

## **MINUTES OF THE BOARD OF SELECTMEN MEETING**

December 22, 2014

Meeting Held in Selectmen's Office, Rowley Town Hall

**MEMBERS PRESENT:** Chairman G. Robert Merry, Vice Chairman Joseph Perry, Clerk Robert Snow, Jack Cook, David Petersen (Town Administrator Deborah Eagan)

(Assistant Town Administrator Amy Lydon – absent)

**PUBLIC ATTENDEES:** Nate Comley, Building Inspector Ken Ward, Finance Committee Chairman Lawrence White, Highway Surveyor Patrick Snow, Planning Board Chairman Curt Bryant, Harbormaster Bill DiMento

At 7:02 p.m. Chairman G. Robert Merry called the meeting to order. Merry declared that the meeting was being audio and video recorded digitally.

### **PLEDGE OF ALLEGIANCE**

Chairman Merry asked Nate Comley to lead the meeting in the Pledge of Allegiance. The Board stood and said the Pledge of Allegiance.

### **CHAIRMAN'S COMMENTS**

Chairman Merry said he had no comments for tonight's meeting.

### **7:05 – 7:15 p.m. CITIZEN QUERY**

Chairman Merry said that Citizen Query will open at 7:05 and will run until 7:15 p.m.

### **OLD BUSINESS**

#### **1. Flea Market License Application from Nate Comley for 286 Main Street**

Chairman G. Robert Merry read a letter into the record from Nate Comley. Building Inspector Ken Ward told the Board that he received that letter today. Ward said that he spoke to Nate about this and asked for him to put it in writing. Ward said that unfortunately flea markets are not allowed in the Outlying District. Ward said that agriculture is allowed, but you need five acres. Ward said to the Board, "I can't not enforce the zoning bylaws." Ward said the agricultural exemption was reduced to 2.5 acres, but you need to grow crops to get the exemption. Ward said the Junk Dealer's license is issued to 280 Main Street, not 286 Main Street. Comley said that because of mailing reasons they put 280 on the license. Ward said they are separate parcels according to the tax records. Ward said that unfortunately he does not see the flea market as allowed in the Outlying District. Ward said the only recourse is to change the Zoning Bylaws. Jack Cook asked if Comley could get a petition. Comley said that he

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could do that and go to the Zoning Review Committee meetings and the Planning Board meetings. Planning Board Chairman Curt Bryant said that we need a couple of public hearings. Ward said that the ZRC would be glad to work with him. Ward said to Comley that you always have the right to appeal to the ZBA. David Petersen asked what would be changed in the bylaws. Ward said we can add the flea market to the Outlying District of the zoning bylaws and could require either a site plan or special permit. Petersen said, "I live on Newbury Road, does that mean that anyone could put in a flea market on Newbury Road or Boxford Road?" Ward said to Petersen, "You make a good point, but not a lot of people have that size of a lot." Robert Snow said that this could have a ripple effect because most of the Town is in the Outlying District. Bryant said that it would need to be put in by special permit, so that each individual case could be looked at. Petersen suggested to Comley that he meet with the ZRC. Deborah Eagan reminded the Board and the attendees that if there are going to be zoning changes, the Planning will need to take them up fairly soon because they require hearings and reviews by the town's attorney. Eagan said that the town meeting warrant needs to be completed by early April. Cook suggested that we could set an acreage number for the size of the lot required for a flea market. Cook suggested a minimum of four acres. Petersen made a motion to allow Mr. Comley to withdraw his application, Cook, second, all in favor, aye 5-0.

**7:05 – 7:15 p.m. CITIZEN QUERY**

Chairman Merry announced that Citizen Query was over.

**APPOINTMENT**

7:15 p.m. Harbormaster Bill DiMento for update on dock project

Chairman Merry stated the following:

The prices for the dock/gangway project came in over budget. The project budget is \$25,000.00

J & L Welding and Machine - \$51,540

Marblehead Marine Construction, Inc. - \$39,410

Custom Float Services, Inc. - \$31,855

We need to discuss other options tonight.

