

**Minutes of the BOXFORD BOARD OF SELECTMEN  
BOXFORD TOWN HALL MEETING ROOM #1  
October 19, 2015 7:00PM**

*Present: Peter Perkins, Mary Anne Nay, Bill Cargill, Al Vaz, Chuck Costello*

*Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Kathy O'Brien, Briana Erickson, Dan Rivers*

**7:01PM PLEDGE OF ALLEGIANCE**

**7:02PM ANNOUNCEMENTS**

- **Moderator's Forum:** Selectman Perkins announced that there will be a Moderator's Forum on Tuesday, October 20, at 7PM, at Town Hall.
- **Boxford Special Town Meeting:** Selectman Vaz reported that there will be a Special Town Meeting on Tuesday, October 27 at 7PM sharp at Masconomet.
- **Large Metal Item Pick-Up Day:** Selectman Costello announced that there will be a large metal item pick-up day on Tuesday, October 20<sup>th</sup>. Items should be out at the curb by 7AM.
- **Flu Clinic:** Selectwoman Nay announced there will be a flu clinic on Wednesday, October 21, at the Town Hall, from 1PM-4PM, for all Boxford residents. Health insurance cards need to be presented or payment is expected at the flu clinic.
- **Household Hazardous Waste Collection Day:** Selectman Cargill announced there will be a household hazardous waste collection day at Masconomet Regional High School on November 14, 2015, from 9AM-1PM.
- **Reception in Honor of Middleton's Town Administrator Ira Singer:** Selectman Perkins announced there will be a reception in Singer's honor on Wednesday, October 28, at 5-8pm, at Teresa's Italian Eatery.

**7:07PM INTERVIEW BRIANA ERICKSON:** Briana Erickson, candidate for the Ackerman Playground Committee, met with the Board of Selectmen for an interview. Erickson provided the Board with her background and interest in the position. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Briana Erickson to the Ackerman Playground Committee for a term ending June 30, 2018.

**7:16PM DISCUSSION OF COMMUNITY COMPACT:** Town Administrator Alan Benson apprised the Board of the Governor's Community Compact, which allows the Governor's office to work more closely with municipal leaders. Benson provided the Board with information to review, as he touched on the following points of the Compact:

- **Best Practices:** Benson advised that each city and town needs to develop "Best Practices" within 2 years of signing the contract.

- **Meeting with Lt. Governor 10/20:** He added there will be a meeting tomorrow in Andover to talk about what's been done in other communities and what they'd like to see in other communities.
- **Educational Best Practices:** David Rivers of the Elementary School Committee advised the Board that the school committee is currently discussing two of the best practices on the list, specifically in the technology and education fields.

There ensued a lengthy discussion on potential best practices for Boxford.

#### **7:32PM SPECIAL TOWN MEETING – OCTOBER 27, 2015 – 7:00PM**

- **Assignment of Articles:** The Board reviewed the articles of the Special Town Meeting and made the following assignments:
  - Article 2: Cargill
  - Article 3: Vaz
  - Article 4: Nay
  - Article 5: Costello
  - Article 6: Perkins
  - Article 10: Costello (to address questions – Haynes will move it)

**7:42PM REPORT OF THE TOWN ADMINISTRATOR:** Alan Benson, Town Administrator, provided the Board with updates and information on the following:

- **Request for Fee Waiver – Lincoln Hall:** Benson provided the Board with a request from the French Club at Masconomet to use Lincoln Hall without a fee. On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the fee waiver, as requested.
- **Andrew & Kimberly Putney Letter of 10/8:** Benson provided the Board with a packet of information from the Putneys and advised that the DPW Superintendent will be in next month with an update.
- **Union Negotiations:** Benson notified the Board that negotiations for 2016 union contracts should commence soon. The Board discussed briefly and decided on the following assignments:
  - DPW: Costello/Perkins
  - Communications: Vaz/Cargill
  - Town Hall/Library: Nay/Perkins

#### **7:50PM ROUTINES**

- **Appointment of Election Officers:** On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** by roll call vote to appoint the following election officials (**Perkins Abstained**):

Judith Anderson	Virginia Keilty
Lois Bell	Stephen Knowles
Ruthann Budrewicz	Mary Langer
Thomas Budrewicz	Charlene Mead
Karen Collari Troake	Cynthia Middleton
Harry Crockett	Robyn Muetterties

Patricia Gleason  
Joan Gordon  
Judith Gore  
Leona Gormley  
Natasha Grigg  
Anne Gyles  
Barbara Jessel  
Selma Johanson  
Bernice Kehoe

Beverly Perkins  
Sandra Pinkham  
Linda Shea  
Jayne Smallman  
Judith Stickney  
Jane Theodore  
Meredith Zafonte  
Steven Zafonte  
Joseph Zaryski

- **Sign Request:** Perkins advised that The Community Giving Tree requested permission to post six signs for their Toy Fair:  
On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the signs, as requested.
- **Minutes Approval:** After a brief discussion on amendments, the Board took the following action:  
On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** to approve the minutes of October 5, 2015 minutes as amended.
- **Treasury Bills:**  
On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #16-16S, in the amount of \$92,930.08.

On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #16-16, in the amount of \$202,267.42.

On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectmen **VOTED** to approve Payroll Warrant #16-8, for non-school payroll in the amount of \$157,109.21, school payroll in the amount of \$334,814.19, for a total payroll of \$491,923.40.

#### 7:57PM OTHER BUSINESS

- **Paving on Main Street:** Selectman Perkins advised the Board that paving has started on Main Street, at Ipswich Road, and will continue through the weekend.

#### 7:59PM EXECUTIVE SESSION

On a **MOTION** made by **Perkins**, second by **Nay**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing strategy on negotiations with non-represented employees, and discussing complaints brought against town 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.

**9:32PM      ADJOURN**

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to return to open session and adjourned at 9:32PM.

Respectfully submitted,



Minutes Secretary

Documents either distributed to the Board of Selectmen before the meeting in a packet or at the meeting:

1. Agenda: October 5, 2015
2. Announcement: Moderator's Forum
3. Announcement: Special Town Meeting
4. Announcement: Large Metal Item Pick Up Day
5. Announcement: Flu Clinic
6. Announcement: Household Hazardous Waste Day
7. Announcement: Reception for Middleton Town Administrator Ira Singer
8. E-Mail and Accompanying Information from Briana Erickson, Re: Ackerman Playground Committee Vacancy, 10/14/15
9. E-Mail and Accompanying Information from Rep. James Lyons, Re: Boxford Community Compact Meeting, 9/23/15
10. Community Compact Frequently Asked Questions
11. Best Practices Areas
12. Warrant for Special Town Meeting, 10/27/15
13. E-Mail from Masconomet French Club to Board of Selectmen, Re: Fee Waiver, Lincoln Hall, 10/13/15
14. Letter and Packet of Information from Andrew & Kimberly Putney to the Board of Selectmen, Re: Drainage Issues, 10/8/15
15. Election Officers
16. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 10/15/15
17. Letter from Community Giving Tree to the Board of Selectmen, Re: Sign Request, 10/2/15
18. E-Mail from Bonnie Thornborough to Board of Selectmen and ZBA, Re: Cell Tower Issue, 10/15/15
19. Meeting Minutes:
  - October 5, 2015
  - October 5, 2015 Executive Session
20. Motion to go into Executive Session

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