



BOARD OF SELECTMEN
Meeting Minutes
May 12, 2015

Approved: 6/29/15

PRESENT: Vincent Amoroso, Chair; Robert Stemple, Clerk; Susan Bak, Member; Les Fox, Member and Jim Gorman, Member

ALSO PRESENT: Selina Shaw, Town Administrator

The documents discussed herein have been included with the file copy of the agenda packet for the above referenced date and are hereby incorporated by reference.

CALL TO ORDER

Chair Amoroso convened the meeting at 6:00 P.M. in the Administrative Conference Room at the Blanchard Memorial School.

MINUTES

- The minutes of the May 11, 2015 regular session will be brought forward at a future date.

OLD BUSINESS

- Special/Annual Town Meeting
The Board continued discussion regarding Article 21 A, "Public Safety Building Programmatic Review and Schematic Design". It is expected that the Finance Committee will move to amend the article to request a lesser appropriation (\$30,000 instead of \$69,500); additionally they will move to change the scope of the article to establish prioritized requirements, rough cost frameworks for identified requirements and options, and generation of recommended alternatives that can be presented to a subsequent Town Meeting for consideration and selection for more detailed architectural investigation. As discussed on the previous evening, the Board believes that the prudent means forward is to proceed as described in the warrant. Chair Amoroso, possibly accompanied by some other selectmen, will meet with the Moderator and Finance Committee upon conclusion of this meeting to discuss the process for presenting the motion on the article as written and the FinCom's amendment.

CORRESPONDENCE

- There was no discussion on the correspondence.

ADJOURN

- The meeting was adjourned at 6:40 PM.



BOARD OF SELECTMEN
Meeting Agenda
May 12, 2015
Blanchard Memorial School
Administrative Conference Room (201B)

1. CALL TO ORDER, 6:00 PM

2. MINUTES

- a) Regular session, May 11, 2015

ACCEPT & POF

3. OLD BUSINESS

- a) Special/Annual Town Meeting
 - i. Final preparations

4. CORRESPONDENCE

- a) Internal Communications
- b) Minutes, Notices & Updates
- c) General Communications

ACCEPT & POF

5. ADJOURN

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From: John Fallon [<mailto:johnfallon@verizon.net>]
Sent: Tuesday, May 12, 2015 2:13 PM
To: 'Jeff Scott'; 'Jim Ham'
Cc: 'Dilip_Subramanyam@beaver-visitec.com'; 'Selina Shaw'; 'Vince Amoroso'; jgorman@tritonsys.com
Subject: RE: Article # 21A Wording of Actual FinCom Amendment

- 1) Please feel free to circulate this to members of your respective Board/Committee as appropriate.
- 2) Please do not carry on e-mail discussion with a quorum of your Board/Committee.

As was discussed last night, some subset of the BOS and FC will be meeting with me tonight at 6:30 to discuss the process for article 21A.

One of the first tasks will be to define the actual FC amendment to be made

The actual motion the BOS will be making is "I move to transfer from free cash the sum of Sixty-nine Thousand Five Hundred Dollars (\$69,500) for the purpose of providing for a programmatic review and schematic design for a public safety building."

Attached is a copy of the latest FC amendment sheet.

--it includes changes to the warrant summary which will not be part of the actual BOS motion.

Attached and below are some possible wording for the actual FC amendment to be made/presented to Town Meeting.

Changes welcome: this is the FC Amendment not mine.

Possible wording of FinCom Amendment

"I move to amend motion #1 under Article 21 Studies and Initiatives, by:

- a) Striking the words "Sixty-nine Thousand Five Hundred dollars (\$69,500)" and substituting "Thirty Thousand Dollars (\$30,000)" and,
- b) Striking the words "for a programmatic review and schematic design" and substituting "for establishing prioritized requirements, rough cost frameworks for identified requirements and options, and generation of recommended alternatives that can be presented to a subsequent Town Meeting for consideration and selection for more detailed architectural investigation".

John



Internal Communications and Outgoing Communications
May 12, 2015

1. Communications regarding proposed renovations of the “Steele Farm” Barn:
 - a. Copy of a letter from Boxborough Historical Society, V.P. John Fallon, dated April 25, 2015, to tToR, Program Mgr. Sally Naser, advising of the BHSI’s vote to approve this work.
 - b. Letter from tToR Program Mgr., Sally Naser, dated April 29, 2015, to TA Shaw acknowledging receipt of the BHSI approval and affirming said approval.
2. Letter from Maureen Trunfio, Admin. Asst. to the Stow BoS and Town Administrator, dated April 29, 2015, to “Boards of Selectmen” advising of the Stow Selectmen’s intention to perambulate Stow’s boundaries and welcoming the Boxborough Selectmen’s participation in this event. *
3. Coverletter from MassDOT Dir. Of Contracts & Records, Tanya Barros, dated May 1, 2015, to “Town of Boxborough” accompanying the executed Winter Recovery Assistance Program (WRAP) contract, noting a total maximum obligation of \$32,874.00.
4. Copy of a letter from resident Frank Powers, dated May 7, 2015, to Chief Randolph White expressing his gratitude to the public safety personnel that responded to a medical situation at his home on May 5th. *
5. Copy of a letter from Minuteman School District Treasurer, Laurie Elliot, dated April 15, 2015, to Town Treasurer Mr. McIntyre, advising of the School Committee’s approval of the revised assessment and request for payment pursuant to the provided schedule.

*Indicates that the item is included in the agenda packet as well as in the general notebook.

