

**TOWN ADMINISTRATOR, MATTHEW COOGAN**



Dear Boxford Residents

Happy Spring Boxford residents! This is the third edition of the Quarterly Community Newsletter. We are quickly approaching Annual Town Meeting, which is scheduled for Tuesday, May 10, 2022 indoors at the Masconomet Regional High School Auditorium, beginning at 7PM. This will be my first Annual Town Meeting in Boxford, and I am looking forward to joining you all in the auditorium. Working with the Boxford Board of Health, safety protocols have been put in place to ensure voters can meet safely indoors. The Board of Health strongly recommends participants at Town Meeting wear masks. KN-95 masks will be provided at Town Meeting for participants who choose to wear a mask. A mask-only section of the auditorium is also being considered for participants who prefer extra protection. This information will be available on the Town website prior to May 10<sup>th</sup>.

Information on Town Meeting, including the Warrant Articles and supporting documentation, is available on the [Town of Boxford homepage](#).

On behalf of the Select Boards, I'd like to thank all the staff, the Boards and Committee members, and all the volunteers who work over several months to plan the Annual Town Meeting. Let's have a great indoor Town Meeting on the 10th!

**TOWN CLERK**

The Town Clerk's office is currently preparing for the May 10, 2022 Annual Town Meeting and May 17, 2022 Annual Election. The last day to register to vote for these events was April 20. Residents have the ability to register online at <https://www.sec.state.ma.us/ovr/>, by mail [Voter-reg-mail-in.pdf \(state.ma.us\)](#) or in person in the Town Clerk's office.

Absentee ballot applications for the election may be found at [English-Absentee-Ballot-Application \(state.ma.us\)](#). There is no absentee voting for Town Meeting.

A copy of the Annual Town Election ballot may be found at [https://www.town.boxford.ma.us/sites/g/files/vyhlf321/f/news/draft\\_ballot\\_for\\_may\\_17\\_2022\\_annual\\_town\\_election.jpg.pdf](https://www.town.boxford.ma.us/sites/g/files/vyhlf321/f/news/draft_ballot_for_may_17_2022_annual_town_election.jpg.pdf)

Robin Phelan, Town Clerk



**COUNCIL ON AGING**

The Council on Aging is rebuilding back to its' pre-Covid days. Activities resumed during the month of April included Zumba, Watercolor Painting and the Mystery Book Club. Our second High Tea was held and several speakers were here to educate us. Van trips have increased with the addition of more Lunch Bunch trips and newly added shopping excursions. The tent is back, allowing us the space to safely expand our activities to the outside.

Upcoming activities include Attorney Faith Delaney speaking on Elder Law and Physical Therapists speaking on posture and incontinence management. The Delvena Theatre Company will be performing "Murder a la Carte" on May 25th. The COA will be providing rides to Town Meeting and to the polls for those in need of transportation. Andrea Monty's band has resumed play under the tent on Wednesday afternoons so stop by and give a listen.

We are looking forward to a summer of cookouts and other outdoor activities. In the meantime why not try out one of our new or existing programs.

## DEPARTMENT OF PUBLIC WORKS

The DPW has transitioned out of winter operations and we are moving into spring cleanup and planning for the upcoming construction season. Staff is working on roadway pothole repairs, shoulder repair, and sand sweeping. This past month, the town's roadway sweeping contractor began street sweeping operations. This is in preparation for line striping in May. Additionally, spring/summer operations will consist of catch basin cleaning and repairs, in accordance with the Town's EPA-issued stormwater discharge (MS4) permit. Staff is concurrently working on the town's athletic fields to prepare them for the upcoming season. Baseball and softball fields are being edged, tilled, and dragged. The Commons synthetic field will also undergo routine maintenance over the course of the year with the first treatment in May. Items requested in [Warrant Article 5](#) will also bring improvements to the fields if approved, including storage sheds and an aera-box coring shaft with seed box.

