



Town Administrator's Report Select Board Meeting of October 12, 2021

Matthew Coogan

27 Main Street Contract Agreement for Environmental Assessment

For tonight's meeting I have included a services contract for Weston & Sampson to conduct the environmental assessment at 27 Main St. This contract has been reviewed by Town Counsel and is ready for the Select Board to execute. Weston & Sampson is prepared to begin the environmental assessment of 27 Main Street immediately upon vote of Select Board. They estimate all the phases within the assessment will be completed in 11 weeks.

Lockwood Lane Emergency Culvert Work

The replacement work for the partially collapsed culvert will start tomorrow, October 13th. Work should be completed within 2 days. Lockwood Lane will be closed to through traffic at the work site between numbers 60 and 66. DPW has placed the sign board to alert the residents. Other notifications have been implemented including web alerts, social media, and reverse 911.

Center at 10 Elm Update

Construction continues to progress at 10 Elm. Forms and footings for the new foundation for the welcome wing and barn.

The PBC continues to work with the design team on a solution to shore up Cummings House foundation. In particular the rear, east wall foundation is in poor shape, and the team is developing a plan to remove the loose stone wall and pouring a new concrete foundation for the east wall that will connect to the concrete pad of the new addition. The plan is for the PBC to review and approve the recommended solution at their meeting on Thursday, October 14.

My office is working to launch a Center at 10 Elm project page. It will be on the main landing page and will include weekly update with photos.



Figure 1 Forms for foundation footings.

Disability Grant Submission for Center at 10 Elm

Assistant Town Administrator Susan Inman submitted two Municipal Americans with Disabilities Act Improvement Grants for the Center at 10 Elm. We applied for the largest amount of \$250,000 to cover portions of the project related to ADA compliance, including the restrooms, the community kitchen, and the entranceways. At the recommendation of the MA Office on Disability, we also submitted a smaller request of \$100,000 for just the restroom portion of the project. The application was reviewed by our ADA Coordinator and Select Board Member Mary Anne Nay as well as the COA.

Garden Club Request for Additional Funding

In the Select Board agenda packet for this evening is a request from M. Elaine Tarbox for the Select Board to appropriate town funds for the Boxford Garden Club. The Boxford Village Garden Club is a 501C3 that designs, plants, and maintains six municipal sites: The front of the West Boxford Library, the front of Town Hall, the front and left side of the Police Station, the right side of the Police Station, the Council on Aging building and the intersection of Middleton and Main Street. Ms. Tarbox is requesting \$500 to augment their annual budget of \$1,000, which is privately raised. This is something the Town could fund as part of the FY2023 budget process.

National Grid Stray Voltage Issue

Joe Muraco will provide an update on next steps later this week on the ongoing stray voltage issue on Janes Road. He has been meeting with the engineering team. Work has also commenced on the culvert repair on the Rail Trail near Georgetown Rd. The work had been delayed for several weeks.

Boxford Common

As Board members are already aware, Sunday, October 2nd was a very busy and somewhat chaotic day at Boxford Common as far as vehicle parking and circulation, as well as overall safety. It appeared there were even greater issues than what was witnessed on Sunday, September 12. After September 12th the Boxford Athletic Association did adjust the schedule to provide more time in between football games for teams to leave and arrive. October 2nd was the first day of the new schedule adjustment, and it did not resolve the issue. Chief Riter did discuss October 2nd with the BAA, and they have adjusted the schedules again so there are only three football games on Sundays as opposed to the six games on previous Sundays. Cutting the number of games in half seems to have made the situation much better this past Sunday. Chief Riter has also added detail shifts for both Saturday and Sunday at Boxford Common for the remainder of the season. He was present on Sunday and issued three tickets to illegally parked cars.

Library Children's Room Mural

Library Director Kevin Bourque is exploring ways to decorate and beautify the new library, including a mural installation in the Children's reading room. The mural would be painted by a Masco High School student as a community service project. Kevin is in the process of coordinating all the details, which will be discussed at the Library Trustee's meeting next Monday, October 18.

BTA/BOLT meeting

I was invited to attend a virtual BTA/ BOLT meeting Tuesday evening. The organization is interested in re-establishing a pollinator garden on the Davis Hayfield property. The land is owned by the town, and BTA/Bolt is developing a plan to fund and create the garden. Richard Thompson will present a proposal to the Board at a future meeting for review and approval.

Meeting with Congressman Seth Moulton

Chair Jessel, Susan Inman, and I met with Seth Moulton and his staff by the tent at the COA Tuesday afternoon. We focused our meeting on discussing some of the Town's capital and infrastructure needs, including culverts, the school site projects, and the B2B Trail. Rep. Moulton was interested in learning about the Town's capital priorities so his staff could notify us of potential funding opportunities.

Meeting with Representative Tram Nguyen

Susan and I met with Rep. Nguyen on Friday. This was an introductory meeting, and we did discuss some of the infrastructure needs for the town, including culverts. Rep. Nguyen did advance the Town's funding request for the school site projects. This potential funding would come from the federal infrastructure bill.

MCPPO

I started my second virtual MCPPO class today. It's a three-day class that ends Thursday. The final course is taken online on my own time and needs to be completed by November 14.

TA Open Office Hours

Next open office hours will be Wednesday, October 20 from 3:30 to 4:30 either in person in the 2nd floor conference room or by using this Zoom link: <https://us02web.zoom.us/j/83659344357>

Pam Blaquiere Recognition

I'm proud to report our COA Director Pam Blaquiere was one of four finalists for Congressman Moulton's Peter J. Gomes Service Award. The award is given annually to an individual in the MA Sixth Congressional District who epitomizes the qualities of integrity, compassion, and commitment to community. Pam was nominated by State Representative Nguyen for her dedication to Boxford's seniors, particularly throughout the COVID pandemic. In the past year, Pam set up a system to safely provide groceries to seniors during the COVID quarantine, spent countless hours, days and weeks securing vaccination appointments for seniors, and championed the plan for the Center at 10 Elm. Congratulations to Pam! [Tri-Town Transcript coverage](#).