

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

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

Absent: Peter Perkins

Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, Chief Jim Riter, Middleton Police Chief DiGianvittorio, Mark Nowak, Christopher Nowak, Ally Nowak, Senator Bruce Tarr, AJ Paglia, Dave Barker, Lou Ann Bonney, Carole Davis, Steve Davis, Jane Moody, Linda Shea, Heidi Ellard, Charlotte Mead, Elizabeth Mullard, Patricia Lane Houghton, Dick Houghton, Library Director Kevin Bourque, and others

7:00 PM ANNOUNCEMENTS

- **Veterans Day Observance:** Selectwoman Nay announced that Veteran's Day services will be held on Saturday, November 11, at the Melvin Green, at 11am.
- **10th Annual Barn Dance:** Selectwoman Jessel announced the Boxford Democratic Town Committee is sponsoring their 10th annual barn dance on Saturday, November 18, from 7pm-10pm, at Lincoln Hall. Tickets are \$25 per person, \$40 per couple.

7:05 PM MEETING WITH LIBRARY TRUSTEES: Linda Shea, Chair of the Library Trustees, called the joint meeting of the Library Trustees and Board of Selectmen to order. The Trustees were meeting with the Board of Selectmen to interview two candidates for vacancies on the Board of Trustees for terms ending at the next election on May 15, 2018.

- **Elizabeth Mullard:** Mullard introduced herself to the Board and provided some background information and interest in serving on the Board of Library Trustees. At the conclusion of discussion, the Boards took the following action:
On a **MOTION** made by **Vaz**, second by **Nay**, the Board of Selectmen and the Board of Library Trustees **VOTED** unanimously by roll call vote to appoint Elizabeth Mullard to the Board of Library Trustees for a term ending May 15, 2018, the next annual election.
- **Patricia Lane Houghton:** Houghton introduced herself to the Board and provided background information and her interest in serving on the Board of Library Trustees. At the conclusion of the discussion, the Boards took the following action:
On a **MOTION** made by **Nay**, second by **Vaz**, the Board of Selectmen and the Board of Library Trustees **VOTED** unanimously by roll call vote to appoint Patricia Lane Houghton to the Board of Library Trustees for a term ending May 15, 2018, the next annual election.

- **Any Other Business:**
 - **A Word from Jane Moody:** Jane Moody thanked the Board for their support while she served on the Board of Library Trustees. Selectman Costello thanked Moody for her service to the Town over the years.

7:19 PM ADDITIONAL ANNOUNCEMENT

- **Passing of Dick Ulman:** Selectman Chair Costello announced the passing of former Selectman Dick Ulman on Tuesday and provided a brief history of Ulman's service to the Town. He added that friends are invited to his home on Elm Street on Saturday, November 4 and Sunday, November 5, from 2PM-5PM, to pay their respects to the family.

7:21 PM MEETING WITH THE HOUSING PARTNERSHIP COMMITTEE: Benson advised the Board that, due to the change in the meeting date, the joint meeting with the Housing Partnership Committee has been postponed, but he provided the Board with information from the Housing Partnership Committee on the following:

- **Update Community Housing Options for Boxford Common:** Benson advised the Board that the Housing Partnership Committee would like to get a feeling from the Town on whether there is interest in pursuing an affordable, accessible community housing project.
- **Consideration of Expansion of Elderly Housing District Zoning Bylaw:** Benson advised the Board that the Housing Partnership Committee has interest in expanding the Elderly Housing District Zoning Bylaw to accommodate a possible housing project if there is support from the Planning Board and Board of Selectmen in changing the bylaw. He added that the Planning Board discussed the idea at their last meeting and asked the Board of Selectmen for their input.
- **Update on Price Property Proposal - Willow Road:** Benson advised the Board that there is a proposal from the Price family to build market rate senior housing on their land in West Boxford. Benson provided the Board with zoning information and what would need to change to accommodate this type of housing.

The Board briefly discussed the option of affordable housing vs. market-rate housing and the Chair suggested that the Town research how other towns have dealt with cluster zoning issues. After discussion, Benson recommended to the Board that the Planning Board hold hearings to discuss cluster zoning, affordable and/or market rate housing, and the zoning issues associated with each.

7:43 PM MEETING WITH SENATOR BRUCE TARR: State Senator Bruce Tarr met with the Board of Selectmen to provide a brief report on the recent wind storm damage and commended the emergency personnel for their response.

Tarr continued with the reason for his visit to the meeting and that was to confer a proclamation, in the form of an Adjournment Order issued by the Massachusetts State Senate in the name of deceased Police Reserve Officer Michele Nowak. Tarr read aloud the Adjournment Order and provided copies of the Adjournment Order to the

Nowak family, Middleton Police Chief DiGianvittorio, and Boxford Chief Riter, who were in attendance.

