

MINUTES OF THE BOARD OF SELECTMEN MEETING

June 1, 2015

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

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

PUBLIC ATTENDEES: Lawrence White - Fincom; Dave Rodham, MEMA; John Giarrusso, MEMA; Michael Caulky - MEMA; James C. Broderick - REMA Director; Joel Barrett, resident; Kate Turner - resident; Robert Barker - Police Chief; Bruce Tarr - Mass Senate; Brad Hill - Mass House

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE FOR JOHN R. "JACK" DiMENTO

John Giarrusso led the Pledge of Allegiance.

A moment of silence was observed for Jack DiMento. Chairman Merry said that Jack DiMento passed away on Saturday, and he did a lot of work with the Personnel Board, Finance Committee, of which he was the Chairman for a long time, and he helped the Selectmen's Office with building projects.

CITIZEN QUERY 7:05 p.m. – 7:10 p.m.

There were no Citizen Queries.

GENERAL BUSINESS

1. Letter of resignation from COA Director Maryellen Mighill

Chairman Merry read the letter of resignation from COA Director Maryellen Mighill. He said this is sad news, she has done a great job. Perry said she will be hard to replace.

Bob Snow made a motion to accept Mighill's resignation with very deep regrets, Joseph Perry second, all in favor - aye (5-0).

Petersen asked if this position will be advertised before Mighill leaves. Eagan said a Personnel Board meeting will be scheduled to adjust the job description for this position.

Dave Petersen made a motion to lift the hiring freeze so that this position may be posted, Bob Snow second, all in favor - aye (5-0).

Petersen said Mighill will be sorely missed, she runs many programs at the Senior Center, and her replacement will walk into a nice set-up. Merry said there will be large shoes to fill. Petersen said Mighill is a wonderful person, the Town was blessed to have her, and wished her well in retirement.

2. Letter from Personnel Board Member Richard Curran re: Personnel Board re-appointment

Chairman Merry read the letter from Personnel Board Member Richard Curran re: Personnel Board re-appointment.

Dave Petersen made a motion to send Richard Curran a letter of thanks for his service to the Town, Bob Snow second, all in favor - aye (5-0).

Eagan said she will post this vacancy.

3. Letter from Nathaniel Dummer re: ZBA Appointment

Chairman Merry read the letter from Nathaniel Dummer re: ZBA Appointment. He said Nat is a long time resident who would serve on a Board for a long time.

Joseph Perry made a motion to accept Nathaniel Dummer's resignation from the ZBA and to send him a letter of thanks for his service to the Town, Bob Snow second, all in favor - aye (5-0).

NEW BUSINESS

1. MGL Ch. 44 § 33B(b) transfers to Veterans Benefits line and Town Accountant Expenses

Dave Petersen made a motion to approve the transfer to the Veterans Benefits line, Bob Snow second, all in favor - aye (5-0).

Joseph Perry made a motion to approve the transfer to the Town Accountant Expense line, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the transfers.

APPOINTMENT - 7:15 p.m. – 7:45 p.m.* Discussion on the Seabrook Nuclear Power Plant Safety and Evacuation Concerns

- 7:15-7:20 p.m. Steve Comley to provide overview of concerns
- 7:20 – 7:30 p.m. John Giarrusso, Planning Preparedness and Nuclear Section Chief, MEMA to provide overview of emergency evacuation plan
- 7:30 – 7:35 p.m. James Broderick, Fire Chief/REMA Director summarization of his Seabrook report
- 7:35 – 7:45 p.m. Senator Bruce Tarr and Representative Brad Hill to provide their perspectives

Eagan said Amy Lydon emailed both of Steve Comley Sr.'s email addresses to notify him of this meeting, and a voicemail was left for him just before 4:00 p.m. today to remind him of tonight's meeting. Merry read the motion made by Steve Comley at the Town Meeting, he said this was not a binding article, it was just giving instructions to Town Officers, but it did pass. Eagan said tonight's meeting addresses this motion.

Petersen asked if anyone is present to speak on behalf of Mr. Comley. There was no response. Petersen said this issue goes back to the 1980s or before. He said Comley has been writing letters and requesting action, and Comley has not been satisfied with what is taking place. He said the Board of Selectmen requested the REMA Director to review this, and has brought three State Representatives here tonight to discuss what the evacuation plan is and comments. He said he is not sure why Mr. Comely is not present tonight.

John Giarrusso said he is the Planning Preparedness and Nuclear Section Chief for MEMA. He said his group is responsible for the emergency preparedness for the three power plants in or on the border of New Hampshire. He said onsite review of Seabrook is done by the NRC, and the off-site review is done by FEMA. He said MEMA follows the criteria from FEMA, and the NRC is the decision maker regarding the license. He said every two years, there is a very robust plan for Seabrook, and every two years there is a federally graded exercise by FEMA, and they are federally graded on implementing the emergency plan. He said the plant is federally graded by FEMA and the plant is graded by the NRC, and practice exercises are also done.

