

MINUTES

BOXFORD TOWN LIBRARY TRUSTEES' SPECIAL MEETING

SEPTEMBER 21, 2018, 12:30 P.M.

TOWN HALL CONFERENCE ROOM TWO

PRESENT: Linda Shea, Chair, Jeanette Glesmann, Vice-Chair, Carole Davis, Heidi Ellard, Stephen Harvey, Jayne Smallman, Kevin Bourque, Director

ABSENT: Elizabeth Mullard

GUESTS: Alan Benson, Bob Gore, Jane Moody, Al Vaz

CALL TO ORDER: L. Shea called the meeting to order at 12:28 p.m.

UPDATE ON MUNICIPAL FACILITIES FEASIBILITY PLANNING TASKFORCE: J. Glesmann

- Boxford One Town One Plan, and Town of Boxford Facility Master Plan had previously been sent electronically to all Trustees
- Discussion of the above plans and Warrant Articles 4 and 5 for Town Meeting October 23, 2018.
- Article 4 modifies the PBC (Permanent Building Committee) membership of five.
 - Selectmen will appoint six at large members to the PBC making it an eleven member team charged with implementation of the plan and will choose the Owners Project Manager and the Design Team.
- Plan calls for all projects to be designed by one coordinated design team and implemented and phased in the most efficient manner possible.
- The schedule calls for 18 months to two years for design and permitting, followed by three years or more for actual phased construction of all building additions. Optimal phasing sequence to be determined by the PBC.
- Boxford Treasurer, Ellen Guerin, and professional finance advisors have proposed a creative financing plan that slowly escalates tax impact over time.
- Town of Boxford has an outstanding credit rating.
- If Article 5 does not pass, there is still a real cost to dealing with the Department of Public Works (DPW), Town Hall, Community Center (COA), and 10 Elm Street.
- The need to do something out weighs doing nothing.

L. Shea read Article 5.

S. Harvey made a motion, seconded by J. Glesmann that the Boxford Town Library Trustees support Warrant Article 5 as read. The vote was unanimous.

ADJOURNMENT: L. Shea made a motion, seconded by S. Harvey to adjourn. The vote was unanimous. The meeting adjourned at 1:25 p.m.

NEXT MEETING: October 15, 2018

Respectfully submitted,

Charlene Mead

Charlene Mead, Minutes Secretary

Documents/exhibits discussed at the meeting:

Boxford One Town One Plan

Town of Boxford Facility Master Plan September 18, 2018, Harriman Architects & Engineers

Impact of Bldg Project Debt Service

Warrant Article 5

Accepted as presented on: October 15, 2018