Harbormaster Bill DiMento recommended that we re-bid it and separate the gangway from the docks. He said that we should split out the aluminum gangway. He said we can address the aluminum gangway at the next town meeting and bid out just the floats. He said he is very familiar with Custom Floats. He said that he pulled out the attachments to the wharf and one to the bulk head. DiMento said we could have those fabricated

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here in town. DiMento approached the Board and showed them where on the plan he had made change. He suggested that we split out the gangway and solicit the prices for the gangway so that we have prices for funding for town meeting. Eagan asked if we should issue the solicitation if there was no appropriation because it may be misleading for the vendors because they would be thinking they may be getting work. Eagan said we could use the estimates we received for the initial solicitation for town meeting. DiMento said he wanted to add one more vendor to the dock solicitation. Merry called for a motion to split out the purchase of the gangways from the docks, Joseph Perry so move, Robert Snow, second, all in favor, aye, 5-0. DiMento told the Board that he wanted to update the Board on the wharf project. He said that he should prices in for the wharf. He said that he has been through the process with the Conservation Commission on this work. DiMento wished the Board a Merry Christmas.

**7:30 p.m. Highway Surveyor Patrick Snow for update on Central Street project**

Chairman Merry said that he, Pat Snow, and Debbie met with Norman Brown from Bayside Engineering earlier this month on the Central Street project. Merry said that we started to outline the components to the Central Street project. Merry said that the first step is to hold an informational meeting to familiarize the public with the project goals and design parameters. Merry said that we are proposing that the Board of Selectmen hold this meeting in late January and suggest a meeting date of January 26<sup>th</sup>. He said we will need to send out a flyer. He said that the selectmen have a draft flyer. Pat Snow said the flyer will be mailed to all the Central Street residents. Snow said everyone is invited to the hearing and can voice their concerns. Pat Snow said he is feeling very good about this project. He said if we get this funding it will be a huge funding for the Town. Merry called for a motion to set the date for the hearing for January 26 at 7:00 p.m., Robert Snow so move, Jack Cook, second, all in favor, aye, 5-0. Eagan asked if the Board should consider holding this meeting in the Town Hall Auditorium, which does not have live cable access. Eagan said that the meeting will have to be video-recorded and shown at a later date. The Board agreed that the meeting will need to be held in the auditorium.

**GENERAL BUSINESS**

**1. Vote to authorize Chairman Merry to sign federal Police Department grant\***

Merry said that Chief Barker needs the Board of Selectmen to vote to authorize Chairman Merry to sign the Federal JAG Law Enforcement Equipment grant. He said after the Board votes to authorize Chairman Merry to sign, he will sign the document in **IN BLUE INK**. **Robert Snow made a motion to authorize Chairman Merry to sign the grant, Jack Cook second, all in favor, aye, 5-0.**

**2. Vote to authorize Fire Chief/REMA Director James Broderick to sign MEMA Storm Fund Grant Package\***

Merry said that Chief Broderick has received a package from MEMA on the release of FEMA funds relating to a 2010 storm. He said we need to the Board of Selectmen to authorize Chief Broderick to sign off on the MEMA paperwork. The Town is slated to received \$1,536.24. Joseph Perry made a motion to authorize Chief Broderick to sign off on the MEMA paperwork, Robert Snow, second, all in favor, aye, 5-0.

**OLD BUSINESS**

2. Liquor license renewals

Chairman Merry stated that all liquor license have been renewed for calendar year 2015 except for Skip's Country Store.

3. Class II Dealer License Renewals

Chairman Merry said that Fred Hardy, Hardy's Auto Body has been reviewed and that all taxes, water and light bills are paid. Merry said that Tim Watkins, Precision Volvo, has submitted a renewal which was received today. Merry said there are outstanding water accounts in the amount of \$116.75 and electric accounts in the amount of \$325.96. David Petersen made a motion to approve both, but the approval is contingent upon payment of his outstanding bills, Joseph Perry, second, all in favor, aye, 5-0.

4. Class III Dealer License Renewals

Chairman Merry said that all taxes, water and light bills have been paid by Michael Bontos, Rowley Auto Parts for the Class III Dealer's License. Joseph Perry made a motion to approve Michael Bontos Rowley Auto Parts Class III license, Jack Cook, second, all in favor, aye, 5-0. Merry said that all the Class III renewals are now complete.

