

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
May 5, 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, Chief Kerry Stickney, Chief Michael Murphy, DPW Superintendent/Town Engineer John Dold, Brad Sweet, Marc Mercier, Norman Brown, and others

7:03PM Meeting Called to Order

With a quorum present, Chairman Davis called the meeting to order at 7:03PM.

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.
- **Candidates Night:** Selectman Perkins announced there will be a Candidates Night on Thursday, May 8, 7:30PM, at Town Hall.
- **Annual Town Meeting:** Selectman Davis announced that the annual Town Meeting will be held 5/13 and 5/14, at Masconomet, starting at 7PM.
- **Annual Town Election:** Selectman Costello announced the annual town election will be May 20, 2014, from 7AM-8PM.
- **St. Joseph's Food Pantry Thank You:** Selectwoman Nay announced that the St. Joseph's Food Pantry was overwhelmed with the response to the recent food drive, conducted by the Boy Scouts.
- **Town Meeting Food Drive:** Selectwoman Nay announced there will be a food drive at the Town Meeting to benefit the food pantry at the First Congregational Church.

7:05PM UPDATE ON MAIN STREET CULVERT PROJECT AND SAFETY PLAN:

John Dold, DPW Superintendent/Town Engineer, Norman Brown, Bayside Engineering, the Fire Chief and the Police Chief, met with the Board of Selectmen to provide information on the following:

- **Update on Culvert Replacement: Main Street at Glendale Road:** Dold provided a brief presentation on the issues with the culvert and the work that will be conducted to fix it.
- **Presentation of Safety Plan:** Dold advised that Main Street will be closed for three days and presented the detour plan, noting signage and other methods of notifying residents before the road is closed.
- **531 Main Street Resident Comments:** The residents of 531 Main Street expressed concern about the aesthetics of the concrete box culvert, as opposed

to the old stone culvert that is there now. Dold answered their questions and addressed their concerns.

7:34PM CONSIDERATION OF POLICE MUTUAL AID AGREEMENT: Police Chief Michael Murphy met with the Board of Selectmen to discuss the following:

- **County-Wide Police Mutual Aid Agreement:** Murphy provided information and a brief presentation on the county-wide mutual aid concept. The Board briefly discussed the concept and agreed to execute the agreement, as requested.

7:41PM On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to execute the agreement as presented and authorized the Chair to sign it.

7:42PM MEETING WITH CABLE ADVISORY COMMITTEE: Brad Sweet and Rick Rivers of the Cable Advisory Committee met with the Board of Selectmen to discuss the following:

- **Update on Process for Comcast Renewal:** Sweet provided an update on the survey the committee conducted online regarding the residents' experience with both Comcast and Verizon cable services.
- **Request for Public Hearing:** Sweet requested the Board of Selectmen hold a public hearing on Tuesday, June 10, as part of the ascertainment of public comments on Comcast, and to give them ample time to advertise the hearing. After a brief discussion, the Board decided to have the hearing at their regular meeting on June 16, and make it a joint meeting with the Cable Advisory Committee. Sweet agreed to the June 16 date.

7:59PM Chairman Steve Davis turned the meeting over to Clerk Chuck Costello and the meeting proceeded with Costello serving as Chair.

8:00PM REPORT OF THE TOWN ADMINISTRATOR: Town Administrator Alan Benson reviewed the following items with the Board:

- **Update on State Budget:** Benson provided an update on the State Budget and its effect on local aid.
- **Request for Appointment of Alternate Building Inspector:** Benson advised the Board that the Building Inspector has requested that David Harris be considered for appointment as the Alternate Building Inspector.

8:05PM On a **MOTION** made by **Killam**, second by **Costello**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint David Harris as the Alternate Building Inspector for a term ending June 30, 2015.

- **Request to Lift the Hiring Freeze:** Benson advised the Board that the Head of Reference has resigned and the Library Director is requesting to lift the hiring freeze to hire a replacement.

- 8:07PM** On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to lift the hiring freeze, as requested, to hire a replacement Head of Reference.
- **Monthly Report from the Inspector of Buildings:** The Board briefly reviewed the monthly report from Inspector of Buildings.

8:07PM **Chairman Davis** returned as Chair of the meeting.

ROUTINES

- **Correspondence:** The Board reviewed correspondence as follows:
 - **Thank You:** The Board acknowledged a letter from employees of NEWEA Snell Engineering thanking the DPW Superintendent for speaking at a NEWEA function.
 - **Resident Letter Re: Library:** The Board acknowledged a brief letter from Richard Alm regarding the library.
 - **Letter of Complaint:** Benson provided information on the letter of complaint the Board received regarding the recent actions of the Town Clerk. The Board took no action, as the Town Clerk is elected.
 - **Outstanding Appointments:** The Board briefly reviewed the outstanding appointments.
- **Minutes:** The Board reviewed the minutes of April 28, 2014 and, after amendments proposed by Nay, took the following action:

On a **MOTION** made by **Davis**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to accept the minutes of April 28, 2014 as amended.
- **Treasury Bills:**

On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 14-45, in the amount of \$368,630.46.

On a **MOTION** made by **Killam**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant PY1423, for non-school payroll, in the amount of \$153,388.31.

After Selectmen Costello removed himself from the meeting, on a **MOTION** made by **Davis**, second by **Killam**, the Board of Selectmen **VOTED** to approve Payroll Warrant PY1423, for school payroll, in the amount of \$238,558.30. **Costello abstained.**

8:15PM EXECUTIVE SESSION

8:15PM On a **MOTION** made by **Davis**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of: discussing overall strategy on employment contract negotiations

with non-represented employees 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.

9:09PM ADJOURN

On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously by roll call vote to return to open session and adjourn at 9:09PM.

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 Meeting
5. Announcement: Annual Town Election
6. Announcement: St. Joseph's Food Pantry
7. Letter to residents Re: Culvert replacement on Main Street, at Glendale Road
8. Packet of information on the Culvert Replacement, Main Street at Glendale
9. Construction Detour Plan Main Street Culvert Replacement Project
10. Interagency Mutual Aid Agreement
11. Article: House OK's state budget bill for fiscal 2015
12. Article: House Approves State Budget; \$25 million for CPA included
13. FY2015 Local Aid Estimates
14. Memo from Inspector of Buildings to Town Administrator, Re: Alternate Building Inspector, 4/28/14
15. Copy of Letter to Library Director from Head of Circulation, Re: Resignation, 4/25/14
16. Memo from Inspector of Buildings to the Board of Selectmen, Re: Monthly Report for April 2014, 5/1/14
17. Letter from NEWEA Snell Engineering to DPW Superintendent, Re: Thank You, 4/30/14
18. Letter from Richard Alm to Board of Selectmen, Re: Warrant Article 5, 4/25/14
19. Memo from Town Administrator to Board of Selectmen, Re: Letter of complaint against Town Clerk Robin Phelan, 5/1/14
20. Letter of Complaint and Packet of Information from Pat Morris and Alicia Cargill, Re: Town Clerk, 5/1/14

21. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 4/24/14
22. Meeting Minutes:
 - April 28, 2014
23. Motion for Executive Session