

MINUTES OF THE BOARD OF SELECTMEN

January 13, 2020

Meeting held at Town Hall, 139 Main Street, Rowley, MA

7:00 p.m.

MEMBERS PRESENT: Vice Chairman Joseph Perry; Clerk Robert Snow; David Petersen; Deana M.P. Ziev (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon) - Chairman Cliff Pierce - ABSENT

PUBLIC ATTENDEES: Bernie Cullen – 283 Wethersfield Street; Tom Corben; Lawrence White – FINCOM; David Zizza – FINCOM; Joe Haley – Parks & Recreation Committee; Brent Baeslack – Conservation Agent

CALL MEETING TO ORDER

Vice Chairman Perry called the meeting to order at 7:00 p.m. He said the meeting is being video recorded and televised live by Rowley Community Media.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

7:00 p.m. APPOINTMENT Conservation Agent Brent Baeslack to discuss donation of land at rear of 50 Newbury Road

Vice Chairman Perry read the letter from Conservation Agent Brent Baeslack. Baeslack said he inadvertently omitted in his letter that this donation is part of an approved Open Space Residential Development (OSRD), and this is a requirement under the order of conditions under the Wetlands Protection Act, and under the OSRD permit. He said this parcel is partially located in the groundwater protection area #2. He said the Town owning this parcel will protect the habitat of the Blanding's turtle, which is a relatively rare species that spends a significant portion of time in or near water, but likes the woodlands. He provided the Board with information on the Blanding's turtle. He said the presence of this species in New England is unique, and they are more commonly found in New York and Minnesota. He said the Blanding's turtle doesn't reach sexual maturity until 18 to 22 years, may live to be 70 years old, and is 7-9 inches in size. He said this property has a vernal pool that has been certified and registered. He asked the Board to approve the acceptance of this parcel which is approximately 10 acres.

Petersen asked how the public will access this parcel. Baeslack said there will be dedicated parking spaces at the end of the cul-de-sac and a public access easement. He said there will be two parking spaces and a walking trail. Petersen asked how many acres total of conserved land there will be adjacent to this parcel. Baeslack said there are parcels that back up to Wilson Pond Lane that this parcel will allow public access to. He said there will be in excess of 50 acres, and from Hunsley Hills to this parcel there

will be contiguous open space. Petersen asked if signage can be put on Newbury Road indicating the open space access. Baeslack said he believes it is part of the OSRD requirement, and the same is true for Twin Hills Road. Petersen said he wants the public to partake of the trails if they wish to.

Dave Petersen made a motion to approve the donation of land at the rear of 50 Newbury Road, Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

The Selectmen signed the deed.

7:10 to 7:15 p.m. PUBLIC COMMENT

Larry White said he lives on Central Street and is the Chairman of the Finance Committee. He said the following views are not necessarily the views of the Finance Committee. He said he received the Triton Regional School District budget and these are his observations:

- Newbury Elementary is requesting one FTE at \$61,766
- Pine Grove School is requesting 2 people at \$170,766
- Salisbury Elementary is requesting 3.1 people at \$206,876
- Triton Middle School is requesting one person at \$81,533
- Triton High School is requesting 2.15 people at \$168,080
- The Athletic Department budget shows a decrease of \$5,736
- The total increase in manpower, which doesn't include supplies, is \$683,295
- COLA increases, STEP increases and Column movements, based on last year's budget, estimated at \$947,871
- Insurance, SPED and IT increases based on last year's budget estimated at \$773,187
- Total possible increase is \$2,404,343 versus last year \$1,717,291
- Budget presentations are on Tuesday and Wednesday, people should go and voice their concerns

Vice Chairman Perry said the elementary school presents tomorrow night, and the Middle/High School presents on Thursday. He said there has been no presentation to the School Committee yet.

7:15 p.m. APPOINTMENT Parks and Recreation Committee member Joe Haley to discuss Reserve Fund transfer request for Eiras Park ballfield team benches

Vice Chairman Perry read the following:

Parks and Recreation Committee member Joe Haley is here tonight to alert the Board of Selectmen about the poor condition of the benches currently used at Eiras Park Field 2, which will not be able to be used for the upcoming baseball season.

This Reserve Fund transfer request still needs to be discussed by the Parks & Recreation Committee at their next meeting and then brought forward to the Finance Committee.

Attached is a letter from Joe Haley, the draft Reserve Fund transfer request, and information about the proposed new benches.

Joe Haley said he is looking to get the Selectmen's support for benches which are needed. He said currently there are two inadequate benches that aren't footed well, they don't match, and are dangerous because they may tip over. He said they are inadequate for nine and ten year olds, and we need something stable and of a playground grade. He said the ones sourced will last a long time, have a warranty, and are made of a heavy duty plastic coated steel. He said they are freestanding, but they will put a driveway pack surface down with stone dust. He said he hopes to get the Board's support for this. Petersen said the specifications show the benches being set into the ground. Haley said we would be getting the freestanding mount and they will make sure to use the proper surface steel. He said these a heavy gauge steel and won't tip over.