5. Auto Auction Renewals

Chairman Merry said that all taxes, water and light bills have been paid by Michael Bontos, Rowley Auto Parts for his Auto Auction license. Robert Snow made a motion to approve Michael Bontos, Rowley Auto Parts, Auto Auction license, Jack Cook, second, all in favor, aye, 5-0. Merry said that all Auto Auction renewals are now complete.

6. Stable License Renewals

Chairman Merry said that the following renewals have been reviewed with all light, water and taxes paid:

- Alexandra Arthurs, Clearview Farm, 331 Wethersfield Street
- Richard Bertelson, 100 Wethersfield Street.

David Petersen made a motion to approve and sign the stable licenses for Alexandra Arthurs, Clearview Farm, 331 Wethersfield Street, and Richard Bertelson, 100 Wethersfield Street, Joseph Perry, second, all in favor, aye, 5-0. Merry said that the following stable license renewal is outstanding:

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- K. St. Peter Blair, KSB Morgans, 39 Kittery Aven.

Merry said that the renewal has not been received and they were called on December 2, December 9; December 15 and there was no answer or voice mail to leave a message. Merry said this will be put on hold.

**7. Update on the Girl Scouts Land**

Chairman Merry said as of Wednesday, December 17, 2014, the Town owns 390 Wethersfield Street. Bill Brown has signed the Caretaker's Agreement. The Board now needs to vote and sign it tonight. Merry said there are two originals for the Board to sign.

Also, Chairman Merry would like to express the Board of Selectmen's thanks and gratitude to two key department heads who provided invaluable support on this endeavor: Conservation Agent Brent Baeslack and Coordinator of Health Services & Regulatory Compliance Frank Marchegiani. Chairman Merry is calling for a vote to send the Conservation Commission and Board of Health letters respectfully thanking Brent and Frank for all their work on this project. (Letter is attached and is to be signed tonight.)

Merry said that the next step in this project is for Debbie to meet with the project team to start formulizing the criteria in the RFP.

David Petersen made a motion to have the Board sign the Caretaker's Agreement, Robert Snow, second, all in favor, aye. Petersen said that with the Highway Surveyor Patrick Snow here at the meeting, he may have some questions on the plowing of the Girl Scouts land now that the Town owns it. Patrick Snow said that he should put out a few loads of pack to spread out. He said he would like to use his Town Land Maintenance Account and that it could cost about \$1,500.00. Petersen made a motion to authorize the Highway Surveyor to buy the pack, and coordinate with the Conservation Commission Agent, Jack Cook, second, all in favor, aye, 5-0.

David Petersen made a motion to sign the letters to the Board of Health and the Conservation Commission thanking the conservation agent and health agent, Jack Cook, second, all in favor, aye. Chairman Merry read the letter to Conservation Commission Chairman Douglas Watson and the letter to Board of Health Chairman Charles Costello into the record.

**8. Review and sign letter to EPA on NPDES General Permit for Small MS4 Systems**

Chairman Merry said that the letter to the EPA is ready to be signed. He said this letter is a follow up to the update on the imminent release of the National Pollution Discharge

Elimination System General Permit. Merry said that Conservation Agent Brent Baeslack has drafted the attached letter to the EPA for the Board to review. Merry said a draft was provided to the selectmen last week. Merry said that there was one minor change, otherwise it was ready for the Board to sign tonight. Robert Snow made a motion to sign the letter, Joseph Perry, second, all in favor, aye, 5-0.

**9. Selectman David Petersen to provide an update on Board of Water Commissioners December 16, 2014 meeting**

David Petersen said that at last week's meeting, the Water Board really showed a complete lack of cooperation, lack of respect and lack of willingness to work with the water superintendent. Petersen said at last week's meeting the Water Board showed a lack of respect to the superintendent. Petersen said the superintendent was highly recommended and knowledgeable on running large departments and has a history running water treatment plants. He said she was initially interviewed on a preliminary basis by Stuart Dalzell, myself, the town administrator and Dennis Roy. He said she was presented to the Water Board shortly thereafter and she was unanimously appointed to the position to be the new water superintendent. Petersen she came in with both feet running because we had the \$12 million treatment plant. Petersen said there are employment issues at the Water Department and we are facing a host of budgetary issues and that the water superintendent has knuckled down to get the job done. He said she's been doing ten jobs at once and has been running the office because the office administrative assistant has been out on sick leave.

