

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
January 4, 2016 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, Paula Fitzsimmons, Dan Volchuk, Ben Messenger, Carolyn Miller, Suzanne Malach, Judy Gore, Bob Gore, Bonnie Thornborough, and others.

7:01PM PLEDGE OF ALLEGIANCE

7:02PM ANNOUNCEMENTS

- **Happy Birthday to Me!** Selectman Chair Perkins wished the Minutes Secretary a happy birthday.
- **Christmas Tree Recycling:** Selectman Vaz announced that residents can drop off Christmas trees at the Recycling Center every Saturday when the Center is open, between 8AM and 3:30PM.
- **Dog Licenses Available:** Selectwoman Nay announced that dog licenses for 2016 are available at the Town Clerk's office and online. They are \$20 for spayed and neutered dogs and \$25 for intact dogs. A late fee of \$25 will be assessed for licenses obtained after the January 31, 2016 deadline.
- **Burning Season:** Selectman Cargill announced that burning season opens January 15th and runs through May 1st. Permits can be obtained online at the town's website. The cost is \$20.

7:04PM MEETING WITH REPRESENTATIVES OF THE MASCONOMET

REGIONAL SCHOOL DISTRICT COMMITTEE: Committee members Carolyn Miller, Daniel Volchuk, Ben Messenger, and Paula Fitzsimmons met with the Board of Selectmen to discuss the following:

- **MCAS News:** Fitzsimmons announced that Masconomet's Middle School has been declared a Level 1 school and named as a Massachusetts Commendation School for its achievement. She added that the High School also did exceptionally well on MCAS and both schools and the District are now Level 1.
- **FY 2017 Budget Thumbnail:** Fitzsimmons advised the Board that she would be discussing a preliminary budget sketch for FY17. She provided the Board with a handout to follow as she reviewed the preliminary numbers with the Board. She concluded by summarizing that the overall projected Operations and Maintenance increase would be 3.7%. Dan Volchuk added to the discussion, providing information on the estimated contribution rates for each of the three towns in the district, ending with an estimated 3.8% increase for Boxford.
- **Grant Funding: STEM Project:** Fitzsimmons provided the Board with information on the Masconomet Education Foundation's efforts to raise \$300,000 to support the funding of a new STEM lab for Masco's Middle and High schools.

7:36PM REPORT OF THE TOWN ADMINISTRATOR: Alan J. Benson, Town Administrator, provided information and updates to the Board on the following:

- **Update on Boxford Commons Project:** Benson provided the Board with information on the turtle habitat that is currently being constructed, as well as some of the issues that have come up with the construction and the remedies provided. He added that the public trails have been shut down during construction and that all the “No Trespassing” signs have been destroyed. Benson provided examples of signs they’d like to post there during the turtle habitat construction.

On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to post the signs as described. Benson provided additional information on an additional sign that they’d like to post at the entrance to the site and the truck traffic expected in and out of the site, as construction of the turtle habitat takes place. He noted that as much as 75 loads of sand will be delivered over a 3-4-day period. There was a brief discussion on the truck traffic and the school bus traffic and how to get the word out to residents on the traffic expected over the 3-4-day period. After discussion, the Board took the following action:

- On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to post the second sign, at the entrance to the site, as described, correcting the spelling of “authorized.”
- **Junk License:** Benson provided the Board with a junk license application for David Noyes:

On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to issue a junk license to David Noyes, 212 Main Street, expiring December 31, 2016.
- **Victualler’s License:** Benson provided the Board with Common Victualler’s License for Boxford House of Pizza:

On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to issue a Common Victualler’s License to Boxford House of Pizza, 256 Georgetown Road, expiring December 31, 2016.
- **Mileage Rate:** Benson advised that the IRS mileage rate went down this year, to 54 cents per mile and requested that the Board set the mileage rate for Boxford at 54 cents per mile:

On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to set the mileage rate at 54 cents per mile for 2016.
- **Sign Request:** Benson provided the Board with information on the sign request from the Danvers YMCA, to be erected at the entrance to the summer day camp on Stiles Pond. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the sign for the Danvers YMCA, with the approval of Selectman Perkins and the Police Department.
- **New HDC Signs Damaged:** Selectman Cargill notified the Board that two of the new HDC signs have been destroyed. Benson provided information on how the signs were damaged and advised that DPW Superintendent Dold will meet with

the HDC to request that the new signs be erected further away from the street edge.

8:02PM ROUTINES

- **Review Correspondence:**
 - **Hail and Farewell Reception: District Director of Veterans Services:** Selectwoman Nay announced there will be a reception for the outgoing District Director of Veterans Services and a welcome to the new Director. The reception will take place on January 8, 12:30PM to 2:30PM at the VFW Hall in North Andover.
- **Appointments:** Selectman Costello advised that Bob Fanning has volunteered to serve on the Personnel Board and, after a brief discussion, made the following motion:
 - On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED 4-1 (No: Nay)** by roll call vote to appoint Bob Fanning to the Personnel Board for a term ending 6/30/17.
 - Costello read aloud the list of committee and board vacancies and encouraged interested residents to apply at the Town's website.
- **Signature Folder:** The Board reviewed the items in the signature folder and provided signatures where needed.
- **Sign School and Non-School Warrants:**
 - On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #16-27S, in the amount of \$31,284.12.

 - On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant #16-27, in the amount of \$420,762.71.
- **Approval of Minutes:** After a brief discussion on amendments, the Board took the following action:
 - On a **MOTION** made by **Cargill**, second by **Vaz**, the Board of Selectmen **VOTED** unanimously to approve the minutes of December 14, 2015, as submitted.

8:13PM EXECUTIVE SESSION

On a **MOTION** duly made by **Perkins**, second by **Costello**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing strategy and litigation: Varsity v. ZBA and 30 Lawrence Road, 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.

10:44PM ADJOURN

On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to return to open session and adjourned at 10:44PM.

Respectfully submitted,


Minutes Secretary

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

1. Agenda: January 4, 2016
2. Announcement: Christmas Tree Recycling
3. Announcement: Dog Licenses Available
4. Announcement: Burning Season
5. Masconomet School District Preliminary Thumbnail Sketch for FY 17
6. Masconomet Regional School District STEM Initiatives – Support from the Masconomet Educational Foundation (MEF)
7. Junk License: David A. Noyes, 212 Main Street
8. Common Victualler's License: Boxford House of Pizza, 256 Georgetown Road, Unit 5
9. E-Mail from Danvers YMCA to Board of Selectmen, Re: Sign Request, 12/28/15
10. Hail and Farewell Reception for District Director of Veteran Services
11. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 12/11/15
12. Meeting Minutes:
 - December 31, 2015
13. Motion to go into Executive Session
14. Sign Example: Boxford Common
15. Sign Example: Public Access is Restricted to Authorized Personnel Only