

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

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

Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Kathy O'Brien, Rich Shaw, Judy Anderson, Joyce Ricklefs, Bill Dolan, Steve Harvey, Suzanne Cox, Jim Sterio

7:00PM Meeting Called to Order/Pledge of Allegiance

With a quorum present, Selectwoman Nay called the meeting to order and requested all in attendance to recite the Pledge of Allegiance.

7:01PM ANNOUNCEMENTS

- **Trick or Treat Hours:** Selectman Perkins announced that Trick or Treat hours in Boxford will be held on Friday, October 31, from 5PM-8PM.
- **Vote:** Selectman Costello announced that the Town Clerk is urging residents to vote in the State Election on Tuesday, November 4, at Town Hall, from 7AM-8PM.
- **Boxford: Purple Heart Town:** Selectwoman Nay invited all veterans, including Purple Heart Recipients, to the November 10 meeting of the Board of Selectman, where the Board will honor them and submit a proclamation for Boxford to be a Purple Heart Town.

7:03PM MEETING WITH BOXFORD COUNCIL ON AGING: Members of the Council on Aging met with the Board of Selectmen to provide an update on the activities at the COA. Committee member Rich Shaw provided information on the following:

- **Ongoing Council Activities:** Shaw provided an update on the success of the barbecues they had over the summer, the weekly congregate lunches, various programs, clinics, clubs, and classes.
- **SHINE Volunteer:** Shaw provided information on the SHINE representative they have to help seniors figure out their retirement health benefits and options.
- **New Shed:** At the request of Selectman Perkins, Shaw provided an update on the new shed and how it has helped alleviate some of the cramped space in the main building.
- **COA Needs Assessment:** Shaw provided the Board with information to support their request for a professional third party needs assessment for the Council on

Aging. The Board also reviewed the detailed letter from COA Chair with information from Municipal Resources on their proposal to complete the study.

On a **MOTION** made by **Killam**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to support the request to the Finance Committee for a reserve fund transfer to fund a needs assessment study for the Council on Aging, not to exceed \$15,000.

7:29PM INTERVIEWS FOR VOLUNTEER COMMITTEE POSITIONS:

- **Suzanne Cox: Candidate for Council on Aging:** Suzanne Cox provided the Board with her background and interest in serving on the Council on Aging. On a **MOTION** made by **Killam**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Suzanne Cox to the Council on Aging for a term ending 6/30/14
- **James Sterio, Candidate for Fire Chief Screening Committee:** James Sterio provided the Board with his background and interest in being on the committee.
- **Stephanie Moody, Candidate for Fire Chief Screening Committee:** Moody was not able to attend the meeting, but Selectwoman Nay advised that she approached Moody about the position and she agreed to serve. Perkins asked if they could have her come in for an interview. Benson will contact her to see if she could come in next week.
- **Bill Dolan, Candidate for Fire Chief Screening Committee:** Dolan provided the Board with his background and interest in being on the committee.
MOTION made by **Costello**, second by **Cargill**, to appoint Bill Dolan to the Fire Chief Screening Committee for a term ending 6/30/14.
DISCUSSION: Killam wanted to vote on how many will be on the committee before committing a vote to this candidate. A brief discussion ensued and,

On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED 4-1 (NO: Killam)** to keep the original number of Fire Chief Screening Committee members to five. The motion carried.

MOTION by **Costello**, second by **Nay**, to rescind the original motion for appointment. The motion passed unanimously.

Nay advised all Fire Chief Screening Committee candidates that the Board will put the appointments on hold and will make a decision at a future meeting, after interviewing additional candidates.

8:34PM ROUTINES:

- **Board Openings:** Selectman Costello read aloud the list of committee vacancies.

- **Appointments:** Benson provided the Board with a memo from the Council on Aging recommending appointments to the Permanent Building Committee, as representatives from the Council on Aging:
 - On a **MOTION** made by **Killam**, second by **Costello**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Judith Anderson and Richard Shaw to as COA representatives to the Permanent Building Committee for a term ending June 30, 2015.
- **Approval of Minutes:** The Board reviewed the minutes available and, after amendments proposed, took the following action:
 - On a **MOTION** made by **Perkins** second by **Cargill**, the Board of Selectmen **VOTED** unanimously to accept the minutes of October 20, 2014, as amended.
 - On a **MOTION** made by **Cargill** second by **Perkins**, the Board of Selectmen **VOTED** unanimously to accept the minutes of October 20, 2014 Executive Session, as printed.
- **Treasury Bills:**
 - After Selectman Perkins removed himself from the meeting, on a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant 15-08, for non-school payroll, in the amount of \$927.29. **Perkins abstained.**
 - On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 15-17S, in the amount of \$175,912.81.
 - On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 15-17, in the amount of \$254,223.66.

8:01PM OTHER BUSINESS:

- **DOT Meeting Tomorrow:** Selectman Killam advised the Board that he was made aware of a meeting the Board is having with MassDOT tomorrow, but he was not told anything about it by the Board. Benson advised that when MassDOT was contacted, they asked if two reps from the Boxford Board of Selectmen and two reps from the Border to Boston Trail Committee could meet with them for a briefing and then they will come here to attend a Selectmen's meeting.
- **Executive Session:** Benson requested that the Board have a brief Executive Session to discuss Boxford v Greenwood.

8:08PM Executive Session

On a **MOTION** made by **Nay**, 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 litigation: Boxford v. Greenwood Emergency, 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.

8:17PM ADJOURN

On a **MOTION** duly made and seconded, the Board of Selectmen **VOTED** unanimously to return to open session and adjourn at 8:17PM.

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: Trick or Treat Hours
3. Announcement: Vote
4. Announcement: Purple Heart Ceremony
5. E-Mail from Council on Aging to Board of Selectmen, Re: COA Needs Assessment, 10/22/14
6. Letter from Municipal Resources to Council on Aging, Re: Needs Assessment Proposal, 10/9/14
7. Letter from James Sterio to Town Administrator, re: Fire Chief Screening Committee, 10/15/14
8. Resume of Stephanie Moody
9. E-Mail from Bill Dolan to Selectman Perkins, Re: Fire Chief Screening Committee, 10/21/14
10. E-Mail from Council on Aging to Board of Selectmen, Re: Appointment Recommendations, 10/23/14
11. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 10/24/14
12. E-Mail from Council on Aging to Board of Selectmen, Re: COA Appointments, 10/23/14
13. Meeting Minutes:
 - October 20, 2014
 - Meeting Attendance Sheet, 10/20/14