

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
April 6, 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, Finance Joyce Ricklefs, Geoff Buswick, Mike White, Heather Vaz, Daniel Volchuk, Paula Fitzsimmons, Steve Merriam, Holly Langer, Jeff Kruck, Bob Gore, Ellen Nestervich, Angela Steadman, Bob Hazelwood, Peter Bernardin, Margaret Chow-Menzer, Kathy O'Brien, Steve Greenberg, David Rivers, Carolyn Miller, Dr. Bernard Creeden, Christine Bolzan, Ross Povenmire, Dr. Kevin Lyons, Susan Fowler, Pat Morris, and others

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

7:01PM ANNOUNCEMENTS

- **Candidates Forum:** Selectwoman Nay announced there will be a Candidates Forum on Monday, May 4, at 11:30AM, at the Council on Aging.
- **Moderator's Forum:** Selectman Cargill announced there will be a Moderator's Forum on Tuesday, May 5, at 7PM, at Town Hall.
- **Candidates Night:** Selectman Cargill announced there will be a Candidates Night on Thursday May 7, at 7:30PM, at Town Hall.
- **Use Caution on Roadways:** Selectman Cargill advised everyone to use caution on the town's roadways. He added there was a serious accident on Saturday morning, involving a bicyclist and a truck, and he expressed his appreciation to our fire department personnel for their expertise in handling the situation as quickly and professionally as they did.

7:04PM ROUTINES: While waiting for the speakers for the Permanent Building Committee to arrive, the Board reviewed the following routine agenda items:

• **Treasury Bills:**

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant #15-20, for non-school payroll, in the amount of \$149,916.74.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant #15-20, for school payroll, in the amount of \$317,716.54, for a total payroll of \$467,633.28.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-40, in the amount of \$378,707.81.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-40S, in the amount of \$75,567.97.

- **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 30, 2015, as amended.
- **Outstanding Appointments:** Selectman Costello read aloud the vacancies on several town committees and boards.

7:12PM DISCUSSION ON TOWN FACILITIES: Members of the Planning Board, the Permanent Building Committee, and the Finance Committee met together to discuss the future plans for the town's currently vacant facilities and the potential for a Town Facilities Master Plan Study. Those contributing to the discussion were as follows:

- Margaret Chow-Menzer, Chair of the Permanent Building Committee
- Bob Gore, Planning Board
- Ellen Nestervich, Planning Board
- Charlie Killam, Board of Selectmen
- Geoff Buswick, Chair of the Finance Committee
- Holly Langer, Planning Board
- Jeff Kruck, Planning Board
- Chuck Costello, Board of Selectmen
- Steve Merriam, Planning Board
- Peter Perkins, Board of Selectmen
- Alan Benson, Town Administrator

Selectwoman Nay ended the discussion by requesting that the Planning Board to meet to further discuss the Facilities Master Plan and return to the Selectmen with their plans and/or suggestions on it.

7:49PM DISCUSSION ON DEVELOPMENT OF A WELL ON SPOFFORD ROAD LAND: Margaret Chow-Menzer, Chair of the Permanent Building Committee, provided a brief presentation on her committee's work on the proposed development of the land off of Spofford Road, including a proposed well and their proposed warrant article to fund it. Representatives from Weston & Sampson assisted with the presentation. Others who contributed to the discussion included:

- Michael White, Finance Committee
- Chuck Costello, Board of Selectmen

- Margaret Chow-Menzer, Permanent Building Committee
- Peter Perkins, Board of Selectmen
- Bob Hazelwood, Permanent Building Committee
- Charlie Killam, Board of Selectmen
- Heather Vaz, Elementary School Committee

Selectman Chair Nay advised the Permanent Building Committee that the Board of Selectmen will vote on whether to support their warrant article to drill the well later in the evening, when they get to the warrant article votes.

8:28PM DISCUSSION ON OVERRIDE ISSUES: Finance Committee Chair Geoff Buswick, advised the Board that his committee took a vote to support both school budgets, as presented, even though they were not completely satisfied with the numbers. He explained the FinCom's deliberations on coming to terms with the school budget overrides and the amount to transfer from free cash for the snow/ice deficit. He added that the Finance Committee does not recommend masking the amounts of the school budgets. A lengthy discussion ensued and, at the conclusion of the discussion:

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED 4-1** by roll call vote to place the Proposition 2 ½ permanent operating budget override ballot question #1 (Elementary school override) on the May 19, 2015 town ballot.

Costello: NO

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED 4-1** by roll call vote to place the Proposition 2 ½ permanent operating budget override ballot question #2 (Masco override) on the May 19, 2015 town ballot. **Costello: NO**

Buswick further advised the Board of Selectmen that the FinCom does not support the well article and will wait for the Planning Board's decision on the Master Facilities Plan Consultant.

At this point, the Town Administrator advised he had an update on the Planning Board's meeting. He advised that the Planning Board would like to see a warrant article for a Facilities Planning Consultant Study. He added that the Planning Board will be meeting on it again to discuss further on April 15th.

8:47PM FINAL REVIEW OF FY16 BUDGET AND MAY 12, 2015, ANNUAL TOWN MEETING WARRANT:

- **Total Budget:** Benson advised the Board they need to vote on whether to support the Finance Committee's budget. After a brief discussion:
On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to support the Finance Committee's budget.
- **Override Votes:** After a brief discussion:

MOTION: Nay made a **MOTION**, second by **Killam**, to recommend adoption of the override articles.