The DPW Superintendent is also working with consulting engineering firm TEC to progress the [Rt. 133 Transportation Improvements Project](#). Part of this project is to evaluate the intersection control options at Main St. and 133. Currently, we are planning on meeting with MA-DOT in the coming weeks to discuss the two options being considered. The first option is a signalized intersection and the second option is a roundabout. We are hopeful MA-DOT will provide direction on what they would like to see proposed and make a recommendation based on updated traffic data collected in April.

In addition to this project, the DPW is working on several culvert replacement projects around town. A major culvert replacement near #89 Willow Rd (133) is expected as early as this month. Several other culvert replacement projects are being designed in preparation for permitting. The superintendent will be seeking grants to offset the local costs of these projects.

Chris Olbrot, Town Engineer & Superintendent

## HEALTH DEPARTMENT

The Board of Health posts a COVID update weekly on the town website on Friday: BOH Covid-19 Update.

Need a COVID Test? The Health Department has a limited number of free test kits left.

Trash Stickers are sold at the following locations: Boxford Community Store, West Village Provisions, Nason's Stone House Farm, Boxford Library, Boxford Town Hall Health Department

Want to get your well tested? The Health Department office has water test kits from various labs on the North Shore.

Need to get rid of Sharps? There is a Sharps Disposal Kiosk located behind the East Fire Station at 6 Middleton Road.

Mosquito and tick season will soon be here, for more information, please visit our Health Department webpage on how to protect yourself from mosquitoes and ticks. The Northeast Massachusetts Mosquito Control and Wetlands Management District will conduct mosquito pool testing. This season will commence on June 1, 2022.

Lastly, Stiles Pond Beach will commence water testing from Memorial Day through Labor Day. Weekly testing results can be found on the Board of Health Webpage.

Stay Safe and Enjoy this Spring!



## TREASURER/TAX COLLECTOR

All Boxford vehicles registered prior to January 1<sup>st</sup> should have received a 2022 excise tax bill that was payable on 3/21/22. Taxpayers who failed to pay in a timely manner received notices of demand on April 4<sup>th</sup>. They are urged to make payment to avoid additional fees and charges that could ultimately lead to denial of renewal of license or registration by the Registry of Motor Vehicles.

The last installment of the FY 2022 real estate tax bill was due on May 2<sup>nd</sup>. Preliminary tax bills for FY 2023 will be mailed on 6/30/22. They will be due in two (2) equal installments on August 1<sup>st</sup> and November 1<sup>st</sup>. Please call Ellen Guerin at 978-887-3673 with any questions.

## ONLINE PAYMENTS

Online payments are available!

Purchase trash stickers, dog licenses, burn permits and pay your property or excise tax.

<https://epay.cityhallsystems.com/selection>

## ASSESSOR

### Excise Tax Information

The Assessing department wishes to remind residents that they may be entitled to an abatement of their excise tax if they dispose of a vehicle during the calendar year. Please note that the resident must no longer own the vehicle and must have cancelled or transferred their registration to be eligible for an abatement. Abatement requests must be initiated by the taxpayer and specific documentation is required, depending on how the vehicle was disposed of. You may find this list of documentation on the back of your bill or on our website. Applications for abatement may be made in-person, by mail or e-mail, or through the Online Submission Portal on our website.

### Cyclical Inspection Program

The Assessing department is continuing their state mandated inspection program of all properties in town. In accordance with the guidelines set by the Department of Revenue, property information must be verified at least once every ten years. If your property is due for a cyclical verification, you may receive a postcard requesting that you complete a questionnaire. You can find this questionnaire on our website or by scanning the QR code at the top of the postcard. You may also request a hard copy of the questionnaire by calling or visiting our office. Additionally, if it is determined that an on-site inspection is warranted, you will receive notification with a timeline of when an Assessor will be in your neighborhood.

