

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

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

*Absent: None*

*Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Natasha Grigg, Jennifer McDermott, Douglas Dolan, Paul Jarosiewicz, John Dold, Ron Holmgren, Ian Fitch, Mike Rioux, Christina Nay, Ellen Nestervich*

**7:00 PM ANNOUNCEMENTS**

- **Solar Field Ribbon Cutting:** Selectman Vaz announced there will be a Solar Field Ribbon Cutting Ceremony on August 16, 2017 at 11AM at the Boxford Town Hall, with honored guest Senate Minority Leader Bruce E. Tarr. All are invited.
- **Trails Less Traveled:** Selectman Perkins announced that BTA-BOLT is hosting a Boxford Trail Running Festival on Sunday, October 22, 2017, at 92 Lake Shore Road with food, drinks, awards ceremony, raffle and music. Visit [www.btabolt.org](http://www.btabolt.org) or [www.northshoretimiong.com](http://www.northshoretimiong.com) to register.
- **2017 Boxford Apple Festival:** Selectwoman Nay announced that the Boxford Historical Society is holding the Apple Festival on Saturday, September 15, with a rain date of September 16. Interested vendors should contact the Boxford Historical Society for information.

**7:04 PM MEETING WITH JENNIFER MCDERMOTT AND DOUGLAS DOLAN:**

Jennifer McDermott and Trooper Douglas Dolan met with the Board of Selectmen to discuss their request for a one-day alcohol license for Stiles Pond Beach for their combined wedding and State Police fundraiser on September 16, 2017. After providing a brief introduction and a description of the event(s) (one mimosa after the ceremony), assisted by the Stiles Pond Beach Director, Paul Jarosiewicz, the Board took the following action:

On a **MOTION** made by **Vaz**, second by **Jessel**, the Board of Selectmen **VOTED 4-1 (Nay: NO)** to approve the one-day liquor license for Jennifer McDermott and Douglas Dolan for September 16, 2017, approximately 5PM, as requested.

**7:17 PM MEETING WITH BOXFORD GRANGE ON COLBY PARK PROJECT:**

Ron Holmgren, of the Boxford Grange, and DPW Director/Town Engineer John Dold met with the Board of Selectmen requesting that the Board consider authorization for Boxford Grange to subcontract work on town property to relocate the parking lot. Holmgren provided a brief description of the work they need to subcontract – mostly tree cutting and trucking dirt from one location to another on the site – and the DPW is not able to assist with that, due to the lack of manpower. Town Administrator, Alan Benson, provided additional details. They are requesting funding for the trucking and

the DPW will provide labor when they are able. Nearby resident, Natasha Grigg, expressed her concerns on the size of the parking lot being proposed. After a lengthy discussion, the Board took the following action:

On a **MOTION** made by **Nay**, second by **Jessel**, the Board of Selectmen **VOTED** unanimously to authorize the Boxford Grange and its selected subcontractors to perform the tree cutting, clearing and relocation of the Colby parking lot on town owned property at 158 Washington Street, in accordance with the plans as presented to the Board of Selectmen and under the supervision and authority of the DPW Superintendent/Town Engineer.

**7:42 PM ANY OTHER BUSINESS:**

- **Pledge of Allegiance:** At Selectwoman Mary Anne Nay's request, the Chair agreed to discuss the elimination of the Pledge of Allegiance at the beginning of the Board of Selectmen's meetings. Boxford Veterans Ron Holmgren, Mike Rioux, and Ian Fitch contributed to the discussion, encouraging the Board to reinstitute the practice. Selectwoman Nay read aloud a prepared statement in favor of continuing the Pledge of Allegiance before each Selectmen's meeting. Natasha Grigg, an immigrant to the U.S., spoke in opposition of reciting the Pledge of Allegiance before each meeting. Christina Nay spoke in favor of it. Each Board member expressed their opinion on the matter and, at the end of the discussion, the Board took no official action.

**8:08 PM REPORT OF THE TOWN ADMINISTRATOR:** Alan J. Benson, Town Administrator, met with the Board of Selectmen to provide information and updates on the following:

- **Update on Sale of Private Ambulance Company:** Benson advised the Board that Lyons Ambulance has been purchased by Cataldo Ambulance. He is planning a meeting with Cataldo and Lyons to see how that will affect the Town's ambulance availability. He will provide more information to the Board after his meeting.
- **Update on Traffic Concerns at Washington/Main:** Benson provided the Board with information on the possibility of placing signalization at the intersection of Main Street and Route 133 (Washington Street), noting an ongoing traffic study at that location. He will get back to the Board with more information, as it becomes available, on solutions to the increased traffic issues there.
- **Review of Highland Road Detour Plan:** Benson reviewed the detour plan and resident notification plans for the culvert project on Highland Road, noting that the road will be completely impassable for three full days, commencing August 14.
- **Request for Permission for Tour de Greenbelt Ride:** Benson provided the Board with information on a cycling event for September 16, benefitting the Essex County Greenbelt.

