

MINUTES OF THE BOARD OF SELECTMEN MEETING

December 14, 2015,
Meeting held at Town Hall, 7:00 p.m.

MEMBERS PRESENT: Chairman Robert Merry, Vice Chairman Joseph Perry, Clerk Robert Snow, Cliff Pierce (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon) David Petersen - ABSENT

PUBLIC ATTENDEES: Lawrence White; Henry Rolfe - Independent Press; Bernie Cullen

CALL MEETING TO ORDER

Chairman Robert Merry called meeting to order at 7:02 p.m. He said the meeting is being audio and video recorded digitally.

PLEDGE OF ALLEGIANCE

Deborah Eagan led the Pledge of Allegiance.

GENERAL BUSINESS

1. Issue Proclamation for retiring Chief Robert Barker

Chairman Merry read the proclamation.

Bob Snow made a motion to sign the proclamation for Chief Robert Barker, Cliff Pierce second, all in favor - aye (4-0). Dave Petersen - ABSENT

2. Authorize Town Administrator Deborah Eagan to sign FEMA-4214-DR-MA January 26-28, 2015 Snowstorm grant contract

Chairman Merry read the following.

Joseph Perry made a motion to authorize Town Administrator Deborah Eagan to sign the contract paperwork and to authorize Chairman Merry to sign the Contractor Authorized signatory listing form, Bob Snow second, all in favor - aye (4-0). Dave Petersen - ABSENT

Larry White asked where the funds will go. Eagan said since they are from a prior fiscal year, they will be put into a grant account subject to appropriation.

7:05 p.m. – 7:10 p.m. CITIZEN QUERY

There were no Citizen Queries.

NEW BUSINESS

1. Liquor License Renewals:

Chairman Merry read the following:

All existing license renewals have been submitted except for Rowley Golf Course LLC, d/b/a Rowley Country Club, who has a seasonal license that runs from April to November. The ABCC has informed us that since this is a seasonal license, it has a different renewal period, and will be renewed in April.

All renewal applications received are in order with all taxes, water and light bills paid.

Please make a motion to approve and sign the licenses.

Clerk Snow read the following list of renewals:

- *Rowley Veterans Association, Inc.*
- *Skin's Incorporated d/b/a Spud's Restaurant*
- *Rowley Liquors Inc., d/b/a Rowley Liquors*
- *Rowley Enterprises, Inc. d/b/a Skip's Country Store*
- *Galbro, Inc. d/b/a Route 1 Liquors*
- *Nippon Tepatiganon, T.J. Thai, Inc., d/b/a Royal Orchid*
- *The Great American Barbecue d/b/a The American Barbecue*
- *Piemar, Inc. d/b/a Off the Vine*
- *Brickle LLC, d/b/a Bradford Tavern*
- *Cabales, Inc. d/b/a El Tapatio*
- *Ezee LLC d/b/a Ezee Variety*
- *Grape Island Inc., d/b/a Mill River Winery*

Joseph Perry made a motion to approve and sign the liquor license renewals, Bob Snow second, all in favor - aye (4-0). Dave Petersen - ABSENT

The Board signed the ABCC renewal form and the liquor license for each renewal.

2. Class III License Renewals:

- Michael Bontos - Rowley Auto Parts, 164 Boxford Road

- Donald Savory and Mark Savory - Rowley Auto Salvage Inc. 588 Main Street

Chairman Merry read the following:

All existing license renewals have been submitted and all are in order with all taxes, water and light bills paid.

Please make a motion to approve and sign the licenses.

- Michael Bontos - Rowley Auto Parts, 164 Boxford Road
- Donald Savory and Mark Savory - Rowley Auto Salvage Inc. 588 Main Street

Please sign the prepared licenses.

Bob Snow made a motion to approve and sign the Class III license renewals, Joseph Perry second, all in favor - aye (4-0). Dave Petersen - ABSENT

The Selectmen signed the licenses.

3. Auto Auction License Renewals:

- Michael Bontos - Rowley Auto Parts, 164 Boxford Road

Chairman Merry read the following:

The one existing license renewal has been submitted and is in order with all taxes, water and light bills paid.

Please make a motion to approve and sign the license.

- Michael Bontos - Rowley Auto Parts, 164 Boxford Road

Please sign the prepared license.

Joseph Perry made a motion to approve and sign the Auto Auction license renewal, Bob Snow second, all in favor - aye (4-0). Dave Petersen - ABSENT

The Selectmen signed the license.