Petersen said at last week's meeting (Water Board Meeting December 16, 2014) the water superintendent was unable to attend. He said that Commissioner Toomey was also not there. He said that however, she left a packet information, as she does every meeting, for each of the commissioners. Petersen said she gives them information ahead of time and if one watches last week's meeting as well as previous weeks' meetings, that even though she leaves a packet of information, it doesn't appear as though anyone even looks at the information before the meeting until they sit at the table that night. Petersen said we all know, a great deal of this Board's work, and what should be the Water Board's work ,needs to be done before the meeting, so that you can come in and have a discussion at the meeting to set the final policies and make policy reviews. He said at last week's meeting she left a relatively thick packet information as well as an interview of an operator that we are going to be hiring, and it appeared to me and I think to anyone watching the meeting, the two commissioners were totally unprepared. He said in terms of the laborer/treatment operator hiring, they were given a list of questions prepared by the superintendent, as she always does for interviews for new hires, and they totally disregarded the questions and asked a couple of perfunctory questions and voted to hire this person, which is their right to do. He said

in terms of the budget, she had provided a spreadsheet on where the budget sits and how it is being spent, and they basically said that she's not here and we don't even know what is in this document. Petersen said that is the department that is running our \$12 million water treatment plant as well as our distribution system. Petersen said they can't read the budget documents without her assistance. He said when they were here last week at our meeting, on the night before the Water Board meeting, every time we asked the Board members a question, they turned around and asked her to give the answer, yet they constantly demean her, sabotage whatever work she brings, question her and kind of have their own agenda for items they want to deal with.

Petersen said the second item on the agenda (Dec. 16, 2014 Water Board Meeting) was the public records request from Commissioner Timothy Toomey. He said they tabled the public record request submitted by Timothy Toomey because she wasn't there for the next meeting. Petersen said that information was also in the packet from what I understand. He said that item should not have even been on the agenda because it is a personal filing by Commissioner Toomey for a public information records request. Petersen said Commissioner Toomey is looking for the Water Board to pay for that request, which is \$300 something dollars, consisting of about 10 hours of the superintendent's time, and that it is his personal request and that he is asking for the Water Board to pay for that or ask donations to pay for it or whatever the situation may be. Petersen said it is his personal request and it is up to him to pay for that and it is not up to him to bring it up to the Water Board to pay for it or ask for donations to pay for it. He said in addition and related to that, it was Mr. Toomey who previously filed a violation of the Open Meeting Law with the Attorney General. Petersen said that I know that our town administrator, the staff in our office, and as well as the water superintendent, spent a number of hours penning a reply to that and submitted it to the Water Board. Petersen said we also were required to submit it to the Attorney General's Office, and which was done by our staff. Petersen said Mr. Toomey let that whole thing drop. Petersen said he is basically submitting "busy work" and we are much, much too busy to have one member of the Water Board making busy work for the superintendent to do. Petersen said on the Pingree Farm road up grade, it was the Selectmen's Office, along with the work of the superintendent, that got this project going and that it has been completed. Petersen said the only thing the Water Board had to say was that the road wasn't that bad. Petersen said if one looked at that road they could realize that it was horrendous and should never have been let go to that point. Petersen said on the water treatment plant update, once again, they really had no information to report until the water superintendent comes. He said it is a \$12 million plant and they are responsible for it have and they no information on it. He said that it was the same thing on the flushing update during the meeting. Petersen said the lines have all been flushed

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and they did not really seem interested in it and it sat there. He said they were more interested in New Business in a high water bill and a rebate they wanted to give to a customer. Petersen said during the previous week's meeting, they wanted to give a rebate to someone who complained about their water bill. Petersen said there were other issues on the heater in the garage, waste line disposal, and lead exceedance, all issues that the Water Board should be dealing with and the information was provided to them in the meeting packets. He said that Mr. Snow can back him up on what happened at this meeting. Petersen said Larry White from the Finance Committee was there.

