

**Minutes of the BOXFORD BOARD OF SELECTMEN  
BOXFORD TOWN HALL MEETING ROOM #1  
January 27, 2014 7:00PM**

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

*Absent: Steve Davis*

*Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Kathryn O'Brien, Joe Hill, Jack Pearl, Bob Flynn, Louise Kress, Peter Delaney, Joe Callahan*

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

Selectman Costello called the meeting to order at 7:00PM.

**7:01PM ANNOUNCEMENTS**

- **Burning Permits:** Selectman Perkins announced that burning permits are available for purchase at [http://www.town.boxford.ma.us/Pages/BoxfordMA\\_Fire/index](http://www.town.boxford.ma.us/Pages/BoxfordMA_Fire/index). Permit Fee is \$20. Open burn period is January 15 to May 1.
- **Renew Dog License by 1/31/14:** Selectwoman Nay 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.
- **Blood Drive: Lincoln Hall – 1/30/14:** Selectwoman Nay announced that the Red Cross is holding a blood drive at Lincoln Hall on Thursday, January 30, from 2pm-7pm.
- **May 20<sup>th</sup> Election Nomination Papers Available:** Selectman Killam announced that nomination papers are available from the Town Clerk. He read the list of positions for which papers are available and that papers should be returned to the Town Clerk by April 1.
- **Winter Message from the Police Department:** Selectman Costello read a public service announcement from the Police Department.

**7:10PM PUBLIC HEARING – “EXTENSION OF PREMISES” REQUEST – FAR CORNER FARM GOLF CLUB:** Selectman Costello read aloud the public notice to residents and abutters of Far Corner Farm Golf Club, notifying them that they have requested that the area containing the 27 holes of the golf course to include the hot dog stand, new pro shop building and two beverage carts be added to the currently approved assembly room, deck and open patio, and the lower level function room as part of the premises allowed to serve alcohol. Robert Flynn appeared before the Board

to answer any questions from the Board or abutters. There were questions/comments as follows:

- **Nay: If they're going to alter the premises, are we going to have to alter the permit/license as well?** Benson advised that the State Alcohol Control Commission will have to approve this as well. If they approve, Far Corner will need to apply for a new license.
- **Perkins: Explain your hours of operation.** Bob Flynn, Far Corner Golf Course, advised they are open from sun-up to sundown, 7 days a week. The bar is generally open until 11 or so at night.
- **Killam: Will there be food served out of the beverage cart?** Flynn advised they will have snacks, and prepared and wrapped sandwiches.
- **Jack Pearl, abutter: The only problem I have with this is the premises is not described, no acreage, no tax reference, etc.** Costello explained the premises to the abutter and advised there was detailed information on the premises included with the permit application.

**7:23PM** On a **MOTION** made by **Perkins**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to permit the extension of premises, as requested.

**7:24PM MEETING WITH HOUSING PARTNERSHIP COMMITTEE:** Joe Hill, Peter Delaney, Joe Callahan, and Louise Kress of the Housing Partnership Committee met with the Board of Selectmen to provide updates and other information to the Board, as follows:

- **Update on proposed affordable senior development on Parcel #3 of Haynes Land:** Hill provided a PowerPoint presentation and documents for the Board to review while he presented the information.
- **Request to have Board of Selectmen refer associated proposed zoning changes to the Planning Board for consideration and hearings:** After the PowerPoint presentation, Louise Kress asked the Board for a vote to show their support for their concept for senior housing. Hill asked the Board for their support on the following zoning changes:
  - Change Elderly Housing District minimum size from 24 acres to 12 acres
  - Change Parcel #3 of Haynes Land from "O" Zoning District to "EH" Zoning District
  - Warrant Article to designate Parcel #3 as "Community Housing"

There were questions or comments as follows:

- **Nay: Would the developer own the land?** Hill explained the process of how ownership would transfer ultimately to the resident. He added that Town Counsel would get involved to ensure the process followed is appropriate.
- **Perkins: Would the change to 12 acres be specific to this project?** Hill explained it would be a bylaw change and would affect any additional developments of this nature.

- **Killam: Concerned about reducing the size of the acreage and there not being enough land for an adequate sewage disposal.** Hill explained where the parcel is located and advised that perc tests have been done. Kress added that the Board of Health had looked at this property before for another housing project and noted that there was plenty of space for the septic system, which would be closer to the road.