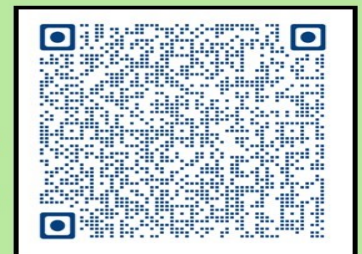


## Needs Your Input!

The Library is creating a long-range service plan and needs your input. Your feedback will help us focus our resources to best meet your informational and cultural needs. Everyone ages 5 years and up is encouraged to complete the survey

You can access the survey three ways:

1. Use the QR code on the right
2. Visit the Library's website: [boxfordma.gov/town-library](http://boxfordma.gov/town-library)
3. Pick up a paper copy at the Library, Boxford Community Kitchen, and West Village Provisions.



Fill out the survey and be entered into a drawing!

For more information visit the Library's website: [boxfordma.gov/town-library](http://boxfordma.gov/town-library)



## MASCONOMET SCHOOL COMMITTEE

The Masconomet School Committee encourages all community members to follow the Committee's blog, available on the Masco website here <https://www.masconomet.org/domain/207>. You will also find links to the Masco app, the School Committee's Facebook page, the Superintendent's blog, and newsletters from the Middle School and High School principals.

The Committee has submitted six articles for the Warrant at the upcoming Town Meeting (May 10th). Warrant Articles 19 to 25:

[https://www.town.boxford.ma.us/sites/g/files/vyhlif321/f/mai/files/warrant\\_atm\\_may\\_2022\\_1.pdf](https://www.town.boxford.ma.us/sites/g/files/vyhlif321/f/mai/files/warrant_atm_may_2022_1.pdf).

The Articles are housekeeping items related to the Masconomet District Agreement. You may recall that there were similar items on the Warrant last year; this year's Warrants corrects two items from last year and brings the Agreement into closer alignment with requirements set forth by the Massachusetts Department of Elementary and Secondary Education (DESE). The School Committee thanks you in advance for your support in May.

There is one open seat on the ballot for this year's election on May 17th. Joe McLean, who was appointed to the Committee in 2021 to fill a vacancy, is running unopposed for a full, three-year term. Boxford's representatives to the Masconomet School Committee:



Carolyn Miller ([cmiller@masconomet.org](mailto:cmiller@masconomet.org))

Terri Teleen ([tteleen@masconomet.org](mailto:tteleen@masconomet.org))

Patti Bernheart ([pbernheart@masconomet.org](mailto:pbernheart@masconomet.org))

Joe McLean ([jmclean@masconomet.org](mailto:jmclean@masconomet.org))

## BOXFORD ELEMENTARY SCHOOLS

Happy Spring from the Boxford Elementary Schools!

The Tri-Town School Union (TTU) held TTU Parent University on Saturday, April 30, 2022 at Howe-Manning Elementary School in Middleton. This unique program, started in 2018, is an opportunity for parents and guardians in Boxford, Topsfield, and Middleton to come together and learn ways to support their children on their educational journey.



Parent University is designed to support parents and families across a variety of relevant topics including understanding the school curricula, exploring best supports for student well-being, creating a community of belonging and prioritizing parent wellness as a critical component. The conference will be highlighted by keynote speaker, Rick Irving who will be presenting the following:

### A Time to Exhale; a Time to Begin Again

These past two years have been a challenge for everyone, especially those of us who have children. In the midst of handling our own anxieties, doubts and exhaustion, we have had to be sometimes the sole source of stability and guidance for our children. No matter what their ages, our children have had to cope with an ever-changing landscape and this has left parents and their children feeling unsure. And yet, you have managed more than you may realize. Rick covers the challenges you dealt with, so that you can regain a sense of confidence.



