

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

July 30, 2018

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

6:30 p.m.

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

**PUBLIC ATTENDEES:** Lawrence White – FINCOM; Spencer Kalker – Old Planters of Cape Ann; Ursula Corben – 58 Kittery Ave.; Tom Corben – 58 Kittery Ave.; John Grundstrom – Shellfish; Chris Schillaci – MA – DMF; Ronald Kneeland – Shellfish; John H. Grundstrom; Rachel Dailey – Shellfish; Paul L. Lees – Shellfish; Jeff Kennedy – DMF; Henry Rolfe; Ed Morando – Morando Brands; Travis Kneeland; David Kent; Chip Heitkamp – Dore & Whitier; Larry Berger – Pinck & Co., Inc.; Bernard Cullen – 283 Wethersfield Street; Michael Sabatini – 239 Main Street; Steve Chaisson – Old Planters of Cape Ann

### **CALL MEETING TO ORDER**

Chairman Pierce called the meeting to order at 6:30 p.m. He said the meeting is being audio and video recorded and broadcast live via Rowley Community Media.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**6:30 p.m. PUBLIC HEARING** Shellfish Aquaculture License Renewal and Re-issuance Public Hearing

Chairman Pierce read the Public Hearing Notice. He read the following:

*The hearing notice was posted at Town Hall on July 18, 2018 and published in the July 19, 2018 edition of the Newburyport Daily News.*

Chairman Pierce called for a motion and vote to open the public hearing. Bob Snow so moved, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen - ABSENT

Public Hearing opened at 6:34 p.m.

Pierce read the list of applicants and asked them to confirm their attendance. The following comments were made during the Public Hearing:

John Grundstrom said he is not paying the \$25 renewal fee unless he is reassured by the Division of Marine Fisheries (DMF) that they will help patrol the flats. He said the

only way to help is if the DMF pulls the violator's transaction card after one or two fines from the Town. Chris Schillaci from DMF said there are statutes to protect the license holders, and there is civil recourse for an individual removing shellfish without the consent of the license holder. He said the incidents need to be documented in order for enforcement action to take place. He said local Constables and the Environmental Police have the authority for enforcement.

John H. Grundstrom said he kicked an unauthorized person from the flats 8 to 10 times, had his life threatened by that person, and that person was jailed for six months. He said that person has already been back digging in Rowley and has been ticketed twice. He said without better enforcement options, the money they make on the shellfish sales far outweighs the cost of the tickets, and he doesn't see why he should participate in the aquaculture program. Schillaci said there are two issues here:

1. Individuals who are not permitted to dig in Rowley are digging on Rowley public flats – he said this is a Town issue
2. Individuals are going to licensed aquaculture sites and harvesting shellfish – he said this is a State violation. He said the State can suspend or revoke the individual's permit that allows them to sell the shellfish.

Snow said the Constable should go to the flats during low tide and observe them. Ron Kneeland said the budget is only so large, and the morning tide is the problem. Schillaci said most municipalities choose to have aquaculture, and with it comes oversight and management responsibilities. He said the Town could increase the \$25 fee to cover the cost of enforcement. He said he highly recommends that the Town talk to other communities, and to send a formal communication about these issues to the DMF.

Bob Snow made a motion to send a letter to Dr. David Pierce, the Director of the DMF, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen - ABSENT

David Kent said the statutes forcing the violators to surrender their gear or boats could be used, which has a stiffer bite than the fines, and this should be part of the future discussion.

Pierce read the memo from the Conservation Commission. Schillaci said we are here tonight to discuss the municipally issued aquaculture licenses which provide the exclusive use of certain areas to certain individuals. He said there are also town permits which aren't the topic tonight. He said once the individuals have their town licenses, they can seek permission from the Conservation Commission, the Army Corp. Engineers and the DMF. He said some licenses have expired and need to be reissued.

He said when they were originally licensed, the individuals sought the Conservation Commission permits, which he believes have a five year term. He said he can speak to the Conservation Agent, because there are exemptions for the maintenance of existing sites that have aquaculture activities. He said if the Conservation Agent finds that an exemption cannot be used, it should still be allowed since the Conservation Commission has historically allowed this activity. He said the Town can reissue the licenses, and then seek Conservation Commission approval after.

