

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
January 12, 2015 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, Boxford Fire Department members: Chief Kerry Stickney, Captain Peter Holland, Lieutenant Tammy Aghoian, Lieutenant Jack Leary, Lieutenant Michael Soltys, Lieutenant Brian Geiger, Tom Nee, Warren Gould, Katie Colangelo, Kevin Foster, John Rowan, and Brian Hertel; Shawn Stickney, Michael Geiger, Ted Riter, Al Vaz, Kathy O'Brien, Police Chief Michael Murphy, Richard Shaw, Georgetown Fire Chief Al Beardsley, Marcy Miller, Officer Matt Dupont, Mike White, Lana Spillman, Peter Delaney, Judy Anderson, Holly Langer, Louise Kress, Dick Taylor, George Fischer, Barbara Jessel, Jane Moody, John Adams, Julian Troake, Heidi Ellard, Carole Davis, Richard Fahrner, Steve Harvey, Pam Blaquiere, Garth Tolman, Bob Hazelwood, Ellen Nestervich, Steve Merriam, Margaret Chow-Menzer, Robert Fanning, Joyce Ricklefs, Bill Shickolovich, Bob Gore, 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 Cargill announced that the 2015 dog licenses are available at the Town Clerk's office, or online.
- **Christmas Tree Recycling:** Selectman Killam announced that residents can drop off their trees, stripped of all ornaments and decorations, at the Recycling Center every Saturday when the Center is open, between 8AM and 3:30PM.
- **Trash Disposal and Recycling Information:** Selectman Perkins announced that due to Martin Luther King Day on January 19, Boxford trash and recycling residential collection will be delayed one day.
- **Annual Town Meeting and Election:** Selectman Costello announced that the annual Town Meeting will take place on Tuesday, May 12 and the annual town election will take place on Tuesday, May 19. He read aloud all positions which will appear on the ballot.

7:03PM IDENTIFICATION OF FIRE CHIEF FINALIST: Selectwoman Nay thanked all the candidates for their interest in the position, and the current Fire Chief, Kerry Stickney for his 44 years of service to the town. She asked each member of the Board to announce their choice for fire chief and, at the conclusion of each board members' brief presentation, the Board took the following action:

On a **MOTION** made by **Perkins**, second by **Costello**, the Board of Selectmen **VOTED 4-1 (NO: Cargill)** by roll call vote to authorize the Town Administrator to enter into contract negotiations and schedule a medical exam and background check with Captain Jenifer Collins-Brown of the Topsfield Fire Department.

7:15PM MEETING WITH POLICE DEPARTMENT: Chief Michael Murphy met with the Board of Selectmen to discuss the following:

- **Use of Narcan:** Officer Matt Dupont provided a brief presentation on the Police Department's policy regarding the use of Narcan, which saves lives of those who overdose on opiates.
- **Tasers:** Officer Matt Dupont provided a brief presentation on the use of the Tasers, the Department has recently purchased and trained for.
- **Social Media:** Murphy announced that the Boxford Police Department is now on Facebook.
- **CJIS Audit:** Murphy explained that the Department just went through their CJIS audit for security issues. They are largely in compliance and had just one minor issue that was easily resolved.
- **Burglaries:** Murphy announced there was just one burglary last year, due to diligent patrol work and excellent investigative work.
- **Delivery of New Cruiser:** Murphy announced they have recently taken delivery of a new cruiser.
- **Acknowledgement of Officers Murdered in NYC:** Murphy advised the Board that the Boxford Police Department officers are wearing black bands for 30 days, in honor of the two officers murdered in New York City.
- **Thanks to the Garden Club:** Murphy publicly thanked the Garden Club for all the work they do with gardening, wreaths, and other floral decorations.
- **Secret Santa Participation:** Murphy thanked Officer Nentwig for his participation and organization of the Secret Santa program.
- **Silvermine Road Speed Zone:** Benson provided the Board with information on Special Speed Regulation No 7930, received from MassDOT, regarding the speed issues on Silvermine Road. He added that the Board needs to sign the adoption of the Special Speed Regulation.
- **Andrews Farm Road Traffic/Egress Issue:** Murphy provided the Board with information on the issues of the egress at Andrews Farm Road, reported by a resident of Andrews Farm Road. A brief discussion ensued on how the egress was marked in the past. Murphy suggested he meet with the residents to work out a resolution.
- **Horse Crossing Sign Request:** Murphy explained that Officer Nentwig received a request to place "Horse Crossing" signs in the area of 282 Main Street. The Board briefly discussed and decided it wasn't needed.
- **Parking Across from the Village Store:** Cargill advised the Chief and the Board about an issue that was brought to his attention regarding the parking in the West

Village, across from West Village Provisions. The Board briefly discussed and decided that no action was needed at this time.

