

**Minutes of the BOXFORD BOARD OF SELECTMEN
TOWN HALL MEETING ROOM #1
November 20, 2017 7:00PM**

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

Absent: None

Others Present: Town Administrator Alan Benson, Minutes Sec'y Judi Stickney, ConsCom Director Ross Povenmire, Natasha Grigg, Peter Delaney, Glendon Ayer, Joe Hill, Jerry Santelli

7:00 PM ANNOUNCEMENTS

- **Community Housing Needs Workshop:** Town Administrator Alan Benson announced there will be a Community Housing Needs Workshop, a joint initiative sponsored by the Boxford Board of Selectmen, the Merrimack Valley Planning Commission, Boxford Planning Board, and the Boxford Housing Partnership. The Workshop will be held on Monday, 11/27, at 6PM in Town Hall Meeting Room #1.
- **Passing of Jack Pearl:** Selectman Costello announced the recent passing of lifelong resident Jack Pearl, at age 84.

7:01 PM MEETING WITH HOUSING PARTNERSHIP COMMITTEE: Joe Hill, Chair of the Housing Partnership Committee, met with the Board of Selectmen to discuss the following:

- **Discussion of Senior Housing Options:** Hill provided a PowerPoint presentation on housing options for seniors in Boxford, noting there are limited options for Boxford seniors.
- **Discussion on Potential Changes to Elderly Housing Zoning Bylaw - Boxford Common:** Hill provided information on the two current zoning bylaws regulating housing for Boxford, noting that neither option would be suitable for the Boxford Common site. He added there would need to be a change in the bylaw to provide housing on the Boxford Common site, a site purchased with CPA funds and designated for community housing. Hill advised they are proposing affordable, accessible senior housing units and an Elderly Housing District with a variance from the Planning Board. Both Hill and Town Administrator Benson provided details on the changes that would be necessary for the elderly housing being proposed. One obstacle is the bylaw that requires 24 acres for an elderly housing district. Natasha Grigg, member of the CPAC and the ConsCom, suggested that the entire lot be looked at again, and, possibly allot more acreage to the housing area, so that bylaw would not need to be changed. A lengthy discussion ensued on the housing being proposed and the zoning bylaws that would need to change to accommodate it. Hill advised the Board that his committee will be meeting next week to discuss the outcome of this meeting

and he will meet with the Selectmen again with an update after the first of the year.

- **Update by HPC on Projects Under Review in Boxford:** Housing Partnership member Peter Delaney provided a brief update on the Price property and the options being considered by the Price family.

8:02 PM MEETING WITH WEST BOXFORD IMPROVEMENT SOCIETY

- **Request by WBIS to Waive Fees for Fire Detail at Winter Fest:** WBIS members Glendon Ayer and Jerry Santelli met with the Board of Selectmen to discuss the Fire Department's requirement of a paid detail at the Winter Fest and requested that the Board of Selectmen waive the fees required to pay for the detail. Ayer and Santelli provided a history of the events the West Boxford Improvement Society has sponsored for the Town and noted that the Fire Department has always provided a fire truck, with volunteers, for the Winter Fest event. The WBIS has questioned why they have required a paid EMT detail at this time. WBIS is requesting that the detail fee be waived. A lengthy discussion ensued on the issue, with each Board member providing their opinions and thoughts. After discussion, the Board decided that, because there is no detail policy in place at this time, the WBIS will not have to pay the detail until a policy is in place. Benson also provided the Board with a detailed list of the various town events for which the PD and FD provide details, as well as who pays for the details. Selectman Perkins will discuss the detail issue and policies with the Fire Chief.

8:38 PM REPORT OF THE TOWN ADMINISTRATOR

- **Consider Far Corner Farm Golf Club Liquor License:** After a brief discussion: On a **MOTION** made by **Jessel**, second by **Vaz**, the Board of Selectmen **VOTED** unanimously to approve the license for alcoholic beverages for Far Corners Golf Club as requested.
- **Execute MOA on Agreement with AFSCME Town Hall/Library:** After Benson provided the Board with information on the agreement, the Board requested that the signatures of the union members also be printed out, as the Board members' names are. Benson will bring it to the Union and the Board can vote on the ratification at a future meeting.

8:15 PM ROUTINES

- **Review Correspondence:** The Board briefly reviewed the following:
 - **Thank You from Angel Flight NE**
 - **Letter from MMA Re: Legislative Action Alerts**
- **Review Appointments:** Selectman Perkins read aloud the board and committee vacancies.

- **Approval of Minutes**

On a **MOTION** made by **Nay**, second by **Jessel**, the Board of Selectmen **VOTED** to approve the Minutes of November 1, 2017, as amended. **Perkins abstained.**

On a **MOTION** made by **Jessel**, second by **Vaz**, the Board of Selectmen **VOTED** to approve the Minutes of November 6, 2017, as presented. **Perkins abstained.**

- **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 #18-21 in the amount of \$170,851.43.

On a **MOTION** made by **Jessel**, second by **Nay**, the Board of Selectmen **VOTED** unanimously to approve Accounts Payable Warrant 18-21S, in the amount of \$333,720.01.

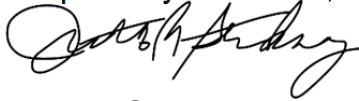
8:47 PM OTHER BUSINESS

- **Northeast Emergency Medical Services, Inc. EMS Region III Fourth Annual Awards Ceremony:** Selectman Vaz provided a brief report on the awards ceremony he recently attended with Selectman Perkins, noting that the Boxford Police, Fire and Communications Departments were recipients of awards for their outstanding response to the double motor vehicle accidents on Route 95 in April.

8:49 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:

- Agenda: November 20, 2017
- Announcement: Community Housing Needs Workshop
- Announcement: Passing of Jack Pearl
- Presentation to the Selectmen on Boxford Commons Community Housing for Affordable Accessible Senior Housing
- Memo from Town Administrator to board of Selectmen, Re: Elderly Housing District Zoning Bylaw, 10/26/17
- Initial Draft: Chapter 196. Zoning, Article V. Use Regulations

- E-Mail from West Boxford Improvement Society to Town Administrator, Re: Fire Detail at Boxford's 11th Annual Winter Fest – December 2, 2017, 11/16/17
- License Application: Club License, Far Corner Farm Golf Club, Barker Road, West Boxford, MA 01921
- Memorandum of Agreement Between Town of Boxford & AFSCME Council 93, Local 939 Clerical/Library Employees, 11/15/17
- Letter from Angel Flight NE to Assistant to the Town Administrator, Thank You, 10/30/17
- Letter from Massachusetts Municipal Association to Town Administrator, Re: MMA's Legislative Action Alerts,
- Memo from Town Administrator to Board of Selectmen, Re: Outstanding Appointments FY 2018, 10/20/17
- Minutes:
 - November 1, 2017
 - November 6, 2017