



**BOARD OF SELECTMEN**  
**Meeting Minutes**  
July 21, 2008

**APPROVED: September 8, 2008**

**EXECUTIVE SESSION**

**PRESENT:** James Gorman, Chair; Rebecca Neville, Clerk; Les Fox, Member Frank Powers, Member and Raid Suleiman, Member

**ALSO PRESENT:** Selina Shaw, Town Administrator

Chair Gorman called the meeting to order at 7:02 p.m. in the Town Administrator's Office, Town Hall

- Member Neville moved to adjourn to executive session to discuss strategy with respect to litigation and to re-convene in open session upon completion to continue the regular business on the agenda. Seconded by Member Powers. **Approved 5- 0 by roll call vote: Powers "aye," Neville "aye," Fox "aye," Suleiman "aye," and Gorman "aye."**

Chair Gorman reconvened the meeting in open session at 7:40 p.m. in the Grange Meeting Room, Town Hall

**ALSO PRESENT:** Cheryl Mahoney, Department Assistant

**ANNOUNCEMENTS**

Chair Gorman read announcements.

**APPOINTMENTS**

- Bryon Clemence, Owen Neville, John Neyland, Niki Veley, and Kathie Becker were present to be considered for appointment to the newly created Agricultural Commission. The Selectmen asked those present why they wish to serve on the AgriComm.
  - Niki Veley feels the best way to preserve the Town's rural character is to promote agriculture. She enjoys using local produce, and stables their horse at home. She also sat on the Agricultural Commission Exploratory Committee. Member Neville moved to appoint Niki Veley to the Agricultural Commission for a term ending June 30, 2009. Seconded by Member Suleiman. **Approved 5-0.**
  - Owen Neville moved to Town 40 years ago. He feels it is important to keep the agriculture we have now and encourage more. Member Neville moved to appoint Owen Neville to the Agricultural Commission for a term ending June 30, 2010. Seconded by Member Suleiman. **Approved 5-0.**
  - John Neyland grew up in western New York State, working at the surrounding farms. Member Neville moved to appoint John Neyland to the Agricultural Commission for a term ending June 30, 2010. Seconded by Member Fox. **Approved 5-0.**
  - Bryon Clemence noted that his family has farmed in Town for 160 years. He sat on the Agricultural Commission Exploratory Committee. In his profession he deals with the types of laws and regulations that would concern the AgriComm. Member Powers moved to appoint Bryon Clemence to the Agricultural Commission for a term ending June 30, 2011. Seconded by Member Fox. **Approved 5-0.**
  - Kathie Becker has served for 20 years on the Middlesex Conservation District, which puts her in regular contact with various state offices responsible for agricultural interests. She grew up on dairy farm and is very active in the Worcester County agricultural community. Member Neville moved to appoint Kathie Becker to the Agricultural Commission for a term ending June 30, 2011. Seconded by Member Suleiman. **Approved 5-0.**
- Citizens' Concerns  
The Selectmen discussed concerns raised by correspondence from former resident Christine Joyce regarding the disrespectful behavior that she observed at South Cemetery.

## MINUTES

- Member Fox moved to accept the minutes for the regular session of May 5, 2008, as revised. Seconded by Member Neville. **Approved 5-0.**

## SELECTMEN REPORTS

- Member Suleiman reported that he attended Mass Bio Tech Council meeting. The subject of the meeting was making communities attractive to the biotech industry.
- He reported that he also attended a recent ConsComm meeting at which 3 hearings were scheduled. One was continued and the two other applicants seemed satisfied with the process.
- Member Neville noted that the Board needs to start thinking about the appreciation event. It was determined that October 18, 2008 was the best date. Member Neville moved to schedule the appreciation event for Oct. 18, 2008. Seconded by Fox. **Approved 5-0.**
- Member Powers reported that he attended the CoA meeting on July 10<sup>th</sup>. They were introduced to the Outreach program nurse, Elizabeth Northrop. The outreach program has started and is proceeding nicely. Approximately 5 seniors have received visits so far.
- He reported he also attended the DPW Restructuring Committee that same day. The work is proceeding well. Job descriptions from other towns have been reviewed.

## NEW BUSINESS

- Member Fox moved to accept with regrets and place on file the resignation of Amado Montenegro from the Boxborough Information Technology Committee Seconded by Member Powers. **Approved 5-0.**
- Member Neville moved to re-appoint William Naser as Town Assessor for a term ending June 30, 2009. Seconded by Member Fox. **Approved 5-0.**
- Chair Gorman read the September 16, 2008 State Primary warrant into the record. In the name of the Commonwealth, Member Fox moved to deliver the warrant for the State Primary, to be held at Boxborough Town Hall on Tuesday, September 16 from 7 a.m. to 8 p.m., to the Constables for posting no later than September 9, 2008. Seconded by Member Powers. **Approved 5-0.**
- Discussion was opened on the Investment Policy for the Town of Boxborough. The Town Treasurer Margaret Dennehy has been working with Bartholomew and Co. to draft an investment policy for the Town. It was noted that this policy would need to be reviewed by Powers & Sullivan. The Selectmen discussed the content of and issues with this draft. It was determined that there needs to be further discussion.
- Discussion was opened to set annual licensing fees for Restaurant – Beer & Wine and Live Entertainment. These fees were not set when the Town updated its licensing fees in 2003. TA Shaw has conducted a fee survey of the surrounding communities. As to Restaurant – wine & beer licensing TA Shaw suggested an annual licensing fee of \$1,000, which falls within the range of other communities. It was noted that Alcohol & Beverage Commission would require any pouring/serving establishment to have a fire certificate. Member Fox moved to set the annual fee for a Restaurant – Beer & Wine license at \$1,000.00. Seconded by Member Powers. **Approved 5-0.** Several interesting issues regarding the licensing of live entertainment, including 1<sup>st</sup> Amendment protections, and the establishing procedures and setting conditions were discussed. Member Fox moved to set the fee for an Entertainment license at \$100, per annum. Seconded by Member Powers. **Approved 5-0.**

## CORRESPONDENCE

- General Correspondence  
It was noted that the Town Clerk might be interested in the grant notification from Northeast Document Center.

## CONCERNS OF THE BOARD

- Member Powers returned to earlier discussions on the DPW Restructuring Comm. There was discussion as to whether a formal hearing would be needed to obtain public input or if conducting a public forum within a regular Selectmen's meeting would be sufficient.
- It was also noted that the Town's Regional Transit assessment has gone down. The Town Accountant would be asked to investigate this decrease.

## ADJOURN

- At 8:47 pm Chair Gorman moved to adjourn to Executive Session and to adjourn immediately upon completion and not reconvene in open session. Seconded by Member Neville. **Approved 5– 0 by roll call vote: Suleiman “aye,” Neville “aye,” Gorman “aye,” Fox “aye,” and Powers “aye.”**