

MINUTES OF THE BOARD OF SELECTMEN

August 7, 2023

Rowley Fire Station, 473 Haverhill Street, Rowley, MA

6:00 p.m.

MEMBERS PRESENT: Chairman Cliff Pierce; Vice Chairman Christine Kneeland; Clerk Deana Ziev; Robert Snow; Sheri David (Town Administrator Deborah Eagan; Assistant Town Administrator Amy Lydon)

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 6:00 p.m. He said the meeting is being audio and video recorded by Rowley Community Media.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENT

There were no public comments.

GENERAL BUSINESS

1. Request from Police Chief Scott Dumas to appoint Tenley Goodwin to the position of Reserve 9-1-1 Telecommunicator Dispatcher

Chairman Pierce read the following:

If the Board is in agreement with Chief Dumas' request, please vote to appoint Tenley Goodwin to the position of Reserve 9-1-1 Telecommunicator Dispatcher through June 30, 2024.

Bob Snow made a motion to appoint Tenley Goodwin to the position of Reserve 9-1-1 Telecommunicator Dispatcher through June 30, 2024, Christine Kneeland second, all in favor – aye (3-0). Deana Ziev – ABSTAINED Sheri David - ABSTAINED

NEW BUSINESS

1. Request from JWTC Wick d/b/a Joint Operations for a One-Day Entertainment License for August 19, 2023 for a vendor showcase with acoustic guitar player and food truck

Chairman Pierce read the following:

The Board has received the attached application for a One-Day Entertainment License from Joint Operations for a vendor showcase with acoustic guitar player and food truck from 1:00 p.m. to 4:00 p.m. on August 19, 2023. The application is attached and is complete.

Debbie contacted James Thomas, the Dispensary General Manager of Joint Operations with concerns from the Health Director, Fire Chief, Police Chief, and Town Planner. The updated responses from him and the department head responses to the updated information is listed below. In summary, the updated information from the applicant satisfied the concerns of the department heads.

APPLICANT – UPDATED INFORMATION:

Food Truck Permit – Health Department concern

We have hired the Whoo(pie) Wagon by Topsfield bakery. If they are not permitted already, they will be before the event. They have already invoiced me for the permit fees.

Emergency Vehicle Access at the Site – Fire Department concern

There will be no parking allowed on the side of the building for this event, ensuring that there is adequate space for 2 lanes of traffic (incoming and outgoing) We will have staff directing traffic and will be able to assist emergency vehicles should they need to gain access to any area of the property.

Food Truck Location as it relates to vehicular traffic at the site – Police Department concern

We will have the food truck in a section of the front parking lot that will be completely closed off to vehicle traffic with staff monitoring and directing traffic away from foot traffic only areas.

Designated Overflow Parking and Crowd Manager – Planning Dept. concern

Spaces 1-13 and 29-42 will be our designated overflow parking, based on our last event, this will be more than ample parking as this event does not keep patrons on site for long periods of time. I am the designated crowd control manager and will be on site from start to finish of this event.

Town Department Comments:

Updated comments from the Town departments are as follows:

Health Department

UPDATE – *We have received the permit paperwork/fee for the food truck and have no other concerns.*

*Thank you,
Frank Marchegiani, R.S. | Health Director*

Previous concern

The Health Department needs confirmation that the proposed food truck is or will be permitted in Rowley in a reasonable amount of time before the event. The parking location of the food truck should also be reviewed for traffic, customer parking, and safety concerns.

Thank you,
Frank Marchegiani, R.S. | Health Director

Fire Department

UPDATE – I have no further concerns.

Chief Mark Emery

Previous concern

We have not had any issues in the past. As long as there is adequate room for emergency vehicle to access the property during the event, I do not have any issues.

Fire Chief Mark Emery

Police Department

UPDATE – He has addressed my concern

Scott A. Dumas |Chief of Police

Previous concern

From review of their application it appears as though any overflow in regards to parking will be on-site. An acoustic guitar at that time of day in that area should not be a noise concern. Staff will be monitoring both foot and vehicle traffic. My only question is, where will the food truck be located and will this be in conjunction with vehicular traffic travel? If so, will there be a monitored crossing area? *** (Applicant answered this question. Please see supplemental application information above)

Scott A. Dumas

Scott A. Dumas |Chief of Police

Planning Department

UPDATE – This addresses my concerns.

