

**Minutes of the BOXFORD BOARD OF SELECTMEN  
BOXFORD TOWN HALL MEETING ROOM #1  
January 30, 2017 7:00PM**

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

*Absent: None*

*Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Kathy Colangelo, Firefighter Kate Colangelo, Firefighter Tyler Brown, Barbara Jessel, Maria Simonetti*

**7:00 PM PLEDGE OF ALLEGIANCE**

**7:00 PM ANNOUNCEMENTS**

- **Municipal Facilities Task Force Public Hearing:** Selectman Vaz announced that the Municipal Facilities Task Force will be holding a public hearing on Saturday, February 4, in Town Hall Meeting Room #1, at 9AM, to discuss the Master Plan.
- **Dancing with Our Stars Fundraiser:** Selectman Vaz announced that the Dancing with Our Stars fundraiser raised \$50,000 for the STEAM lab at Masconomet on Saturday night. He displayed the mirror ball trophy he won for his participation and fundraising for the event.
- **Dog Licenses:** Selectman Cargill announced that dog license applications are available online at [www.town.boxford.ma.us](http://www.town.boxford.ma.us) and are due no later than January 31, 2017.
- **Open Burning Season:** Selectman Perkins announced that open burning has begun and runs through May 1. Permits can be obtained online at <http://www.town.boxford.ma.us/>. The one-time permit is \$20 and is good for the season.
- **Perley Parkhurst Cole Memorial Trust Fund News Release:** Selectwoman Nay announced that the Board of Commissioners of Trust Funds is accepting applications to the Perley Parkhurst Cole Memorial Trust through March 16, 2017. Guidelines are available at the Office of the Selectmen.
- **Kudos to the DPW:** Selectman Cargill publicly acknowledged the DPW for the great clean-up job they did after the recent storm.

**7:05 PM MEETING WITH FIRE DEPARTMENT:** Chief Brian Geiger met with the Board of Selectmen with updates and information on the following:

- **Fire Academy Graduation:** Chief Geiger recognized Firefighter Kaitlyn M. Colangelo and Firefighter Tyler M. Brown for their successful completion of the Fire Academy training. Each firefighter provided the Board with a brief summary

of their academy experience and thanked the Board for the opportunity to attend the academy.

- **Chief Accreditation:** Selectman Chair Costello congratulated Geiger on achieving Fire Chief accreditation through the Massachusetts Fire Service Commission.
- **Update on Fire Department Staffing:** Geiger provided the Board with updates and information on the following:
  - **Status on Two New Firefighters:** Geiger provided an update to the Board on what the two most recently appointed career firefighters are doing, noting that they are now able to do more activities that they were unable to do regularly, such as truck safety inspections and staffing the west station, among other things.
  - **School Liaisons:** He added that he has also assigned a full-time firefighter as a liaison to each of the schools and the Council on Aging.
  - **SAFE Grant:** Geiger noted that they recently were awarded a SAFE grant to work with the elderly on fire and accident prevention, and they have conducted fire extinguisher training for seniors.
  - **Call Firefighter Academy:** Two call firefighters will be attending the call firefighter academy this year.
  - **Evaluating the Department:** Geiger noted that they have evaluated and removed five call firefighters due to lack of participation. He added that there are also some call firefighters who have been on the department for 20-plus years and they are talking about how the department can utilize their experience to share with new firefighters, before they retire.

**7:32 PM CANDIDATE FOR RECREATION COMMITTEE:** Maria Simonetti, candidate for Recreation Committee, met with the Board to provide a brief summary of her background and interest in the Recreation Committee. After a brief discussion:

On a **MOTION** made by **Nay**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Maria Simonetti to the Recreation Committee for the term ending June 30, 2019.

**7:34 PM MEETING WITH I-95 SALT STUDY COMMITTEE:** Barbara Jessel, Chair of the I-95 Salt Study Committee, met with the Board with information and updates on the following:

- **MassDOT Boxford Salt Study:** Jessel provided a summary of the Salt Study Report, conducted by MassDOT and CDM Smith, noting that, near the conclusion of the study period, MassDOT added a reference to a possible future salt shed at that location, despite Boxford's objections. However, Jessel noted that the letter from MassDOT to Senator Tarr notes that "there is no need to resume salt storage at this location now, or at any time in the future."
- **Potential for Improvements:** Jessel provided a summary on the recommendations, which were reviewed with DPW Superintendent John Dold, as well as those recommended by CDM Smith for MassDOT, including:

- **Increased Recordkeeping:** Better recordkeeping on the quantity of magnesium chloride used on Boxford's roadways for deicing.
- **Controller on Trucks to Control Sand/Salt Dispersal:** To prevent salt from being dispersed when the truck is idle or at stop signs, etc.
- **Improving Drainage:** Recommendations from CDM Smith for MassDOT to improve drainage along the I-95 Corridor in Boxford.
- **Geofencing:** Suggestion that MassDOT work with geofencing systems that create a virtual geographic boundary, which will trigger a response when a mobile device enters or leaves a specific area, while also providing information on road surface temperatures, etc.
- **Point of Entry Systems:** Suggestion that the State install point-of-entry systems which are installed at the main water line where water first enters the home, on homes identified as being contaminated.

There ensued a discussion on what steps the Town should take at this point. Selectman Chair Costello suggested that the Town ask MassDOT to consider working on the improvements suggested. Jessel provided copies of the 300-page report to the Board and Town Administrator Benson advised that the report is on the Town website and will also be available in the library.