He said a nuclear power plant will make certain classifications in the case of an emergency as follows in order of lowest to highest urgency:

- Unusual event is a notification that something minor happened at the plant, and within fifteen minutes, notice must be given to both Massachusetts and New Hampshire
- Alert is when the facilities are activated and they will go to the bunker
- Emergency is when all facilities are activated, traffic and access have control points, and MASCO is used for monitoring and decontamination if necessary
- General Emergency is for a protection action such as shelter in place or evacuation

He said there are 175 plans and procedures in place, there is very robust training at 103 facilities and for 1,500 people annually, so that they are ready in case anything happens. He said Rowley is included in the plans as a peripheral town, and there is

annual training with the Rowley police force. He said there are six towns in Massachusetts, seventeen towns in New Hampshire for a total of twenty-three that make up the Emergency Planning Zone, along with the four peripheral towns, including Rowley. He said they have special facilities, reception centers and State staging areas. He said their number one priority is the safety of the people of the Commonwealth. He said their training includes training of bus companies and ambulance facilities and they train for three times what they believe will be needed, using State and local staging areas.

He said when the alarms go off, people should tune into the emergency broadcast station, and not get up and leave. He said they have detailed calendars about what to do and detailed evacuation routes. He said there are also Mass Alerts for smart phones, and code red auto dialers, which Seabrook will use as a backup to the siren. He said in addition to the calendars, they have cds and posters. He said the traffic and access control points are reviewed every ten years unless there is a major change to the roadways or the population. He said an Estimated Time for Evacuation study needs to be done every ten years. He said there are fourteen scenarios, one being the Fourth of July, hot sunny day. He said State and local police, public works personnel, all equipment is pre-staged, and access control points are set up. He said the commitment of the public safety and EPZ is second to none, and this wouldn't work without their dedication. He said that is why he has full confidence that if something happened at Seabrook they would be able to protect the people of the Commonwealth.

Perry said Rowley is a peripheral Town because we are outside of the ten mile radius. Pierce asked when the plant will be decommissioned. Giarrusso said he believes in 2033. Petersen said he is pretty familiar with this as a retired state police officer. He said there is no perfect plan, and all you can do is plan the best that you can and have the appropriate people involved. He said Comley has expressed concern about the quality of the parts and none of them can change that, but the State is prepared, we rely on the Police and Fire Chiefs, and he is not sure what else the Board can do. He said Comley's concerns are not unfounded, but all we can do is plan and have open communications. Snow said he appreciates the time and effort of the State Representatives and the Fire Chief and said he wishes Comley was here.

Giarrusso said he has been with MEMA for ten years and MEMA much longer. He said there is training each year, along with reviews of plans and procedures done with the people who implement them. He said in the early 1970s, he was a nuclear power engineer and he helped build Seabrook. He said he was the manager of the Seabrook Plant and from there went to MEMA.

Petersen said Chief Broderick did an unbelievable job on his report, he spent an impressive amount of time on it, and asked the Chief to provide an overview. Chief Broderick said he has read all of the hand-outs from Comley, and Giarrusso has already discussed the evacuation route, so he won't discuss that. He said Comley also has concerns about the 1990 Government Accounting Office report about Seabrook having substandard parts. He said the conclusion of the report says is they need more investigation to see if this is a concern. He said they concluded that certain government agencies needed to meet and determine if this is an issue and if there is a problem, and as of today, we don't know if that report was done because there was no State money available to commission that report. He said another issue mentioned in the report was unscrupulous vendors charging astronomical money for parts, and agencies realized it but there was no way to track this, and they needed a database to find these vendors. He said there is no way to know if these parts are an issue or not. He said another issue is a company named Satin American which sold switches that had issues. He said there was a fire at their facility, records were destroyed, and a bulletin was sent out to power plants to see if they had these switches in inventory. He said he found no evidence that the US Marshalls planned to seize records from this company before the fire, and he checked multiple sources. He said he has spoken to each Emergency Management Director from the six EPZ communities, and none of them have concerns with MEMA's evacuation plans. He said he cannot deny or confirm any of Comley's concerns as there is not enough information, he doesn't have time to go through it all and is not a nuclear wiz.

Merry said Broderick did a lot of work on this. Perry said the Board appreciates Broderick's time spent on this. Broderick said he appreciates the time from the MEMA officials. Petersen said we appreciate the attendance of the State officials, a lot of work was put into this, and we certainly have fulfilled the obligations to Mr. Comley since the due diligence has been done. He said he doesn't know why Comley isn't in attendance, but appreciates that Senator Tarr and Representative Hill are in attendance.

