

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

July 24, 2017

Meeting held at Town Hall, 139 Main Street, Rowley, MA  
7:00 p.m.

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

**PUBLIC ATTENDEES:** Henry F. Rolfe; Larry White – Finance Committee; Bernard Cullen – 283 Wethersfield Street; Pamela Jacobson – Library Director; Timothy Young – Friends of the Rowley Public Library; Maggie Lemelin –Library Trustee; Sara Bourque– Friends of the Rowley Public Library; David Jaquith

### **CALL MEETING TO ORDER**

Chairman Perry called meeting to order at 7:00 p.m.

### **PLEDGE OF ALLEGIANCE**

Bob Snow led the Pledge of Allegiance.

### **GENERAL BUSINESS**

1. Letter of resignation from Mary Bright as Library Technician

Chairman Perry read the resignation letter.

Dave Petersen made a motion to accept this resignation and to send Mary Bright a letter of thanks, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

Dave Petersen said Bright has provided exemplary service to the Town, has been a long time Library employee and is the Chair of the COA Board.

2. Request from Library Director Pam Jacobson to lift the hiring freeze for the position of Library Technician

Chairman Perry read the request letter.

Dave Petersen made a motion to lift the hiring freeze for this position, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

3. Review Road Opening Permit for Procopio Enterprises to open
  - the connection between Cindy Lane and Wilson Pond Lane for drainage and paving work

Chairman Perry read the memo on this agenda item. Petersen said this is a long time in coming, with the 100 yards of this road being in rough condition for some time.

4. Request from Neurofibromatosis Northeast to set up a rest stop on the Town Common and to include Rowley on the 7<sup>th</sup> Annual Coast to the Cure bike ride on September 9, 2017

Chairman Perry read the following:

*Please see the attached request from Neurofibromatosis Northeast for their 7th Annual Coast to the Cure Bike Ride to come through Rowley on September 9, 2017, and to set up a rest stop on the Town Common. The Rowley roads included are Route 1A; Wethersfield Street and Bennett Hill Road.*

*The Police Chief, Fire Chief, Health Agent and Highway Surveyor have reviewed this request. The Police Chief and Fire Chief did not have any questions or concerns.*

*In response to concerns raised by the Health Services Coordinator and the Highway Surveyor, the event coordinator confirmed that all trash would be removed from the event, and she provided the contact information for the portable toilet company. The portable toilet will be delivered on September 8<sup>th</sup> and will be removed at the beginning of the following week.*

Dave Petersen made a motion to approve this request, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

### **OLD BUSINESS**

1. Discuss tour of 395 Main Street, Didax building and grounds

Chairman Perry read the following:

*All of the Selectmen and Debbie have toured the building. The Selectmen need to discuss if they wish to pursue the offer by the owners of the Didax to donate the building to the Town.*

*If the Board wishes to pursue this, Debbie recommends that the Board authorize her to have Town Counsel look at the ZBA decision and the offer as stipulated in Peter Termini's letter.*

Dave Petersen said the building looks good and it is worthwhile to pursue this.

Dave Petersen made a motion to pursue accepting the donation of this building, have Town Counsel look at the ZBA decision, and notify Peter Termini that the Town is interested in the building, but not to provide a letter of commitment Bob Snow second. The vote was not completed.

Snow said we should look hard at this. Merry said it is a shame to tear this down, it is a decent building and we should look at it. Petersen said it is in excellent condition and he has asked for details about when the major infrastructure updates were last done.

Henry Rolfe asked if experts in the Town, such as the Building Inspector, will be asked to look at the building. Snow said the Town should hire a third party to look at this. Petersen said this is a decision that will be made after the legal review. He said the building, plumbing and electrical inspectors will probably take a look at it. Perry said if we pursue this, we need Town Counsel advice.

Larry White said he understood that the donation included the building and the unimproved land, which is 43 or 44 acres. Petersen said it would be the building only and the large parcel of land in the back would be turned into a housing development. White said there are still 20 acres not part of the development, which he understood would be conveyed with the building. He said if the Town doesn't take the building, what will happen with that land. Petersen said his understanding is that they want a OSRD development, which would go through the Planning Board. He said the open land generally goes to the Conservation Commission, but this needs to be looked at.

Dave Petersen made a motion to send a letter to Termini expressing an interest in the building, and to request that Town Counsel review this, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

### **CITIZEN QUERY**

There were no Citizen queries.