- **Update on Accreditation Process:** At the request of Selectman Cargill, Murphy provided the Board with a brief update on the accreditation process, advising that it's moving along, but slowly.
- **Maple Avenue Signs:** At the request of Selectman Perkins, Murphy provided an update on the signs requested for Maple Avenue. He advised that some of the signs are up, but the Maple Avenue signs have not been put up yet.

7:49PM REPORT OF THE TOWN ADMINISTRATOR: Town Administrator Alan Benson discussed the following with the Board and the Board took action, as follows:

- **Proposed Comcast License:** Benson provided information for the Board on the request from the Cable Committee regarding the draft license/contract for Comcast. After a brief discussion, the Chair instructed the Town Administrator to move forward with the contract, as proposed.
- **Common Victualler Licenses:** Benson provided the Board with Common Victualler License renewals for the following:

- **Boxford House of Pizza**
- **Stone House Farm, Inc.**
- **Boxford Community Store:**

On a **MOTION** made by **Costello**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to renew the Common Victualler's License to Boxford House of Pizza, 256 Georgetown Road, Unit 5.

On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to renew the Common Victualler's License to Stone House Farm, 276 Washington Street.

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to renew the Common Victualler's License to Boxford Community Store, 7 Elm Street.

- **Mileage Reimbursement Rate:** Benson advised the Board that the IRS has set the mileage rate at 57 ½ cents:
On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to set the mileage reimbursement rate at 57 ½ cents.
- **Chapter 90 Funds Release:** Benson advised the Board that Governor Baker has released \$100 million in Chapter 90 bond authorizations that had been withheld by the previous administration.
- **Census Forms Update:** Benson provided the Board with an update on the census forms snafu and how the Town Clerk is resolving the issue.
- **Appointments:** Benson advised the Board that Andy Gori has volunteered to serve on the Masconomet Scholarship Committee.

On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Andrew Gori to the Masconomet Scholarship Committee.

8:02PM DISCUSSION OF LONG-TERM LIBRARY AND COA OPTIONS: Benson provided the Board with a brief update on the library options and temporary plans. Three phases for implementation were presented, focusing on the 188 Washington Street location. A lengthy discussion ensued, with many in attendance recommending that the Board of Selectmen rescind their previous vote to relocate the library to the 188 Washington Street location and, instead, move the library temporarily to the Town Hall. Those adding to the discussion, with questions or comments, included:

- Holly Langer, 146 Middleton Road, Planning Board
- Michael White, 26 Highland Road, Finance Committee
- Marcy Miller, 61 Pye Brook Lane
- Heidi Ellard, 15 Forest Lane, Library Trustee
- Suzie Fierman, 31 Washington Street
- Bob Gore, 186 Main Street, Planning Board
- Bob Fanning, 54 High Ridge Road
- Barbara Jessel, 23 Lily Pond Road
- Julian Troake, 51 Topsfield Road, Chair of Library Trustees
- Bill Shickolovich, 13 Anna's Way, Finance Committee

After discussion, the Board decided to put the library relocation on hold until the next meeting, after they get more information on construction costs, drawings, etc. to move the library to Town Hall, as requested by the Library Trustees.

9:17PM COMBINED LIBRARY/COA OPTIONS: Selectman Killam began this discussion by reading aloud a statement he prepared in October 2014, on his opinion that there should be a combined library/senior center on the Spofford Road location. COA Chair Dick Taylor provided a letter and matrix for the Board to view as he made his brief presentation in support of a combined library/senior center building at the Spofford Road location. A lengthy discussion ensued. Those contributing to the discussion included:

- Julian Troake, Chair of Library Trustees: Troake advised the Board that the Library Trustees had considered 3 out of the 5 options presented by the Council on Aging and they are willing to work with the Permanent Building Committee and the COA to develop plans for a combined building.
- Margaret Chow-Menzer, Chair of Permanent Building Committee: Chow-Menzer advised the Board that her Committee met earlier this evening to discuss the proposal of the Council on Aging and they voted to look into building a combined library/senior center on the Spofford Road site.
- Steve Merriam, Washington Street, Planning Board/CPC: Expressed his support for a centrally located facility.

The Board of Selectmen will meet next Tuesday, January 20, at 7PM, to discuss the issue further, with all interested boards and committees.

