

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

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

Absent: None

Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Director of Finance Kathy Benevento, Kathy O'Brien, Heidi Ellard, Margaret Chow-Menzer, Dan Volchuk, Christine Bolzan, Paula Fitzsimmons

7:02PM Meeting Called to Order

With a quorum present, Chairman Steve Davis called the meeting to order at 7:02PM.

7:03PM ANNOUNCEMENTS

- **Moderator's Forum:** Selectman Killam announced there will be a Moderator's Forum at Town Hall on May 6, 2014, at 7PM.
- **Burning Permits:** Selectman Perkins announced that burning permits are available online and burning season is January 15-May 1.
- **Earth Day:** Selectman Costello announced Boxford will be celebrating Earth Day on April 26, 10AM-3PM, sponsored by the Boxford Village Garden Club and the Boxford Recycling Committee.
- **Boxford Community Blood Drive:** Selectwoman Nay announced there will be a blood drive at the Second Congregational Church on April 26, 9AM-2PM.
- **Candidates Night:** Selectman Davis announced there will be a Candidates Night on Thursday, May 8, 7:30PM, at Town Hall.

7:06PM UPDATE ON LIBRARY PROJECT: Margaret Chow-Menzer, Chair of the Permanent Building Committee, and Heidi Ellard of the Library Trustees, met with the Board to discuss updates on the following:

- **Project Bid Process:** Chow-Menzer advised that the ad for bids went out on March 19. There was a pre-bid site walk on April 3. There are over 20 general contractors who have requested bid packets to date. Sub-bid opening will be April 9 at 11AM. General bids will be opened on April 30.
- **Fundraising Update:** Heidi Ellard reported that the Friends have made great progress on fundraising. There were over 200 people who attended the Farm to Table event over the weekend. Fundraising efforts to date have brought in \$240,000, which is currently in the bank. She noted there is approximately

44 \$400,000 additional that has been promised, as well as an anonymous donation
of \$40,000 for matching grant funds.

46 After the report on the updates and subsequent discussion, the Board took the following
action:

48 **7:21PM** On a **MOTION** made by **Costello**, second by **Nay**, the Board of
Selectmen **VOTED 4-1 (Killam: NO)** to sponsor and support Article 5, to
50 appropriate \$7,600,000 (estimate) to construct a new Boxford Village Library.

52 The motion was immediately amended by **Costello** to remove “sponsor” from
the motion. **The MOTION carried 4-1 (Killam: NO)**

54 **7:25PM** On a **MOTION** made by **Costello**, second by **Nay**, the Board of
Selectmen **VOTED** unanimously to support Article 6, to appropriate \$300,000
56 (estimate) for the renovation and rehabilitation of the Cummings House.

60 **7:29PM WARRANT FOR ANNUAL TOWN MEETING MAY 13, 2014 AND TOWN
ELECTION MAY 20, 2014:**

- 62 • **Override Ballot Questions:** Because there was a library override question,
Davis asked the Board to review the override questions at this point and vote on
64 them, while the library people were still in attendance. The Board took the
following actions:

66 **7:30PM** On a **MOTION** made by **Costello**, second by **Nay**, the Board of
Selectmen **VOTED** unanimously by roll call vote to place the following
68 Proposition 2 ½ debt exclusion question on the Annual Town Election ballot
for Tuesday, May 20, 2014:

70 **Question #1: Shall the Town of Boxford be allowed to exempt from**
the provisions of Proposition two and on-half, so called, the amounts
72 **required to pay for the bond issued in order to pay costs of**
architectural, engineering, renovation, construction, landscaping,
74 **furnishing and equipping and all other related expenses to construct**
a new Boxford Village Library and fund demolition of a portion of,
76 **and preserve through the restoration of a historically compatible**
exterior closure to, the current Cummings House, both located at 10
78 **Elm Street?**

80 After a lengthy discussion regarding the sponsorship of the Masconomet override
question, prompted by a question from Masconomet School Committee member
82 Dan Volchuk, the Board of Selectmen took the following action:

84 **7:48PM** On a **MOTION** made by **Perkins**, second by **Costello**, the Board of
Selectmen **VOTED** unanimously by roll call vote to place the following
86 Proposition 2 ½ permanent operating override question on the Annual Town
Election ballot for Tuesday, May 20, 2014:

88 **Question #2: Shall the Town of Boxford be allowed to assess an**
additional \$413,940 in real estate and personal property taxes for the

90 **purpose of additionally funding the Fiscal Year 2015 Masconomet**
91 **Regional School District Assessment, thereby completing the**
92 **funding required to meet the total assessment and approving the**
district certified budget, for the fiscal year beginning July 1, 2014?