Snow thanked Schillaci for coming to the meeting. Schillaci recommended renewing all of the licenses with the same expiration date after five years. Pierce said they can approve these on the conditions that all of the required documentation is in place and that the Conservation Commission approves them. He said the reissuances need to be approved by the DMF.

Chairman Pierce called for a motion and vote to open the public hearing. Bob Snow so moved, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen - ABSENT

Public Hearing closed at 6:59 p.m.

Bob Snow made a motion to approve the renewals and reissuances as advertised for a five year time period beginning today conditional upon the following:

- the applicants submit a completed and signed Aquaculture License Application;
- the applicants submit a completed and signed Annual Report;
- the applicants submit a Town Clerk receipt for the Aquaculture License Fee of \$25
- the applicants obtain approvals from the Conservation Commission and the DMF

Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen - ABSENT

**6:45 p.m. APPOINTMENT** Christopher Schillaci of the Massachusetts Division of Marine Fisheries and Shellfish Commissioner Ron Kneeland to discuss clam flats and clamming issues

Chairman Pierce read the following:

*Selectman Bob Snow was planning to have Chris Schillaci update the Board of Selectmen on the green crab problem facing the clamming industry. However, Chris does not manage or administer the green crab program. Green crabs are managed by the Invertebrate Fisheries Research and Monitoring Project. This agenda item can be*

*scheduled for a future meeting when a representative from the Invertebrate Fisheries Research and Monitoring Project is available to attend.*

**6:50 p.m. APPOINTMENT** Ed Morando to discuss Letter of Support and Host Agreement for Morando Brands LLC at 319 Newburyport Turnpike

Chairman Pierce read the following:

*The Board of Selectmen previously voted during the July 2 meeting to issue a Letter of Support to Morando Brands LLC. The Letter of Support is attached. The Board can vote to authorize Chairman Pierce to sign the letter tonight.*

*Town Counsel Tom Mullen has completed his work on the Morando Brands Host Agreement. It is ready to be signed by Chairman Pierce and Mr. Morando.*

*There are two (2) originals that need to be signed.*

*Police Chief Scott Dumas has met with Mr. Morando on his security plan. Additionally, Mr. Morando is currently meeting with the Planning Board on the special permit application and site plan application.*

Joe Perry made a motion to authorize Chairman Pierce to sign the Letter of Support for Morando Brands LLC, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen - ABSENT

Joe Perry made a motion to sign the Host Agreement with Morando Brands LLC, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen - ABSENT

The documents were signed.

**7:10 – 7:15 p.m. PUBLIC COMMENT**

There were no Public Comments.

**7:00 p.m. APPOINTMENT** Jeff Dionne to discuss filming a movie scene at 166 Newburyport Turnpike

Chairman Pierce read the following:

*Jeff Dionne requested to meet with the Board of to discuss his company's plan to film a scene for a movie at the Agawam Dinner during over the first weekend in August.*

*The movie, titled the Sound of Metal, is about a heavy metal drummer who becomes deaf and has to cope with living in a world of silence.*

*Debbie advised Mr. Dionne to reach out to both the police chief and fire chief about his plans.*

Dionne said this is a project of passion and the Director has worked on the project for the past nine years. He said they love the look of the Agawam Diner. He said he has spoken to Police Captain Sedgwick and Fire Chief Broderick and they have no issues with this. He said he also spoke to the Electrical Inspector about the generator. He said the scene in the movie is the drummer on a road trip, so there is a quick outside scene and most of the scene is filmed inside. Pierce said this is not Town property. Dionne said they like to inform everyone so everyone can work together on projects.

**7:10 p.m. APPOINTMENT** Larry Berger, Pinck & Company to discuss Pine Grove School technology purchase and project update

Chairman Pierce read the following:

**Technology Purchase**

*Larry Berger is requesting approval of additional Pine Grove School technology equipment related to the phone system. He has submitted a proposal from Integrated IT in the amount of \$8,764.56, with a \$4,382.28 deposit. Please note that the proposal is showing sales tax in the amount of \$250.86. When we issue the purchase order, we will include the Town's tax exempt number and reduce the total by \$250.86. If the Board is in agreement to approve this purchase, the Board will need to vote to authorize the purchase and to issue a purchase order, and to include the sales tax.*

Larry Berger said this includes ten new handsets and energizing the phone system. He said this is part of the technology line item in the budget.