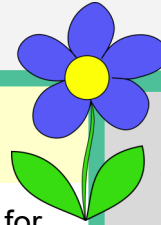
## INSPECTIONAL SERVICES

Since the last newsletter the Building Department is now fully staffed and is getting a lot accomplished. In January we welcomed Stacey Wright, our new Administrative Assistant, who is truly a quick study and a pleasure to have in our department. We have kept up with our customers on the phones, e-mails and at the window. We have examined previous department procedures and revamped many of them. We are consolidating Zoning Board of Appeals records into one location for easy access. The building applications have been rolling in and we have been processing them efficiently. Most are turned around within a week to 10 days.

The Building Department has been receiving several Building Permit Applications each month. In March we conducted 47 Building Inspections, 36 Electrical Inspections, 21 Plumbing Inspections and 13 Gas Inspections. We anticipate increased volume as summer construction season approaches. This month, Toll Brothers will commence construction on The Willows, a senior community located at 84 Willow Road.

We are currently working on Accessory Apartment Registrations, Periodic 110 Inspections, Zoning Board of Appeals Filings, and Building Application filings. Our goal is to complete these tasks prior to launching online permitting, which we hope to launch by January 2023.

If you have anything that the building department can help you with, [please contact us through our website](#), or call 978-887-6000 x162.



## CONSERVATION, PLANNING, CPC

The Conservation Commission (ConsCom) is ramping up for a busy spring season. The ConsCom generally does not confirm wetland boundaries during the winter months due to the difficulty of identifying dormant vegetation. Permit applications submitted in the late fall and winter are often continued to early spring so that wetland boundaries can be confirmed by the ConsCom with confidence. As a result, the agendas for early spring include both new and older, continued applications.

The Planning Board was very active in the review of a National Grid tree cutting proposal for sections of Georgetown Road and Herrick Road. Of 84 trees originally proposed to be removed, the Planning Board saved 14 trees with selected trimming or other measures consistent with public safety. The tree cutting is a necessary part of a project to increase the capacity of the electrical service to 150 homes in the area.

The Community Preservation Committee (CPC) received applications for funding at Town Meeting in February. After review and discussions with the applicants, the CPC recommended several of these projects for funding at Town Meeting in May. These recommendations include \$175,000 for the historic renovation of the Little Red School House, \$34,200 for drawings and plans for proposed community housing at Boxford Common, \$60,000 for 25% design plans for the Border to Boston Trail project, and \$25,000 to augment the Conservation Fund. One project was referred to the Conservation Commission, which agreed to fund the project from the Conservation Fund.

**STAY UP TO DATE  
ON WHAT IS  
HAPPENING IN  
TOWN!!!**

**Like our facebook  
page**

[@OfficialTownBoxfordMa](#)

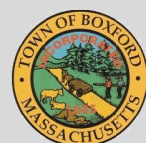


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WEBSITE**

[www.boxfordma.gov](http://www.boxfordma.gov)

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## FIRE DEPARTMENT



The Fire Department is pleased to welcome five new firefighters; Connor Alessi, Henry Bilodeau, Amy Grady, John Kirk and Harrison Prinz. They will begin responding to emergency calls this week!

All five members have completed an in-house training program consisting of 42 hours dedicated to learning basic fire knowledge and skills. Highlights of the program included Fire Behavior, Extinguish Fires, Vehicle Extrication (JAWS of Life) as well as evolutions on how to throw ladders, operation of various tools and understanding of how our personal protective gear works.

The recruits will spend the next month learning and practicing the skills necessary for medical situations such as CPR, medical/trauma assessment and much more. We are fortunate to have these residents join our department and dedicate their time to serve their community. As most know, our fire department needs local residents to fill our roster. If anyone is interested in joining or has questions about the process, they should call the fire station 978-887-5725.

## POLICE

The Boxford Police Department is proud to announce that the department has attained certification through the Massachusetts Police Accreditation Commission. This has been an ongoing process for the last number of years. Under the direction of Lt. Matt Dupont, policies, procedures and the standards of the Police Department have been reviewed and approved by the Commission. There are over four hundred police agencies in the Commonwealth of Massachusetts with 135 having attained Accreditation or Certification.