### **OLD BUSINESS**

2. Update on MBTA bus service during commuter rail shutdown and wifi proposal

Chairman Perry read the following:

#### ***Beverly Swing Bridge Project***

*MBTA Community Relations Director Richard Colon has sent Debbie some pictures of the work being done on the Beverly-Salem Bridge. He says that they are making great progress and are currently on schedule.*

### **Monopole Update**

*Senator Bruce Tarr has sent the following message to Debbie on the MBTA monopole project:*

*Office of Senator Bruce Tarr  
State House, Room 308  
Boston, MA 02133*

*"Thank you for contacting my office with concerns about the pending MBTA project to install monopoles for Wi-Fi service to commuter rail passengers. There are many deeply concerning aspects to this project as it stands, including an unacceptable lack of communication by the MBTA, and substantial physical impacts. Because of this I am working to explore every viable option to address this situation with my colleagues, the MBTA and the Baker administration. Your concerns, insights and information are extremely valuable in this effort, and I appreciate your sharing them.*

*Currently, as you may know, the project has been placed on a 30 day moratorium until July 30<sup>th</sup> for the MBTA to reevaluate it, and I am advised that the moratorium may be extended. My office will work to keep you informed of any other developments regarding the project to the extent possible. In the interim, please do not hesitate to contact me if I may be of any further assistance."*

Perry said he has seen the buses transporting people to the train stations.

### **3. Update on Pine Grove School Project**

Chairman Perry said we did get the final vote for the state funding agreement, this is being reviewed by Town Counsel and then it will be signed. He said we are in good shape.

### **NEW BUSINESS**

#### **1. Accept donation of paper shredder from Arthur S. Page Insurance**

Chairman Perry read the following:

*Arthur S. Page insurance has graciously donated a commercial paper shredder to the Selectmen's Office. This shredder will be a helpful addition to the Selectmen's Office.*

*Please vote to accept this donation and to send a thank-you letter.*

Bob Snow made a motion to accept this donation and to send a thank-you letter, Dave Petersen second, all in favor - aye (4-0). Cliff Pierce – ABSENT

### **FY 18 RE-APPOINTMENTS**

#### Zoning Review Committee

- Cliff Pierce, Planning Board Representative expires June 30, 2018
- David Jaquith, Planning Board Representative expires June 30, 2018
- Donald Thurston, Zoning Board of Appeals representative expires June 30, 2018
- Thomas Heidgerd, Zoning Board of Appeals representative expires June 30, 2018

Dave Petersen made a motion to re-appoint the individuals listed above, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

### **FY 18 APPOINTMENTS**

#### Board of Registrars

- Geraldine Robertson

Chairman Perry read the following:

*Please read the attached letter from Susan Hazen into the record. Does the Board wish to send Millie Dummer a thank-you letter for her years of service as a Registrar?*

*Please vote to appoint Geraldine Robertson to serve as a member of the Board of Registrars through June 30, 2018.*

Perry read the letter from Susan Hazen.

Dave Petersen made a motion to appoint Geraldine Robertson to serve as a member of the Board of Registrars through June 30, 2018, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

Dave Petersen made a motion to send Millie Dummer a thank-you letter for her years of service as a Registrar, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

### **MINUTES**

- June 19, 2017

Dave Petersen made a motion to approve the minutes from June 19, 2017, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

## **ANNOUNCEMENTS**

- Rowley residents have free outdoor pool access at the YMCA's Rowley campus at 390 Wethersfield Street. Resident pool access hours are: Monday – Friday from 3:00 p.m. to 6:00 p.m. and Saturday and Sunday from 10:00 a.m. to 6:00 p.m.
- Free concert on the Town Common featuring the band 3 Blocks East, Saturday, August 5, 2017 from 6:00 p.m. to 7:30 p.m.
- Attention all Korean War Veterans who served in Korea. The Eastern Essex Veterans Services District is issuing the Korean Ambassador for Peace Medal. Please contact the Veterans Office at 978-356-3915
- 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. **Historic District Commission and Historical Commission** – one seat
  - b. **Open Space Committee** – two seats
  - c. **Fence Viewer** – three positions;
  - d. **Wood, Lumber & Bark Inspector**;
  - e. **Zoning Board of Appeals Associate** – three seats
  - f. **Parks and Recreation Committee** – one seat;
  - g. **Deputy Shellfish Constables** – two positionsFor 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.

**7:30 p.m. APPOINTMENT**\* Seglinde Aigner-Crooks and Sara Bourque of the Friends of the Rowley Public Library to request the use of the Town Common for the "Some like it Hot!" Chili Cookoff on September 30, 2017

Chairman Perry read the following:

*Please see the request attached. The Police, Fire, Highway and Health Departments met with the Rowley Chili Cookoff Committee, and have provided their comments or concerns.*

Perry said he served on the Rowley Board of Library Trustees for many years, he has enjoyed being a judge at the chili cookoff, he thinks this is a great event and he will continue to support it.