Joe Perry made a motion to authorize the technology purchase in the amount of \$8,764.56, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

Chairman Pierce read the following:

**Technology Budget Sheet**

*Larry has also provide a Technology Equipment Budget, itemizing all the technology purchases made thus far.*

Larry Berger said there is a cost summary for equipment for equipment for Phase I and Phase II. He said it includes custodial equipment, administrative suite equipment, general office equipment, music department equipment, kitchen equipment, and art room equipment. Berger said the listing has been updated from what he sent on Friday

to remove the OT/PT portion of the expense from this phase, so the new total amount being requested is \$42,905.83. Pierce said the listing includes items such as staplers, pencil sharpeners, baskets and ice cream scoops. Berger said these items are needed because we didn't already have them, or what we had was broken. He said items that are being reused are in storage on-site. He said this equipment is needed to supplement the equipment we already have, or in some cases the needed equipment is completely different. Pierce asked if this type of stuff is covered by the project. Berger said yes, these items are typically covered in this type of project. He said they did not create a budget line for these items. He said they budgeted \$1,200 per student for technology and furniture. He said this is the equipment part of FF&E, and they didn't allocate money to the equipment part upfront. Pierce said he is wondering if they should be paying for these items as part of the renovation project, and said the items are not at all extravagant. Larry White said some of the items are very small and said he wonders where the line is drawn between the renovation budget funding the purchase versus Triton's budget buying the items. Pierce said he thinks the renovation budget ought not to pay for supplies. Chip from Dore & Whitter said they aren't purchasing consumable items, and they are not buying in bulk, so they won't be storing items since they will go right into use. He said there are no classrooms without staplers. He said the items on the list before the Board tonight are just for Phase I and Phase II.

Eagan asked if the items are reimbursable from the MSBA. Berger said they are being purchased under the contingency budget and this budget is reimbursable up to 1%. He said these items will not increase the Guaranteed Maximum Price for the project. Perry said Principal Kneeland has reviewed the list. Bernie Cullen said these purchasing items as part of the renovation seems odd, and they should be in the Triton budget. He said there have been struggles with the Triton budget. Mike Sabatini said he served on the Triton Renovation Committee many years ago, and the project budget covered just the bricks and mortar. Snow agreed this seems strange. Berger said the intent is to replace what wasn't viable. Chip said he doesn't know if items were mismatched before, but if you put mismatched items into a new school, it won't be a nice finished product that everyone is looking for. Chip said the floor scrubber and kitchen items are essential and time sensitive. He said they can go through the list after tonight and take items off. Perry said other than the floor scrubber, they need to review the list more.

Joe Perry made a motion to authorize the purchase of the floor machine. The vote was not finished. Chip asked if the Board would consider voting on a "not to exceed" amount, and then they can revisit the list. Pierce said no, the Board needs to know what we are paying for.

Joe Perry made a motion to authorize the purchase of the floor machine, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

Berger said they still need to investigate one column to see the extent of the termite damage. He said the Board authorized a Purchase Order for the repair and they will be replaced with steel and concrete, which will provide the needed structural integrity. He said the kitchen walls and floors have been installed, the coolers are being installed and the stage has been poured. He said they decided to install a new water line which allows for a better ability to shut the water off in sections. He said the termite damage will delay the timing of when the kitchen will be functional.

**7:20 p.m. APPOINTMENT** Spencer Kalker of Old Planter of Cape Ann, Inc. to discuss a request for a Letter of Non-Opposition and Host Agreement for a registered marijuana dispensary at 300 Newburyport Turnpike Unit 1.

Chairman Pierce read the following:

*Mr. Kalker met with the Board on June 4 to discuss his plans to open a registered marijuana dispensary at 300 Newburyport Turnpike Unit 1. At the June 4 meeting, the Board told Mr. Kalker to meet with Police Chief Scott Dumas to discuss his security plan. He has since done that, and Chief Dumas has conveyed to Debbie that he is satisfied with Old Planter of Cape Ann's security plan.*

*Town Planner Kirk Baker also met with Mr. Kalker. Kirk informed Debbie that he explained the Planning Board permitting process, which includes a Special Permit and Site Plan Review, to Mr. Kalker.*

*Kirk says that Old Planter of Cape Ann is ready to make a formal request for a Letter of Non-Opposition to the Board of Selectmen.*

*Mr. Kalker has submitted a draft Host Agreement, which Debbie has sent to Town Counsel Tom Mullen to review in anticipation of the August 13 Selectmen's Meeting.*

Kalker said they need to schedule the community impact meeting. Pierce said the Host Agreement provides for 3% of the gross revenues to be paid to the Town.

