Department Emergency Telephone Notification System Statistics for Years 2010 through 2013
14. Communications Department Radio Replacement Program as of 1/1/14
15. Memo from Town Administrator to Board of Selectmen, Re: Zoning Changes, 01/02/14
16. IRS 2014 Standard Mileage Rates, 12/06/2013
17. Disclosure of Appearance of Conflict of Interest: Diane Annunciato
18. Disclosure of Appearance of Conflict of Interest: Denise Galligan
19. Disclosure of Appearance of Conflict of Interest: Anna Barbieri
20. Disclosure of Appearance of Conflict of Interest: Michele Delfino
21. Letter from Mary Van Dusen to Board of Selectmen, Re: Davis Hayfield, 12/19/13
22. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 01/02/14
23. Meeting Minutes:
  - December 2, 2013
  - December 2, 2013 Executive Session
  - December 9, 2013
  - December 9, 2013 Executive Session
  - December 16, 2013
24. Motion to go into Executive Session