Thanks

Kirk

Previous concern

Be advised, that last month the Planning Board amended the rear overflow parking configuration at 264 NBPT to allow the property owner to utilize parking spaces #14-28 (see attached Exhibit A) for his own use to park personally-owned, registered, vehicles and equipment, leaving spaces numbered 1-19 and 29-42 to continue to be used as overflow parking by Joint Operations. I noticed in the application they state there is ample overflow parking, and based on their reports from prior events, there certainly should be. But I think they should clarify in their application what spaces are designated for overflow parking.

I've also attached the COV for the amendment. Joint Operations supported the property owners request stating they have never used the overflow lot to its full capacity.

Regarding the event application, I see no issues with the event or the activities being proposed as long there is a crowd control manager on-site making sure that the activities are carried out within the parameters stated in the application.

Kirk Baker

Town Planner

Board of Selectmen Questions

Does the Board have any questions or concerns on this application?

Sheri David said she would like to request that the staff designated to direct traffic be required to wear reflective neon traffic vests to differentiate them from the other pedestrians. The representative from Joint Operations said they are willing to do that and they have vests. He said the food trucks will be parked in the front parking lot. David asked if cars are coming in off of Route 1. The representative from Joint Operations said yes and they will go straight into the back parking lot and there will be no vehicles in the front parking lot.

Pierce continued:

Application Approval or Denial

Does the Board wish to approve this application with the following conditions, and with any that the Board wishes to add?

- *Food truck be permitted through the Board of Health*
- *Emergency vehicle access be maintained at the site for the duration of the event and there will be no parking along the side of the building for this event, ensuring that there is adequate space for two lanes of traffic (incoming and outgoing) and that staff will direct traffic and be available to assist emergency vehicles should they need to gain access to any area of the property*
- *Food Truck location must be in a section of the front parking lot that will be completely closed off to vehicle traffic with staff monitoring and direct traffic away from foot traffic only areas*
- *Overflow parking be in spaces 1-13 and 29-24*
- *A crowd control manager be on-site making sure that the activities are carried out within the parameters stated in the application.*

Deana Ziev made a motion to approve the request with the conditions outlined above plus an additional condition that staff directing traffic must wear reflective neon traffic vests to differentiate them from the other pedestrians, Christine Kneeland second, all in favor – aye (5-0).

GENERAL BUSINESS

2. Request from Harbormaster Bill DiMento to appoint Nayla Anderson to the position of Pumpout Boat Operator

Chairman Pierce read the following:

If the Board is in agreement with Bill DiMento's request, please vote to appoint Nayla Anderson to the position of Pumpout Boat Operator.

Bob Snow made a motion to appoint Nayla Anderson to the position of Pumpout Boat Operator, Deana Ziev second, all in favor – aye (5-0).

3. Request from Ryan Bernier to be appointed to the vacant seat on the Parks & Recreation Committee and a recommendation from the Parks & Recreation Committee to appoint Ryan Bernier to the vacant seat

Chairman Pierce read the following:

Ryan Bernier has submitted a letter of interest in serving on the vacant Parks & Recreation Committee. He met with the Committee and they unanimously voted to recommend his appointment.

Does the Board wish to vote to appoint Ryan to the vacant seat?

Christine Kneeland made a motion to appoint Ryan Bernier to the vacant seat on the Parks & Recreation Committee, Bob Snow second, all in favor – aye (5-0).

4. Request from Nancy Miller to be appointed to the vacant seat on the Conservation Commission and a request from Conservation Commission to appoint Nancy Miller to the vacant seat on the Conservation Commission

Chairman Pierce read the following:

Nancy Miller has submitted a letter of interest in serving on the vacant Conservation Commission seat. She met with the Conservation Commission on August 1, 2023. The Conservation Commission voted to recommend to the Board of Selectmen that Nancy be appointed to the vacant Conservation Commission seat.

Does the Board wish to vote to appoint Nancy to the vacant seat?

Bob Snow made a motion to appoint Nancy Miller to the vacant Conservation Commission seat, Christine Kneeland second, all in favor – aye (5-0).