The Police Department has been receiving more complaints about speeding and aggressive driving around school busses. Please use caution when you drive and please report any witnessed aggressive driving to the Police Department via phone, email or the Boxford Residents FB page which we actively monitor.



## COMMUNICATIONS

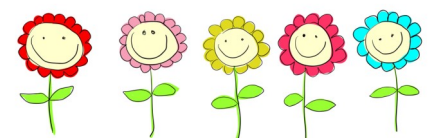
**The Communications Department often receives unintentional 911 calls for many reasons. One of the most common is a feature on some iPhones**

Starting with iOS 11, iPhones are equipped with a feature called “Emergency SOS” that allows quick access to 9-1-1. On an iPhone 8 or later version, the feature is activated if you press and hold the side button and one of the volume buttons on your device. To activate the feature on an iPhone 7 the user must rapidly press the side (or top) button five times. Unfortunately, it’s easy to hit these buttons and activate this feature by accident — or have them pressed while the phone is in a pocket, purse, or cup holder in the car. That also means a child holding your iPhone could easily trigger this feature and call 9-1-1 accidentally without realizing it.

A way to minimize the number of times this feature is accidentally activated is to be sure the “Countdown Sound” is turned on. That will give you awareness by counting down and sounding an alert that a 9-1-1 call is being initiated.

However, if the feature is accidentally activated and you don’t realize it until it is already ringing to 9-1-1, please **remain on the line** and let the answering dispatcher know it was accidental and that you have no emergency. If you disconnect before the call is answered, the dispatcher will spend time attempting to call you back to investigate whether or not there is an emergency. The time that is spent on the call back ties up emergency services that could be needed and used elsewhere for an actual emergency.

For more 9-1-1 tips, please visit [www.boxfordma.gov/911faq](http://www.boxfordma.gov/911faq)



# BCATv Boxford Cable Access Television

**BCATv** is a 501(c)(3) non-profit incorporated in 2005 currently operating 3 cable television channels for the enjoyment of the residents of Boxford. Our funding comes from a small access fee on each cable subscriber's monthly cable bill.

Our **Government Channel, Comcast Ch 8 / Verizon Ch 39**, records and plays back most Boxford government meetings. Many of the meetings are broadcast live whenever possible. We have been providing this service since our incorporation over 15 years ago.

Our **Educational channel, Comcast 99 / Verizon 40**, is oriented towards Masconomet events. Currently Masco spring sporting events, concerts, special events and Class of 2022 events are being featured with most being broadcast live on our website streaming channel.

Our **Public Access channel, Comcast Ch 8 / Verizon Ch 45**, covers other Boxford events not mentioned above, such as youth sports, local concerts, Memorial and July 4th Parades, BAA Men's Softball starting mid-June, etc.

The homepage of our website, [www.BoxfordCableTv.com](http://www.BoxfordCableTv.com), lists links to all the upcoming live streaming events for the next 10 days. In addition, there is a [TV Schedules](#) link and an [Upcoming Events](#) link on our home page which provide a quick way to see what is going on in Boxford over the upcoming 10 days.

Further down on our homepage is our **Video On Demand (VOD) widget**, which allows residents to playback previously recorded event videos and even download them as desired. There are also links to other websites of specific interest to the residents of Boxford.

## VETERANS SERVICES

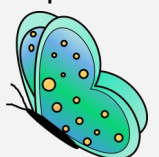
We are pleased to see walk-in appointments during office hours in town which are as follows: Boxford Senior Center on the 1st Thursday of each month 9am-11am. Boxford Town Hall 3rd Thursday of each month 9am-11am.

Our Administrative Assistant Jillian Kemp has been officially appointed to a Full Time position from Part Time. We are happy to help our Veterans in town and the office is now staffed by 2 full time employees.

