

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
March 9, 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, Peter Delaney, Marty Jessel, Chief Michael Murphy, Representative Jim Lyons, Representative Len Mirra, Joe Callahan, Bill Brown, Jon Schwartz, Pat Morris, and others

7:01PM MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE

7:02PM 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.
- **Child Seat Safety:** Selectman Costello provided information to the public on the correct use of child safety seats in the cold weather. Buckle children in without jackets on, to ensure the belt is securely around the child.
- **St. Patrick's Day Luncheon:** Select Chair Nay announced that the Council on Aging is holding its annual St. Patrick's Day luncheon on Wednesday, March 11, at the Family Life Center. Call the COA for reservations, if interested in attending.

7:05PM MEETING WITH LEGISLATIVE DELEGATION: Select Chair Mary Anne Nay introduced Representative James Lyons and Representative Len Mirra, who provided the Board with handouts to accompany their brief presentation on the FY2016 State budget, then entertained questions from the Board members. The Representatives will return in the fall for another meeting with the Board.

7:33PM MEETING WITH HAYNES LAND COMMITTEE: Haynes Land Committee members Bill Brown and Joe Callahan met with the Board to discuss the following:

- **Update on Current Activities:** Bill Brown provided an update to the Board, advising that they stopped working on the project once the lawsuits were filed. Now that they have been dropped, they are continuing to meet to get on board with the regulatory boards and start planning the fields again. Joe Callahan contributed to the discussion. They are hoping to be ready for a warrant article

for the fall town meeting. Costello suggested they hire a lumber grader to offset the cost of the land clearing.

- **Appointment of Jon Schwartz:** Joe Callahan advised the Board that at their last meeting they voted unanimously to recommend Jon Schwartz be appointed to fill the vacancy on their committee. 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 Jon Schwartz to the Haynes Land Committee for a term ending June 30, 2016.

Schwartz provided the Board with his background information and his position on several issues in town. He advised the Board of his extensive fundraising plans for the fields.

- **Community Informational Meeting:** Bill Brown advised the Board that they will be planning a community informational meeting sometime after the construction drawings are completed.

7:53PM MEETING WITH POLICE CHIEF: Chief Michael Murphy met with the Board of Selectmen to discuss the following:

- **Update of Sergeant Promotion Process and Announcement of Result:** Chief Murphy reported that Officer Dupont scored the highest in the assessment process. Murphy continued to provide further information about Dupont to the Board, supporting his promotion to sergeant. The Board took the following action:
On a **MOTION** made by **Killam**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Matthew Dupont as a sergeant on the Boxford Police Department.
- **Proposed FY16 Police Budget:** Chief Murphy provided the Board with information on his budget proposal for FY2016. Town Administrator Alan Benson provided additional details to the Board on the Chief's FY2016 budget proposals.
- **Silvermine Road Signage:** Chief Murphy advised the Board that the speed signs have been approved for Silvermine Road and will be posted soon.

8:07PM MEETING WITH DIRECTOR OF COMMUNICATIONS: Warren Gould, Director of Communications, met with the Board to discuss the following:

- **Update on Department Issues:** Gould provided the Board with information on the following:
 - **Roof Leaks:** Gould advised the Board that there have been leaks and falling ceiling tiles, which the DPW is in the process of fixing.
 - **Update on Computer Program:** Gould advised the Board that they are using a new system to enter information into their incident reports, using information from the Mass. Registry of Motor Vehicles, which is saving the dispatchers a lot of time.

- **School Camera Systems:** Gould advised the system at Masconomet is working very well, but the systems at the elementary schools are still experiencing problems and they are working diligently to get them worked out.
- **Emergency Radios at Masconomet:** Gould advised the Board that the radios at Masconomet are in place and they are working out the protocol. He added that the Village School at the Second Congregational Church has also purchased radios on their frequency.
- **Proposed Cell Tower on Mortimer Road:** Gould advised the Board that he is looking at the cell tower proposed for Mortimer Road to see if the cell service to the police station could be improved with the tower in place.
- **Proposed FY16 Police Budget and Capital Purchases:** Gould provided the Board with a brief presentation on his proposed FY2016 budget and capital purchases.

