



**BOARD OF SELECTMEN**  
**Meeting Minutes**  
**May 9, 2016**

**Approved:** \_\_\_\_\_ May 23, 2016

**PRESENT:** Vincent Amoroso, Chair; Susan Bak, Clerk; Les Fox, Member; Jim Gorman, Member and Robert Stemple, 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 6:18 P.M. in the Administrative Conference Room at the Blanchard Memorial School.

**Annual Town Meeting – Final Preparations**

No actions

**Upcoming Items**

TA briefed BoS on upcoming items of business:

- Meeting with Planning Board to discuss implementation process – BoS agreed to place on agenda of June 20<sup>th</sup> meeting
- Re-organization – May 23
- Moran property – Chester Road, currently c. 61; owner has executed P & S, triggering town's option to purchase
- Transfer of Holiday Inn's liquor license – awaiting complete package from receiver's representative
- Cout's property on Liberty Square Road, adjacent to playing fields – Owner has requested meeting with TA to discuss property

**Other Business**

Brief discussion of enforcement matter relating to Lawn Barber

**Correspondence**

No discussion

**ADJOURN**

The meeting was adjourned at 6:45 PM to attend the Annual Town Meeting.



**BOARD OF SELECTMEN**  
**Meeting Agenda**  
**May 9, 2016**  
**Blanchard Memorial School**  
**Administrative Conference Room (201B)**

**1. CALL TO ORDER, 6:15 PM**

**2. OLD BUSINESS**

- a) Annual Town Meeting - Final preparations

**3. CORRESPONDENCE**

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

**ACCEPT & POF**

**4. ADJOURN**



**Internal Communications and Outgoing Communications  
May 9, 2016**

1. Copy of coverletter from Thomas McEnaney, Town Counsel Kopelman & Paige, PC, dated April 26, 2016, to Clerk of the Appellate Tax Board in the Matter of RFP VI Hotel Boxborough-O, LLC v. Board of Assessors – Docket No. F328546-15.
2. Communications from Comcast:
  - a. Operational Reports for their Fiscal Year ending 12/31/15, coverage dated April 27, 2016, to the Board of Selectmen. [Includes several Reports]
  - b. Email Confirmation of 3/31/16 Franchise Fee Payment of \$10,129.55 dated May 5, 2016, regarding their Franchise Fee Payment accompanying Quarterly Report.



**Minutes, Notices and Updates**  
**May 9, 2016**

**Minutes**

1. Zoning Board of Appeals minutes for the meeting of April 5, 2016

**Notices**

1. Notice of an Agricultural Commission meeting held May 3, 2016
2. Notice of ABR School District related meetings:
  - a. Budget Subcommittee meeting held May 4, 2016
  - b. Policy Subcommittee meeting held May 4, 2016
3. Notices of Finance Committee meetings:
  - a. To be held May 9, 2016
  - b. To be held May 10, 2016
4. Notice of an A-B Cultural Council meeting to be held May 10, 2016
5. Notice of an Energy Committee meeting held May 11, 2016
6. Notice of a Boxborough Leadership Forum to be held June 7, 2016
7. Notice of a Personnel Board meeting to be held June 8, 2016
8. Notice of a Joint Board of Selectmen/Finance Committee Meeting to be held June 13, 2016
9. Board of Appeals Decision # 2016-02, dated May 3, 2016 on the Special Permit Application by Bruce Ringwall and Glen Kaufmann on behalf of owner Dolly Bjorklund on the proposed creation of two reduced frontage lots on Silas Taylor Farme Road, a proposed subdivision off 223 Flagg Hill Road.
10. Order of Conditions issued by the Conservation Commission on May 4, 2016, regarding the application filed by Fred Dushin for a single story garage addition in the outer 25' of the existing 100' BVW Buffer Zone at the property located at 239 Littlefield Road.
11. Order of Conditions issued by the Conservation Commission on May 4, 2016, regarding the application filed by Gould Law on behalf of Banfield R.E. Trust for the property located at 536 Liberty Square Road.