White said he was at the last Water Board meeting. Petersen said it is coming to the point that it is embarrassing to sit there and watch how they treat the water superintendent. Petersen said we are going to be in for a law suit, or worse we are going to lose her, if they don't start working with her, cooperating with her and listening to what she has to say. He said she's got the information and she knows what she is doing. He said we hired her because she was capable. Petersen said the last superintendent we had, over the past two or three years, used to sit at the meetings and mumble and they had to bring in the primary water operator to answer their questions. He said the public needs to start watching, if they don't already, the Water Board meetings. He said they need to let the Water Board know their concerns. He said my personal feeling is if these gentlemen can't handle the job, then they need to step aside, so we can appoint someone who will work with the superintendent. Petersen said I don't pretend she is perfect, and none of us are, but she is the only one who knows what is going on up there and she is constantly impeded and sabotaged with extraneous requests that have nothing to do with the problems at hand. Petersen said I want to request the public to take an interest in your water system. He said we may be looking at hefty rate increase. He said we need a Water Board that pays attention to the problems and the issues. He said hopefully people will take an interest and respond and watch the past Water Board meetings and see what is going on. He said I've been here for two years and we've been dealing with these issues. He said we are at critical stage with the water treatment plant and the DEP and we can't tolerate what is going on. Bob and I have been going to all of these meetings with Larry and if one watches these meetings, they kind of speak for themselves. He said I encourage the Water Board to work with the superintendent. Jack Cook asked if the Water Board meetings are live. Petersen said they are recorded and are shown on Wednesdays and replayed after that.

Robert Snow said that he would like to add to what Selectmen Petersen was saying and that people need to watch the Water Board meetings. Snow said that several people have stopped him at Market Basket. Snow said I had a recent phone call at the house

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and if I have to drag my old word out “appalled” I will because that is what these people saw. Snow said that Selectman Petersen is absolutely correct. Snow said we have a \$12 million investment and they fight with the superintendent and the superintendent knows what she is doing. Snow said when we talked about flushing, they [Water Board] didn’t want her to do it and then the pictures come out and we see brown water coming out. Snow said however, I have to say in any conservations I have had with Commissioner Dalzell, he has been very cooperative. Snow said a few months ago he had leak in an outside faucet of his home and he had to replace the leaky faucet and he paid for the water and here we are talking about abatements. Snow said you need to watch these meetings and see what is going on. Snow said it just can’t be me and Selectman Petersen giving reports about what is going on at the Water Board meetings. He said if you have watched the Selectmen’s meetings for the past four years and seen what we’ve gone through with this department you will understand our frustrations. Petersen said we finally have someone up there who can run the department and the Water Board is just stonewalling her. Snow said it is very frustrating to sit at these meetings and watch what is going on. Snow said again, I have had a lot of cooperation from Commissioner Dalzell. Snow said this is a Town effort. Petersen said it is our system; it is the ratepayers’ system.

Joseph Perry said that he fully agrees that in the four years I’ve sat here we’ve been dealing with the problems of the Water Board and we continue to have problems with the Water Board. Perry said that like what Bob [Snow] said, I also had a leak at the house, I addressed it and I paid for my bill. Perry said if you have a leak, the bill is going to go up and you pay for it. Perry said it is horrendous the way they are treating Marybeth and we have to be concerned about it and we need to support her and hope that she stays on the job.

G. Robert Merry said we need to think about what would happen if she decides she doesn’t want to put up with this anymore and leaves.

Petersen said she has done a tremendous job of working with the town administrator/chief procurement officer on budget issues. Petersen said I don’t know how she is going to sit down with that board as their attitude currently exists and work up a budget because their priorities seem to be nothing like how anyone else perceives the issues to be. Petersen said she works well with the fiscal team. Petersen said we have a very real possibility of a hefty rate increase. Petersen said he will read the figures of unpaid bills, as he did at last week’s meeting. He said this is revenue owed the Water Department from July 1<sup>st</sup> through November 30<sup>th</sup>:

- FY 13 – July 1<sup>st</sup> through November 30<sup>th</sup> 2012 - \$26,029

- FY 14 – July 1<sup>st</sup> through November 30th 2013 - \$94,423
- FY 15 - July 1<sup>st</sup> through November 30th 2014 - \$106,000

Petersen said I am concerned that this is getting worse, this is a horrendous figure. Petersen said that if this doesn't get collected we will have a real problem, we've got a problem. He said number one, the bills are going to go up in the future. He said also, the Department of Revenue asks us each year when we set the tax rate, how much does the Water Department owe?, because our free cash will have to cover the shortfall. He said they don't seem to understand. He said this deficit is not her fault. He said she is advising them and us of the situation. He said there was a discussion and some question about the Water Department having extra money, but that was related to hook-up fees for new developments. He said we will need to have rate study. He said I would ask people to watch the meetings and go to the meetings. Merry said that taxpayers will need to step up and cover the deficit. Petersen said we have done as much as we can do, but the Water Board is independently elected. Petersen said time is short. Snow said it is not like this Board (selectmen) have looked the other way. Snow said that it is time for the townspeople to get involved.

