

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
March 6, 2017 7:00PM**

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

Absent: None

Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Steve Merriam, John Dold, Molly Chung, and others

7:00 PM PLEDGE OF ALLEGIANCE

7:00 PM ANNOUNCEMENTS

- **Perley Parkhurst Cole Memorial Trust Fund News Release:** Selectman Vaz 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.
- **Soup & Chowder Fest:** Selectwoman Nay announced that the West Boxford Improvement Society is hosting a Soup & Chowder Fest on Saturday, March 11, from 5PM-7PM, at Lincoln Hall.
- **COA St. Patrick's Day Luncheon:** Selectwoman Nay announced that the Council on Aging is hosting its annual St. Patrick's Day luncheon on Wednesday, March 15 at the Family Life Center. Reservations are required. Call the COA for reservations.
- **Community Cycle & Stroll:** Selectman Perkins announced that there will be a community cycle and stroll on Sunday, May 21, at 1PM, at Masconomet. The event is based on the principles found in the book, "Life is Good: The Book" by Bert and John Jacobs. Walk 2 miles or bike 4 miles, you choose.
- **Hidden in Plain Sight Exhibit:** Selectman Costello announced that there will be a free exhibit at the Topsfield Fair Grounds from Tuesday, March 7-Thursday, March 9, to explore all the ways drugs, alcohol and other risky behaviors can be hidden in plain sight.
- **Scouting for Food 2017:** Selectman Cargill announced that Yankee Clipper Council of the Boy Scouts of America will be collecting non-perishable food items in your neighborhood on Saturday, April 1, 2017. If your food is not picked up by 10:30AM, bring it to the Boxford Community Center before 11AM.

7:07 PM MEETING WITH J. STEVEN MERRIAM, JR. REGARDING PROPOSED ZONING BYLAW CHANGES: Steve Merriam of the Planning Board and Community Preservation Committee, met with the Board of Selectmen to discuss the following proposed bylaw changes:

- **Co-Location Approval Requirements for Wireless Services and Small Wireless Facilities:** Merriam provided the Board with reading material to refer to

as he made his presentation on the proposed bylaw changes to cover wireless services applications/permitting. He noted that he'd met with the Planning Board and Zoning Board of Appeals with his bylaw proposals and provided the Board with the feedback he got from those meetings.

7:32 PM MEETING WITH CANDIDATES FOR FRIENDS OF ACKERMAN PLAYGROUND COMMITTEE:

- **Molly Chung:** Molly Chung met with the Board to provide the Board with her interest in being appointed to the Friends of the Ackerman Playground Committee, noting that she has a little one that is just about ready to enjoy playground facilities. She added that she knows the second candidate, Karthi Streb, who will not be able to make tonight's meeting, as she has a sick child. The Board asked questions and provided comments to Chung. Selectman Cargill recused himself from discussion, as Chung is a client of his. 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 Molly Chung to the Friends of the Ackerman Playground Committee for a term ending June 30, 2017.
Cargill abstained.

On a **MOTION** made by **Costello**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously by roll call vote to appoint Karthi Streb to the Friends of the Ackerman Playground Committee for a term ending June 30, 2017.

7:38 PM MEETING WITH DEPARTMENT OF PUBLIC WORKS

SUPERINTENDENT/TOWN ENGINEER: John Dold, DPW Superintendent/Town Engineer, met with the Board to discuss the following:

- **Safety Plan for Middleton Road Culvert Replacement:** Dold provided the Board with a construction detour plan to refer to as he made his presentation, noting that bids for the project are due March 23. Discussion ensued on the police and fire detail coverage during the road closure time period.
On a **MOTION** made by **Nay**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the safety plan as submitted.
- **Capital Plan Requests:** Dold reviewed the list of capital requests with the Board, including the following, which the Board voted to support, as noted below:
 - **Police Station:** Replace Communication HVAC Roof Unit: \$17,055.15
 - **Police Station:** Duct Cleaning: \$9,987.50
 - **Police Station:** Paint Exterior: \$47,325
On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to support a warrant article for Annual Town Meeting to paint the exterior of the police station for \$47,325.
 - **Community Center:** Paint Exterior: \$91,850
 - **East Fire Station:** Paint Interior and Exterior: \$87,782
 - **New John Deere Backhoe:** \$97,850

On a **MOTION** made by **Perkins**, second by **Vaz**, the Board of Selectmen **VOTED** unanimously to support a warrant article for Annual Town Meeting to purchase a new John Deere backhoe at a cost of \$97,850.

