

**Minutes of the BOXFORD BOARD OF SELECTMEN
BOXFORD TOWN HALL MEETING ROOM #1
April 3, 2017 7:00PM**

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

Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Jeanette Glesmann, Peter Delaney, Wendy Perkins, Randy Johnson, Laura Sapienza-Grabski, Mike White, Lou Athanas, Carol Johnson, Mike Smolak, Tim Feeney, Chris Wakeman, Lisa Teichner, Meredith Shaw, Charlotte Mead, and others

7:00 PM PLEDGE OF ALLEGIANCE

7:00 PM ANNOUNCEMENTS: Selectman Chair Costello made the following announcements:

- **Veteran and Family Mobile Food Bank:** There is a mobile food bank available every third Wednesday for veterans, their widows and orphans. Contact Veteran Service Officer Gerry Maguire for more information.
- **Letters from Home Show:** Honor Flight New England is hosting a benefit on Saturday, April 22, at Relief In of Lawrence. Courtney Groves and Erinn Diaz will perform in Letters from Home. Tickets are \$20 and available at www.vfwma.eventbrite.com.
- **Museum of World War II Field Trip:** North Andover/Boxford Veterans Service is sponsoring a field trip to the World War II Museum in Natick on Saturday, April 15. Call 978-688-9525 for bus reservations, 14 seats available.
- **Paper Shredding at the Recycling Center:** The Recycling Center will be shredding paper on April 8, 10AM-1PM. All Boxford residents are allowed one free box (1x1x2q, with a \$10 fee for each additional box
- **Goats to Go:** Great Rock Farm has approximately 150 sheep they rent out to keep weeds down on dump caps, solar farms, etc. Contact Great Rock Farm at 508-451-1987.
- **Burning Permits:** Burning season has begun in Boxford. Open burning allowed from January 15-May 1. Permits may be obtained online or at the East Fire Station. Cost is \$20 and is good for the season.
- **Earth Day April 29:** Earth Day will be held in Boxford on April 29. Grab a trash bag at Town Hall two weeks before and bring it back full of trash to the recycling center on April 29 and proceed to Town Hall to get an ice cream cone for your efforts.

7:05 PM ANNUAL TOWN MEETING WARRANT FOR MAY 9, 2017:

- **Wildcat Forest Stewardship Program:** Randy Johnson, Chair, Agricultural Commission, met with the Board to discuss the Forest Stewardship Program for Wildcat, explaining that they need to hire a forester to develop the plan, at an estimated cost of \$4,000. When the plan is complete, they will apply for a forestry

grant to implement the forestry management plan. Laura Sapienza-Grabski added to the discussion on the forester quote. After discussion, the amount to be on the warrant was amended to \$3,000, and the Board took the following action:

- On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to support the warrant article for \$3,000 for the Forest Stewardship Program Plan, as presented.
- **School Roof/Window Project:** The Board reviewed the total project budget for the Spofford Pond School's roof/window project, as provided by the school administrators. Benson provided additional information to the Board, noting that they have a reimbursement rate of 39.84% and there will be a \$500,000 transfer from Free Cash to partially fund the project. After discussion:
 - On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to support Article 10, as printed in the Town Meeting Warrant.
- **Wireless Bylaw:** J. Steven Merriam Jr., ZBA member, met with the Board to discuss the Wireless Bylaw he has proposed. Merriam provided the Board with printed information to view as he made a brief presentation on the scope of the proposed bylaw change.

7:47 PM REPORT OF THE TOWN ADMINISTRATOR: Alan J. Benson, Town Administrator, provided the Board with information and updates on the following:

