

**Minutes of the BOXFORD BOARD OF SELECTMEN  
BOXFORD TOWN HALL MEETING ROOM #1  
November 3, 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, Lance Cluster, Chief Michael Murphy*

**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.

**7:00PM ANNOUNCEMENTS**

- **Sympathy to Kelley Coye:** Selectwoman Nay expressed the Board's deepest sympathies to town treasurer office employee Kelly Coye and her family on their recent loss.
- **Winter Festival 2014:** Selectman Killam announced that West Boxford Improvement Society will be holding their Winter Festival in the West Village and Lincoln Hall on Saturday, December 6, from 9AM to 3PM.
- **Purple Heart Honor:** Selectwoman Nay invited all veterans, especially 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.

**7:01PM MEETING WITH POLICE DEPARTMENT:** Chief Murphy met with the Board of Selectmen and provided information and updates on the following:

- **Melvin Green Signs:** Murphy advised the signs they had discussed have been ordered and will be installed soon. He added there was a recent accident near that intersection.
- **Proposal for Traffic/Speed Mitigation at Main/Maple:** Murphy provided the Board with photos to view as he presented his proposal for signage in the Main Street/Maple Avenue area. There was a brief discussion on alternatives to the Chief's proposal.

On a **MOTION** made by **Killam**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the Chief's proposal to place traffic signs on Main and Maple, as presented.

- **Taser Policy Approval:** Murphy provided the Board with a copy of the Police Department's taser policy, which was recently approved by the Massachusetts Secretary of Public Safety.  
On a **MOTION** made by **Costello**, second by **Killam**, the Board of Selectmen **VOTED** unanimously to approve the taser policy, as presented.
- **Sergeants Examination:** Murphy provided the Board with the process the department will be following to administer a sergeant's examination, which will take place sometime around January 15.
- **Officer Training:** Murphy advised that the training is ongoing, and provided information on an officer who recently completed advanced fingerprint training.
- **New Cruiser:** Murphy advised that the new cruiser is on order and should arrive within a month to 6 weeks.
- **Masconomet Parking:** Murphy advised Officer Nentwig has been working with the school administration in an effort to resolve some of the parking issues at Masconomet. He added that the department has been vigilant with the parking issues there and issuing tickets when warranted.
- **Telephone Scams:** Murphy advised that people are being contacted by telephone with scams. He warned residents to be vigilant and to call the Boxford Police if they are contacted by strangers asking for money.
- **Halloween:** Murphy advised Halloween went well, with limited incidents of vandalism. He added that there were about 2,000 trick-or-treaters in the Andrews Farm area, but all went well.
- **Winter Driver Safety Tips:** Murphy urged residents to be careful now that daylight saving time is over and school children may be on the roads in the dark.

#### **7:31PM      CONSIDERATION OF APPOINTMENTS TO THE FIRE CHIEF**

**SCREENING COMMITTEE:** Selectwoman Nay suggested that the Board discuss the candidates, in an effort to come up with a consensus of four to appoint. She added that all had been interviewed with the exception of Stephanie Moody, who was recently interviewed for a position on another committee and that interview is available online. Each board member nominated their selections for the committee. After discussion, the Board took the following action:

On a **MOTION** made by **Costello**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint James Sterio to the Fire Chief Screening Committee for a term ending 6/30/15.

On a **MOTION** made by **Cargill**, second by **Killam**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Damon Dustin to the Fire Chief Screening Committee for a term ending 6/30/15.

On a **MOTION** made by **Perkins**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Bill Dolan to the Fire Chief Screening Committee for a term ending 6/30/15.

**Costello** made a **MOTION**, second by **Nay**, to appoint Stephanie Moody to the Fire Chief Screening Committee for a term ending 6/30/15. The motion **FAILED** on a 3-2 roll call vote:

**Cargill: NO**  
**Killam: NO**  
**Costello: YES**  
**Perkins: NO**  
**Nay: YES**

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Al Vaz to the Fire Chief Screening Committee for a term ending 6/30/15.

#### **7:43PM REPORT OF THE TOWN ADMINISTRATOR**

- **Fire Department Employee Survey Results:** Benson provided the Board with a compilation of the fire department employee survey results. The Board reviewed the responses and a brief discussion ensued. Benson advised the Board that the Fire Department would be getting a copy of the compilation.
- **Ethics Disclosure:** Benson provided the Board with a copy of the Disclosure of Appearance of Conflict of Interest which was filed with the Town Clerk by Selectman Perkins, regarding the appointment of the new fire chief.
- **Sign Request:** Benson provided the Board with a request from the Masconomet Education Foundation to place signs in town promoting their annual online auction in November.

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

- **Upcoming Meetings:** Benson advised that next week's meeting would be a ceremony for the town's Purple Heart veterans and to sign the warrants. The following week will be the meeting with MassDOT. There will be no meeting the week of Thanksgiving, 11/24.

#### **8:34PM ROUTINES:**

- **Board Openings:** The Board briefly reviewed the list of Board openings.
- **Approval of Minutes:** The Board reviewed the minutes available and took the following action:

On a **MOTION** made by **Killam** second by **Costello**, the Board of Selectmen **VOTED** unanimously to accept the minutes of October 27, 2014, as printed.

On a **MOTION** made by **Killam** second by **Cargill**, the Board of Selectmen **VOTED** unanimously to accept the minutes of October 27, 2014 Executive Session, as printed.

On a **MOTION** made by **Killam** second by **Cargill**, the Board of Selectmen **VOTED** unanimously to accept the minutes of September 29, 2014 Executive Session, as amended.

- **Treasury Bills:**

On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 15-18S, in the amount of \$93,791.81.

After Selectmen Perkins removed himself from the meeting, on a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** to approve Payroll Warrant 15-09, for non-school payroll, in the amount of \$154,373.17. **Perkins abstained.**

On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant 15-09, for school payroll, in the amount of \$315,808.07, for a total payroll of \$470,181.24.

On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 15-18, in the amount of \$391,489.49.

After Selectman Perkins removed himself from the meeting, on a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** to approve Accounts Payable Refund Warrant 15-364, in the amount of \$1,653.15. **Perkins abstained.**

**8:00PM OTHER BUSINESS:**

- **DPW Coming In?** Selectman Perkins asked Benson if the DPW would be coming in to discuss the winter season activities and the department's regular update for the Board. Benson advised that the DPW Superintendent will be on the agenda for an upcoming meeting.

- **Boxford Village Historic District Signs:** Cargill asked the Board who is responsible for replacing the “Entering Boxford Historic District” signs. Benson advised the DPW is responsible for replacing them and Cargill advised that he will call John Dold to see if he can fit that into his schedule.

#### **8:04PM 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 land acquisition, 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.

#### **ADJOURN**

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

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: Purple Heart Ceremony
3. Letter from Chief Murphy to Town Administrator, Re: Agenda, 11/3/14
4. Poor quality photo of something regarding the parking at Masconomet
5. Boston Globe article re: telephone scams, 10/29/14
6. Electronic Control Weapons Policy & Procedure
7. Charge to the Fire Chief Screening Committee
8. Fire Chief Screening Committee Candidates
9. Fire Department Employee Survey
10. Disclosure of Appearance of Conflict of Interest: Peter C. Perkins, Board of Selectmen, Re: Appointment of Fire Chief, 10/29/14
11. E-Mail from Masconomet Education Foundation to Board of Selectmen, Re: Sign Request, 10/29/14
12. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 10/30/14
13. Meeting Minutes:
  - October 27, 2014

- October 27, 2014 Executive Session
  - September 29, 2014 Executive Session
14. Motion to go into Executive Session