

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
December 22, 2014 7:00PM**

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

Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Michael White, Director of Finance Kathy Benevento, Library Director Patty DiTullio, Superintendent of Public Works/Town Engineer John Dold, Wayne Merrill, Alden Clark, Bill Shickolovich, Geoffrey Buswick, Christopher Wakeman, Peter Bernardin, Joyce Ricklefs, Julian Troake, Barbara Jessel, Heidi Ellard, Kathy O'Brien, Susan Fowler, Marty Jessel, Peter Delaney, Bill Brown, Joe Callahan, and others

Meeting Called to Order/Pledge of Allegiance

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

7:00PM ANNOUNCEMENTS

- **2015 Dog Licenses Available:** Selectman Costello announced that the 2015 dog licenses are available at the Town Clerk's office, or online.

7:01PM DISCUSSION OF LIBRARY RELOCATION OPTIONS: Selectman Killam requested to make a motion to start the discussion. The Chair requested that the Town Administrator make his presentation first. Town Administrator Alan Benson provided the Board with a brief summary on what has transpired over the past several months regarding the library issues. He continued with an update on information collected to date, for medium-term and long-term options, including relocating the library to the 188 Washington Street location, Lincoln Hall, and Town Hall. He briefly described the challenges and cost estimates associated with each, as the Board reviewed the information provided in the packet.

After the presentation, a brief discussion ensued among the board members. After discussion:

MOTION: Cargill made a **MOTION**, second by **Killam**, that the Board of Selectmen request an \$80,000 transfer from the Finance Committee Reserve Fund to upgrade 188 Washington Street library for library use; further that Lincoln Hall be made available for library functions as has been in the past with no disruption to the organizations presently using it; further, that the vacant spaces in the Town Hall be available to the library for administrative purposes with no disruption to the present functions.

DISCUSSION: There ensued a lengthy discussion on the motion. In addition to the Board of Selectmen, others contributing to the discussion were the following:

- Heidi Ellard, Board of Library Trustees, asked the Board why they thought the estimates provided were not accurate. She further asked the Board to consider the work that went into providing the estimates.
- Bill Shickolovich, Finance Committee, speaking as a resident, he stated his preference for relocating the library to Town Hall, without major renovations.
- Julian Troake, Board of Library Trustees, asked the Town Engineer to explain the details of the costs for 188 Washington Street. Dold provided the details, as requested. He asked the Board to consider the lowest cost option of moving the library to Town Hall.
- Barbara Jessel, 23 Lily Pond Road, reminded the Board that the library has an immediate problem that needs to be addressed and discussion shouldn't be coupled with renovating 188 Washington Street, without the addition of modules. She added that she favors moving the library to the Town Hall.
- Geoffrey Buswick, Finance Committee, advised that the request for \$80,000 from the FinCom reserve could only be considered if it's a true emergency. It could lead to a Special Town Meeting.
- Bill Shickolovich, Finance Committee, advised that the amount could be decreased significantly with changes to the plans for Town Hall.
- Patty DiTullio, Library Director, explained the floor plan that she and Miika Ebbrell (Permanent Building Committee) came up with. She added that in order to maintain certification they have to meet three benchmarks. Meeting the benchmarks would be a challenge at Town Hall, but she felt they could meet them to maintain certification.
- Michael White, Finance Committee, expressed concern about moving to 188 Washington Street without a public water supply and new septic system and wondered if the \$80,000 would need to be increased to cover those costs.

Killam advised that the motion was for the immediate future and any permanent solutions would have to be put before a Special Town Meeting. Benson added that because the footprint of the building and the use of the building is not changing, he didn't feel Title V would apply for the septic system. He added that the public water supply was not needed in the past, because it was a branch library. He didn't know if using the library as the only library would trigger the public water supply requirement.

VOTE: After discussion, the Board voted on the motion, with 2 voting for and 2 voting against and Perkins not voting and requested additional time and information to consider. The Board recessed for five minutes to reconsider the vote.

After recess, the **MOTION PASSED 3-2 (NO: Nay, Costello).**

The Board continued to discuss the library issues after the vote, with the following adding to the discussion:

- Patty DiTullio, Library Director, asked the Board where she should plan on going to work tomorrow, Town Hall or 188 Washington Street.
- Julian Troake, Board of Library Trustees, asked the Board to consider another motion to move the library to Town Hall.

MOTION: Costello made a **MOTION**, second by **Nay**, that the Board of Selectmen adopt the Town Hall option with a budget of \$80,000.

