



Approved: September 29, 2005

**Town of Boxborough
Board of Selectmen
Meeting Minutes
September 12, 2005**

CALL TO ORDER

Chair Bunyard called the meeting to order at 7:30 p.m. in the Grange Meeting Room, Town Hall and called for a moment of silence for the victims of 9-11 and Hurricane Katrina.

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

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

ANNOUNCEMENTS

- Chair Bunyard read the announcements...

APPOINTMENTS

- Kathy Klier and Housing Board Chair Al Murphy were present, regarding consideration to appoint Kathy to Housing Board. Having been active in town government and activities for many years, Kathy needed no introduction. Further to the recommendation of the Housing Board, Dave Birt moved to appoint Kathy Klier to the Housing Board until June 30, 2008. Seconded and **approved 5 – 0.**

MINUTES

- Member Birt moved to accept the regular session minutes of August 29, 2005 and June 30, 2005 as written. Seconded by Member Fox. **Approved 5 – 0.**

APPOINTMENTS (continued)

- Police Chief Richard G. Vance, Jr. was present with candidate for appointment as Lock-up Attendant, Lisa Strobel. The Chief introduced Lisa, noting her previous experience in other communities. Further to the recommendation of Police Chief Richard G. Vance, Jr., Member Birt moved to appoint Lisa Strobel as Lock-up Attendant for a term ending June 30, 2006. Seconded by Member Fox. **Approved 5 – 0.**
- Unscheduled visit by Town Planner Elizabeth Hughes and Planning Board members Jennie Rawski, John Markiewicz, Owen Neville and Chair Karen Metheny to recommend appointment of Cliff Stockley (not present) as an associate member to the Planning Board. It was explained that an associate member acts only on special permit matters when there is otherwise not a quorum of full Planning Board members. Member Birt moved to appoint Cliff Stockley as Associate Member until June 30, 2008. Seconded by Member Fox. **Approved by the BoS 5 – 0.** The Planning Board voted and approved Cliff's appointment **4 – 0.**

NEW BUSINESS

- Chapter 90 Project Requests – Paving: Member Birt moved all the projects as written on the agenda...
 - ... to certify that funds requested by DPW Director under Ch 150 M.A. 38336, in the amount of \$27,320.34 for resurfacing (and related drainage structure raise and/or repair work) of 1,775 feet of Burroughs Road, will be used in accordance with Ch 90.
 - ... to certify that funds requested by DPW Director under Ch 53C M.A. 253C037, in the amount of \$21,847.79 for resurfacing (and related drainage structure raise and/or repair work) of 1,600 feet of Hager Lane, will be used in accordance with Ch 90.
 - ... to certify that funds requested by DPW Director under Ch 53C M.A. 253C037 and Ch 246A MA 3246037, in the amount of \$9,551.18 for resurfacing (and related drainage structure raise and/or repair work) of 700 feet of Morse Lane, will be used in accordance with Ch 90.

... to certify that funds requested by DPW Director under Ch 150 M.A. 328336 and Ch 235 MA 2235035, in the amount of \$29,555.00 for resurfacing (and related drainage structure raise and/or repair work) of 2,376 feet of Old Harvard Road, will be used in accordance with Ch 90.

... to certify that funds requested by DPW Director under Ch 53C M.A. 253C037 and Ch 235 MA 2235035, in the amount of \$28,766.07 for resurfacing (and related drainage structure raise and/or repair work) of 2,112 feet of Robinson Road, will be used in accordance with Ch 90.

... to certify that funds requested by DPW Director under Ch 246A M.A. 3246037, in the amount of \$16,975.00 for resurfacing (and related drainage structure raise and/or repair work) of 1,225 feet of Steele Lane, will be used in accordance with Ch 90.

Seconded by Member Fox. Member Hilberg noted the streets for the record and explained that work would entail drainage, paving and repairs. **Approved 5 – 0.**

- Ratification of MassCOPS, Local 200A Dispatch Contract... Also present was Jonathan Couture, Union President. Member Wheeler moved to ratify the Agreement between The Town of Boxborough and Massachusetts Coalition of Police, Local 200A, Dispatch for the period July 1, 2005 through June 30, 2006. Seconded by Member Birt. **Approved 5 – 0.**
- Sewer Rate Relief Fund – FY 2006: Member Wheeler moved to authorize the Town Administrator to apply for funding in the amount of \$12,238 from the State Sewer Relief Fund. Seconded by Member Birt. **Approved 5 – 0.** Member Wheeler then moved to use the funds to finance future capital projects, specifically to extend the water/septic to other town facilities. Seconded by Member Birt. **Approved 5 – 0.**

OLD BUSINESS

- BoS input to Boxborough Information Technology Committee comments on *Town of Boxborough Technology Survey, April 1, 2005*: member Fox moved to accept the final BITcom report on G.A. Schricker & Associates and Paradigm Information Systems, Inc.'s Town of Boxborough Technology Survey, April 1, 2005. Seconded by Member Birt. Chair Bunyard extended great appreciation to BIT.com for their work. **Approved 5 – 0.**
- Memorandum of Agreement with Historical Society for use of property located at 575 Middle Road (former library site): Chair Bunyard introduced the matter, thanked the Administration and Society for their efforts and asked the selectmen to review the document and bring back input for the September 19th BoS meeting. The Chair also noted that the document would not be executed until the Society's incorporation was complete.

SELECTMEN REPORTS

- Member Birt reported that several folks had come forward and volunteered to serve on the CoA and he recommended that the membership be increased from 5 to 7, where it had previously been. Member Hilberg added that the BoS was going to invite the CoA to attend a BoS meeting to discuss transportation issues and review the draft survey... also could discuss new members. **ACTION:** Admin to ask town counsel if BoS could appoint informal adjunct non-voting members, to recognize for their roles... Selectmen agreed that CoA should provide BoS a draft of survey for the Sept. 19th meeting...
- Member Fox reported that WAN team was almost in place... Les also commented that selectmen should begin discussion of Affordable Housing Trust and agreed to try to bring forward to 9/19 BoS meeting a process and timeline for local initiative petition on formation and composition of Trust....
- Chair Bunyard reviewed the actions taken by the Tax Collector related to on-line payment of taxes, and while congratulating the Collector on her initiative, the Chair noted the need for town-wide coordination, involving the Finance Committee and BIT.com and the need to look at the larger picture for the town... It was mentioned that Tax Collector planned to "go live" for payment of Nov. 1 tax bills. **ACTION:** ATA will try to get input from BIT.com for 9/19 meeting.

EXECUTIVE SESSION

- At 8:25 p.m., Member Fox moved to adjourn to executive session for the purpose of discussing strategy with respect to collective bargaining (#3) and to reconvene to open session only for the purpose of adjourning. Seconded by Member Birt. **Approved 4 – 0** (Member Hilberg out of room) by roll call vote: Wheeler "aye," Fox "aye," Birt "aye," Bunyard "aye."

ADJOURN

- At 9:10 p.m., reconvened in open session where it was moved, seconded and **approved 5 – 0** to adjourn.