Jack Cook said he has been on the Board for nine years and there have been a lot of issues and it is not getting better. We've got a new superintendent and she knows what she is doing. I had heard that there was \$170,000 outstanding. Snow said \$54,000 just came in and now the deficit is down to \$106,000. Petersen said that the budget for the water treatment plant was put together on guesswork, but now we know what things cost to run the water treatment plant.

Snow said that it is important for the people watching tonight at home to know what's going on. Merry said that it is important for people need to send a letter or go to the meetings because it is the public's drinking water.

Larry White said he supports what Dave Petersen has been saying. He said he can't understand the priorities the Water Commissioners are operating under. He said he was home when they flushed Arbor Way and that water was brown. He said it was disgusting. White said that if the townspeople will realize that \$100,000 is like another \$50 per year added to your water bill on top of the increases that are going to happen, and there are further increases on the maintenance of the water treatment plant there were not planned for. He said there are a bunch of hidden costs that need to be budgeted for. White said if people are disappointed about the rate system from last year, they should get involved more with the Water Department and the Water Board meetings and have an effect on their water rates. White said he also wanted to say that this week they attached 55 shut-off notices to various customers and that is awfully high

number of people who are not paying. He said on the flip side of things, Debbie and a lot of the part-time people going down to the Water Department keeping the front office open has freed up some of the superintendent's time, this has had a very good effect on the superintendent's time so that she can devote more of her time being a superintendent and not answering the phones and collecting water bills. White encouraged people to not only watch what is going on, but to be more active and go to the meetings or write letters. Petersen said to follow up on what Larry was saying about the work of the employees and the town administrator helping out in the Water Department, and the efforts of this board, the whole Town is trying to solve this problem, except the Water Board; they seem to be on a different tangent. Petersen said we are trying to say that we are facing an emergency. Petersen said there are so many issues that haven't been dealt with and without the Board's involvement and help she is going to fail. Snow said that looking at the Water Board over the past several years, the Water Board's job is oversight, not to manage. Snow said it is very frustrating.

Steve Kassiotis of Newbury Road in Rowley asked to speak. Kassiotis said I turned on the Selectmen's meeting and I thought the Water Board issues were resolved, until I heard from you tonight. Kassiotis asked if the treatment plant was fully operational, because he called Pennichuk and asked them and they said it was. Merry said that it doesn't have its final occupancy permit. Petersen said the plant is operational, but there are other issues besides the water treatment plant, but we are not going to go through them again, but we need people, like you to get involved. Kassiotis asked where is the outrage? Petersen said we want people to understand as we get into the budget season, we want to be strongly supportive of the superintendent; she may not be perfect, but she has the knowledge and she is working with everyone except the Water Board, who is putting up roadblocks. Petersen said she can't do her job if she is not working with the Water Board. Kassiotis said that nothing can't be done about them because they can't be fired. Petersen said that you can always have a recall election, but that is an involved process, but we are just trying to get everyone off at square one to support what she is doing. Kassiotis asked if they can make change. Petersen said we have been doing as much as we can do. Petersen said that he, Bob Snow and Larry White have been going to the Water Board meetings and we are looking for the Town itself to help solve this problem. Snow said he has been a selectman for seven years and four years he has spent working on the Water Board issues. Snow said that people have been coming up to him at Market Basket and Shaw's and calling him about these issues. Petersen told Kassiotis that just being here and getting your support is good and that he should go to the January 13<sup>th</sup> meeting. White said they are elected and that if they resign the selectmen can appoint their replacement who will serve until the next election. Kassiotis said he will go to the Water Board meeting on the 13<sup>th</sup>.

## **MINUTES**

- September 29, 2014

Robert Snow made a motion to approve the minutes of September 29, 2014, Jack Cook, second, all in favor, aye, 5-0.

