



TOWN OF BOXBOROUGH

NOTICE OF PUBLIC MEETING

Revised
10/16/2020

SELECT BOARD
Meeting Agenda
Monday, October 19, 2020
6:30 PM
Conducted via a ZOOM Event

Item #	Estimated Start Time		Action Vote/ Accept & POF
<hr/> <i>This meeting is being conducted via Remote Participation, pursuant to the Current Executive Order. See the end of this Agenda for remote participation instructions for the Regular Session portion of this meeting</i>			
1.	6:30 PM	Call to Order via ZOOM pursuant to the procedures noted above.	
	a.	<i>Executive Session - Vote to adjourn to conduct an executive session via a separate ZOOM event, and to reconvene in Open Session after completion of the Executive Session: Per C30A §21 (a), subsection 3 to conduct strategy sessions in preparation for negotiations with nonunion personnel (Town Administrator), per C30A §21 (a) if open meeting may have a detrimental effect on the government's bargaining or litigating position,</i>	ROLL CALL VOTE
2.	7:00 PM	Reconvene in Open Session - Call to Order via ZOOM pursuant to the procedures noted above.	
<i>Select Board meetings have a number of topics and issues that must be discussed and deliberated by the Board. We ask that residents hold their comments until the Board has had the opportunity to get their questions answered. Due to time constraints, the Board may not be able to accommodate comments from all residents on all topics. Please wait to be recognized by the Chair before addressing the Board. We ask that participants be respectful and civil. We thank you for your understanding.</i>			
<i>[Times are estimated; if you are interested in a particular matter, please plan to arrive 15 minutes earlier]</i>			
3.	7:01 PM	Announcements	
4.	7:10 PM	Approval of payroll and payable warrants	
5.	7:15 PM	Minutes	
	a.	August 24, 2020 - Open Session	ACCEPT & POF
	b.	September 2, 2020 - Executive Session	ACCEPT & POF
6.	7:30 PM	Update on Town Boards/Committees/Commissions	
	a.	Establishing a Cable Television License Renewal Committee - R. Ferrara	
	b.	Update Boxborough 2030 - November 9th Joint Planning Board Review - Fowlks	
	c.	Follow up discussion - EDC/UMass LARP program - Stemple	
	d.	Review of Proposed FY22 Budget/Annual Town Meeting schedule - R. Ferrara	
	e.	Diversity Equity and Inclusion Committee Updates - W. Fowlks	
	i.	<i>Vote to approve revision(s) to the Diversity Equity and Inclusion Committee Charge, initially approved October 5, 2020, to change to "...no more than <u>10</u> members", as presented/revise</i>	ROLL CALL VOTE
	ii.	<i>Vote to appoint to the Diversity Equity and Inclusion Committee for a three year term effective immediately and ending on June 30, 2023*, the following: Nora Michnovez, Song Issah, Mary Sullivan, Lovingsky Jasmin, Peishan Bartley, Lakshmi Kaja, Olivia Jones, Amy Bowman Osenar, John Fallon and Wes Fowlks</i>	ROLL CALL VOTE
<i>*NB: Per Charge: Terms shall be staggered, after the initial appointment.</i>			

7. 7:45 PM Select Board Goals and Objectives in the year ahead

Action Items - Review

- i. Communication and Marketing Plan Update - M. Neyland

8. 8:00 PM Personnel Updates

- a. *Vote to appoint William Morehouse as Town Electrical Inspector, effective November 15, 2020 through June 30, 2021, due the retirement of Electrical Inspector, Charles Weeks*
- b. *Vote to appoint Richard Flannery, as Alternate Plumbing and Gas Inspector, effective October 20, 2020 through June 30, 2021.*
- c. Review of the status of SAFER grant (Fire Department) and next steps regarding staffing - Chief Fillebrown
- d. Follow up discussion - Town Clerk's pending retirement, scheduled for June 2021, and steps to fill this position - R. Ferrara
- e. Status of personnel vacancies/recruitment - R. Ferrara

**ROLL CALL
VOTE**

**ROLL CALL
VOTE**

9. 8:15 PM Select Board & Town Administrator's reports/updates

- a. FY 21 Goals
- b. COVID-19 Status Update
- c. Reports

10. 8:30 PM Executive Session - Vote to adjourn to conduct an Executive Session via a separate ZOOM event, the Select Board will not be reconvening in Open Session after completion of the Executive Session:

- a. *Per C30A §21 (a), subsection 3 to conduct strategy sessions in preparation for negotiations with nonunion personnel (Town Administrator), per C30A §21 (a) and not to reconvene in Open Session after completion of the Executive Session. Note meeting will include only members of the Town Administrator Contract Subcommittee and Town Administrator will be participating in the Executive Session.*

**ROLL CALL
VOTE**

11. 8:30 PM Adjourn

2020: 11/2; 11/16; 11/30; 12/14

2021: 1/4; 1/25

Joint [Planning Bd] Boxborough 2030 Review: 11/9

FY 22 Budget Saturday: 1/9/2021

Boxborough Leadership Forum (BLF): 11/10

Join Zoom Meeting

<https://us02web.zoom.us/j/84007123063?pwd=SVg1MnIbTkd1Y05UR0cyNnBncnQvZz09>

Meeting ID: 840 0712 3063

Passcode: 664548

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+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 840 0712 3063

Find your local number: <https://us02web.zoom.us/u/kd8ydzil0F>