7:55 PM RECESS: The Board recessed for 14 minutes for time to talk with the Nowak family and thank Senator Tarr, as well as photos.

8:09 PM RECONVENE

8:09 PM REPORT OF THE TOWN ADMINISTRATOR: Alan Benson, Town Administrator, provided the Board with updates and information on the following:

- **Update on Boxford Common Project:** Benson advised the grass is not growing on the grass field, as well as a long list of punch list items, which have not been completed. He added that the Permanent Building Committee wanted the soils to be evaluated and the Town contracted with Pine & Swallow to test the soil. They determined that the 12" of topsoil do not meet specifications, but can be amended to meet the specifications. However, the subsoil also did not meet specifications. The PBC is continuing to discuss the issues and \$250,000 has been withheld.
- **National Grid Update:** Benson advised the Board that there are areas that are still without power and the situation has reached the highest levels in the State, as this is the most challenging area in Massachusetts. Benson provided a brief summary of the storm, which occurred on October 29, noting that National Grid expects full restoration by late Thursday night. Benson added that National Grid was not prepared for this storm and the tree situation was not taken care of before the storm. There were 23 areas in town where wires and trees were blocking roads. Benson added that there was also a 3-alarm fire on Kelsey Road. The house was a total loss. The road was blocked by a downed tree and wires, hampering access to water and to the fire. Benson reminded residents that the National Grid outage response system is dependent on calls from each and every resident who is without power. He added that residents should call every 12 hours, until power is restored: 1-800-465-1212

8:30 PM ROUTINES

- **Approval of Minutes:** After the Board reviewed the minutes of October 23, 2017, amendments were made, and they took the following action:
On a **MOTION** made by **Nay**, second by **Jessel**, the Board of Selectmen **VOTED** to approve the minutes of October 23, 2017, as amended. **Costello abstained.**
- **Sign School and Non-School Warrants**
On a **MOTION** made by **Jessel**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Payroll warrant #18-09 in the amount of \$516,947.17.

On a **MOTION** made by **Jessel**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 18-18, in the amount of \$69,181.65.

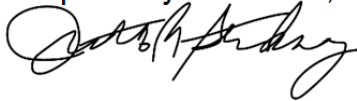
8:30 PM ANY OTHER BUSINESS TO COME BEFORE THE BOARD

- **Trick or Treating and Halloween:** Selectwoman Nay reminded viewers that Halloween and Trick or Treating will be celebrated in Boxford on Saturday night, November 4.
- **Facilities Task Force:** Selectman Vaz advised they got some great feedback from the HDC and residents regarding the expansion of the existing Council on Aging Senior Center on Elm Street. He added there will be a site walk of Area 1, near the landfill, for the DPW building.
- **George Fischer Luncheon:** Selectwoman Jessel provided a brief report on the benefit luncheon she attended today, noting it was well attended and she thanked Carole Davis for her work in planning the event. Selectman Costello thanked Nancy Merrill for her presentation and history on the Arboretum.
- **Library, Town Hall, COA Closed Tomorrow:** Benson reminded the Board that the library, Town Hall, COA are closed tomorrow for required ADA training.

8:36 PM ADJOURN

With no further business, on a **MOTION** made by **Vaz**, second by **Jessel**, the Board of Selectmen **VOTED** unanimously to adjourn.

Respectfully submitted,



Minutes Secretary

Documents either distributed to the Board of Selectmen before the meeting in a packet or at the meeting:

1. Agenda: October 30, 2017
2. Announcement: Regional Housing Workshop
3. Announcement: Trick Or Treat
4. Announcement: George Fischer Memorial Fund Benefit Luncheon
5. Announcement: Veterans Day Observance
6. Announcement: 10th Annual Barn Dance
7. Presentation to the Selectmen on Boxford Commons Community Housing for Affordable Accessible Senior Housing
8. Letter from Elizabeth Mullard to the Library Trustees, Re: Board of Library Trustees Vacancy
9. Letter from Patricia Lane Houghton to the Library Trustees, Re: Board of Library Trustees Vacancy, 9/16/17
10. Board of Selectmen Statement Re: Passing of Former Selectman Dick Ulman
11. Memo from Town Administrator to Board of Selectmen, Re: Elderly Housing District Zoning Bylaw, 10/26/17
12. Chapter 196 Zoning, Article V, Use Regulations

13. Letter from Pine & Swallow to Town Administrator, Re: Boxford Common, Boxford, MA – Addendum to Limited Soil Investigation P&S Project Number: 17155, 10/25/17
14. Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments FY 2018, 10/27/17
15. Meeting Minutes:
 - October 23, 2017