4. Vote and sign congratulatory letter to incoming Triton Regional School District Superintendent Brian Forget

Chairman Merry read the letter to Brian Forget. Perry said he was on the committee when Forget was interviewed, we have worked with him for several years as the

Assistant Superintendent, and he thinks he will do a fine job. Merry agreed with Perry, he said Forget is easy to talk to and there when you need him.

Bob Snow made a motion to sign and send the congratulatory letter to Brian Forget, Cliff Pierce second, all in favor - aye (4-0). Dave Petersen - ABSENT

The Selectmen signed the letter.

OLD BUSINESS

1. Sign contracts with James Mulligan for interim police commissioner and Badge Quest

Chairman Merry read the following:

The Board of Selectmen needs to vote to sign the interim police commissioner contract with James Mulligan and the Agreement for the Provision of Professional Services with Badge Quest for the interim police commissioner. There are two originals of each contract.

Joseph Perry made a motion to sign the interim police commissioner contract with James Mulligan and the Agreement for the Provision of Professional Services with Badge Quest for the interim police commissioner, Bob Snow second, all in favor - aye (4-0). Dave Petersen - ABSENT

The Selectmen signed the contracts.

2. Update on the Pine Grove School renovation project and conference call with the School Building Assistance Authority

Joseph Perry said he attended a conference call with the Massachusetts State Board at the Triton Superintendent's office and the grant for Pine Grove School renovations was discussed. He said 97 communities submitted requests for State aid, and the list has been cut down to 41, and our project is one of the 41. He said 15 to 16 communities will be chosen. He said if chosen we will get a 50% reimbursement and they were looking for confirmation that the Town is committed to putting an override on the Town Meeting Warrant in May. He said the Board had already voted to do that, so he relayed that to Dianne Sullivan of the Massachusetts State Board.

He said they will send letters out to all 97 communities by the end of December. He said the first letter type will thank the applicant for their interest, but inform them they were not selected. He said the second letter type will state the community did qualify for the program, but the project couldn't be fit in due to the number of applicants and a suggestion that they reapply next year. He said the third letter type would confirm that

the project was accepted into the program, it will be voted on January 27th and there will be a 50% reimbursement. He said the preliminary planning will cost \$800,000, and the State confirmed that we would need to put \$400,000 on as an override, and they will pay the remaining \$400,000 up front. Pierce asked if the \$800,000 is just for planning. Perry said yes and the renovations would begin two to three years later. Pierce asked if the State will reimburse for renovation costs. Perry said yes and said that during the walk through with the State representatives, they said the reimbursement percentage could increase to 60% depending on factors such as if the building is clean, and if the project is supported by the school administration and the Town. He said the higher percentage would then also be applied to the planning costs. Bernie Cullen of Wethersfield Street asked if an estimate for the entire project is known. Perry said not at all, the planning project hasn't even started yet. Cullen asked what happens if the Town Meeting vote doesn't pass. Perry said then we wouldn't participate in the planning, or the Town would have to pay the entire cost of the planning.

MINUTES

- May 4, 2015

Joseph Perry made a motion to approve the minutes from May 4, 2015, Bob Snow second, all in favor - aye (3-0). Cliff Pierce - Abstained. Dave Petersen - ABSENT.

- July 13, 2015
- December 7, 2015

Joseph Perry made a motion to approve the minutes from July 13, 2015 and December 7, 2015, Bob Snow second, all in favor - aye (4-0). Dave Petersen - ABSENT.

Review and release Executive Session Minutes: January 13, 2014; January 27, 2014 with redactions; February 3, 2014; February 10, 2014 with redactions; February 24, 2014; March 3, 2014 with redaction; March 10, 2014 with redaction; March 17, 2014 with redaction; March 24, 2014; August 11, 2014

Bob Snow made a motion to review and release the Executive Session minutes from January 13, 2014, Joseph Perry second, all in favor - aye (4-0). Dave Petersen - ABSENT.

Bob Snow made a motion to review and release the Executive Session minutes of:

January 27, 2014 with redactions; February 3, 2014; February 10, 2014 with redactions; February 24, 2014; March 3, 2014 with redaction; March 10, 2014 with redaction; March 17, 2014 with redaction; March 24, 2014; August 11, 2014

Joseph Perry second, all in favor - aye (4-0). Dave Petersen - ABSENT.