Sara Bourque provided the Board with a drawing of the Town Common showing the event's proposed layout. She said Seglinde is the event Chair, but she was unable to attend tonight. She said they have met with the Police Chief, Fire Chief, Highway

Surveyor and the Board of Health on July 18<sup>th</sup> to discuss this event. She said they are using the previous event organizer, Tim Young's, template for this event.

Bourque read through the bullet points in the request letter. She said they are also requesting the use of the Town Common on Friday, September 29<sup>th</sup>, for setting up the tents and chairs. Tim Young said the last time this event was held, they sold between 450 and 600 tickets. Bourque said this time they will use a smaller 20' by 40' tent to accommodate 100 people. She said this time they might not offer wine, and last call for alcohol sales will be at 4:45 p.m. Bourque said all cooking items need to be inspected before the event per the directive of Fire Chief Broderick. She said they have had the initial meeting, and they want a final meeting with all the parties once they have the necessary permits and licenses. She said they would like to hang a banner on the gazebo. Tim Young said they have an 8' by 10' banner that can be hung on the Library but they would like to move it to the gazebo a week ahead of the event for increased visibility. He said they would also like to hang sponsor banners on the gazebo if possible.

Bourque said the insurance certificates, one day liquor license, one day food permit and one day propane permit are in the works. Bourque reviewed the layout of the event. She said the entrance is centrally located, there will be an extended beer garden, and at all four access points there will be four volunteers checking identifications. She said bracelets will be issued at these access points. Pam Jacobsen said the entrance ways are monitored as well because Chief Dumas was concerned about people bringing in their own alcohol. Bourque said the port-o-potties will be placed behind the backstop. She pointed out where the kid zone, hot dog sales, and hand washing stations will be. Young said the last event was incident free, all had a great time, and they would like to have another safe program. Perry said he recalls that it was well run and flowed well. Young said there were no incidents with alcohol.

Petersen asked how it will be handled if Roberts Funeral Home needs to have a funeral during this time. Young said they rarely schedule funerals on Saturdays, but they could run one in the morning if needed. Young said regarding parking, they have gotten permission from Pine Grove School, the Library, the Highway Department, Saint Mary's Church, and would like to use the Town Hall parking lot as well if permission is granted. Bourque pointed out where the trash and recycling stations will be.

Eagan said Bourque met with the Department Heads and their comments are condensed in the Selectmen's packets. She said if the Board is in agreement, they can vote to authorize the event, and ask that the funeral home be notified, and then the event organizers will need to come in for a one day liquor license.

Dave Petersen made a motion to approve the use of the Town Common for this event on September 30<sup>th</sup>, with set-up to occur on September 29<sup>th</sup>, with a rain date of October 1<sup>st</sup>, with the department head conditions attached, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSENT

Young said the tent company probably won't pick up the tent until Monday after the event.

## **ADJOURN**

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

Open meeting adjourned at 7:51 p.m.

Respectfully submitted,  
Amy Lydon  
Assistant Town Administrator

## **ATTACHMENTS:**

1. Letter of resignation from Mary Bright as Library Technician
2. Request from Library Director Pam Jacobson to lift the hiring freeze for the position of Library Technician
3. Meeting memo regarding General Business #3: Review Road Opening Permit for Procopio Enterprises to open the connection between Cindy Lane and Wilson Pond Lane for drainage and paving work
4. Road Opening Permit issued to Procopio Enterprises to open the connection between Cindy Lane and Wilson Pond Lane for drainage and paving work
5. Meeting memo regarding General Business #4: Request from Neurofibromatosis Northeast to set up a rest stop on the Town Common and to include Rowley on the 7<sup>th</sup> Annual Coast to the Cure bike ride on September 9, 2017
6. Request from Neurofibromatosis Northeast to set up a rest stop on the Town Common and to include Rowley on the 7<sup>th</sup> Annual Coast to the Cure bike ride on September 9, 2017
7. Meeting memo regarding Old Business #1: Discuss tour of 395 Main Street, Didax building and grounds
8. Letter from Peter Termini regarding donation of Didax building
9. Meeting memo regarding Old Business #2: Update on MBTA bus service during commuter rail shutdown and wifi proposal
10. Email from Rick Colon regarding Beverly Swing Bridge update and photos, including attached photos
11. Email from Senator Tarr regarding Monopoles and MBTA
12. Email correspondence with Arthur Steinert regarding letter to Gov Baker
13. Meeting memo regarding Old Business #3: Update on Pine Grove School Project
14. Meeting memo regarding New Business #1: Accept donation of paper shredder from Arthur S. Page Insurance
15. Listing of FY 18 Re-appointments
16. Meeting memo regarding FY 18 Appointments
17. Letter from Susan Hazen regarding FY 2018 Appointments/Board of Registrars
18. Draft June 19, 2017 minutes