## **ANNOUNCEMENTS**

Joseph Perry asked if he could make an announcement on the school department budget meetings. He said that the Triton school budgets will be presented starting on January 12, 13, 14 and 15<sup>th</sup>. He said the principals will be making proposals on their schools' budgets. Perry also said that as we go into the process we should invite Senator Tarr and Representative Hill to a meeting to find out what is happening at the state level, and that we should also invite the school committee members to that meeting. Perry said this could be a very tough budget year.

Robert Merry read the following announcements:

## **ANNOUNCEMENTS**

- Flu shots are available to Rowley residents on Mondays and Wednesdays from 2:00 – 4:00 p.m. at the Annex. Contact the Council on Aging or the Health Department for more information.
- The Town has the following vacancies:
  - a. **Fence Viewer** – three positions;
  - b. **Wood, Lumber & Bark Inspector**; and
  - c. **Zoning Board of Appeals Associate** - two open seats
  - d. **Historical Commission-Historic District Commission** – two seats
  - e. **Parks and Recreation Committee** – two seatsFor 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. He said that food items could also be dropped off at the Library.

## **ADJOURN**

At 8:40 p.m. David Petersen made a motion to adjourn, Robert Snow, second, all in favor, 5-0.

Respectfully Submitted:

Deborah Eagan

Town Administrator

**ATTACHMENTS**

1. Letter from Nate Comley to Ken Ward dated December 18, 2014
2. Excerpts from Rowley Protective Zoning Bylaw
3. Antique/Junk Dealer's license issued to Judith Comley for 280 Main Street
4. December 15, 2014 meeting memo for New Business #1: Flea Market License Application from Nate Comley for 286 Main Street
5. Excerpt from General Bylaw of the Town of Rowley
6. Flea Market License Application from Nate Comley for 286 Main Street, including site maps and Workers' Compensation Affidavit
7. Meeting memo for Old Business #1: Flea Market License Application from Nate Comley for 286 Main Street
8. Meeting memo for 7:15 p.m. appointment: Harbormaster Bill DiMento for update on dock project
9. Email correspondence between Harbormaster Bill DiMento and Town Administrator Deborah Eagan regarding Dock System Meeting tonight, including attachments
10. Email from Deborah Eagan to Bill DiMento regarding Dock responses
11. Handwritten summary of dock responses
12. Meeting memo for 7:30 p.m. appointment: Highway Surveyor Patrick Snow for update on Central Street project
13. Email from Norman Brown from Bayside Engineering, Inc. regarding reconstruction of Central Street, including public meeting handout attachment
14. Meeting memo for General Business #1: Vote to authorize Chairman Merry to sign federal Police Department grant
15. Signed Federal Police Department grant document
16. Meeting memo for General Business #2: Vote to authorize Fire Chief/REMA Director James Broderick to sign MEMA Storm Fund Grant Package
17. Signed MEMA paperwork for 2010 storms
18. Memo from Amy Lydon to Police Chief Robert Barker regarding 2015 liquor license renewals
19. Meeting memo for Old Business #3: Class II Dealers License Renewals
20. Meeting memo for Old Business #4: Class III Dealers License Renewals
21. Meeting memo for Old Business #5: Auto Auction Renewals
22. Meeting memo for Old Business #6: Stable License Renewals
23. Stable licenses for Richard Bertleson and Alexandra Arthurs
24. Meeting memo for Old Business #7: Update on Girl Scouts Land
25. Email from Debbie Eagan to Judy Pickett regarding caretaker update
26. Signed Caretaker Agreement dated December 22, 2014
27. Thank-you letter to Conservation Commission from Board of Selectmen dated December 22, 2014

*Minutes of the Board of Selectmen Meeting*

*December 22, 2014*

*Approved February 2, 2015*

28. Thank-you letter to Board of Health from Board of Selectmen dated December 22, 2014
29. Meeting memo for Old Business #8: Review and sign letter to EPA on NPDES General Permit for Small MS4 Systems
30. Signed letter to EPA regarding Public Comment on the 2014 revised Draft NPDES General Permit for Small MS4 Systems in Massachusetts
31. Meeting memo for Old Business #9: Selectman David Petersen to provide an update on Board of Water Commissioners December 16, 2014 meeting
32. Draft minutes for the September 29, 2014 Board of Selectmen's meeting
33. Meting memo for the motion to go into Executive Session