

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
April 25, 2016 7:00PM**

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

Absent: Al Vaz

Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Natasha Grigg, Jessica Grigg

7:00PM PLEDGE OF ALLEGIANCE

7:01PM ANNOUNCEMENTS

- **Upcoming Election Meetings:** Selectman Cargill announced there will be a Moderator's Forum on Tuesday, April 26, 7PM, at Town Hall; Candidate's Night on Thursday, April 28th, at 7:30PM, Town Hall; Annual Town Meeting, Tuesday, May 10th, Masconomet; Annual Town Election, Tuesday, May 17th, Town Hall.
- **Earth Day:** Selectman Costello announced that Earth Day will be celebrated in Boxford on May 7th, from 10AM-3PM. Clean up your favorite roadside, playground, ballfield, pond or stream. Drop off bags of litter at the Recycling Center and proceed to Town Hall for an ice cream treat.
- **Boxford Homes Tour:** Selectwoman Nay announced that BEST is hosting the Boxford Homes Tour on Saturday, May 7. Tickets are on sale now at <http://www.boxfordhometour.com>.
- **Annual Arbor Day Ceremony:** Selectman Chair Perkins announced that the annual Arbor Day ceremony will take place on Thursday, May 12, 2PM, Spofford Pond School.
- **Wayne Merrill Thanks the Fire and Police Depts.:** Selectman Cargill relayed a message from resident, Wayne Merrill, who would like to thank the Boxford Fire and Police Departments for their fast response and professionalism when he needed them recently.

7:05PM MEETING WITH BTA-BOLT: Natasha Grigg, chair of BTA-BOLT, met with the Board of Selectmen to discuss the following:

- **Davis Hay Field:** Grigg advised that the Davis Hay Field is an abandoned hay field and they've tried to keep it up. She advised that they'd like to grow a pollinator garden there. She has spoken to the former landowner and neighbor, Bill Davis, and he has agreed to allow them to use his water for watering plants, etc. She described the areas where they would plant flowers and other plants. She noted that it would be completely organic and she has requested authorization from the Board to follow through with their plans. She would like to get the schools involved as well, and noted that a volunteer from AmeriCorps may be assisting them, as well. After 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 plan, as presented.

- **Request for Signage:** Grigg requested permission to post signs for their annual dog show, horse show, pumpkin hunt, and annual meeting. After a brief discussion, the Board took the following action:

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve the signs as requested.

7:16PM ANNUAL TOWN MEETING:

- **Assignment of Warrant Articles:** Chair Perkins assigned warrant articles as follows, and the Board agreed:
 1. Perkins
 2. Nay
 3. Nay
 4. Vaz
 8. Vaz
 9. Perkins
 12. Costello
 13. Costello
 15. Costello
 17. Cargill
 18. Cargill
 19. Nay
- **Overflow Room Prep:** The Town Administrator asked the Board whether the gymnasium should be prepared as an overflow room. The Board briefly discussed it and decided it would be better to have it and not need it, than to need it and it not be ready.
- **Article 13 Suggestion:** Selectman Costello asked if Article 13 should be changed, as suggested by the PBC Chair. After a brief discussion, the Board decided that the article is correct as printed.

7:26PM REPORT OF THE TOWN ADMINISTRATOR: Town Administrator Benson provided the Board with updates or questions on the following:

- **Arbor Day:** The Town Administrator asked the Board who would be participating in the Arbor Day ceremony at Cole School. Perkins and Nay will be attending.
- **Selectmen's Annual Report:** Benson asked the Board for their edits on the draft of the Selectmen's annual report. The Board discussed the report and provided the Town Administrator with their comments on edits and changes.
- **Retirement Party for Dr. Creeden:** Benson advised the Board to get their replies in by the end of the week.
- **Town Meeting Information Online:** Benson advised the Board that he and the Assistant to the Town Administrator is putting information on the town's website regarding the Town Meeting Warrant articles. He explained what would be included.

7:35PM ROUTINES

- **Minutes Approval:** After a brief discussion on edits proposed by Nay:
On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the minutes of March 21, 2016, as written.

On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the minutes of April 11, 2016, as written.

On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the minutes of April 11, 2016, Executive Session, as written.
- **Sign School and Non-School Warrants**
On a **MOTION** made by **Cargill**, second by **Costello**, the Board of Selectman **VOTED** unanimously to approve Accounts Payable Warrant #16-43S, in the amount of \$82,307.80.

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectman **VOTED** unanimously to approve Accounts Payable Warrant #16-384, in the amount of \$5,626.46.

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectman **VOTED** unanimously to approve Accounts Payable Warrant #16-383, in the amount of \$3,960.92.

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectman **VOTED** unanimously to approve Accounts Payable Warrant #16-43, in the amount of \$27,143.31

7:39PM OTHER BUSINESS:

- **Active Shooter Training:** Selectwoman Nay reported that she and Selectman Costello were at the police station Sunday observing the active shooter training. She added that it was a very impressive operation.
- **Services for Michael Melvin:** Selectman Chair Perkins reported that he attended the services for the late Michael Melvin and noted that they were very well attended.

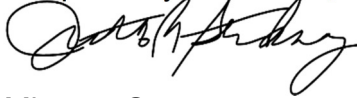
7:42PM EXECUTIVE SESSION

On a **MOTION** made by **Perkins**, second by **Cargill**, the Board of Selectman **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing overall strategy on employment contract negotiations with represented and non-represented employees and discussion and strategy on litigation 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

At the conclusion of Executive Session, on a **MOTION** duly made and seconded, the Board of Selectmen **VOTED** unanimously by roll call vote to return to open session and adjourned.

Respectfully submitted,



Minutes Secretary

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

1. Agenda: April 25, 2016
2. Announcement: Reminder: Upcoming Voter Meetings
3. Announcement: Earth Day
4. Announcement: Boxford Homes Tour
5. Announcement: Arbor Day
6. E-Mail from BTA-BOLT to Assistant to Town Administrator, Re: Davis Hayfield, 4/3/16
7. Pollinator Garden Proposal
8. BTA-BOLT Sign Request
9. Town Meeting Warrant
10. Arbor Day Proclamation
11. E-Mail from DPW Administrative Assistant to Assistant to Town Administrator, Re: Arbor Day Celebration, 4/11/16
12. Draft Board of Selectmen Annual Report
13. Retirement Celebration Announcement: Bernard Creeden, Ed.D.
14. E-Mail from Permanent Building Committee Chair to Town Administrator and Board of Selectmen Chair, Re: Warrant Article 13, 4/24/16
15. Minutes:
 - March 21, 2016, Executive Session
 - April 11, 2016
 - April 11, 2016, Executive Session
16. Motion to go into Executive Session