5. Request from Conservation Agent Brent Baeslack for Merrimack Valley Planning Commission Local Technical Assistance for making State requested revisions to the Town's Open Space & Recreation Plan Update

Chairman Pierce read the following:

Conservation Agent Brent Baeslack respectfully requests to use three (3) MVPC hours of local technical assistance allotted to the Town for making State requested revisions to the Town's open space map of municipal land designating conservation land from active recreation land. The map is part of the Town's updated Open Space & Recreational Plan, which has already been filed with the State.

Selectman Bob Snow is the Town's representative to the MVPC and will provide his recommendation to the Board on this request.

If the Board is in agreement, could the Board please vote to approve this request, which will be signed by Bob, as an MVPC Commissioner?

Bob Snow made a motion to approve this request to be signed by Bob Snow, Christine Kneeland second, all in favor – aye (5-0).

6. Letter of resignation from Assistant Tax Collector Betsy Wetherbee

Chairman Pierce read the following:

Betsy Wetherbee has submitted her resignation. The Board needs to vote to accept her resignation.

Deana Ziev made a motion to accept this resignation with regrets, Christine Kneeland second, all in favor – aye (5-0).

7. Request from Treasurer/Collector Karen Summit to lift the hiring freeze for the position of Assistant Tax Collector

Chairman Pierce read the following:

With the resignation of Betsy Wetherbee, Karen is requesting the Board to lift the hiring freeze so that she can post the position of Assistant Tax Collector. If the Board is in agreement, the Board will need to vote to lift the hiring freeze.

Bob Snow made a motion to lift the hiring freeze for this position, Deana Ziev second, all in favor – aye (5-0).

8. Letter of resignation from Carolyn Lynch from the Town of Rowley Veterans Committee

Chairman Pierce read the following:

Carolyn Lynch has submitted a letter of resignation from the Town of Rowley Veterans Committee. (Letter is attached.) She served as the Police Department's representative to the Committee. She recently submitted her resignation from the Police Department and is moving out of the area.

The Board needs to vote to accept Carolyn's resignation from the Town of Rowley Veterans Committee.

Christine Kneeland made a motion to accept this resignation with regrets, Bob Snow second, all in favor – aye (5-0).

Snow said Lynch was a great addition to the Committee and he wishes her the best.

9. Letter of resignation from 9-1-1 Telecommunicator Dispatcher Sheri David

Chairman Pierce read the following:

Sheri has submitted a notice of retirement from her position of 9-1-1 Telecommunicator Dispatcher. (Sheri's letter is attached.) Her last day on the job will be August 16, 2023. Board needs to vote to accept Sheri's notice of retirement.

Christine Kneeland made a motion to accept this resignation with regrets, Bob Snow second, all in favor – aye (4-0). Sheri David – ABSTAINED.

10. Request from Police Chief Scott Dumas to lift the hiring freeze for the position of full-9-1-1 Telecommunicator

Chairman Pierce read the following:

With the Sheri David's upcoming retirement, Chief Dumas is requesting the Board to lift the hiring freeze so that he can post the position of full-time dispatcher. If the Board is agreement, the Board will need to vote to lift the hiring freeze.

Bob Snow made a motion to lift the hiring freeze for this position, Christine Kneeland second, all in favor – aye (5-0).

6:15 p.m. APPOINTMENT Ted Speros of Rowley Farms Development LLC to discuss proposed affordable housing development

Robert Buckley introduced himself from the law firm of Riemer and Braunstein, along with his colleague Kristine Hung and project engineer Katie Enright. Buckley made the following points:

- Rowley Farms Development LLC is the entity formed that purchased the 400 acres along Route 133

- There are a team of professionals working on this project with strong credentials from working on other projects
- The vision is to create a multifaceted development with a vibrant active community with the themes of “live, play, work, and celebrate community” with a focus on the following:
 - Recreation: expand existing 9 hole golf course into a facility with 18 plus holes with dining and a function hall; create or improve existing Town facilities such as the ballfields; create first class sports facility for indoor sports, such as pickle ball
 - Open Space/passive recreation: access to hiking trails
 - Commercial businesses
 - Housing – residents to use facilities
- To get to the vision they need to create zoning for the proposed uses and collaborate with the community. To get buy-in from the community they need to listen, educate and do outreach about how this will be an asset to the community with the additional revenues and activities, while respecting the traditions of the community.