- **Discussion of Marijuana Moratorium:** Benson provided the Board with information from the MMA and Town Counsel as he presented the Board with regulations the Town can enact to regulate the production, sale and use of recreational marijuana, until the state has the regulations set in place. Lisa Teichner and Meredith Shaw of the Tri-Town Council provided the Board with additional information and presented their position that there should be a temporary moratorium on recreational marijuana and read aloud a prepared statement.
 - On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to support Warrant Article 24, as printed in the Town Meeting Warrant.
- **10 Elm Street:** Benson provided the Board with information on options to preserve the Cummings House at 10 Elm Street, along with information on his meeting with the Community Preservation Committee, who had a lot of questions on the building and the proposed preservation project. Wendy Perkins of the Historic Districts Commission advised the Board that they will be voting on the proposed project at their next meeting. Selectman Vaz, a member of the Municipal Facilities Task Force, provided the Board with information on the Task Force's meetings and how they came to the decision to preserve the building. Michael White, Finance Committee, and Peter Delaney, Community Preservation, contributed to the discussion. Jeanette Glesmann, Library Trustees, advised the Board that the Library Trustees support the Article and requested that the Library Trustees be included as a sponsor of the Article. The Board agreed and the final Warrant will have them listed with the Article.

- **ACO Vehicle:** Benson advised the Board that the FinCom had concerns on the cost and need of a new vehicle for the ACO. Benson added that the administration stands by their decision to support a new vehicle. Mike White of the Finance Committee contributed to the discussion, noting that the Finance Committee will be meeting tomorrow night to discuss it again.
- **Article 8: Additional Funding for Facility Study of Facilities Plan:** Selectman Vaz advised the Task Force is requesting that the amount in the Warrant Article be amended to \$17,500, to complete the original scope of the task. He added that the Task Force is meeting Wednesday to review it.

On a **MOTION** made by **Cargill**, second by **Vaz**, the Board of Selectmen **VOTED** unanimously to support the Article for additional funding for the facility study of the Facilities Plan at \$17,500.

- **Warrant Articles Review:** Benson reviewed the remaining Town Meeting Warrant articles, as printed in the draft Town Meeting Warrant. Discussion turned to reclassifying the Director of Municipal Finance. Tim Feeney of the Personnel Board advised that his board will meet next week to discuss further and make their recommendation to the Selectmen. The Board continued to review the warrant articles and voted as follows:

Article 5:

On a **MOTION** made by **Nay**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve the budget, article 5, with Masco changes, at \$32,561,870.

- **Motions to Place Ballot Questions on the Town Ballot:**

On a **MOTION** made by **Cargill**, second by **Vaz**, the Board of Selectmen **VOTED 4-1 (NO: Perkins)** by roll call vote to place the following Proposition 2 ½ Permanent Operating Budget Override question on the Annual Town Election Ballot for Tuesday, May 16, 2017:

Question 1: Shall the Town of Boxford be allowed to assess an additional \$197,318 in real estate and personal property taxes for the purpose of additionally funding the Fiscal Year 2018 Elementary School Budget, for the fiscal year beginning July 1, 2017?

Yes _____

No _____

On a **MOTION** made by **Cargill**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously by roll call vote to place the following Proposition 2 ½ debt exclusion question on the Annual Town Election Ballot for Tuesday, May 16, 2017:

Question 2: Shall the Town of Boxford be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued in order to fund a partial roof replacement and partial window replacement project at Spofford Pond School, 33 Spofford Road, including the payment of all costs incidental or related thereto?

Yes _____

No _____

- **Warrant Review and Votes (Continued):**

- **Article 6:**

- On a **MOTION** made by **Cargill**, second by **Vaz**, the Board of Selectmen **VOTED 4-1 (NO: Perkins)** to support Article 6 for the additional funding of the FY 2018 elementary school budget at \$197,318.

- **Initiative Petition:** Benson advised they have received an Initiative Petition to place a new warrant article into the Town Meeting Warrant to insert language into the bylaws requiring certain expenditures over \$250,000 approved at Town Meeting, to also be approved by ballot at the next general or special election.