Tom Corben from Kittery Avenue asked who will be assembling the benches. Haley said the assembly is simple with nuts, bolts and washers and he will assemble them. He said the benches will be used by the Minor and Farm Leagues. Corben said he doesn't want to open the Town to liability. Haley said the benches will be playground grade and safe for children. Ziev asked which field they will be used on. Haley said the baseball field farthest from the entry, and they will be placed in the fenced in dug-out area. Snow asked if two 15 foot benches will be adequate. Haley said yes.

Dave Petersen made a motion to support the Reserve Fund transfer request for Eiras Park ballfield team benches, Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

GENERAL BUSINESS

1. Department of Agricultural Resources request for annual designation of Animal Control Officer

Vice Chairman Perry read the following:

We have received the annual designation form from the state Department of Agricultural Resources of the Town's Animal Control Officer.

The Board needs to vote to designate Reed Wilson as the Town's Animal Inspector and authorize Vice Chairman Perry to sign the designation form.

Dave Petersen made a motion to designate Reed Wilson as the Town's Animal Inspector and authorize Vice Chairman Perry to sign the designation form, Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

2. Request from Police Chief Scott Dumas to appoint Hellen Infante as Per Diem Communications Specialist – Reserve Dispatcher

Vice Chairman Perry read the letter from Chief Dumas.

Dave Petersen made a motion to appoint Hellen Infante as Per Diem Communications Specialist – Reserve Dispatcher, Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

3. Letter from Jena Haag requesting to be appointed to the Conservation Commission and letter from the Conservation Commission recommending the Board of Selectmen appoint Jena Haag to the Conservation Commission

Vice Chairman Perry read the letter from the Conservation Commission and the letter from Jena Haag.

Deana Ziev made a motion to appoint Jena Haag to the Conservation Commission through June 30, 2020, Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

Deana Ziev made a motion to appoint Jena Haag to the Conservation Commission from July 1, 2020 through June 30, 2023, Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

4. Ratify Internal Revenue Service 2020 mileage reimbursement rate

Vice Chairman Perry read the following:

Internal Revenue Service has set the 2020 mileage reimbursement rate as \$.575, down from \$.58 in 2019. The Board needs to vote to accept the 2020 rate.

Dave Petersen made a motion to set the 2020 mileage reimbursement rate at \$.575, Deana Ziev second, all in favor – aye (4-0). Cliff Pierce - ABSENT

NEW BUSINESS

1. Discuss Town Meeting Timeline

Vice Chairman Perry read the following:

Proposed Schedule

Monday, February 3, 2020 - Board of Selectmen opens ATM Warrant

Monday, March 2, 2020 - ATM Warrant closes at 4:00 p.m. STM Warrant opens.

Thursday, March 26, 2020 – STM Warrant closes at 4:00 p.m.

Monday, March 30, 2020 - Board of Selectmen must vote to finalize wording of ballot question(s) for the May 12, 2020 Annual Election.

Monday, April 6, 2020 – Warrants are finalized

Wednesday, April 8, 2020 – Warrant is signed and given to the Town Clerk for posting by the Constable. Warrant is sent to the printer.

Monday, May 4, 2020– ATM and STM

Tuesday, May 12, 2020 – Annual Town Election

Debbie is asking the Board to vote tonight to:

- 1) open the ATM warrant effective February 3, 2020 and closing it on March 2 at 4:00 p.m.*
- 2) open the STM warrant on March 2, 2020 and closing it on March 26, 2020 at 4:00 p.m.*

Dave Petersen made a motion to open the ATM warrant effective February 3, 2020 and closing it on March 2 at 4:00 p.m., Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

Deana Ziev made a motion to open the STM warrant on March 2, 2020 and closing it on March 26, 2020 at 4:00 p.m., Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

2. Review Letter from Department of Housing and Community Development regarding notice of intent to sell affordable housing unit at 870 Haverhill Street Apartment 3C under Local Initiative Program

Vice Chairman Perry read the following:

The State Department of Housing and Community Development has informed us that the current owner of an affordable housing condo unit at 870 Haverhill Street intends to sell it under the State Local Initiative Program (LIP). The unit will be sold as “affordable” under the State DHCD’s guidance. The unit is “3C” and is owned by Robert Drew III.

The Town has the right to purchase this unit, if it so wished. Because the Town doesn’t have the funds or the ability to own this property, the Board of Selectmen needs to vote to not exercise its right to purchase the unit and to support the sale of the unit as an “affordable unit” under the Local Initiative Program.