There was a brief discussion on the best way for the Housing Partnership Committee to proceed with the zoning changes and Town Meeting preparations. Hill asked the Board for authorization to bring in Town Counsel to assist them with some of the legal issues involved with condominiums vs. leasing.

**8:09PM** On a **MOTION** made by **Nay**, second by **Perkins**, the Board of Selectmen **VOTED 4-1 (Killam: No)** to refer to the Planning Board two proposed zoning changes:

1. Changing the Elderly Housing District minimum to 12 acres, and
2. Rezoning Haynes Land Parcel #3 to EH District.

Killam and Perkins will attend the next Housing Partnership Committee meeting on February 27.

**8:10PM MEETING WITH TOWN CLERK:** Town Clerk Robin Phelan and her dog, Rudy, met with the Board of Selectmen to remind residents to license their dogs this week. She reported that there are approximately 700 dogs that have yet to be licensed. There was a brief discussion about the benefits of licensing of dogs

**8:18PM REPORT OF THE TOWN ADMINISTRATOR:** Alan Benson, Town Administrator, presented the following for the Board's consideration:

- **Consider approval for "Tour de Cure" Bike Ride:** Benson provided information on the Tour de Cure bike ride from the American Diabetes Association. The Board took the following action:  
On a **MOTION** made by **Killam**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve the event, as requested.
- **Consider approvals of Victualler Licenses:**
  - **Far Corner Farm Golf Course**
  - **Boxford House of Pizza**On a **MOTION** made by **Perkins**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to grant Victualler Licenses to Far Corner Farm Golf Course, Permit 13-02, and Boxford House of Pizza, Permit 13-03.
- **Consider Posting Speed Zone Silvermine Road: 30mph:** Benson provided information from the Police Department with a request to post the speed limit on Silvermine Road. The Board took the following action:  
On a **MOTION** made by **Nay**, second by **Killam**, the Board of Selectmen **VOTED** unanimously to approve the posting of the speed zone to 30mph, as requested.
- **Sign Request: Boy Scout Food Drive:**

On a **MOTION** made by **Nay**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the signs as requested.

- **Employee Evaluation Forms:** Benson provided the Board with the employee evaluation forms and explained the process to follow on the evaluations.

#### **8:23PM ROUTINES:**

- **Approval of Minutes:**

On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the minutes of January 13, 2014, as presented.

- **Sign School and Non-School Warrants:**

On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** to approve Payroll Warrant PY1416, for non-school payroll, in the amount of \$163,462.74.

After Selectman Costello removed himself from the meeting, on a **MOTION** made by **Killam**, second by **Nay**, the Board of Selectmen **VOTED** to approve Payroll Warrant PY1416, for school payroll, in the amount of 304,807.09. **Costello** abstained.

On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** to approve Accounts Payable Warrant 14-31, in the amount of \$235,011.10.

On a **MOTION** made by **Killam**, second by **Nay**, the Board of Selectmen **VOTED** to approve Accounts Payable Warrant 14-31S, in the amount of \$80,071.99.

#### **8:28PM OTHER BUSINESS**

**MMA Convention:** Selectwoman Nay, Selectman Killam and Town Administrator Benson reported on the MMA Convention and the workshops they attended.

#### **8:50PM ADJOURN**

With no further business, on a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to adjourn at 8:50PM.

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: Burning Permits
3. Announcement: Winter Message
4. Announcement: Dog License Applications are available
5. Announcement: Red Cross Blood Drive
6. Announcement: Nomination Papers Available
7. Packet of Materials Re: Public Notice: Far Corner Farm Golf Club Hearing
8. Petition for Change of License: Far Corner Farm Golf Club
9. Letter to Board of Selectmen from Chief Michael Murphy, Re: Far Corner Golf Club alcohol service license, 1/23/14
10. Alcoholic Beverages Control Commission Form 43: Alteration of Licensed Premises
11. Report from the Housing Partnership Committee to the Board of Selectmen, Re: Proposed Senior Development on the Haynes Land, 1/27/14
12. Affordable Senior Development Status Report, 1/27/14
13. Letter to Board of Selectmen from American Diabetes Association, Re: Tour de Cure Cycling Event, 12/13/14
14. Common Victualler's Licenses:
  - Far Corner Farm Golf Course, Inc.
  - Boxford House of Pizza
15. Special Speed Regulation
16. E-Mail from Boxford Boy Scouts to Board of Selectmen, Re: Sign Request, 1/16/14
17. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 01/23/14
18. Meeting Minutes:
  - January 13, 2014