

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
February 23, 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, Town Counsel Rick Holland, Zach Farkes, Greg Netland, Kathy O'Brien, and others

7:02PM MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE

7:03PM ANNOUNCEMENTS

- **Burning Permits Available/Winter Reminders:** Selectman Perkins announced that brush burning season is January 15-May 1. Burning permits are available online at a cost of \$20 for the season.
- **Annual Town Meeting and Election:** Selectman Cargill 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.
- **Fred Newell and Henry "Chick" Holmes:** Selectwoman Nay expressed the Board's condolences on the recent deaths of two of Boxford's WWII veterans, Fred Newell and Henry "Chick" Holmes.

7:04PM MEETING WITH SUSTAINABILITY COMMITTEE: Greg Netland, Chair of the Sustainability Committee, Zachary Farkes from Borrego, and Town Counsel Rick Holland, all contributed to the discussions on the following:

- **Solar Array Build Update:** Greg Netland, Chair of the Sustainability Committee, met with the Board of Selectmen to provide an update on the solar array build, proposed for the landfill area. Netland reviewed the Solar Array Build Update presentation with the Board.
- **Power Purchase Agreement:** Netland continued with the details of the Power Purchase Agreement between the Town of Boxford and Borrego Solar Systems, accompanied by a presentation, showing the potential for income streams.

The Board continued to discuss the solar array project with those present, and upon completion of the discussion, Benson advised the Board that they were still finalizing terms on one of the documents. Netland asked the Board to provide an idea of how the Board feels about the project. The Board took the following action:

On a **MOTION** made by **Costello**, second by **Perkins**, the Board of Selectmen agreed to give the project a sense of support, pending receipt of the final documents.

8:05PM OTHER BUSINESS:

- **Thank You to DPW:** Selectman Costello publicly acknowledged the outstanding work the DPW has done on our roads during the recent snow storms. Select Chair Nay asked that the entire DPW be invited to the meeting next week to be acknowledged.

8:07PM REPORT OF THE TOWN ADMINISTRATOR: Town Administrator Alan J. Benson, met with the Board of Selectmen to report on the following:

- **Update on Library Move to Town Hall:** Benson advised that a lot of work was completed this past week. Much of the collection has been moved to Town Hall and the children's librarian has been working on the children's room today. He advised the Board that Jeannette Glessmann has been hired as the interim library director until a permanent director is hired. He added that everything is working out very well, so far. Costello added that there will be a grand reopening on March 17.
- **Letter from Lt. Governor:** Benson briefly reviewed the letter the Board received from the Lt. Governor and Governor with the Board, regarding actions the new Administration is taking, working more closely with cities and towns.
- **Letter from Tri-Town Council:** Benson briefly reviewed the letter from the Tri-Town Council with the Board, thanking the Board for their support.
- **Proclamation of Earth Day:** Benson provided the Board with an Earth Day Proclamation, for April 25, 2015, and, after a brief discussion, the Board took the following action:
 - On a **MOTION** made by **Nay**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to proclaim April 25 as Earth Day in Boxford.
- **Request for Tour de Cure Bike Ride:** The Board reviewed the request for a bike ride through Boxford on May 17 and took the following action:
 - On a **MOTION** made by **Perkins**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve the bike ride, as presented.
- **Request for Charles River Wheelmen Bike Ride:** The Board reviewed the request for a bike ride through Boxford on May 17 and took the following action:
 - On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the bike ride, as presented.

8:19PM OTHER BUSINESS

- **Finance Committee Meeting Tomorrow Night:** Benson advised the Board that the FinCom is meeting with Masconomet tomorrow night on their proposed budget, and the elementary school will be in to discuss their capital request for repairs to the Aaron Wood School (est. \$800K-\$1M).

8:32PM ROUTINES

- **Review Correspondence:**

- **Letter from Comcast/xfinity:** The Board acknowledged receipt of a letter from Comcast/xfinity regarding information on customer video service-related issues in 2014.

- **Appointments:** The Board briefly reviewed the list of board and committee openings.

- **Approval of Minutes:** The Board briefly reviewed the available minutes and took the following actions:

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve the minutes of February 11, 2015 Executive Session, as submitted.

On a **MOTION** made by **Perkins**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the minutes of February 11, 2015, as printed.

- **Treasury Bills:**

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-34S, in the amount of \$86,467.36.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-34, in the amount of \$2,579,368.43.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant #15-17, for non-school payroll, in the amount of \$167,483.15.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant #15-17, for school payroll, in the amount of \$307,759.84, for a total payroll of \$475,242.99.

8:36PM OTHER BUSINESS:

- **Library Costs:** Perkins requested that the actual costs vs. budgeted costs of moving the library be made public. Benson advised he will put it up on the website.
- **Disposition of the Two Library Buildings:** Costello requested that the Board schedule a discussion on the disposition of the two library buildings and invite the

Library Trustees in for a joint meeting. He mentioned the possible use of the Elm Street parking lot as commuter parking.

8:47PM ADJOURN

On a **MOTION** made by **Killam**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to adjourn at 8:47PM.

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: February 23
2. Announcement: Annual Town Meeting and Town Elections
3. Announcement: Burning Season
4. Solar Array Build Update (PowerPoint presentation)
5. Power Purchase Agreement
6. Lease Agreement: Spofford Road Landfill
7. Letter from Lt. Governor Karyn Polito to Board of Selectmen, Re: Actions of the Administration, 2/9/15
8. Letter from Tri-Town Council to Board of Selectmen, Re: Thank you for support, 2/4/15
9. Earth Day Proclamation, 4/25/15
10. Letter from American Diabetes Association and supporting material to Board of Selectmen, Re: Bike Race, 1/15/15
11. Packet of E-Mails from Charles River Wheelmen to Board of Selectmen, Re: Bike Ride, 1/9/15
12. Letter from Comcast/xfinity to Board of Selectmen, Re: Form 500 for 2014, 1/28/15
13. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 2/20/15
14. Meeting Minutes:
 - February 11, 2015
 - February 11, 2015 Executive Session