

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
April 28, 2014 7:00PM**

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

Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Kathy O'Brien

7:02PM Meeting Called to Order

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

7:02PM ANNOUNCEMENTS

- **Moderator's Forum:** Selectman Killam announced there will be a Moderator's Forum at Town Hall on May 6, 2014, at 7PM.
- **Candidates Night:** Selectman Perkins announced there will be a Candidates Night on Thursday, May 8, 7:30PM, at Town Hall.
- **Annual Town Election:** Selectman Costello announced the annual town election will be May 20, 2014. He read aloud the listing of final candidates for office.
- **Earth Day Clean Up:** Selectwoman Nay announced that the Recycling Committee is extending the Earth Day Clean Up through the end of May. They will continue to accept litter at the Spofford Road recycling center throughout the month of May, on Saturdays.
- **Community Giving Tree Fundraiser:** Selectwoman Nay announced that the Community Giving Tree annual fundraiser will be held May 4, from 5PM to 8PM at the Doubletree Hilton, \$50 per person.
- **Cribs Needed:** Selectwoman Nay announced that the Community Giving Tree is desperately seeking donations of cribs. Contact Community Giving Tree if you have a crib you can donate.

7:06PM STATUS UPDATE ON ROUTE 133 RECONSTRUCTION PROJECT: John Dold, DPW Superintendent/Town Engineer, and two engineers from Bayside Engineering provided a brief presentation on the Route 133 reconstruction project. Dold explained that the project will be paid for by a federal grant, if the project moves forward as planned, according to MassDOT standards. There ensued a lengthy discussion on the intersection at the West Village.

- **Update on Schedule:** The engineers advised that there will be an informal public hearing after the 25% design submission. They estimated that the public hearing will be sometime next spring.

7:38PM MEETING WITH THE DEPARTMENT OF PUBLIC WORKS: John Dold, DPW Superintendent/Town Engineer, met with the Board of Selectmen to discuss the following:

- **Update on Town Recreational Fields:** Dold advised the Recreational folks were hoping to have the fields open for April 7. They were too wet and they were not able to open them until two weeks ago. They've since been fertilizing and liming the fields. They'll start cutting within two weeks. Selectwoman Nay asked to meet with Dold to discuss maintenance on the accessibility to the fields.
- **Update on Culvert Cleaning and Street Sweeping:** Dold advised that the catch basins have been cleaned and street sweeping has begun.
- **Update on Summer Paving Projects:** Dold provided a copy of the paving schedule to the Board, covering May through October.
- **Culvert Replacement:** Dold advised that there are several culverts in town that he is working on replacing, including some on the roads that are scheduled to be repaved.
- **Update on Stone Wall on Spofford Road:** Dold provided a brief presentation on the stone wall on Spofford Road, reporting that the wall has been repaired by W. LeRoy, contractor. He added that there are several instances of vertical joints on the wall that may present problems in the future. Dold noted an annual review of the stone wall will be done.

8:05PM REPORT OF THE TOWN ADMINISTRATOR: Town Administrator Alan Benson reviewed the following items with the Board:

- **Request for Liquor Distribution Permit:** Benson advised BTA-BOLT's dinner meeting is tomorrow night at Lincoln Hall and they would like to have wine with their dinner.
 - **8:06PM** On a **MOTION** made by **Costello**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the liquor distribution permit for BTA-BOLT as requested.
- **Approval of Health Insurance Plans for FY2015:** Benson provided a Memorandum of Agreement between the Town of Boxford and the Boxford Public Employee Committee, as well as detailed information on the health insurance plans for FY2015 for the Board to review and approve.
 - **8:10PM** On a **MOTION** made by **Nay**, second by **Killam**, the Board of Selectmen **VOTED** to approve the health insurance plan for FY2015. Perkins and Costello abstained.
- **Update on May 5 Informational Meeting on Culvert Detour:** Benson provided a review of the plans for the culvert detour scheduled for August and the effort the Town has made and will make to notify the residents who will be affected by the detour.
- **Board of Selectmen Annual Report for 2013:** Benson provided a copy of the draft report to be submitted to the Town Clerk. The Board discussed edits to the report and Benson will make the corrections and submit it to the Town Clerk.

- **Request for Sign:** Benson advised the Board of a request they have from the Grange to place a sign in front of Lincoln Hall from 4/28 to 5/2 for the Pre Mother's Day Artisan Fair on 5/2.
 - **8:20PM** On a **MOTION** made by **Perkins**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve the sign, as requested.

8:21PM ROUTINES

- **Correspondence:** The Board briefly reviewed correspondence as follows:
 - **Resident Thank You:** The Board briefly reviewed a letter from a resident thanking the emergency services people for their response to a recent incident.
 - **Lawsuit Appeal Filed Today:** Benson advised the Board that there was another lawsuit filed today on the recreational fields project for Haynes Land.
 - **Outstanding Appointments:** The Board briefly reviewed the outstanding appointments.
- **Minutes:** The Board briefly reviewed the minutes of April 14, 2014 and took the following action:
 - On a **MOTION** made by **Perkins**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to accept the minutes of April 14, 2014 as printed.
- **Treasury Bills:**
 - On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant PY1422, in the amount of \$11,126.28.

On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 14-44, in the amount of \$52,680.01.

8:25PM ADJOURN

On a **MOTION** made by **Perkins**, second by **Killam**, the Board of Selectmen **VOTED** unanimously to adjourn at 8:25PM.

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: Moderator's Forum

3. Announcement: Candidates Night
4. Announcement: Annual Town Election
5. Packet of information on the Route 133 Reconstruction Project
6. Application for the alcohol distribution permit
7. Memorandum of Agreement between the Town of Boxford and the Boxford Public Employee Committee
8. Information on changes to town of Boxford employee health insurance plans
9. MIIA Health Benefits Trust Renewal Proposal 7/1/14-6/30/15
10. Letter to residents Re: Culvert replacement on Main Street, at Glendale Road
11. Draft Town Report Board of Selectmen
12. E-Mail to Board of Selectmen requesting sign placement on Lincoln Hall, 4/10/14
13. Letter from Resident to Board of Selectmen, Re: Kudos to Emergency Services, 4/13/14
14. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 4/24/14
15. Meeting Minutes:
 - April 14, 2014
16. Memo from DPW Superintendent to Town Administrator, Re: Schedule of Paving, 4/26//14
17. Draft Memoriam for Town Report