DISCUSSION: Cargill has a hard time with the 8.5% increase in the Masco budget, but will support it and leave it in the hands of the voters to approve. Perkins agreed. Nay feels that they should support the schools and give the voters the opportunity to vote on it.

VOTE: The motion **FAILED**

Abstain: Cargill and Costello

No: Perkins

Yes: Killam and Nay

The Board decided there will be no comment from the Board of Selectmen on the override questions. The Board continued to review the warrant articles and took the following actions:

- **Article 11: \$65,000 to pay for the costs to install a public water supply:** After a brief discussion:
On a **MOTION** made by **Killam**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to support Article 11.
- **Article 14: \$50,000 to supplement the FY2015 Finance Committee Reserve Fund:** After a brief discussion:
On a **MOTION** made by **Nay**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to support Article 14.
- **Article 15: \$225,000 to supplement the Snow and Ice Removal for FY2015:**
On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED 4-1** to support Article 15. No: Costello

9:00PM UPDATE FROM FINANCE COMMITTEE: Geoff Buswick of the Finance Committee returned to the Selectmen's meeting to update the Board on his committee's brief meeting. He advised the board on the following:

- **Motion to Drill a Well:** He advised that the Committee voted to not support drilling a well until a study is done to see if this is going to be a parcel that we want to develop.
- **Facilities Master Plan:** Buswick advised that they had a discussion on it. They are in favor of it and thought it should be a cross-board subcommittee.
- **Tuition Loan Reimbursement:** Buswick advised his committee would like to see the Personnel Board review the policy for uniformity across all departments. He added that they voted on it and it was unanimous.

Benson advised that the Personnel Board is reviewing the tuition reimbursement policy and will be presenting five new policies to the Selectmen to adopt, one of which is the tuition reimbursement policy.

Benson advised Buswick that the Board of Selectmen want it clear on the Town Meeting Warrant that the FinCom replenishment is coming from Free Cash only.

9:13PM REVIEW OF TOWN MEETING WARRANT ARTICLES (cont'd):

- **Article 21: Initiative Petition: To change the Town Clerk's position from elected to appointed:** After a brief discussion:
MOTION: By **Cargill**, second by **Killam**, to recommend adoption of Article 21.
VOTE: Yes: Cargill and Killam
No: Costello, Perkins, Nay

The motion **FAILED** on a 3-2 vote.

Benson advised the Board that they could choose to leave the line blank on the Town Meeting Warrant, where it would indicate whether the Board of Selectmen recommends adoption of the article, or they could choose to indicate that they will make their recommendation at Town Meeting. After a brief discussion:

MOTION: By **Cargill** to indicate that the Board of Selectmen will make their recommendation at Town Meeting. The motion did not receive a second.

Benson advised that the line will be blank on the Warrant.

- **Order of Articles:** The Board briefly discussed the order of the articles and, after a brief discussion:
On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously that the warrant articles be published as presented.

9:24PM REPORT OF THE TOWN ADMINISTRATOR

- **Correspondence:**
 - **Garden Club – Plant Sale – Request for Signs:**
On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the signs as requested.

9:31PM ADJOURN

On a **MOTION** duly made by **Costello**, and seconded by **Cargill**, the Board of Selectmen **VOTED** unanimously to adjourn at 9:31PM.

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: April 6, 2015
2. Announcement: Candidates Forum
3. Announcement: Moderator's Forum
4. Announcement: Candidate's Night
5. Copy of Email from Council on Aging to Permanent Building Committee, Re: Well Installation, 3/26/15
6. Revenue/Expense Projection FY16
7. Memo from Town Administrator to Board of Selectmen, Re: Additional Supplement to Snow and Ice Account, 4/2/15
8. Average Assessment/Tax Rate History
9. Motions to place Ballot questions on May 19, 2015 Town Ballot
10. Warrant Articles
11. Warrant for Annual Town Meeting
12. Memo from Town Clerk to Board of Selectmen, Re: Benefits and Disadvantages of Appointed/Elected Town Clerk, 4/1/15
13. Motion to close the warrant
14. Letter from the Boxford Village Garden Club to Board of Selectmen, Re: Sign Request, 3/25/15
15. Copy of letter from State Rep. James Lyons to Lt. Governor Polito, Re: Follow-Up to Meeting on Municipality Concerns, 3/25/15
16. Letter from Masconomet Chief Financial Officer to Board of Selectmen, Re: Excess and Deficiency Fund Expenditure, 3/24/15
17. Letter from Massachusetts Association of Conservation Commissions to Board of Selectmen, Re: Certification of Mark Mitsch, 3/13/15
18. Memo from Inspector of Buildings to Board of Selectmen, Re: Monthly Report of Permits Issued, 4/1/15
19. Save the Date Announcement from the Archdiocese of Boston, Re: Special Mass for Public Safety Personnel, 3/15
20. Letter from Richard Alm to Board of Selectmen, Re: Cummings House, 3/15/15
21. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 4/3/15
22. Meeting Minutes:

Final, Approved 4/13/15

- March 30, 2015
- March 2, 2015 Executive Session
- March 9, 2015 Executive Session
- March 19, 2015 Executive Session
- March 23, 2015 Executive Session
- March 30, 2015 Executive Session