- **New DPW 1-Ton Utility Truck: \$55,298**
On a **MOTION** made by **Nay**, second by **Vaz**, the Board of Selectmen **VOTED 4-1 (NO: Costello)** to support a warrant article for Annual Town Meeting to purchase a new 1-ton utility truck at a cost of \$55,298.
- **New Paint Machine for Stop Bars and Parking Lot Lines: \$7,383.95**
On a **MOTION** made by **Vaz**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to support a warrant article for Annual Town Meeting to purchase a new paint machine at a cost of \$7,383.95.
- **New John Deere Utility Tractor: \$17,800**
- **New Well and Pump at Boy Scout Park: \$13,551.49**
- **Culvert on Middleton Road**
- **Spofford Roof and Windows Project: \$5,000,000**
- **Colby Park Project Comments:** A discussion ensued on the park improvement project, proposed by Ron Holmgren. Dold advised he based his quote on the DPW doing most of the work there with rented equipment, as necessary. Town Administrator Alan Benson advised that there are plans for a fundraiser to subsidize the cost of the project. A discussion ensued on the project details.
- **Town Hall Humidity:** Town Administrator Benson provided the Board with details on the HVAC issues with the Town Hall, adding that the issues will be looked at by an expert with recommendations for the Board on how to proceed.

8:36 PM ROUTINES

- **Appointments:** Selectwoman Nay read aloud the list of committee and board vacancies.
- **Sign School and Non-School Warrants:**
On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve accounts payable warrant #17-36 in the amount of \$476,994.00.

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve payroll warrant #17-18, for non-school payroll in the amount of \$169,249.34, school payroll in the amount of \$325,791.05, for a total payroll of \$495,040.39.

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve accounts payable warrant #17-36S in the amount of \$58,136.71.

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve accounts payable refund warrant #17-398 in the amount of \$1,924.07.

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve accounts payable refund warrant #17-399 in the amount of \$4,821.06.

8:44PM ANY OTHER BUSINESS TO COME BEFORE THE BOARD

- **Recent House Fire:** Selectmen Perkins asked the Town Administrator for an update on the house fire yesterday. Benson provided a brief update on the outstanding job the Fire Department did in stopping a fire on High Ridge Road, noting that the mutual aid response from neighboring towns was appreciated. Perkins advised he was on the scene, noting that the dwelling had a wood-shingled roof.
- **Council on Aging:** Selectman Costello provided the Board with a summary of his recent meeting with COA member Dick Taylor on options for expanding the Community Center to accommodate the Council on Aging better. Selectman Vaz contributed to the discussion, noting that the recent symposium the Task Force held provided additional suggestions and options they hadn't considered. A lengthy discussion ensued.

8:55 PM ADJOURN

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to adjourn at 8:55 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: March 6, 2017
2. Announcement: Community Cycle & Stroll
3. Announcement: Perley Parkhurst Cole Memorial Trust Fund
4. Announcement: Soup & Chowder Fest
5. Announcement: Hidden in Plain Sight Exhibit
6. Announcement: Scouting for Food 2017
7. Packet of Material: Boxford Wireless Services Bylaw Update
8. E-Mail from Chuck Costello to Steve Merriam, Re: Draft Wireless Bylaw Language Update Feb. 17, 2/17/17
9. Draft Language for Proposed Bylaw: Wireless Communications Services
10. Article from Kopelman and Paige, P.C.: New FCC Rule Impacting Proposed Modifications to Wireless Facilities

11. Construction Detour Plan: Middleton Road Culvert Replacement Project, Boxford, Massachusetts, March 2017
12. FY 2018 Capital Plan Requests: DPW
13. E-Mail from DPW Superintendent/Town Engineer to Town Administrator, Re: Colby, 2/23/17
14. E-Mail Packet from Assistant to the Town Administrator for the Board of Selectmen, Re: Board / Committee Volunteer Form, 2/23/17
15. Memo from the Town Administrator to the Board of Selectmen, Re: Outstanding Appointments FY 2017, 3/3/17