On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve the Tour de Greenbelt Ride for the Essex County Greenbelt for September 16, subject to the final approval of the Police Chief.

- **Sign Request:** Benson provided the Board with information on a sign request from BTA-BOLT for the Trail Run Festival on October 22.  
On a **MOTION** made by **Nay**, second by **Vaz**, the Board of Selectmen **VOTED** unanimously to approve the signs as requested for September 16, possibly to be adjusted.
- **Andrews Farm Water Company:** Benson advised he has been provided with information from the Building Inspector on the progress of the Andrews Farm Water Company to rebuild their water supply, noting that all permits have been approved.
- **Marijuana Bill:** Benson noted that the legislature made some changes to the Marijuana Bill, advising that recreational marijuana sales can be banned by a 2/3 vote at Town Meeting. Benson added that the Board can discuss the development of a warrant article at a later meeting.

#### **8:24 PM ROUTINES**

- **Review Correspondence:** The Board briefly reviewed the following:
  - **Letter from Masconomet Assistant Superintendent for Finance and Operations Re: Recent Appropriations, 6/23/17 and 7/20/18:** The Chair questioned the appropriations and requested that the Town Administrator ask them in for a future meeting to discuss the process used for certain appropriations.
  - **Letter from Teamsters Local Union No. 25, Re: New Union Rep. Michael C. Halley, 7/17/17**
  - **Memo from Building Inspector, Re: Monthly Reports, 7/10/17 and 8/1/17**
  - **Letter from Commonwealth of Massachusetts Secretary of the Commonwealth, Re: Property Fraud Watch, 7/14/17**
- **Board/Committee Vacancies:** Selectwoman Jessel read aloud the list of committee and board vacancies. Selectman Perkins advised the Board that he knows of someone interested in the Lakes Ponds and Streams Committee and they will be notifying the Town through the website.
- **Approval of Minutes:** After a brief discussion on edits of the minutes, the Board took the following actions:  
On a **MOTION** made by **Jessel**, second by **Nay**, the Board of Selectmen **VOTED** to approve the minutes of July 10, 2017, Executive Session, as amended.
- **Sign School and Non-School Warrants**  
On a **MOTION** made by **Jessel**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 18-6S, in the amount of \$686,702.93  
  
On a **MOTION** made by **Jessel**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Refund Warrant 18-409, in the amount of \$2,040.63.

On a **MOTION** made by **Jessel**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Refund Warrant 18-408, in the amount of \$3,110.43.

On a **MOTION** made by **Jessel**, second by **Costello**, the Board of Selectmen **VOTED** unanimously to approve Payroll Warrant 18-03, in the amount of \$261,742.71.

On a **MOTION** made by **Jessel**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 18-6, in the amount of \$379,863.37.

On a **MOTION** made by **Jessel**, second by **Perkins**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 18-5, in the amount of \$13,194.01.

**8:41 PM EXECUTIVE SESSION**

On a **MOTION** made by **Costello**, second by **Nay**, the Board of Selectmen **VOTED** unanimously by roll call vote to go into Executive Session for the purpose of discussing 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 immediately adjourn without conducting any further business.

**9:12 PM ADJOURN**

With no further business, on a **MOTION** made by **Perkins**, second by **Jessel**, the Board of Selectmen **VOTED** unanimously by roll call vote to return to open session and adjourn at 9:12 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: August 7, 2017
2. Announcement: Solar Field Ribbon Cutting Ceremony
3. Announcement: Trails Less Traveled Event
4. E-Mail Packet from Jennifer McDermott to Assistant to the Town Administrator et al, Re: One-Day Liquor License Application, 6/29/17

5. Memo from Town Administrator to Board of Selectmen, Re: Colby Park Project, 8/4/17
6. E-Mail from DPW Superintendent/Town Engineer to Director of Communications, Re: Highland Road, 7/24/17
7. Letter from Greenbelt to Board of Selectmen, Re: 3<sup>rd</sup> Annual Road Cycling Event, 6/29/17
8. E-Mail from BTA/BOLT to Board of Selectmen, Re: Locations for informational signs for Trail Running Festival, 7/30/17
9. Letter from Masconomet Assistant Superintendent for Finance and Operations to Board of Selectmen, Re: Recent Appropriations, 6/23/17.
10. Letter from Masconomet Assistant Superintendent for Finance and Operations to Board of Selectmen, Re: Recent Appropriations, 7/20/18.
11. Letter from Teamsters Local Union No. 25 to Town Administrator, Re: Field Representative, 7/17/17
12. Memo from Inspector of Buildings to Board of Selectmen, Re: Monthly Report June 2017, 7/10/17
13. Memo from Inspector of Buildings to Board of Selectmen, Re: Monthly Report July 2017, 8/1/17
14. Letter from the Secretary of the Commonwealth to the Town Administrator, Re: Property Fraud Watch, 7/14/17
15. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments FY 2018, 8/4/17
16. Meeting Minutes:
  - 7/10/17 Executive Session
17. Motion to go into Executive Session