Pierce said that the Town will have to vote on any zoning changes proposed at Town Meeting and asked for the timetable that they are looking for. Pierce said the country club expansion does not need to go before Town Meeting.

Buckley continued:

- The zoning change would be sometime in 2024 and there is a process that needs to be followed. The housing project would be done parallel to the zoning changes.
- They have done this in other communities but this project offers more opportunities for recreation.
- Some components of the vision can be executed quickly and it is their intent to do these quickly to create a buzz and attract people to be part of the project.
- If questions or comments come up about the project, it is their job to put the information into an understandable format to be presented at Town Meeting.

Engineer Katie Enright made the following points:

- She outlined the approximately 400 acres of land on a map and said the land is the area within the intersection of Daniels Road/Route 133, all the way along Daniels Road then Wethersfield Street, Daniels Road and the Dodge Reservation.
- These are ongoing projects:
 - An OSRD subdivision on Daniels Road for nine single family houses

- A plan to build two homes at 49 Emily Lane, which is before the Planning Board
 - Five ANR single family homes along Daniels Road
- She reviewed the presentation slides for the all inclusive community concept with housing for aging in place, with the themes of live, work, play and celebrate and provided these details:
 - Potential athletic fields for soccer, baseball and pickleball
 - Work opportunities at the restaurant and the function hall, partnering with Mill River Winery and 3 Sweet Peas Bakery to use their products

Buckley made the following points:

- There seems to be a critical interest in these uses, and the zoning needs to be in place to do this.
- Rowley has 3.9% affordable housing according to recent DCHD data which makes the Town susceptible to an unfriendly 40B project
- They want to work with the Town through a LIP where the Town works with the developer to support the project, but the ZBA has the ultimate decision on the project
- This could protect the Town by putting the housing where we want it, unlike an unfriendly 40B project. This project would be all rentals.

Pierce said if all the units are rentals, then they can all be counted as affordable units, which would get the Town close to the required 10% affordable units. Pierce asked how many units would be for seniors. Buckley said this project would get the Town to 17% affordable. He said people want to stay in Town but they don't want to live in single family homes. He said the units would be designed to target seniors, but the State 40B won't allow them to put age restrictions in place. He said their next step is to move forward with the 40B which is a long process. Pierce said the first step is getting the Board of Selectmen's approval.

Buckley outlined the process as follows:

- Notify the Town Administrator, which this meeting accomplishes.
- Apply to DCHD for a site approval letter outlining the property, who the team is, and if they have control of the site.
- State reviews and if State sees it as viable project, State issues a site approval letter
- Once have site approval letter, they will prepare the 40B application, which they would like to do through the Local Initiative Program, which doesn't bind the Town, but demonstrates that the Town is being proactive.
- The intent tonight is to present an overview of the project; hopefully the Board will say that the project has merit, and they could move forward.

Snow asked what the proposed seating capacity is at the restaurant. Ted Speros said he is from a restaurant background and there is a demand for these types of

communities where you can walk everywhere, and they will have a theatre and connect to conservation land. Buckley said he hears that 200 to 250 seats is what is common. He said they are looking for a flashing yellow light from the Board. He said this project will benefit the community by stabilizing the tax base through both commercial and residential property, and the facilities will be available to the entire community. Pierce said our school enrollment numbers will increase. Buckley said they are targeting seniors for the housing and someone will eventually do a 40B project in Town. Enright said the apartments will be one to two bedroom units, with 10% being three bedroom units. Buckley said they will do a financial analysis. Speros said they have the data and they could do a straight 40B project versus this route, which creates a \$2,000,000 swing in the Town's favor. He said they didn't want to present all the data tonight because it is overwhelming. Pierce said he wants to see the impact report. Enright said the housing will be situated on 39 acres of the total 400 acres, and there have been many iterations of the plans. Speros said they will also be cleaning up the site, which has been a problem. Enright said they designed this to avoid traffic onto Daniels and are maintaining the look and feel of Daniels Road with the single family homes being built there. She said there will be a buffer between the properties and the buildings, and the three story buildings will be placed closest to Daniels, but still set back significantly from Daniels. She said they know where the wetlands are and have worked around them in the plan. She said the townhomes are already allowed in this district and already existing on the abutting property. She said the homes will be accessed from Silva Lane which will be brought up to the standards for a full road, and there will be a limited view of the units from Haverhill Street. She said the area will be pedestrian friendly with gravel walkways that can also be used by golf carts. She said they understand that traffic will be an issue and plan to do a traffic study once school is back in session. Pierce said the traffic report provided is very incomplete, and it needs to include a study on the impact to the Route 1 / Haverhill Street intersection. Enright said they plan to do a full traffic study that will include that intersection as well as the entrance to the site. Pierce asked if they are considering a traffic light. Enright said a light is not warranted for just the housing piece of the project. Buckley said their application to the State will be very comprehensive with a full traffic study, full development and fiscal impact report and site plans.