9:53PM ROUTINES:

- **Correspondence:** The Board briefly reviewed correspondence, as follows:
 - Copy of Letter from West Boxford Improvement Society to Tri-Town Transcript, Re: Winter Fest Success, 12/31/14
 - Letter from Round Top Road Resident to Board of Selectmen, Re: Library Relocation, 12/28/14
 - Letter from Ipswich Road Resident to Board of Selectmen, Re: Library Relocation, 12/13/14
 - E-Mail from Townsend Farms Road Resident to Board of Selectmen, Re: Library Relocation, 12/22/14
 - E-Mail from Spofford Road Resident to Board of Selectmen, Re: Library Relocation, 12/22/14
 - E-Mail from Hillside Road Resident to Board of Selectmen, Re: Fire Chief Candidate, 1/7/15
 - E-Mail from Main Street Resident to Board of Selectmen, Re: Fire Chief Candidate, 1/7/15
 - Letter from Sayward Road Resident to Board of Selectmen, Re: Fire Chief Candidate, 1/2/15
 - Letter from Glen Forest Drive Resident to Board of Selectmen, Re: Fire Chief Candidate, 1/2/15
 - E-Mail from Town Clerk to Town Administrator, Re: Resignation of Library Trustee, 1/6/15
- **Appointments:** The Board briefly reviewed the list of outstanding appointments and, after Julian Troake advised the Board he was willing to be the library rep to the PBC, took the following action:
 - On a **MOTION** made by **Costello**, second by **Killam**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Julian Troake as the Library Trustees representative 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 by Perkins and Nay, took the following actions:
 - On a **MOTION** made by **Perkins** second by **Cargill**, the Board of Selectmen **VOTED** unanimously to accept the minutes of January 5, 2015, as amended.
 - On a **MOTION** made by **Cargill** second by **Costello**, the Board of Selectmen **VOTED** unanimously to accept the minutes of January 5, 2015 Executive Session, as printed.

- **Treasury Bills:**

After Selectman Perkins removed himself from the meeting, on a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant #15-14, for non-school payroll, in the amount of \$159,813.63. **Perkins abstained.**

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant #15-14, for school payroll, in the amount of \$297,423.58, for a total payroll of \$457,237.21.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-28, in the amount of \$63,003.05.

10:01PM 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 employment contract negotiations with represented and non-represented employees: Fire Chief, Police Chief, AFSCME Town Hall Clerical/Library, 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 adjourned.

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. Announcement: Christmas Tree Recycling
4. Announcement: Trash Disposal and Recycling Information
5. Announcement: Annual Town Meeting and Town Elections
6. Boxford Fire Chief Finalist Candidates

7. Letter from MassDOT to Town Clerk, Re: Special Speed Regulation No. 7930, 9/17/14
8. Letter from Police Chief to Board of Selectmen, Re: Traffic Issues, 11/7/14
9. Letter from Police Chief to Town Administrator, Re: Agenda, 1/8/15
10. Memo from Town Administrator to Board of Selectmen, Re: Library Short Term Move, 1/9/15
11. Memo from Council on Aging to Board of Selectmen, Re: New COA Center, Combined Library-COA Center, 8/12/14
12. Statement by Selectman Charles Killam, Re: Concerns for Future Library and Senior Center Issues, 10/15/14
13. Library/COA Building Scenarios, 1/12/15
14. Memo from Town Administrator to Board of Selectmen, Re: Proposed Comcast License, 1/9/15
15. Common Victualler License Renewal Applications:
 - Boxford House of Pizza
 - Stone House Farm, Inc.
 - Boxford Community Store, Inc.
16. New Standard Mileage Rates, 12/10/14
17. MMA Press Release, Re: Gov. Baker Releases \$100 Million in Chapter 90 Funds, 1/9/15
18. Copy of Letter from West Boxford Improvement Society to Tri-Town Transcript, Re: Winter Fest Success, 12/31/14
19. Letter from Round Top Road Resident to Board of Selectmen, Re: Library Relocation, 12/28/14
20. Letter from Ipswich Road Resident to Board of Selectmen, Re: Library Relocation, 12/13/14
21. E-Mail from Townsend Farms Road Resident to Board of Selectmen, Re: Library Relocation, 12/22/14
22. E-Mail from Spofford Road Resident to Board of Selectmen, Re: Library Relocation, 12/22/14
23. E-Mail from Hillside Road Resident to Board of Selectmen, Re: Fire Chief Candidate, 1/7/15
24. E-Mail from Main Street Resident to Board of Selectmen, Re: Fire Chief Candidate, 1/7/15
25. Letter from Sayward Road Resident to Board of Selectmen, Re: Fire Chief Candidate, 1/2/15
26. Letter from Glen Forest Drive Resident to Board of Selectmen, Re: Fire Chief Candidate, 1/2/15
27. E-Mail from Town Clerk to Town Administrator, Re: Resignation of Library Trustee, 1/6/15
28. E-Mail from Andrew Gori to Board of Selectmen, Re: Volunteering for Masconomet Scholarship Committee, 12/22/14

29. Resume of Andrew Gori
30. Volunteer Activity of Andrew Gori
31. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 1/8/15
32. Meeting Minutes:
 - January 5, 2015
 - January 5, 2015 Executive Session
33. Motion to go into Executive Session