**8:06 PM REPORT OF THE TOWN ADMINISTRATOR:** Alan J. Benson, Town Administrator, provided the Board with updates and information on the following:

- **Common Victualler's Licenses:** Benson provided the Board with Common Victualler's Licenses for the Boxford Community Store and the Far Corner Farm Golf Course, Inc. and the Board took the following actions:
  - On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** to issue the Common Victualler's License to Boxford Community Store, Inc., #17-08, 7 Elm Street, as presented. 1 abstained
  - On a **MOTION** made by **Vaz**, second by **Perkins**, the Board of Selectmen **VOTED** to issue the Common Victualler's License to Far Corner Farm Golf Course, Inc. #17-03, 5 Barker Road, as presented. 1 abstained
- **Charles River Wheelmen Bike Race:** Benson advised, that if approved, the race will take place on May 21, 2017, noting that the police, fire and DPW departments have all provided their approval.
  - On a **MOTION** made by **Perkins**, second by **Cargill**, the Board of Selectmen **VOTED** to approve the Charles River Wheelmen Bike Race for May 21, 2017. 1 abstained
- **Call to Honor Triathlon:** Benson advised they are requesting permission to hold the Call to Honor Triathlon on September 10, 2017.
  - On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the Call to Honor Triathlon on September 10, 2017, as requested.
- **Wide Eyes Theatre Company Lincoln Hall Rental:** Benson advised they are requesting to lower the rent from \$500 to \$400. After a lengthy discussion, the Board took the following action:

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** 3-2 to approve the \$400 rent as requested.

- **Reinstatement of Assistant Library Director Position:** Benson provided the Board with a proposed organization chart, including the proposed position. After a lengthy discussion, the Board decided they need more information on the library's projections for personnel in the future. Benson suggested that the library's union reps also have input on the proposed position and report back to the Board's liaisons, Costello and Cargill.

#### **8:23 PM      ROUTINES**

- **Review Correspondence**
  - **E-Mail from Officer Louann M. Bonny:** The Board briefly reviewed the e-mail from Officer Bonny announcing her retirement in one year.
  - **Press Release: Boxford to Launch New Solar Farm:** The Board briefly reviewed the press release announcing that construction has been completed on a 912 kW solar farm consisting of 2,720 solar panels.
- **Unrestricted Government Aid Increased:** Benson advised the Governor announced an increase in unrestricted government aid for Boxford, but we will not receive any additional funding for the schools.
- **Appointments:** Selectman Chair Costello announced the town has several vacancies and encouraged interested viewers to check the website.
- **Sign School and Non-School Warrants:**

On a **MOTION** made by **Vaz**, second by **Perkins**, the Board of Selectman **VOTED** unanimously to approve Accounts Payable Warrant #17-31, in the amount of \$99,047.94.
- **Signature Folder:** Benson provided the Common Victualler's Licenses for the Board to sign.
- **Approval of Minutes:** After a brief discussion, the Board took the following actions:

On a **MOTION** made by **Cargill**, second by **Vaz**, the Board of Selectmen **VOTED** unanimously to approve the minutes of January 23, 2017, as amended.

#### **8:29PM      ANY OTHER BUSINESS TO COME BEFORE THE BOARD**

- **Negotiations:** Benson advised the Board they are in negotiations tomorrow at 3PM and 4PM.
- **Masconomet Chieftains:** Selectman Chair Costello advised the Board that he discussed the issue of the name of the Masconomet sports teams, Chieftains, with State Senator L'Italien, who explained it was a requested submission.

#### **8:33 PM      ADJOURN**

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously by roll call vote to return to open session and adjourned at 8:33 PM.

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 30, 2017
2. Announcement: Municipal Facilities Task Force Public Hearing
3. Announcement: Dog Licenses
4. Announcement: Burning Season
5. Announcement: Perley Parkhurst Cole Memorial Trust Fund
6. Letter from Massachusetts Fire Service Commission to Town Administrator, Re: Fire Chief Credentialing, 12/22/16
7. E-Mail from Maria Simonetti to Town Administrator, Re: Recreation Committee, 1/20/17
8. Memo from Town Administrator to Board of Selectmen, Re: I-95 Salt Study, 1/27/17
9. Letter from MassDOT to Senator Bruce Tarr, Re: Boxford Water Study Final Report, 5/15/15
10. Boxford Salt Study: MassDOT Contract #71869, compiled by CDM Smith, dated September 30, 2014
11. Acts (2010), Chapter 199, approved July 30, 2010
12. Common Victualler's License: Boxford Community Store, Inc.
13. Common Victualler's License: Far Corner Farm Golf Course, Inc.
14. E-Mail Packet Re: Charles River Wheelmen Event, Sunday, May 23, 2017
15. E-Mail from Matt Fates to Assistant to the Town Administrator, Re: Call to Honor Triathlon Date, 1/10/17
16. E-Mail from Rebecca M. Nason to Leanne Mihalchik, Re: Next Production, 12/10/16
17. Memo from Library Director to Town Administrator, Re: Reinstatement of Assistant Library Director Position, 1/12/17
18. Boxford Town Library Organizational Chart Pre-2012
19. Boxford Town Library Organizational Chart Current 2017
20. Boxford Town Library Organizational Chart Proposed 2017
21. Letter from Patrolman Louann M. Bonny to Town Administrator, Re: Retirement, 1/18/17
22. Press Release: Boxford to Launch New Solar Farm
23. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments, 1/27/17
24. Minutes:
  - January 23, 2017
  - January 23, 2017 Executive Session