Bernie Cullen said the traffic issue is a big one with the proposed 800 parking spaces. He said with 382 units there will be about 800 residents and he asked about the septic system. Enright said they have engineered this and the site is capable of handling the wastewater proposed. She said they may look to reuse water to irrigate lawns. Snow said Route 133 is heavily used in the morning by people using Route 95. Enright said they will install traffic count tubes once school is in session and maybe a recommendation will be to change the timing of the lights.

Snow said the intersection has been an issue and has been identified by the State to be redone. Buckley said all of these issues of traffic, wastewater, lighting, and noise will all be looked into once they get the site approval letter. Snow asked about the topography of the site. Speros said the site is 20 feet below Route 133, and he doesn't think it will be visible with the trees along 133 and it will be screened from view from Daniels Road.

Enright said they still need to do a full stormwater plan and after that they will know the placement areas for the buildings and they can create renderings of how it will look from 133 or Daniels Road. She said a landscape plan also needs to be developed and would include evergreen trees and other plantings to help with screening. Snow said he is interested in seeing the gray water being used.

Bernie Cullen said he is a Water Commissioner and he would want a briefing on the septic system as this development is near the Town's best well. Speros said they did 20 test wells and the water flow is in the opposite direction from the Town's well. He said only part of the site is in the Town's water protection district. He said the septic systems they are thinking of using has water that comes out 10 times cleaner than Title V systems. Danby Whitmore said she is a Light Commissioner and asked what effect this project will have on the Town's Green Community status and stretch code and asked if the buildings will be made sustainably. Buckley said the new State code requires sustainable materials, and they would meet the building code and be dark skies compliant, but the buildings will not be LEED certified.

Pierce asked how we should proceed. Buckley asked for a flashing yellow light from the Board so they can move to the next step of the project. Pierce said his concern is the size of the project and asked why there are 382 units proposed. Speros said they have 400 acres and rather than 40 to 60 townhouses and 150 to 160 single family homes across the 40 acres, they are concentrating the housing in one area and using the rest of the site for other uses. He said this balances out the number of additional kids in schools and provides more revenue to the Town. He said additionally, this proposal allows the Town to count all the units as affordable units. He said the MBTA zoning requires 15 units per acre, and this proposal is under 10 units per acre, with all units counted as affordable. Cullen asked what is considered affordable. Speros said it is a State number based on income, and a two bedroom would be for incomes less than \$90,000. Pierce said he needs to be persuaded before giving any light to move forward. He said he isn't opposed to the project but needs to see documents on the traffic, impact to the school and revenue for the Town. Buckley said that may be enough for them to move forward and spend money to develop these reports for the application process.

Sheri David said we haven't heard any feedback from the Police, Fire and Highway Departments on this project. She said the Police Department has only 8 to 10 full-time patrolman and an additional 382 units will create a lot more calls. She said we don't have overnight staff in the Fire Department. She said it will cost more money to plow and sand these roads, and even if they are private roads, the Town has to get involved when a contractor doesn't clear the roads for public safety purposes. She said she sees this project as a disaster for the infrastructure of the Town, and we need to hear from these and other departments before agreeing to the project. Buckley agreed that the Board needs this feedback and said he isn't hearing anyone on the Board say this project will have to happen, "over my dead body", so they will be willing to invest in doing the studies needed to satisfy these concerns. Eagan asked if the roadways will be turned over to the Town. Buckley said the roads will remain private. David asked if