94 **7:48PM** On a **MOTION** made by **Nay**, second by **Costello**, the Board of
95 Selectmen **VOTED** unanimously by roll call vote to place the following
96 Proposition 2 ½ permanent operating override question on the Annual Town
Election ballot for Tuesday, May 20, 2014:

98 **Question #3: Shall the Town of Boxford be allowed to assess an**
99 **additional \$394,975 in real estate and personal property taxes for the**
100 **purpose of additionally funding the Fiscal Year 2015 Elementary**
101 **School Budget, for the fiscal year beginning July 1, 2014.**

102 **7:53PM** On a **MOTION** made by **Davis**, second by **Costello**, the Board of
103 Selectmen **VOTED** unanimously to not put Override Question #4, Glendale
104 Road Culvert, on the ballot.

- 105 • **Warrant Articles Sponsor/Support Votes:** The Board continued their review of
106 the remaining warrant articles which needed their vote of sponsorship and/or
107 support and took the following action:

108 **7:59PM** On a **MOTION** made by **Costello**, second by **Perkins**, the Board of
109 Selectmen **VOTED** unanimously to support Article 4, the Finance Committee
110 proposed operating budget for Fiscal Year 2015.

111 **8:00PM** On a **MOTION** made by **Davis**, second by **Costello**, the Board of
112 Selectmen **VOTED** unanimously to support Article 7, to see if the Town will
113 vote to raise and appropriate or transfer from available funds the sum of
114 \$413,940 for the purposes of additionally funding the Fiscal Year 2015
115 Masconomet Regional School District Assessment.

116 **8:00PM** On a **MOTION** made by **Nay**, second by **Costello**, the Board of
117 Selectmen **VOTED** unanimously to support Article 8, to see if the Town will
118 raise and appropriate or transfer from available funds the sum of \$394,975 for
119 the purposes of additionally funding the Fiscal Year 2015 Elementary School
120 Budget.

121 After discussing a new draft of the wording of Article 10, the Board approved the
122 new version, as follows:

123 **8:02PM** On a **MOTION** made by **Perkins**, second by **Nay**, the Board of
124 Selectmen **VOTED** unanimously to support Article 10, "to see if the Town will
125 vote to raise and appropriate and/or transfer from available funds, the sum of
126 \$300,000 estimate to pay the costs for the construction, engineering
127 oversight, traffic safety plan and other expenses related to the repair,
128 reconstruction and replacement of a stormwater culvert on Main Street at
129 Glendale Road, and that to meet this appropriation or a portion thereof, the

134 Treasurer with the approval of the Board of Selectmen, is hereby authorized
136 to borrow a sum under and pursuant to Chapter 44, Section 7, Clause (1) of
138 the General Laws or pursuant to any other enabling authority, and to issue
bonds or notes of the Town therefor, said funds to be expended under the
Board of Selectmen or take any other action thereon.”

140 • **Supporting Elderly Housing Articles (15 & 16):** After considerable discussion
regarding elderly housing on the Haynes Land, the Board of Selectmen decided
to take no action on support of Article 15 and Article 16.

142 • **Home Rule Petition:** Costello suggested to the Board that they have an
opportunity for a Home Rule Petition to allow the fire chief to remain on beyond
144 the age of 65. There was a lengthy discussion on whether to follow through with
the Home Rule Petition, where Nay and Perkins advised that the idea was
146 presented to the Board without proper planning. At the conclusion of the
discussion, the Board took the following action:

148 **8:54PM Costello** made a **MOTION**, second by **Davis**, to see if the Town
will vote to authorize the Board of Selectmen to petition the General Court to
150 for special legislature substantially as follows provided that the General Court
may make clerical or editorial changes to the bill and that the special petition
152 be to allow Fire Chief Kerry Stickney to remain on as fire chief for the Town of
Boxford until the year 2020. **The motion was defeated by a 3-2 vote.**

154 **8:55PM** On a **MOTION** made by **Davis**, second by **Perkins**, the Board of
156 Selectmen **VOTED** unanimously to close the warrant for the Annual Town
Meeting to be held Tuesday, May 13, 2014 at 7:00PM at Masconomet
158 Regional School District Auditorium, 20 Endicott Road, Boxford, MA.

160 **8:55PM REPORT OF THE TOWN ADMINISTRATOR:** Town Administrator Alan
162 Benson reviewed the following items with the Board:

164 • **Neurofibromatosis Bike Ride:** Request to include Boxford on the route for the
fourth annual Coast to the Cure bike ride through Boxford on Saturday,
September 6, 2014.

166 **8:55PM** On a **MOTION** made by **Costello**, second by **Nay**, the Board of
Selectmen **VOTED** unanimously to all the Coast to the Cure bike ride on
168 September 6, 2014, as requested.

170 • **Call to Honor Triathlon:** Request to hold the 6th annual Call to Honor Triathlon
at Stiles Pond on Sunday, September 7, 2014.

172 **8:56PM** On a **MOTION** made by **Costello**, second by **Perkins**, the Board of
Selectmen **VOTED** unanimously to allow the Call to Honor Triathlon on
174 Sunday, September 7, as requested.

176 **8:34PM ROUTINES**

• **Correspondence:** The Board briefly reviewed correspondence as follows:

178 ○ **Resident Request:** Resident requests that the Board of Selectmen inform
180 voters of the actual costs of the articles and ballot questions for which

182 ○ **Parent Request:** The Board briefly reviewed a letter from a parent in
support of the elementary school override.

