

**Minutes of the BOXFORD BOARD OF SELECTMEN  
BOXFORD TOWN HALL MEETING ROOM #1  
May 2, 2016 7:00PM**

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

*Absent: Peter Perkins*

*Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Greg Netland, Joe Hill, Zachary Farkes, Keith Sampson*

**7:00PM PLEDGE OF ALLEGIANCE**

**7:00PM ANNOUNCEMENTS**

- **Town Meeting:** Selectwoman Nay announced the Annual Town Meeting will be held on Tuesday, May 10<sup>th</sup>, at Masconomet, at 7PM sharp.
- **Half Rock Marathon:** Selectwoman Nay announced there was a Half Rock Marathon on Sunday and she reported on how well it was run.
- **Thank You to Anthony DiNanno, Commissioners of Trust Funds:** Selectwoman Nay publicly thanked
- **Vote:** Selectman Vaz announced that the Town Clerk urges all Boxford residents to vote on Tuesday, May 17. Polls will be open at Town Hall from 7AM-8PM.
- **Fire Department Open House:** Selectman Vaz announced the Fire Department will be holding an open house and discussion forum on Thursday night to answer residents' questions on article 5 and article 8.
- **Annual Arbor Day Ceremony:** Selectman Costello announced that the annual Arbor Day ceremony will take place on Thursday, May 12, 2PM, Spofford Pond School.
- **Council on Aging Candidate's Debate:** Selectman Cargill announced that the Council on Aging is hold a Candidates Debate on Monday, May 9, at the Council on Aging.
- **Opiate Roundtable, May 9:** Selectman Costello announced there will be an Opiate Roundtable on May 9, at Masconomet to discuss what is being done to combat opiate abuse.
- **Energy Assist Award:** Selectman Costello announced that Spofford Pond School has been awarded an Energy Assist Award from National Grid. An unveiling of the new STEAM lab will take place on May 26.

**7:07PM MEETING WITH BORREGO SOLAR SYSTEMS, INC.:** Zachary Farkes, Project Developer for Borrego, met with the Board of Selectmen to discuss the following:

- **Update on Town Solar Project and New Legislation:** Farkes advised that the project will be moving forward as soon as the Governor signs the legislation on May 11. He estimates the project will get started in the middle of the summer

and should be up and running by late fall. Greg Netland, Chairman of the Sustainability Committee, added to the discussion, recognizing Borrego's agreement to hang in there all this time, waiting for the legislation to pass so they could get started. Town Administrator Alan Benson advised the updated contract should be ready for the Board to sign in a couple of weeks.

On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the plan, as presented.

**7:23PM RATIFICATION OF UNION NEGOTIATED CONTRACTS:**

- **Boxford Communications Dispatchers and Police Secretary Employee Association:** Costello advised the Town has reached an agreement with the union and presented the contract to the Board for a final review and ratification. On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to ratify the agreement reached between the Boxford Communications Dispatchers and Police Secretary Employee Association and the Town of Boxford, for a term July 1, 2016 to June 30, 2019.

**7:27PM UPDATE ON MUNICIPAL FACILITIES PLANNING TASK FORCE:**

Selectman Al Vaz provided the Board with an update on the Municipal Facilities Planning Task Force, presenting the Task Force's final report, as well as the report from the Cecil Group. He advised everyone to read the report to be informed for Article 10 at Town Meeting. A lengthy discussion ensued on the report and Vaz thanked the Task Force for their work on the study. Vaz also announced there will be an informational meeting for interested residents, at Town Hall on Tuesday, May 3, at 7PM.

**7:44PM REPORT OF THE TOWN ADMINISTRATOR:** Town Administrator Benson provided the Board with updates or questions on the following:

- **MassDOT Hearing on B to B Trail:** Benson advised the Board that MassDOT will be holding a hearing on the "Georgetown-South" portion of the B to B Trail, which includes a short portion in Boxford, from the Georgetown line to Georgetown Road, on May 10.
- **Common Victualler's License:** Benson provided the Board with a Common Victualler's license for the Boxford Athletic Association's Town Beach concession. On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to issue the Common Victualler's license to the Boxford Athletic Association, expiring December 31, 2016.
- **Declare Surplus:** Benson advised the Police Department has requested to declare two police cruisers as surplus, to be listed on Municibid for auction. On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to declare the 2009 Ford Crown Victoria police cruiser and the 2011 Ford Crown Victoria police cruiser as surplus.
- **Town Website Updates:** Benson provided a brief demonstration on the updates to the Town Website, showing information on Town Meeting warrant articles.

**7:58PM      ROUTINES**

- **Correspondence:** The Board briefly reviewed the following correspondence:
  - **Letter from the Arbor Day Foundation:** Letter to the Town Administrator notifying the town that they have been designated a 2015 Tree City USA.
  - **Outstanding Appointments:** Selectman Cargill read aloud the list of current board and committee vacancies.
- **Minutes Approval:** After a brief discussion on edits proposed by Nay:  
On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve the minutes of April 25, as written. **Vaz abstained.**

On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to approve the minutes of April 25, 2016, Executive Session, as written. **Vaz abstained.**

- **Sign School and Non-School Warrants**

On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectman **VOTED** unanimously to approve Payroll Warrant #16-22, for non-school payroll in the amount of \$155,753.59, school payroll in the amount of \$327,057.96, for a total payroll of \$482,811.55.

On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectman **VOTED** unanimously to approve Accounts Payable Warrant #16-44S, in the amount of \$9,970.35.

On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectman **VOTED** unanimously to approve Accounts Payable Warrant #16-385, in the amount of \$34,343.80.

On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectman **VOTED** unanimously to approve Accounts Payable Warrant #16-44, in the amount of \$826,519.32.

**8:07 PM      EXECUTIVE SESSION**

On a **MOTION** made by **Costello**, 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 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 continue open session.

**8:15PM      RATIFICATION OF UNION NEGOTIATED CONTRACT**

On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to ratify the contract between The

Teamsters Boxford Police Patrol Officers and the Town of Boxford, for the term July 1, 2016 to June 30, 2019.

**8:17PM      ADJOURN**

On a **MOTION** made by **Cargill**, and seconded by **Nay**, the Board of Selectmen **VOTED** unanimously to adjourn at 8:17PM.

Respectfully submitted,



Minutes Secretary

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

1. Agenda: May 2, 2016
2. Announcement: Opiate Roundtable, May 9
3. Announcement: Town Meeting, May 10
4. Announcement: Town Election May 17
5. Announcement: Arbor Day
6. Agreement between the Boxford Communication Dispatchers and Police Secretarial Employees Association and the Town of Boxford
7. Motion to ratify the agreement
8. Municipal Facilities Planning Task Force Final Report, April 27, 2016
9. The Commonwealth of Massachusetts Department of Transportation – Highway Division, Notice of Public Information Meeting, Project File No. 607541, May 10
10. MassDOT Public Information Meeting, May 10
11. Common Victualler's License, Boxford Athletic Association
12. E-Mail from Police Department to Assistant to Town Administrator, Re: Cruisers for Auction, 4/14/16
13. Letter from Arbor Day Foundation to Town Administrator, Re: 2015 Tree City Designation, 4/25/16
14. E-Mail from Verizon State Government Affairs to Town Administrator, Re: Verizon Labor Update, 4/28/16
15. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 4/28/16
16. Minutes:
  - April 25, 2016
  - April 25, 2016, Executive Session
17. Motion to go into Executive Session