they will have someone onsite to handle snowplowing. Buckley said this will be part of their maintenance facility, but he thinks the Town could back charge the developer for costs to plow and sand if needed, and this would be subject to the Town's ability to place a lien on a property. Speros said this will be the entrance to the Country Club so they will keep it open. Pierce asked if they plan to connect to the Falcon Ridge development. Speros said they are building up to that area and they could connect if the Town would want that, but they don't need that connection. Buckley said they will start the work for the site approval letter and once they have that, they will prepare the full traffic study. He said if there are other issues they should be aware of to let them know so they can factor them in. Snow asked the group to be as forthright as they can. Speros said people want the golf course, a function hall and senior housing, and this project has been an evolution from listening to people. He said they can create a better facility rather than just single-family houses. He said he realizes this will impact public safety and the school budget, but this development will also bring more excise taxes and a large building permit fee. Buckley said with only 3.9% affordable housing in Town, the Town is better off working on a project like this rather than a hostile 40B project, which the State will approve unless there is a major life safety issue. Speros said with a straight 40B, there isn't as much value with non-affordable units.

Town Planner Kirk Baker asked what the dotted lines at the end of Silva Lane on the locust map represent. Speros said Silva Lane would provide access to the commercial area. Enright said those dotted lines don't mean anything. Snow said the Town was approached in the past about a 40B development, but the difference with this project is that the developer already owns the land. Pierce said it could be argued that this is a more suitable location for a 40B than the past project which was proposed on Route 1A. Kneeland asked about the turnaround time once they apply to the State. Buckley said they have weeks of work for the approval letter, then the State may turn it around in about 90 days. He said then they will spend the money on the studies, and there will be months of work before they are ready to submit the application, so it will probably be late 2024. That is why they will plan to do both projects at once.

Dave Petersen from 25 Newbury Road said after the racetrack proposal did not go forward on this land, they thought there would be 125 to 140 single family homes built on this land, which is a losing proposition for the Town because the cost to send the additional kids in the new homes to school is greater than the tax revenue received from the homes. He said this group has a comprehensive plan for these 400 acres and if they don't do this project, someone else will be back. He said this land is developable, this is an interesting proposal, and he thinks the Board should open the door a little to see what this group comes up with. He said he isn't recommending that the Board approve the project, but that we see what the next phase looks like to answer some of the questions that have come up. He said the Town is growing whether we like it or not.

Buckley said the balance of the site will into be 40B and this will make the Town more competitive for State infrastructure money since we have taken the initiative and have created economic development. Pierce asked the group to provide the information requested and we will schedule another meeting.

MINUTES

Eagan asked the Board not to vote on the Open Session minutes because the time of the meeting should have been specified on the agenda because there were two meetings that day.

- July 24, 2023

The Board did not vote on these minutes.

- July 24, 2023 – Executive Session

Bob Snow made a motion to approve the minutes of July 24, 2023 Executive Session, Christine Kneeland second, all in favor – aye (3-0). Deana Ziev – ABSTAINED Sheri David - ABSTAINED

- August 1, 2023 - Executive Session

Bob Snow made a motion to approve the minutes of August 1, 2023 Executive Session, Christine Kneeland second, all in favor – aye (3-0). Deana Ziev – ABSTAINED Sheri David - ABSTAINED

ANNOUNCEMENT

1. The YMCA Rowley Pool at Camp Cedar Mill, 390 Wethersfield Street is open to residents for the summer. The pool hours are as follows:

- Tuesday, Wednesday, & Thursday – 3:30 p.m. – 6:00 p.m.
- Saturdays & Sundays – 10:00 a.m. – 4:00 p.m.
- Swim lessons – Thursdays 4:30 p.m. – 6:00 p.m.
- Sundays – 10:00 a.m. – 12:00 p.m.

Rowley resident also have the following benefits:

- Free Aqua Exercise Class
- Discounted swim lesson pricing
- Discounted Cedar Mill Camp pricing

2. The Town has the following board vacancies:

- **Planning Board Associate**
- **Council on Aging**
- **Open Space Committee** as of July 1, 2023
- **Rowley Cultural Council**
- **Zoning Board of Appeals – Alternate member**

Interested residents should send a letter of interest to the Board of Selectmen.
Positions are open until filled.