184 ● **Minutes:** The Board briefly reviewed the minutes of March 31, 2014 and the
minutes of March 31, 2014 Executive Session and, after an amendment by
Killam, took the following action:

186 On a **MOTION** made by **Perkins**, second by **Davis**, the Board of
188 Selectmen **VOTED** unanimously to accept the minutes of March 31, 2014
as amended.

190 On a **MOTION** made by **Perkins**, second by **Nay**, the Board of Selectmen
192 **VOTED** unanimously to accept the minutes of March 31, 2014 Executive
Session as submitted.

194 On a **MOTION** made by **Perkins**, second by **Costello**, the Board of
196 Selectmen **VOTED** unanimously to accept the minutes of the joint meeting
of the Finance Committee and Board of Selectmen of March 17, 2014 as
printed.

198 ● **Treasury Bills:**

200 ● On a **MOTION** made by **Killam**, second by **Perkins**, the Board of
202 Selectmen **VOTED** unanimously to approve Accounts Payable Warrant
14-41, in the amount of \$31,481.42.

204 On a **MOTION** made by **Killam**, second by **Perkins**, the Board of
206 Selectmen **VOTED** unanimously to approve Accounts Payable Warrant
14-41S, in the amount of \$80,260.93.

208 On a **MOTION** made by **Killam**, second by **Costello**, the Board of
210 Selectmen **VOTED** unanimously to approve Payroll Warrant PY1421, for
non-school payroll, in the amount of \$140,521.31.

212 After Selectman Costello removed himself from the meeting:
214 On a **MOTION** made by **Killam**, second by **Davis**, the Board of Selectmen
VOTED to approve Payroll Warrant PY1421, for school payroll, in the
amount of \$306,784.95. **Costello abstained.**

216
218 **9:10PM Other Business**

220 ● **Update on Negotiations with Public Employees Committee:** Benson
advised they have reached an agreement for 2015 only. Employees will
be going with the benchmark plan, a BCBS plan, which mirrors the Tufts
Navigator plan. He provided more information on costs and other details of

- 222 the plan and added they will bid out the insurance for the next year. He
223 provided a Memorandum of Agreement for the Board to review and sign.
224 • **Open Meeting Law:** Costello encouraged all members and viewers to
225 avail themselves of a copy of the Open Meeting Law, provided free from
226 the Town Clerk's office.
227 • **Update on Apartments:** Perkins requested an update on apartments
228 from the Building Inspector at the next meeting.

230

9:22PM ADJOURN

232 On a **MOTION** made by **Davis**, second by **Perkins**, the Board of Selectmen **VOTED**
233 unanimously by roll call vote to return to open session and adjourn at 9:22PM.

234

236 Respectfully submitted,

238 Judith A. Stickney
239 Minutes Secretary

240

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

- 243 1. Agenda
- 244 2. Announcement: Burning Permits
- 245 3. Announcement: Earth Day
- 246 4. Announcement: Boxford Community Blood Drive
- 247 5. Announcement: Moderator's Forum
- 248 6. Announcement: Candidates Night
- 249 7. Revenue/Expense Projection FY15
- 250 8. Town of Boxford Summary of Increases
- 251 9. Operating Budget Draft, 4/3/14
- 252 10. Estimated Tax Impact Increases FY15
- 253 11. Free Cash Report and Amount Available for Appropriation
- 254 12. Capital Budgeting Committee 5-Year Capital Forecast FY15-FY19
- 255 13. Packet of Information Re: Continuing the Employment of the Fire Chief
- 256 14. Draft Warrant for Annual Town Meeting
- 257 15. Memo from Town Administrator to Board of Selectmen, Re: Ballot Questions,
258 4/3/14
- 259 16. Motion to close the warrant for Annual Town Meeting
- 260 17. Letter from Neurofibromatosis, Northeast to Town Administrator, Re: Coast to the
261 Cure Bike Ride, 3/11/14
- 262 18. E-Mail from Jon Schwartz to Board of Selectmen, Re: Triathlon Approval, 3/26/14
- 263 19. Letter from Resident to Board of Selectmen, Re: Clarification on Bond Issuance,
264 3/24/14
- 265 20. Letter from Resident to Board of Selectmen, Re: Support for Public School
266 Budget, 3/21/14

- 268 21. Memo from Town Administrator to Board of Selectmen, Re: Outstanding
Appointments, 4/4/14
- 270 22. Meeting Minutes:
- March 31, 2014
 - March 31, 2014 Executive Session
- 272 23. E-Mail from Fire Chiefs Association of Massachusetts (FCAM) to Selectman
Perkins, Re: Chiefs Serving Past Age 65, 4/4/14
- 274 24. Copy of Letter from Attorney John J. Clifford to FCAM, Re: Call Firefighters –
Mandatory Retirement Age, 1/30/10
- 276