9:05 PM Selectman Vaz left the meeting

- **Article Sequencing:** The Board discussed the sequence of the articles and decided on the following:

1. **Receive and place on file reports**
2. **Revolving accounts**
3. **Collective bargaining agreements**
4. **Classification and Compensation Plan**
5. **Budget**
6. **Elementary school override**
7. **Spofford Pond School roof/windows replacement**
8. **Senior tax write-off**
9. **Capital purchases**
10. **Non-School Municipal Facilities Efficiency Master Plan**
11. **10 Elm Street**
12. **Sick days buy-back**
13. **Trash stickers**
14. **Verizon easement**
15. **Community Preservation Fund: Administrative expenses**
16. **Community Preservation Fund: Signs**
17. **Community Preservation Fund: Hydrological Assessment**
18. **Community Preservation Fund: Ackerman Playground**
19. **General Bylaw Amendment: Revolving Funds**
20. **Special Education Revolving Fund**
21. **OPEB Fund**
22. **Zoning Bylaw: Temporary moratorium on recreational marijuana establishments**
23. **Zoning Bylaw: Wireless communications facilities**
24. **Initiative Petition**
25. **Any other business**

MOTION by **Cargill** to place the Initiative Petition article as Article 20 The motion did not get a second.

- **Motion to Close the Warrant:**

On a **MOTION** made by **Nay**, second by **Cargill**, the Board of Selectmen **VOTED** unanimously to close the warrant for the Annual Town Meeting to be held on May 9, 2017, at the Masconomet Regional District High School Auditorium, 20 Endicott Road, at 7:00 PM.

9:19 PM ROUTINES

- **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 #17-40S, in the amount of \$69,693.54.

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve accounts payable refund warrant #17-400 in the amount of \$2,997.74

On a **MOTION** made by **Costello**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve accounts payable refund warrant #17-401 in the amount of \$1,953.01.

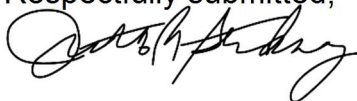
On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve payroll warrant #17-19, in the amount of \$531,177.53

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve accounts payable warrant #17-40 in the amount of \$489,316.23

9:24 PM ADJOURN

On a **MOTION** made by **Cargill**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to adjourn at 9:24 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: April 3, 2017
2. Announcement: Veteran and Family Mobile Food Bank
3. Announcement: Letters from Home
4. Announcement: Museum of World War II Field Trip
5. Announcement: Paper Shredding

6. Announcement: Great Rock Farm Goats to Go
7. Announcement: Announcement: Burning Permits
8. Announcement: Earth Day
9. Town of Boxford Capital Project Request: Boxford Agricultural Commission: Forest Stewardship Program . Wildcat: \$4,000
10. Boxford School District, Spofford Pond School Total Project Budget, March 28, 2017
11. E-Mail Packet: From Steve Merriam to Town Administrator, et al, Re: Draft Zoning Wireless Facility Amendments, 3/27/17
12. Article: MMA: Local Officials Advised to Act Quickly on Marijuana Issues, March 24, 2017, published on Massachusetts Municipal Association (<https://www.mma.org>)
13. A Guide to the New Law Legalizing Recreational Use of Marijuana, KP Law, Revised January 2017
14. E-Mail Packet: From Lt. Michael Soltys to Assistant to the Town Administrator, et al, Re: Car 1, 3/31/17
15. E-Mail from Susan Givens, Masconomet Assistant Superintendent for Finance and Operations, to Town Administrator et al, Re: Revised Debt Service Assessment and Capital Budget Assessment, 3/31/17
16. Letter from Susan Givens, Masconomet Assistant Superintendent for Finance and Operations, to Town Treasurer, Re: Certified Budget as of February 1, 2017, 3/31/17
17. Letter from Susan Givens, Masconomet Assistant Superintendent for Finance and Operations, to Town Treasurer, Re: Certified Budget as of March 29, 2017, 3/29/17
18. Letter from Irvine & Sons to DPW Superintendent/Town Engineer, Re: West Boxford Fire Station Proposal, 3/28/17
19. Annual Town Meeting Article List
20. Town of Boxford Warrant for Annual Town Meeting, Tuesday, May 9, 2017 (draft 3/31/17)
21. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments FY 2017, 3/31/17
22. Letter from the Tri-Town Council to the Board of Selectmen, Re: Temporary Moratorium on Recreational Marijuana, 4/3/17
23. Petition for Annual Town Meeting (Re: Town Meeting Defeated Articles)
24. Motion to place Ballot questions on May 16, 2017 Town Ballot