



Approved May 4, 2005

**Town of Boxborough
Board of Selectmen
Meeting Minutes
April 25, 2005**

CALL TO ORDER

Chair Fox called the meeting to order at 7:33 p.m. in the Grange Meeting Room, Town Hall.

PRESENT: Les Fox, Chair; Simon C. Bunyard, Clerk; David L. Birt, Member; Kristin Hilberg, Member; Donald R. Wheeler, Member

ALSO PRESENT: Natalie Lashmit, Town Administrator; Selina Shaw, Assistant Town Administrator

ANNOUNCEMENTS

- Chair Fox read the announcements

APPOINTMENTS

- Ken King, Chair of the Cable Advisory Committee (BCAC) and member of the Information Technology Committee (BIT.com) was present to discuss the roles of the committees. After reviewing the charge of BCAC, Ken proposed reconstituting the committee and changing its focus to content and production matters and to transfer the oversight of the engineering (e.g. the installation of the WAN) to BIT.com. Ken explained that the selectmen have use of funds from Comcast for developing the WAN and for paying contractor to run the cable operations, if necessary. It was noted that there was already a list of volunteers willing to handle the production, once trained. Ken agreed that he would provide the necessary training. Ken also explained the current configuration for the government and education channel and noted that an overseeing public access corporation would need to be established if the BoS wanted to run a public access channel. BoS agreed that it was unnecessary to split the existing funding since it was already under the selectmen's control.

NEW BUSINESS

- Seeing the Town Clerk (whose signature and seal were needed) present, Member Wheeler moved to take item 8a out of order. Seconded by Member Hilberg and **approved 5 – 0**. Member Wheeler moved to execute Chapter 90 Contract (March 29, 2005 – June 30, 2009) with Mass Highway Dept. in the amount of \$112,154. Seconded by Member Birt. **Approved 5 – 0**.

MINUTES

- Member Birt moved to accept the minutes from the regular session of April 4 as written. Seconded by Member Bunyard. **Approved 5 – 0**.
- Member Birt, noting a couple of typos to be corrected (under *Minutes*, “Bit” should be “Birt” and on second page, 3rd bullet under *New Business* printing of “Wheeler” ran into “Member Bunyard,” obscuring the “r” in “Wheeler”), moved to approve the regular session minutes of April 11 as corrected. Seconded by Member Hilberg. **Approved 5 – 0**.

CITIZENS CONCERNS

- Resident Frank Gordon asked for clarification on the staffing of police shifts under the “B” budget. Selectmen noted that 6 specials had just been hired and that recently negotiated contract called for the use of specials for 2 shifts per week... The selectmen also noted that the filling of shifts is a management issue and that station would not be closed, but would be significantly understaffed under a “B” budget scenario.
- School Comm member Becky Neville announced that the Regional School Committee would be meeting at Town Hall on May 5 at 7:30 p.m.

NEW BUSINESS (continued)

- Seeing BHB Chair Al Murphy present, Chair Fox pulled item 8b out of order and turned the floor over to Member Wheeler, who introduced the question of whether the Housing Board monies should be used to fund administrative support and if so, how would it be implemented... the matter under discussion. Member Wheeler explained that monies for were currently being paid from the Tow Hall budget and that there were some who wanted to tap into the lawsuit windfall, especially given the current fiscal constraints; Member Wheeler also explained that the BoS wanted to be prepared to address the matter should it come before town meeting. Chair Fox added that when the BHB first came before Town Meeting, it was noted that the town would have to absorb

cost to support the Board within 2 – 3 years... probably at .5 - .75 FTE, likely the former on average. Chair Fox also noted that if Affordable Housing Trust statute is accepted, then the execution of the affordable housing monies will be the responsibility of the future trustees. BHB Chair Al Murphy reported that Board had discussed and were appreciative of the support that had been rendered by the Town Administration, but at the same time, the Board was concerned about the setting of a dangerous precedent – not only is the Board supported by Admin, but also by the planner, Building Inspector and general secretarial support. Al questioned whether other boards were going to be required to monetarily support all those groups that support them. Member Bunyard commented that other boards had been tasked with setting fees to cover their costs. TA noted that fees are generated from comp permit process to pay for legal and monitoring services, but condo Exchange program had no funding mechanism for support... Member Wheeler noted that if the Housing Board had not received the windfall, the affordable housing activities of the board would still have to be funded. TA and ATA will look at estimated number of hours of BHB support.