8:31PM REPORT OF THE TOWN ADMINISTRATOR

- **Correspondence:**

- **Sign Request:** Benson provided the Board with a letter from the WBIS for signs to promote their annual soup and chowder festival.
On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the signs as requested.
- **Set the Call to Honor Triathlon Date:** Benson provided the Board with a request from Jon Schwartz of the Boxford Athletic Association to set the annual Call to Honor Triathlon date of September 13, 2015.
On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the date, as requested.
- **Landfill Closure:** Benson advised the Board that the Department of Environmental Protection has determined that the closure of the landfill is complete.
- **Advertising at Baseball Field:** Benson advised the Board that the BAA is requesting to continue to allow advertising for local businesses on BAA baseball fields at Koster Park.
On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve the advertising signs, as requested, with the exception of tobacco and alcohol product advertisements, until August of each year.
- **Lease Agreement:** Benson provided the Board with a letter from Town Counsel regarding the lease agreement between Boxford and the Tri-Town Superintendency Union. He added that the request from Town Counsel is that the Town understands the disclosure that Kopelman and Paige also represents Topsfield.

On a **MOTION** made by **Killam**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously that, pursuant to Rule 1.7 of the Massachusetts Rules of Professional Conduct, that the Board of Selectmen of the Town of Boxford consents to Kopelman and Paige, P.C., representing the Town of Topsfield with regard to the Lease Agreement between the Town of Boxford and the Tri-Town Superintendency Union, as disclosed in a letter to the Board of Selectmen dated February 12, 2015, notwithstanding that Kopelman and Paige, P.C., serves as Town Counsel to the Town of Topsfield and will also be representing Topsfield with regard to the Agreement.

- **Upcoming Meetings:** Benson advised the Board that there will be no meeting next week. The next meeting will be on March 23, with several boards and committees invited to discuss the future of the empty town buildings.

8:48PM ROUTINES

- **Signature Folder:** The Board reviewed the items in the signature folder – the form from Kopelman and Paige, and signed the document, as required.
- **Approval of Minutes:** The Board briefly reviewed the available minutes and, after an amendment by Nay, took the following actions:
 - On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the minutes of March 2, 2015, as amended.
- **Treasury Bills:**
 - On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-36, in the amount of \$84,640.09.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-36S, in the amount of \$98,964.93.

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 #15-18, non-school payroll, in the amount of \$154,469.27. **Perkins abstained.**

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant #15-18, school payroll, in the amount of \$305,627.90, for a total payroll of 460,970.17. **Perkins abstained.**

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant #15-18 (Supplemental), non-school payroll, in the amount of \$13,796.21. **Perkins abstained.**

8:55PM EXECUTIVE SESSION:

On a **MOTION** duly made by **Nay** and seconded by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to enter into Executive Session for the purpose of discussing overall strategy on employment contract negotiations with represented and non-represented employees: Fire Chief, 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 by roll call vote 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: March 9, 2015
2. Town of Boxford FY2016 Local Aid Overview
3. FY2016 State Budget Overview
4. Announcement: Burning Season
5. Announcement: Child Seat Safety
6. FY2016 Local Aid Estimates
7. Article: Gov. files \$38B budget plan with local aid increases, 3/4/15
8. Article: Local officials request state, federal aid to cover snow deficits, 3/5/15
9. E-Mail from Haynes Committee to Board of Selectmen, Re: Appointment, 2/20/15
10. Letter from Police Chief to Board of Selectmen, Re: Appointment of Sergeant, 3/6/15
11. Letter from Police Chief to Finance Committee, Re: FY2016 Budget Proposal, 12/31/14
12. Town of Boxford Communications Department FY2016 Proposed Budget
13. Town of Boxford Communications Department FY2016-FY2020 Capital Budget Proposals

14. E-Mail from West Boxford Improvement Society to Board of Selectmen, Re: Sign Request, 3/5/15
15. E-Mail from Jon Schwartz to Board of Selectmen, Re: Call to Honor Triathlon, 3/3/15
16. E-Mail from Jennifer Richardson to Board of Selectmen, Re: Signs at Baseball Field, 2/25/15
17. Letter from Town Counsel to Board of Selectmen, Re: Determination and Consent Pursuant to Massachusetts Rules of Professional Conduct, rule 1.7 – Representation of the Town of Boxford and Topsfield – Lease Agreement between Boxford and Tri-Town Superintendency Union, 2/12/15
18. Letter from Department of Environmental Protection to Board of Health, Re: Boxford Solid Waste Boxford Landfill FMF # 39104 Corrective Action Alternatives Analysis for Adjacent Wetland File #W007903, Decision and Determination of Closure of Northern Landfill, 3/2/15
19. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 3/6/15
20. Meeting Minutes:
 - March 2, 2015
21. Motion to go into Executive Session