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Town of Stow
BOARD OF SELECTMEN

Stow Town Building
380 Great Road
Stow, Massachusetts 01775
(978) 897-4515 selectmen@stow-ma.gov Fax (978) 897-4631

Received
5-1-2015

April 29, 2015

Dear Boards of Selectmen,

The Town of Stow will be perambulating its boundaries this year, pursuant to Massachusetts General Laws Chapter 42, Section 2.

We welcome your participation in the outings.

If you would like to receive notice of the dates and locations, please send your email address to the Stow Selectmen's Office at selectmen@stow-ma.gov, and I will forward your address to Greg Troxel, a Stow resident who will be organizing the perambulation outings.

Outings will begin at some point after May 1, dependent on weather and other conditions.

If you have any questions, please feel free to contact me.

Yours truly,

Maureen Trunfio,
Administrative Assistant
Board of Selectmen and Town Administrator

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129 Stonehedge Place
Boxborough, MA
7 May 2015

Chief Randolph White
Boxborough Fire Department
502 Massachusetts Ave.
Boxborough, MA 01719

Received
5-11-2015

Dear Chief White:

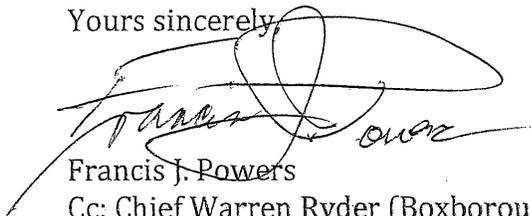
On Tuesday evening, 5 May 2015 I experienced a sudden, severe asthma attack. My wife quickly realized that I was in need of emergency medical care. Without hesitation, she called 911 and reported my condition to the dispatch duty officer.

Within a very few minutes, an ambulance and support vehicles were at my door, including representatives from both the Boxborough Fire Dept. and the Boxborough Police Dept. Almost immediately I was getting expert medical attention and was subsequently transported to the Emerson Hospital Emergency Room. At Emerson, I received excellent medical attention and my asthma attack was brought under control within a few hours.

I wish to express my sincere gratitude to the dispatch staff operator, the EMTs from your department staff and the police representative who answered the call. Their professionalism and competence were patently obvious and were particularly reassuring as I struggled to breathe through my attack. Further, their comforting demeanors helped me to remain calm through this experience. My wife also was greatly reassured by the obvious competence and compassion of your staff members;

Please pass my sincere thanks to all those involved. One never wishes to use emergency medical services until conditions warrant. From my experience, however, Boxborough's emergency services are second to none and give me great confidence in their ability to respond expertly when needed.

Yours sincerely,



Francis J. Powers

Cc: Chief Warren Ryder (Boxborough Police Dept.), Boxborough Board of Selectmen,
Selina Shaw (Town Administrator)



**Minutes, Notices and Updates
May 12, 2015**

Minutes

1. Conservation Commission Minutes for meeting held April 15, 2015
2. Finance Committee Minutes for meetings held April 13, 2015 & April 21, 2015
3. Personnel Board Minutes for meeting held April 16, 2015

Notices

1. Notice of Public Celebrations Committee meeting held May 5, 2015
2. Notice of an Acton-Boxborough Cultural Council meeting held May 6, 2015
3. Notice a Finance Committee meeting held May 11, 2015
4. Notices of A-B School Regional School Committee meetings:
 - a. Policy Subcommittee meeting to be held May 14, 2015
 - b. Negotiations Subcommittee meeting to be held May 14, 2015
5. Notice of a Personnel Board meeting to be held May 19, 2015
6. Notice of a Steele Farm Advisory Committee meeting to be held May 19, 2015
7. Notice of a Historical Commission meeting to be held May 20, 2015

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**General Correspondence
May 12, 2015**

1. Notice of spring 2015 Schoolhouse #2 School visit schedule.*

*Indicates that the item is included in the agenda packet as well as in the general notebook.

*selection
GC

BOXBOROUGH ONE ROOM SCHOOL #2
PICNIC STREET, BOXBOROUGH, MA.

SCHOOL WILL BE OPEN ON THE FOLLOWING DATES
CONTACT PERSON - NANCY MORRISON
978-486-4433 CELL - 978-697-8736

DOUGLAS SCHOOL - MAY 15, 2015 ARRIVE 9:00 - LEAVE 1:30
CONTACT PERSON - KATHLEEN PANTANO - 978-264-9054

GATES SCHOOL - MAY 29, 2015 ARRIVE 9:00 - LEAVE 2:00
CONTACT PERSON - KIM LUONGO - 978-266-2570

GATES SCHOOL - JUNE 2, 2015 RAIN DATE

BOXBOROUGH SCHOOL - JUNE 9, 2015 ARRIVE 8:15 - LEAVE - 12:30
CONTACT PERSON - CINDY PLUNKET- 978-263-4569x227 HOME - 978-772-2541

BOXBOROUGH SCHOOL - JUNE 12, 2015 RAIN DATE

MAYNARD SCHOOL -
CONTACT PERSON - CHRIS MARRESE - 978-877-2297

CAMBRIDGE CO-OP SCHOOL -
CONTACT PERSON - NICOLE SHEEHAN - HOME - 978-263-9999 CELL - 1-617-678-9945

MERRIAM SCHOOL -
CONTACT PERSON - FRAN STROHM - 978-266-2510

McCARTHY TOWNE SCHOOL -
CONTACT PERSON - HEATHER MATTHEWS - 978-266-2510