Bob Snow made a motion to issue a letter of support to Spencer Kalker of Old Planter of Cape Ann, Inc., Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

Eagan asked Kalker to return on August 13<sup>th</sup> to get the letter and finalize the host agreement.

**7:30 p.m. APPOINTMENT** Edward Dello Iacono, Sr. of Atlantic Auto Solutions, 185 Newburyport Turnpike to discuss Class II Dealer's License

Chairman Pierce read the following:

*On June 18, 2018, the Board of Selectmen revoked this Class II Dealer's License for 30 days, or until the State Police confirm that the violations have been rectified.*

*On June 19<sup>th</sup>, the investigator on this case, Charles A. Luise of the Vehicle Services Section of the Massachusetts State Police, stopped in and spoke with Dave Petersen, Bob Snow and Amy Lydon about this case. He confirmed that Mr. Dello Iacono had paid the fine and has gotten the Workers Compensation Insurance policy, but he had not yet applied for the Massachusetts Dealer's plates. He said once that application for dealer's plates is complete, he will re-inspect the business.*

*On June 21, 2018 the Board reinstated the Class II Dealer's license for thirty days, asked Dello Iacono to come back at that time and review where things stand. On July 12, 2018 Trooper Luise sent an email that Atlantic Auto Solutions is now in compliance and will be issued dealer plates.*

*Does the Board wish to reinstate this Class II Dealer's license until its expiration date of January 1, 2019?*

Dello Iacono said they are in complete compliance.

Joe Perry made a motion to reinstate this Class II Dealer's license until its expiration date of January 1, 2019, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

## **GENERAL BUSINESS**

1. Discuss September 11, 2001 Memorial

Chairman Pierce read the following:

*Bob Snow wants to alert the Board that the Ipswich-Rowley Rotary Club spruced up the September 11, 2001 Memorial last week. Bill Freitag of Country Gardens donated the plants. Pictures of the Memorial are attached. Color photos are in the Chairman's packet.*

Pierce said the Memorial looks quite nice. Snow said the oldest Trentini daughter was in Town for her Triton reunion so they spruced it up. He said he is a member of the Ipswich-Rowley Rotary and they put him in charge of this memorial in Rowley. He said Freitag brought the plants to the Memorial, and they were planted, and Freitag has been watering them. He said Fire Chief Broderick provided two new flags. He said Freitag is a tremendous guy.



Joe Perry made a motion to send a letter of appreciation to Bill Freitag and the Ipswich-Rowley Rotary Club, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

Perry said the Rotary is very generous to the Town and refurbished the gazebo for the Town's 375<sup>th</sup> Celebration.

2. Letter of resignation from Heather Torres

Chairman Pierce read the letter.

Bob Snow made a motion to accept this resignation and to send a letter of appreciation, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

3. Request to lift the hiring freeze for the position of Assistant Town Accountant

Chairman Pierce read the following:

*The Board of Selectmen needs to vote to lift the hiring freeze for the position of Assistant Town Accountant.*

Bob Snow made a motion to lift the hiring freeze, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

4. Sign Primary Election Warrants

Chairman Pierce read the following:

*The Town Clerk needs the Board of Selectmen to sign the State Primary Election Warrants.*

*Please vote to sign the Warrants and sign the eight (8) originals in the Chairman's folder.*

Joe Perry made a motion to sign the eight original Warrants, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

**NEW BUSINESS**

1. Discuss electricity issues at the Town Common gazebo

Chairman Pierce read the following:

*There was a problem with the electricity during the Independence Day Celebration on the Town Common and the Selectmen were unable to get the hot dog steamers to work. Amy asked the Light Department to look at the electrical system to see if there was a grounding issue. The Light Department reported back that the receptacles all show 120 volts.*

*Does the Board wish to have an electrician look at this? Three Blocks East is scheduled to give a free concert on the Town Common on August 25. We will need to make sure the electricity is working. If so, Debbie will need to reach out to the Highway Department to cover the cost for an electrician because the Town Common budget was consolidated into the Town Land Maintenance Line several years ago, which is under the Highway Department.*

Snow said this has happened several times over the years, but this year was the worst because the hot dogs were not ready in time. He said he thinks there is a bonding / grounding issue and an electrician needs to look at it.