TA REPORT – no discussion

SELECTMEN REPORTS

- Member Hilberg reported that volunteers were needed to check in cars at Hazardous Waste Day.
- Member Bunyard reported that Planning Board and BoS reps will try to meet after town meeting with planner to work on MoU.

OLD BUSINESS

- Chair Fox initiated discussion on department head review process. Further to a request from Member Bunyard, it was generally agreed to disband Government Ops. Selectmen volunteered to present reviews with TA, who will work on dates to set meeting with dept. head and BoS designees. Designees are: Member Wheeler – TA; Member Hilberg – DPW Director; Chair Fox – Police Chief; and Member Bunyard - Fire Chief.
- Selectmen volunteered to move the following articles on consent agenda, if “held:” Member Hilberg will move Ch 90 article and all revolving fund articles (not school or library) except for Steele Farm, which Member Birt will move. Member Birt will also move article on “elderly tax relief” and “rescind unused borrowing authority.” Member Wheeler will move “close out articles.”
- Chair Fox reviewed BoS PowerPoint presentation, which he distributed and is included with file copy of agenda packet. Selectmen discussed; suggestions included keeping bullets as brief as possible, removing slides 11 – 13, but keeping available for back-up.

NEW BUSINESS (continued)

- Member Wheeler moved to approve and forward to the Finance Committee the transfer request of \$384 from the Reserve Fund to Liberty Field Construction Principal (01-710-5900-5933). Seconded by Member Birt. **Approved 5 – 0.**
- Member Wheeler moved to approve and forward to the Finance Committee the transfer request of \$222 from the Reserve Fund to Conservation Land Principal (01-710-5900-5934). Seconded by Member Birt. **Approved 5 – 0.**
- Member Wheeler moved to approve and forward to the Finance Committee the transfer request of \$642 from the Reserve Fund to Blanchard W/S Project Principal (01-710-5900-5937) Seconded by Member Birt. **Approved 5 – 0.**
- Member Birt moved to accept the “Town of Boxborough Technology Survey,” dated April 1, 2005, presented by Paradigm Information Systems and G.A. Schricker & Associates and approve payment per the terms of the contract. Seconded by Member Bunyard. **Approved 5 – 0.**
- Member Birt moved to fix the sum of the Tax Collector’s Local Official’s Bond (No. 58303948), effective May 19, 2005, in the amount of \$120,000. Seconded by member Bunyard. **Approved 5 – 0.**

OLD BUSINESS (continued)

- Member Bunyard provided background information regarding the informational pieces that had been written by the department heads and revised to keep them factual and more neutral vis-à-vis the override. Member Bunyard moved to approve the posting on the town’s website of the FAQs and informational pieces on General Government, Police and DPW as submitted. Seconded by Member Wheeler. **Approved 5 – 0.**

PRESS TIME

- Casey Lyons, reporter for The Beacon had no questions for the BoS, but the selectmen questioned him about verification of information received before publishing...

ADJOURN

- At 9:30 p.m., Member Wheeler moved to adjourn to executive session for the purpose of discussing strategy with respect to collective bargaining (#3) and to return to open session only for the purpose of adjourning. Seconded by Member Hilberg. **Approved 5 – 0** by roll call vote: Fox aye,” Wheeler “aye,” Hilberg “aye,” Birt “aye,” Bunyard “aye.”
- At 10:10 p.m., reconvened in open session, where it was moved, seconded and **approved 5 – 0** to adjourn.