We would like to let you know to be on the lookout for the following upcoming events which will be promoted on our social media:

- 2022 Field of Honor North Andover Town Common running mid May - Mid June
- Blood Drive at the VFW POST 2104 on 32 Park St in North Andover. June 30th from 10am-3pm
- Veterans Services continues to distribute our monthly mobile food pantry to Veterans and surviving spouses with the support from the Greater Boston Food Bank and recently coordinated with Panera Bread for monthly donations to be distributed in bags. If you have any questions or would like to know more information please contact Jillian Kemp at 978-771-3791.
- VA Healthcare enrollment & ID Card Days ( can be used as Veterans ID CARD ) :VA Bedford will be on-site at the Haverhill VA CLINIC 209 Summer Street Haverhill, MA 01830
- 1ST & 3RD Friday 9:00am - 3:00 pm to assist Veterans in the community with enrolling in VA healthcare and requesting VA ID cards. Can't make the clinic? call to schedule a telephone appointment 781-687-3348 or email [VABEDOUTREACH@BA.GOV](mailto:VABEDOUTREACH@BA.GOV)

Please be safe and we are here for you all. If anyone is interested in volunteer opportunities please contact us at (978)688-9525 Press 1 for Joe and 2 for Jillian





# BOXFORD ATHLETIC ASSOCIATION



Stiles Pond Beach is looking for a group of enthusiastic volunteers to put the docks into place for the summer season at 8:30am on June 11, rain or shine. Some experience using hand tools and reading schematics would be helpful! Plan to be in the water, FYI. Any help is much appreciated. Thank you!

The BAA Scholarship Committee recently met to choose the Masco Scholarship Recipients for the Class of 2022, which will be distributed at the Senior Awards ceremony.

We are also recruiting volunteers for both coaching opportunities and Board positions. Please contact Josilyn at [baa.stiles.pond.beach@gmail.com](mailto:baa.stiles.pond.beach@gmail.com) for more information.



BEST has been a funding partner of the Boxford School District for the past 26 years. Our mission is to help prepare our district for the future by funding innovation in its varying forms. This past school year BEST has had an opportunity to fund over \$37,000 toward school and curriculum enhancing programs and materials. A few highlights from our most recent Winter Grant Cycle include flexible furnishings for various classrooms, a Project Adventure Middle School PE pack and additional High Noon Phonics Book sets. In March we held our largest to date Wired for Greatness School store which allowed student entrepreneurs to sell their goods and give back to their community by donating a percentage of profits to a charity of their choosing. These students will have an opportunity to showcase their goods again at this year's upcoming Apple Fest. We want to emphasize that we are able to offer these funds due to the generosity of our Boxford community including Boxford parents, teachers, and local businesses who continue to support our mission to bring innovations to our school learning environment! To learn more or get involved visit: <https://bestforboxford.org/>



**April is Alcohol Awareness Month**

Did you know alcohol is the most common substance consumed by teens? This is **#AlcoholAwarenessMonth**, Tri-Town Council's youth substance use prevention Coalition debunks the myths associated with youth alcohol use and offers tips for parents/caregivers and caring adults on helping the t/weens you care about make healthy choices. Education and communication are keys to prevention -- talk early, talk often!

**Resources to support YOU in supporting YOUTH:**  
*Underage Drinking: Facts Every Caring Adult Needs to Know* [HERE](#)  
*Talking to Your Kids About Alcohol: 5 Conversation Goals* [HERE](#)

**It's All About Humanity - See Me! Hear Me!**  
**Thursday, May 5th**  
**7 - 8:30PM**

**Join us IN PERSON at Masco's High School Library or via ZOOM. All are welcome to attend!** Join Tri-Town Council (TTC) and facilitator Cyndi Weekes-Bradley for this **hybrid workshop!** Join us in person or via Zoom. This workshop will focus on seeing the value of many minority groups. It acknowledges the importance of understanding anti-racism through the lens of equity. It centers on why cultural inclusivity and race matter. For more information and a link to register, [HERE](#).