Bob Snow made a motion to request that an electrician look at this problem, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

2. Review Special Permit application filed by Rocco and Luci Ditullio for an in-law apartment and garage at 137 Hillside Street

The Board had no comments on this application.

3. Review Special Permit application filed by Frank and Shirley Todd of Todd's Riverview Farm Trust for constructing a second interior floor in an existing hay barn for events appurtenant to applicant's restaurant use

The Board had no comments on this application.

### **OLD BUSINESS**

1. Update on Fire Station and Police Station Addition project

Chairman Pierce read the following:

*The project is moving along at a good pace. The contractor will be working on the septic system this week and next week. The trim and siding work continues. We expect that it will run through the end of next week. The drywall work is expected to start the week of*

*August 6. The foundation for the antenna should be done during the second week in August.*

## 2. Recycling Center Update

Chairman Pierce read the following:

*Debbie has been speaking with JRM Hauling and Recycling President Jimmy Motzkin. He is planning to attend the August 13 meeting to discuss recycling options.*

Eagan said Motzkin has a couple of different options that he wants to talk to the Board of Selectmen about.

## **MINUTES**

- Executive Session April 23 2018
- Executive Session May 14, 2018

Joe Perry made a motion to approve the Executive Session minutes from April 23, 2018 and May 14, 2018, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

- May 21, 2018

Bob Snow made a motion to approve the May 21, 2018 minutes, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

- May 31, 2018

Bob Snow made a motion to approve the May 31, 2018 minutes, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

- June 4, 2018

Joe Perry made a motion to approve the June 4, 2018, Bob Snow second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

- June 18, 2018

Bob Snow made a motion to approve the June 18, 2018 minutes, Joe Perry second, all in favor - aye (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

## **ANNOUNCEMENTS**

- The band 3 Blocks East will be giving a free concert on the Town Common on Saturday, August 25, 2018 at 6:00 p.m.
- Information on the Pine Grove School project is available on the Town's website at [www.townofrowley.net](http://www.townofrowley.net).
- The Town has the following vacancies:
  - a. **Agricultural Commission Associate**
  - b. **Cultural Council**
  - c. **Council on Aging**
  - d. **Fence Viewer** – three positions;
  - e. **Wood, Lumber & Bark Inspector**;
  - f. **Zoning Board of Appeals Associate** – three seats;
  - g. **Parks and Recreation Committee** – one seat; and
  - h. **Deputy Shellfish Constables** – two positions.For more information on these positions, please contact the Selectmen's Office at 948-2372.
- The Rowley Food Pantry is in need of donations. Donations can be left at the Rowley Public Library. The Food Pantry is open on Tuesdays from 10:00 a.m. to 12:00 p.m. and on Thursdays from 5:30 p.m. to 7:00 p.m.

## **ADJOURN**

Chairman Pierce called for a motion to adjourn. Bob Snow so moved, Joe Perry second, all in favor - (3-0). Robert Merry-ABSENT; David Petersen – ABSENT

Open meeting adjourned at 8:02 p.m.

Respectfully submitted,

Amy Lydon

Assistant Town Administrator

## **ATTACHMENTS**

1. Meeting memo regarding 6:30 p.m. Public Hearing: Shellfish Aquaculture License Renewal and Re-issuance Public Hearing
2. Memo from Conservation Agent regarding Aquaculture Sites at Club Head Sand and Hog Island Point
3. Legal Notice regarding Aquaculture Licenses
4. Copy of newspaper advertisement of Legal Notice regarding Aquaculture Licenses
5. Memo prepared by Deborah Eagan for Bob Snow regarding Aquaculture License Application Update, including attached applications