ADJOURN

Christine Kneeland made a motion to adjourn, Sheri David second, all in favor – aye (5-0).

Meeting adjourned at 7:38 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding General Business #1: Request from Police Chief Scott Dumas to appoint Tenley Goodwin to the position of Reserve 9-1-1 Telecommunicator Dispatcher
2. Request from Police Chief Scott Dumas to appoint Tenley Goodwin to the position of Reserve 9-1-1 Telecommunicator Dispatcher
3. UPDATED Meeting memo regarding New Business #1: Request from JWTC Wick d/b/a Joint Operations for a One-Day Entertainment License for August 19, 2023 for a vendor showcase with acoustic guitar player and food truck
4. Application from JWTC Wick d/b/a Joint Operations for a One-Day Entertainment License for August 19, 2023 for a vendor showcase with acoustic guitar player and food truck
5. Email from James Thomas regarding Joint Operations (264 Newburyport Turnpike) event inquiry
6. Workers' Compensation Affidavit form completed by JWTC Wick
7. Planning Board Approval of Modification to Special Permits for 264-269 Newburyport Turnpike dated June 14, 2023
8. Email from Debbie Eagan regarding Joint Operations (264 Newburyport Turnpike) event inquiry
9. Meeting memo regarding General Business #2: Request from Harbormaster Bill DiMento to appoint Nayla Anderson to the position of Pumpout Boat Operator
10. Request from Harbormaster Bill DiMento to appoint Nayla Anderson to the position of Pumpout Boat Operator
11. Meeting memo regarding General Business #3: Request from Ryan Bernier to be appointed to the vacant seat on the Parks & Recreation Committee and a recommendation from the Parks & Recreation Committee to appoint Ryan Bernier to the vacant seat
12. Request from Ryan Bernier to be appointed to the vacant seat on the Parks & Recreation Committee

13. Recommendation from the Parks & Recreation Committee to appoint Ryan Bernier to the vacant seat
14. Meeting memo regarding General Business #4: Request from Nancy Miller to be appointed to the vacant seat on the Conservation Commission and a request from Conservation Commission to appoint Nancy Miller to the vacant seat on the Conservation Commission
15. Email request from Nancy Miller to be appointed to the vacant seat on the Conservation Commission, including attached resume
16. Request from Conservation Commission to appoint Nancy Miller to the vacant seat on the Conservation Commission
17. Meeting memo regarding General Business #5: Request from Conservation Agent Brent Baeslack for Merrimack Valley Planning Commission Local Technical Assistance for making State requested revisions to the Town's Open Space & Recreation Plan Update
18. Completed Request for Local Technical Assistance form from Conservation Agent Brent Baeslack for Merrimack Valley Planning Commission Local Technical Assistance for making State requested revisions to the Town's Open Space & Recreation Plan Update
19. Meeting memo regarding General Business #6: Letter of resignation from Assistant Tax Collector Betsy Wetherbee
20. Letter of resignation from Assistant Tax Collector Betsy Wetherbee
21. Meeting memo regarding General Business #7: Request from Treasurer/Collector Karen Summit to lift the hiring freeze for the position of Assistant Tax Collector
22. Meeting memo regarding General Business #8: Letter of resignation from Carolyn Lynch from the Town of Rowley Veterans Committee
23. Letter of resignation from Carolyn Lynch from the Town of Rowley Veterans Committee
24. Meeting memo regarding General Business #9: Letter of resignation from 9-1-1 Telecommunicator Dispatcher Sheri David
25. Letter of resignation from 9-1-1 Telecommunicator Dispatcher Sheri David
26. Meeting memo regarding General Business #10: Request from Police Chief Scott Dumas to lift the hiring freeze for the position of full-9-1-1 Telecommunicator
27. Request from Police Chief Scott Dumas to lift the hiring freeze for the position of full-9-1-1 Telecommunicator
28. Meeting memo regarding 6:15 p.m. Appointment: Ted Speros of Rowley Farms Development LLC to discuss proposed affordable housing development
29. Letter from Robert C. Buckley of Riemer Braunstein regarding Rowley Country Club Redevelopment, including enclosures
30. Presentation slides titled The Villages at the Rowley Country Club