

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
May 4, 2015 7:00PM**

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

Others Present: Town Administrator Alan Benson, Minutes Secretary Judi Stickney, Bob Gore, Ross Povenmire, Steve Greenberg, David Rivers, and others

7:00PM MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE

7:01PM ANNOUNCEMENTS

- **Moderator's Forum, Candidates Forum, Annual Town Meeting, Annual Town Election:** Selectman Perkins announced there will be a Moderator's Forum in Town Hall on Tuesday, May 5; Candidates Night on Thursday, May 7, Annual Town Meeting is Tuesday, May 12, and Annual Town Election is Tuesday, May 19.
- **Large Metal Item Pick-Up Day:** Selectman Costello announced that large metal item pick-up days will be Monday and Tuesday, May 18 & 19.
- **Arbor Day:** Selectman Cargill announced that Spofford Pond School will hold an Arbor Day ceremony on Friday, June 12, 2PM.
- **Fire Chief Retirement Party this Past Saturday:** Selectwoman Nay asked Selectman Perkins to say a few words about Fire Chief Stickney's retirement party, which was held this past Saturday. Perkins provided a brief summary of the night's events.
- **Don Behrens Memorial Service Sunday:** Selectman Killam reported that he attended the Memorial Service for Don Behrens on Sunday and added that the family was very appreciative of the lowering of the flags in town in his honor.

7:06PM MEETING WITH THE PLANNING BOARD: Bob Gore, Chair of the Planning Board, and Ross Povenmire, Planning Agent, met with the Board to discuss the following:

- **Consideration of Assignment of Municipal Facilities Master Plan Development:** Gore advised that the Planning Board is willing to take on the task of developing a Municipal Facilities Master Plan as long as they have the help of a consultant. They have a proposal from The Cecil Group and a warrant article for the Annual Town Meeting to fund the plan development in the amount of \$10,000.

7:16PM DISCUSSION ON MAY 12, 2015 TOWN MEETING WARRANT:

- **Update on Aaron Wood Project Budget:** Steve Greenberg, of the Tri-Town School Union, and David Rivers, Chair of the Boxford Elementary School Committee, met with the Board of Selectmen to discuss the Aaron Wood Project. Greenberg advised the general contractor bid came in over budget, making the total 15% over the original estimate total of \$815,747, mostly due to prevailing wage laws. The new bid is \$944,510. There ensued a lengthy discussion on whether the Town Moderator would allow the change in the amount for Article 10, from \$585,000 to \$715,000.
- **Moderator's Forum:** The discussion turned to the Moderator's Forum, scheduled for Tuesday, May 5, at the Town Hall. The Board will discuss the change in the printed amount on the Warrant with the Moderator at that time.

7:40PM SOLAR PROJECT ZONING REQUIREMENT: Town Administrator Alan Benson requested that the Board consider the location, use and external appearance of the proposed solar panels on the landfill, to meet the zoning requirement in §196-18 (B). Greg Netland of the Sustainability Committee and Mike White of the Finance Committee contributed to the brief discussion.

Upon a **MOTION** by Selectman **Costello**, second by Selectwoman **Nay**, the Board **VOTED** unanimously, "That the Board determines that while solar panels are not aesthetically pleasing and are not historic in nature, because of the location, and use and benefit to the Town, the Board supports the project."

7:49PM DISCUSSION ON ANNUAL TOWN MEETING, MAY 12, 2015: Town Administrator Benson provided a copy of the Town Meeting Warrant to the Board. The Board briefly reviewed the final copy of the Warrant and discussion turned to whether the Board would need to have a meeting before the Town Meeting. After discussion, the Board decided they did not need to schedule a meeting.

7:56PM PERSONNEL UPDATES:

- **Announcement of New Library Director:** Benson advised the Board that the Library Trustees have offered the job of Library Director to Kevin Bourque and he should be on board as early as May 18.
- **Vote on FY2016 Salary for Town Administrator:** After a brief discussion: On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the employment contract for the Town Administrator with a salary of \$140,000 for FY2016.

8:04PM REPORT OF THE TOWN ADMINISTRATOR

- **Requests for Fee Waiver: Lincoln Hall:** Benson advised the Board that the Garden Club is requesting a waiver of the rental fee for the use of Lincoln Hall for their meetings.
On a **MOTION** made by **Killam**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the rental fee waiver, as requested.
- **MCPPO Designation:** Benson advised the Board that he was approved as a Massachusetts Certified Public Purchasing Official.
- **Tree City Designation:** Benson advised the Board that Boxford has been designated as Tree City by the Arbor Day Foundation.

8:08PM ROUTINES: The Board reviewed the following routine agenda items:

- **Outstanding Appointments:** The Board briefly reviewed the outstanding appointments.
- **Approval of Minutes:** The Board briefly reviewed the available minutes and, after amendments proposed, took the following action:
On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the minutes of April 27, 2015, as printed.

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the Executive Session minutes of April 27, 2015, as printed.

- **Treasury Bills:**
After Selectman Perkins removed himself from the meeting, and on a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** to approve Payroll Warrant #15-22, for non-school payroll, in the amount of \$156,248.34. **Perkins abstained.**

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** to approve Payroll Warrant #15-22, for school payroll, in the amount of \$306,667.89, for a total payroll of 462,916.23. **Perkins abstained.**

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #15-44, in the amount of \$349,301.90.

8:11PM EXECUTIVE SESSION

On a **MOTION** duly made by **Nay** and seconded by **Perkins**, 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 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.

9:16PM ADJOURN

On a **MOTION** made by **Killam**, second by **Costello**, the Board of Selectmen **VOTED** unanimously by roll call vote to return to open session and adjourn at 9:16PM.

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: May 4, 2015
2. Announcement: Reminder: Upcoming Events
3. Announcement: Large Metal Item Pick-Up Day
4. Announcement: Arbor Day
5. Letter from The Cecil Group to the Planning Agent, Re: Comprehensive Municipal Facilities Planning, 4/6/15
6. Aaron Wood Building Project Estimate/Bid, 4/30/15
7. Memo from Town Administrator to Board of Selectmen, Re: Solar Project, 5/4/15
8. Resume of Kevin J. Bourque
9. Letter from the Board of Selectmen to the Town Administrator, FY2016 Salary, 5/4/15
10. E-Mail from Garden Club to Board of Selectmen, Re: Fee Waiver, Lincoln Hall, 4/23/15
11. Letter from the Office of the Inspector General to Town Administrator, Re: MCPPO Designation, 4/22/15
12. Letter from the Arbor Day Foundation to Town Administrator, Re: Tree City Designation
13. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 4/30/15
14. Meeting Minutes:
 - April 27, 2015
 - April 27, 2015 Executive Session
15. Motion to go into Executive Session