6. Town Clerk Receipt from John Kneeland
7. Aquaculture applications from David Kent
8. Commercial Report from Ronald Kneeland, Cal Kneeland and John Kneeland
9. Meeting memo regarding 6:45 p.m. Appointment: Christopher Schillaci of the Massachusetts Division of Marine Fisheries and Shellfish Commissioner Ron Kneeland to discuss clam flats and clamming issues
10. Meeting memo regarding 6:50 p.m. Appointment: Ed Morando to discuss Letter of Support and Host Agreement for Morando Brands LLC at 319 Newburyport Turnpike
11. Letter of Support for Morando Brands LLC at 319 Newburyport Turnpike
12. Email from Tom Mullen regarding Morando Host Agreement
13. Host Agreement for Morando Brands LLC at 319 Newburyport Turnpike
14. Letter of Interest to Operate Selectmen from Morando Brands LLC at 319 Newburyport Turnpike
15. Security Plan from Morando Brands LLC at 319 Newburyport Turnpike
16. Letter to Fire Chief Broderick from Morando Brands LLC at 319 Newburyport Turnpike
17. Site Plan Approval Planning Board from Morando Brands LLC at 319 Newburyport Turnpike
18. Application for Special Permit Planning Board from Morando Brands LLC at 319 Newburyport Turnpike
19. Meeting memo regarding 7:00 p.m. Appointment: Jeff Dionne to discuss filming a movie scene at 166 Newburyport Turnpike
20. Email from Jeff Dionne regarding filming at Agawam Diner
21. Meeting memo regarding 7:10 p.m. Appointment: Larry Berger, Pinck & Company to discuss Pine Grove School technology purchase and project update
22. Email from Larry Berger regarding Selectmen's Meeting Agenda Item, including attachment
23. Meeting memo regarding 7:20 p.m. Appointment: Spencer Kalker of Old Planter of Cape Ann, Inc. to discuss a request for a Letter of Non-Opposition and Host Agreement for a registered marijuana dispensary at 300 Newburyport Turnpike Unit 1.
24. Email from Town Planner Kirk Baker regarding Old Planters of Cape Ann – RMD and recreational marijuana operation at 300 NBPT
25. Email from Police Chief Scott Dumas regarding Old Planters
26. Letter from Spencer Kalker requesting Letter of Non-Opposition / Letter of Support
27. Draft Host Agreement with Old Planter of Cape Ann, Inc.
28. Meeting memo regarding 7:30 p.m. Appointment: Edward Dello Iacono, Sr. of Atlantic Auto Solutions, 185 Newburyport Turnpike to discuss Class II Dealer's License
29. Email from Deborah Eagan to Trooper Luise regarding Atlantic Auto Solutions
30. Letter dated June 5, 2018 from Amy Lydon to Edward Dello Iacono, including enclosure
31. Class II Dealer's License issued to Edward Dello Iacono, Sr., Atlantic Auto Solutions, 185 Newburyport Turnpike

32. Application package for a Class II Dealer's License from Edward Dello Iacono, Sr., Atlantic Auto Solutions, 185 Newburyport Turnpike
33. Massachusetts General Law Chapter 140, Section 58
34. Massachusetts General Law Chapter 140, Section 59
35. Meeting memo regarding General Business #1: Discuss September 11, 2001 Memorial
36. Three color photos of September 11, 2001 Memorial
37. Letter of resignation from Heather Torres
38. Meeting memo regarding General Business #3: Request to lift the hiring freeze for the position of Assistant Town Accountant
39. Meeting memo regarding General Business #4: Sign Primary Election Warrants
40. Primary Election Warrant
41. Meeting memo regarding New Business #1: Discuss electricity issues at the Town Common gazebo
42. Email from Eric Grover regarding Electricity at Gazebo on Town Common
43. Special Permit application filed by Rocco and Luci Ditullio for an in-law apartment and garage at 137 Hillside Street
44. Special Permit application filed by Frank and Shirley Todd of Todd's Riverview Farm Trust for constructing a second interior floor in an existing hay barn for events appurtenant to applicant's restaurant use
45. Meeting memo regarding Old Business #1: Update on Fire Station and Police Station Addition project
46. Meeting memo regarding Old Business #2: Recycling Center Update
47. Email from Ursula Corben regarding Recycle
48. Email from Ross Leshinsky regarding Town Recycling
49. Draft meeting minutes of May 21, 2018
50. Draft meeting minutes of May 31, 2018
51. Draft meeting minutes of June 4, 2018
52. Draft meeting minutes of June 18, 2018