

**Minutes of the BOXFORD BOARD OF SELECTMEN
TOWN HALL MEETING ROOM #1
May 31, 2017 7:30PM**

Present: Chuck Costello, Mary Anne Nay, Al Vaz, Peter Perkins, Barbara Jessel

Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Assistant to the Town Administrator Susan Inman, Director of Finance Kathy Benevento, Joe Callahan, Dan Gallagher, Andy Gori, Paul Jarosiewicz, Kathleen Trull, Chris Wakeman, Mike White, Gridley Losee, Evangelea Kelly, Kate Grossman, Jeff Yespy, DPW Superintendent/Town Engineer John Dold, Town Treasurer/Tax Collector Ellen Guerin, and others

7:30 PM PLEDGE OF ALLEGIANCE

7:30 PM MEMORIAL DAY: Chairman Chuck Costello provided a brief report on the Memorial Day services that took place on Monday, noting that General Ray Smith, keynote speaker, was Corporal James Melvin, commanding officer in Vietnam. Costello added that General Smith was impressed with the participation Boxford continues to have for Memorial Day services.

7:32 PM DISCUSSION OF TOWN BEACH: Selectman Al Vaz provided an update on the option for the Danvers YMCA to manage the town beach this summer. Vaz, Benson and Costello met with the YMCA people and said the Y would provide swimming lessons, life guards, a policy for the use of watercraft, training for staff and lifeguards, would propose how to handle food concessions. They added that there would be no overlap with the day camp operation. Vaz noted that the Town would license the YMCA to manage the beach and the Y would provide a director. He expects to hear more from the Y tomorrow.

Selectman Costello advised there are three options for the operation of the Town Beach for this season:

1. BAA continues operating the Town Beach
2. The Danvers YMCA would be licensed to operate the Town Beach
3. Town employees would operate the Town Beach

Assistant to the Town Administrator, Susan Inman, provided an update on her work getting information together for Option 3: town employees to operate the Town Beach, noting that they formulated a budget estimate of \$20,000 to cover, among other things, salary expenses of a director, assistant director, head lifeguard and lifeguards.

Director of Finance Kathleen Benevento provided information on the revolving fund she is recommending for the Town Beach, making it a self-sustained operation. She noted

the challenges and associated costs, including procurement rules, and other things associated with hiring employees, particularly younger employees..

Ellen Guerin, Town Treasurer/Collector of Taxes, provided information on payments for memberships and swimming lessons that could be made through the Town's website. She added that, as a cash operation, cash and checks would be turned over to the Treasurer each week. Guerin also touched upon accounts payable information and how any vendors would be paid.

Town Administrator Alan Benson provided a summary of each option, including obstacles and benefits, as outlined in a handout he provided to the Board to view as he spoke.

Selectman Chair Costello announced that the Special Town Meeting would be held on June 19, not the 20th, as previously announced. He added that the Special Town Meeting, if needed, would have three articles: 1.) to adopt new regulations for creating a Town Beach department, 2.) to create a revolving account, and, 3.) to fund it with \$20,000 seed money.

Joe Callahan, the town's insurance advisor, also a member of the Finance Committee, read aloud a disclosure statement before answering questions about the town's insurance. He provided a brief summary of the insurance and the protection provided for public employees, including volunteers. He spoke about the costs of the primary policy and excess insurance, at a total cost of \$11,500 to the Town. He answered questions about the coverages included and the exclusions.

Dan Gallagher, chair of the BAA, advised that the BAA, since the last meeting, now has a volunteer interested in managing the Town Beach and the BAA can now manage the Town Beach for this year, if the Town chooses that option. He added that Paul Jarosiewicz agreed to stay on for one more year as the director. There ensued a brief discussion on the obstacles in the language used in the proposed license for BAA to operate the beach this season. Gridley Losee, pro bono attorney for the BAA, advised the BAA will be meeting Monday to discuss the final draft of the license. Chair Costello asked if they could meet before Monday, Gallagher advised they could meet before this weekend. Losee advised there are only a couple of weeks to be made to the license before they can agree to it. That comment caused a brief discussion on what the weeks might be. The Board requested that they receive the marked-up copy as soon as possible, so they could all be on the same page for Friday's meeting.

Selectwoman Barbara Jessel asked Gallagher if the BAA wanted to manage the Town Beach this year. Gallagher advised that they did. They are committed to the Town Beach and have the experience to manage it.

8:42 PM ROUTINES

- **Appointments:** The Chair advised they have a letter of interest from Jim Gikas, who is requesting to be appointed to the Recreation Committee:

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

8:44 PM REPORT OF THE TOWN ADMINISTRATOR

- **Arbor Day Proclamation:** Benson provided a copy of an Arbor Day Proclamation for the Board members to sign.
- **Fire Department Resignation:** Benson advised the Board that Firefighter Matt Dyer has been offered a promotion at his other job and will be resigning from the Boxford Fire Department, adding that the Board needs to lift the hiring freeze in order for the Fire Department to hire a replacement for the full-time firefighter.
On a **MOTION** made by **Nay**, second by **Jessel**, the Board of Selectmen **VOTED** unanimously to lift the hiring freeze for the Fire Department.
- **Fire Department Grant:** Benson advised the Board that the Fire Department is the recipient of a \$40,000 grant for training of firefighters, to bring all firefighters up to the level of EMT.
- **DPW Grant:** Benson advised the Board that the DPW is the recipient of a \$25,000 grant to pay for study of the town's culverts, adding that the Commonwealth of Massachusetts will pay for the study, as long as an event is held in the Town Hall to inform everyone of what Dold and the consulting firm learn in the study.

8:48 PM ADJOURN

On a **MOTION** made by **Vaz**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to adjourn at 8:48 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: May 31, 2017
2. Stiles Pond Beach at Keith Koster Park Options for 2017 Summer Management May 31 2017
3. Notes from May 31, 2017 Meeting with Danvers YMCA
4. E-Mail from Jim Gikas to Assistant to the Town Administrator, Re: Rec Committee, 5/31/17
5. Disclosure of Appearance of Conflict of Interest: Joseph Callahan, 5/31/17