ANNOUNCEMENTS

- Friends of the Rowley Public Library Holiday Basket Raffle
- The Town has the following vacancies:
 - a. **Shellfish Commissioners** – two seats
 - b. **Cable Advisory Committee** – seeking five members
 - c. **Fence Viewer** – three positions;
 - d. **Wood, Lumber & Bark Inspector**;
 - e. **Zoning Board of Appeals** – one seat
 - f. **Zoning Board of Appeals Associate** - two seats
 - g. **Historical Commission-Historic District Commission** – two seats
 - h. **Parks and Recreation Committee** – two seats; and
 - i. **Open Space Committee** is seeking one memberFor more information on these positions, please contact the Selectmen's Office at 948-2372.
- Rowley Food Pantry is in need of donations. The Food Pantry is open Tuesdays from 10:00 a.m. to 12:00 p.m. and Thursdays from 5:30 p.m. to 7:00 p.m.

There being no further business before the Board, Chairman Merry called for a motion to adjourn. Joseph Perry so moved, Bob Snow second, all in favor - aye (4-0). Dave Petersen - ABSENT

Open meeting adjourned at 7:39 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Proclamation for retiring Chief Robert Barker
2. Meeting memo regarding General Business #2: Authorize Town Administrator Deborah Eagan to sign FEMA-4214-DR-MA January 26-28, 2015 Snowstorm grant contract
3. FEMA-4214-DR-MA January 26-28, 2015 Snowstorm grant contract paperwork
4. Meeting memo regarding New Business #1: Liquor License Renewals
5. Signed Liquor Licenses for:
 - Rowley Veterans Association, Inc.
 - Skin's Incorporated d/b/a Spud's Restaurant
 - Rowley Liquors Inc., d/b/a Rowley Liquors
 - Rowley Enterprises, Inc. d/b/a Skip's Country Store
 - Galbro, Inc. d/b/a Route 1 Liquors
 - Nippon Tepatiganon, T.J. Thai, Inc., d/b/a Royal Orchid
 - The Great American Barbecue d/b/a The American Barbecue

- Piemar, Inc. d/b/a Off the Vine
- Brickle LLC, d/b/a Bradford Tavern
- Cabales, Inc. d/b/a El Tapatio
- Ezee LLC d/b/a Ezee Variety
- Grape Island Inc., d/b/a Mill River Winery
- 6. Signed ABCC Liquor License renewals for:
 - Rowley Veterans Association, Inc.
 - Skin's Incorporated d/b/a Spud's Restaurant
 - Rowley Liquors Inc., d/b/a Rowley Liquors
 - Rowley Enterprises, Inc. d/b/a Skip's Country Store
 - Galbro, Inc. d/b/a Route 1 Liquors
 - Nippon Tepatiganon, T.J. Thai, Inc., d/b/a Royal Orchid
 - The Great American Barbecue d/b/a The American Barbecue
 - Piemar, Inc. d/b/a Off the Vine
 - Brickle LLC, d/b/a Bradford Tavern
 - Cabales, Inc. d/b/a El Tapatio
 - Ezee LLC d/b/a Ezee Variety
 - Grape Island Inc., d/b/a Mill River Winery
- 7. Meeting memo regarding New Business #2: Class III Liquor License Renewals
- 8. Signed Class III License for Donald Savory and Mark Savory - Rowley Auto Salvage Inc. 588 Main Street
- 9. Class III License renewal package for Donald Savory and Mark Savory - Rowley Auto Salvage Inc. 588 Main Street\
- 10. Signed Class III License for Michael Bontos - Rowley Auto Parts, 164 Boxford Road
- 11. Class III License renewal package for Michael Bontos - Rowley Auto Parts, 164 Boxford Road
- 12. Meeting memo regarding New Business #3: Auto Auction License Renewals
- 13. Signed Auto Auction License for Michael Bontos - Rowley Auto Parts, 164 Boxford Road
- 14. Auto Auction License renewal package for Michael Bontos - Rowley Auto Parts, 164 Boxford Road
- 15. Congratulatory letter to Brian Forget, incoming Triton Superintendent
- 16. Meeting memo regarding Old Business #1: Sign contracts with James Mulligan for interim police commissioner and Badge Quest
- 17. Agreement between the Town of Rowley and Badge Quest
- 18. Agreement between the Town of Rowley and James Mulligan
- 19. Meeting memo regarding Old Business #2: Update on the Pine Grove School renovation project and conference call with the School Building Assistance Authority
- 20. Draft minutes May 4, 2015
- 21. Draft minutes July 13, 2015
- 22. Draft minutes December 7, 2015

- 23. Meeting memo regarding Executive Session Minutes
- 24. Executive Session Minutes for: January 13, 2014; January 27, 2014 with redactions; February 3, 2014; February 10, 2014 with redactions; February 24, 2014; March 3, 2014 with redaction; March 10, 2014 with redaction; March 17, 2014 with redaction; March 24, 2014; August 11, 2014