DISCUSSION: A brief discussion ensued among the Board and after the discussion:

VOTE: The **MOTION FAILED** on a **3-2 VOTE (NO: Cargill, Killam, Perkins)**

8:38PM REPORT OF THE SUPERINTENDENT OF DEPARTMENT OF PUBLIC WORKS: DPW Superintendent/Town Engineer John Dold met with the Board to discuss the following:

- **Replace Culvert 20 Kelsey Road:** Dold provided an update for the Board, advising that the regulations have changed and they have to meet the Mass. Streams Standards. He will have to have a hydrological study done and provide passage for fish, organisms, etc. It will now have to be a capital budget project.
- **2015 Projects:** Dold reported that he's working on providing a new handicap ramp, new stairs and automatic door for the Community Center.
- **Sustainability Committee:** Dold advised they're moving ahead with the solar project and they're very close to agreeing to a contract with the private contractor. They're also pursuing the Green Community designation again to qualify for grants. It will be an article for Town Meeting.
- **Vehicle Replacements:** He will be requesting to replace a 1-ton truck and the 1985 International chip truck, which will not pass inspection.
- **Historic Districts Commission:** Dold advised he's working with the Commission to get new Historic District signs placed.
- **Lakes Ponds Streams Committee:** Dold advised he's working with the Lakes Ponds and Streams Committee for a new culvert on Middleton Road.
- **Drainage Issues on Balmoral Road:** Dold advised there will be a capital project to make the improvements there.
- **Current Staff Assignments:** Dold provided the Board with details on staff assignments and current licensing updates, as well as an update on private contractors who are plowing snow for the Town.

- **Directional Signage Placement:** Dold provided the Board with an update on the signs he's ordered and the signs that have already been installed. There ensued a brief discussion on signage.
- **Washington Street/Route 133 Project:** Dold advised that Bayside Engineering will be presenting the Board with the 25% plans in January.
- **Winter Storm Response:** Dold provided the Board with information on how they respond to winter storm events. They have some new drivers this year.
- **Colby Parking Lights:** Nay asked for an update on the lights for the parking area at Colby property. Dold advised he has several estimates, but there is nothing to report on it.

9:08PM MEETING WITH THE FINANCE COMMITTEE:

Geoffrey Buswick, chair of the Finance Committee, advised the Board that his board just met upstairs on the library requests. He added that they accepted the \$45,000 back from the library trustees and they took a vote on transferring \$80,000 to start work on the moving the library to the 188 Washington Street location. That did not pass. He provided a brief summary of the Finance Committee's discussions on the transfer request. There ensued a lengthy discussion.

9:13PM REPORT OF THE TOWN ADMINISTRATOR: Nothing to report.

9:14PM ROUTINES:

- **Review Correspondence:**
 - **Letter from Board of Health:** The Board briefly reviewed the letter from the Board of Health regarding discontinuing use of the 10 Elm Street library location.
 - **Letter from the Boxford Historical Commission:** The Board briefly reviewed a letter regarding the cell tower proposed for 12 Mortimer Road.
- **Approval of Minutes:** The Board reviewed the minutes available, and after amendments proposed by Nay and Cargill, took the following actions:
On a **MOTION** made by **Cargill** second by **Perkins**, the Board of Selectmen **VOTED** unanimously to accept the minutes of December 15, 2014, as amended.
- **Treasury Bills:**
On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-366, in the amount of \$2,157.59.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-25S, in the amount of \$205,313.74.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 15-25, in the amount of \$111,973.30.

9:18PM OTHER BUSINESS

- **Meeting with Fire Chief Candidates:** Nay reported that three of the Board members met the fire chief candidates at the open reception Wednesday night at the fire station. Benson provided the Board with information on the interviews that will take place at the January 5 meeting.
- **Library Layoffs:** Costello asked if the Board was made aware of the two part-time employees who were laid off. Benson provided the Board with information on the lay-offs.

9:25PM EXECUTIVE SESSION

On a **MOTION** duly made and seconded, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing strategy on litigation: Enes v. Boxford Conservation Commission, and declared that an Executive Session was 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.

Members of the Haynes Land Committee were invited to the Executive Session.

9:47PM ADJOURN

On a **MOTION** duly made and seconded, the Board of Selectmen **VOTED** unanimously to return to open session and adjourn at 9:47PM.

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: Dog Licenses Available
3. Memo from Town Administrator to Board of Selectmen, Finance Committee, Library Trustees and Permanent Building Committee, Re: Alternatives Analysis for Relocation of Library Services for "Medium Term" (3 years), 12/18/14
4. Letter from Director of Public Health to Board of Selectman, Re: Health Issues at Library, 12/17/14

5. Letter from Boxford Historical Commission to Varsity Wireless, Re: 12 Mortimer Road Cell Tower, 12/12/14
6. E-Mail from Linda Malbon to Town Administrator, Re: Moving the Library to Town Hall, 12/16/14
7. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 12/12/14
8. Meeting Minutes:
 - December 15, 2014