Dave Petersen made a motion to not exercise its right to purchase the unit and to support the sale of the unit as an “affordable unit” under the Local Initiative Program, Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

OLD BUSINESS

1. Update on Pine Grove School Project

Vice Chairman Perry said he has no update on the project. He said they are getting an invoice ready to submit to the State, and hopefully it will be finalized shortly. Larry White asked if the field has been sodded. Perry said we haven't gotten a final word on this. Petersen said it wasn't done as of about a week ago, and the field is all mud. He said this should be done as early as possible in the spring.

2. Review supplemental Class II Dealer's License documents submitted by Car Lines, 185 Newburyport Turnpike as part of 2020 renewal

Vice Chairman Perry read the memo from Amy Lydon regarding Class II License Renewal – Car Lines, 185 Newburyport Turnpike. Perry read the letter from Amy Lydon to Car Lines regarding Class II Renewal – 2020.

Dave Petersen made a motion to approve the extension of the renewal of this license through December 31, 2020, Bob Snow second, all in favor – aye (4-0). Cliff Pierce - ABSENT

Petersen said he has gotten calls from car dealers in Town and he has sat with Frank Marchegiani to review the process. He said there are a couple of junk car dealers who are concerned since they don't sell many used cars. He said when Frank revisits these establishments, if they are making a good effort to comply, he has no problem extending the license renewals. He said this year the Board has taken a step towards tightening the process for these license renewals.

MINUTES

- December 9, 2019

Bob Snow made a motion to approve the minutes of December 9, 2019, Deana Ziev second, all in favor – aye (3-0). Cliff Pierce – ABSENT; Dave Petersen - ABSTAINED

- December 16, 2019

Bob Snow made a motion to approve the minutes of December 16, 2019, Deana Ziev second, all in favor – aye (4-0). Cliff Pierce – ABSENT

- December 23, 2019

Dave Petersen made a motion to approve the minutes of December 23, 2019, Bob Snow second, all in favor – aye (3-0). Cliff Pierce – ABSENT; Joe Perry - ABSTAINED

ANNOUNCEMENTS

- Eastern Essex Veterans Board of Directors Meetings are now being video-recorded and shown on Rowley Community Media
- Vacancies:
 - 1) One vacancy on the Zoning Board of Appeals Associate seat; and
 - 2) Several vacancies on the Rowley Cultural CouncilInterested residents should send a letter of interest to the Board of Selectmen or call the Selectmen's Office at 948-2372.

ADJOURN

Vice Chairman Perry called for a motion to adjourn. Bob Snow so moved, Deana Ziev second, all in favor - aye (4-0). Cliff Pierce - ABSENT

Meeting adjourned at 7:44 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Letter from Conservation Agent Brent Baeslack regarding donation of land at rear of 50 Newbury Road; including map and enclosure
2. Signed Quitclaim Deed for donation of land at rear of 50 Newbury Road
3. Blanding's Turtle Fact Sheet
4. Posted about Blanding's Turtle from Rowley Conservation Commission
5. Meeting memo regarding 7:15 p.m. Appointment: Parks and Recreation Committee member Joe Haley to discuss Reserve Fund transfer request for Eiras Park ballfield team benches
6. Letter from Joe Haley regarding Eiras Park ballfield team benches
7. Draft Reserve Fund transfer request for Eiras Park ballfield team benches
8. Quote from O'Brien and Sons for Eiras Park ballfield team benches
9. Specification sheet for Eiras Park ballfield team benches
10. Warranty for Eiras Park ballfield team benches
11. Meeting memo regarding General Business #1: Department of Agricultural Resources request for annual designation of Animal Control Officer
12. Annual designation form from the state Department of Agricultural Resources of the Town's Animal Control Officer
13. Request from Police Chief Scott Dumas to appoint Hellen Infante as Per Diem Communications Specialist – Reserve Dispatcher
14. Letter from the Conservation Commission recommending the Board of Selectmen appoint Jena Haag to the Conservation Commission
15. Letter from Jena Haag requesting to be appointed to the Conservation Commission

16. Meeting memo regarding General Business #4: Ratify Internal Revenue Service 2020 mileage reimbursement rate
17. Internal Revenue Service 2020 mileage reimbursement rate publication
18. Meeting memo regarding New Business #1: Discuss Town Meeting Timeline
19. Meeting memo regarding New Business #2: Review Letter from Department of Housing and Community Development regarding notice of intent to sell affordable housing unit at 870 Haverhill Street Apartment 3C under Local Initiative Program
20. Letter from Department of Housing and Community Development regarding notice of intent to sell affordable housing unit at 870 Haverhill Street Apartment 3C under Local Initiative Program
21. Meeting memo regarding Old Business #2: Update on Pine Grove School Project
22. Memo from Amy Lydon regarding Class II License Renewal – Car Lines, 185 Newburyport Turnpike
23. Letter from Amy Lydon to Car Lines regarding Class II Renewal – 2020
24. Proof of car sales for the month of November 2019 submitted by Car Lines
25. Draft minutes of December 9, 2019
26. Draft minutes of December 16, 2019
27. Draft minutes of December 23, 2019