Senator Tarr said he and Representative Hill understand the seriousness of the issue and appreciate the effort put into this. He said nothing is more important than the safety of the constituents. He said he appreciates the work by MEMA and thanked Broderick for his significant time and effort. He thanked the Police Chief. He said they took Comley's information very seriously, and they have corresponded with the NRC to request a public hearing for more information. He said this is a topic that we will never be satisfied with or stop looking at. He said the plan is in a constant evolution and we can never abandon our vigilance on this. He said this naturally is a concern, but there is comfort in the act that there are competent and qualified people looking at this. He said we can ask questions, and his belief is that we shouldn't overreact, just react and continue to ask questions. He said he appreciates Comley bringing these concerns

forward, the plant is seeking re-licensing which will trigger an even more exhaustive review of the evacuation plan. He said the Board of Selectmen can partner with Hill and himself to inform people of the process and when they can engage it.

Representative Hill said he and Tarr have been working together on this issue for a couple of years to make sure there is an evacuation route that is safe and effective. He said during the summer months, the populations of some towns can quadruple. He said with the re-licensing coming up, Federal delegation should be reached out to and the new Congressman should be brought into the loop. He said he feels that a local hearing should be held in the area so that everyday citizens can attend without going to Washington D.C. He urged the Board of Selectmen to reach out and send a letter to the new Congressman and ask him to advocate for a local hearing. He said the citizens deserve this.

Pierce asked if the NRC has to hold a hearing. Hill said yes, as part of the re-licensing process. Snow said fear stems from the incident that occurred on Three Mile Island. He said the NRC doesn't get credit for preventing further accidents and Seabrook has containment devices. Petersen asked if the Board of Selectmen is on the mailing list for the NRC hearings. Hill said no, they are working on this and towns within the area should be notified. Petersen said the Town can publicize hearings through meetings and Rowley Community Media. Perry said it is great to see the support of Tarr and Hill. He said we should build a relationship and work with new Representative Moulton and he can put Federal pressure on. Tarr said if nothing else, the flow of information will be better.

Hill said he and Tarr are very saddened by the loss of Jack DiMento and sent best wished to his family.

Bob Snow made a motion to send a letter to Congressman Moulton requesting that he meet with Mr. Comley to discuss the concerns he has brought forward on the Seabrook Nuclear Power Plant, and that Congressman Moulton consider requesting the NRC to hold a regional public hearing to discuss the emergency plan, Dave Petersen second, all in favor - aye (5-0).

Hill said they are working to get funding released for the MassDOT 133 project. Tarr said have communicated the MASS DOT that the stop light at the intersection of Route 1 and Central Street is a priority. Hill said the MASS DOT has met with Town public safety officials on making that intersection safer absent having a light there.

APPOINTMENT - 7:45 p.m. Fire Chief James Broderick and Police Chief Robert for discussion and selection of finalist of the Public Safety Building Proposals

Petersen said he has been working with the two Chiefs as a committee on this project, and thanked them for continuing on when he fell ill.

Chairman Merry read the following:

During the May 11th meeting, the top three firms made presentations on their proposals. Tonight, the Board of Selectmen is scheduled to select a finalist.

Chief Barker submitted a letter to the Board of Selectmen on April 27th on the evaluation of the proposals. Chief Barker and Chief Broderick will be present tonight for the discussion on the contract award.

Petersen said there were nine proposals, all were qualified, and they whittled the group down to three finalists. He said they did site visits, it is a tough choice since they are all qualified, and their presentations were excellent. Merry said all three have done multiple facilities. Petersen said they recommend the Carrell Group, a small company that specializes in police and fire stations. He said they built the station for Swampscott within the past three years and it was built on a small lot on top of a sewerage treatment plant, and it was very well designed. He said the Swampscott Chief had wonderful comments about the company, and it is a no frills building that fits in with the neighborhood. Chief Broderick said the Carrell Group also watched the contractor during construction. Merry said a smaller group can pay attention to the details. Pierce said it sounded like they can start work tomorrow as they outlined their process and the focus will be on the needs of the Town so that the project is not overbuilt.

Eagan said there is a budget of \$85,000 for this project. Perry said we are not looking for the Taj Mahal, just a building to suit the Department needs and fit within the Town. Merry said the Carrell Group said they have never blown a budget, and they are usually 5% to 10% below the cost estimates, and their errors and omissions rarely exceed 1% of the construction budget. Pierce asked if Kaestle Boos already did a study. Broderick said yes, in 1999 and 2001, and the architect used no longer works for that firm. He said neither attempt passed. He said the building they designed in Holden was very nice and well-constructed. He said some items in Holden are over the top such as heated sidewalks and the geothermal heating system. He said the Chief there said he wouldn't do those items again as it costs \$30,000 a year in maintenance. He said the Carrell Group also designed the Ware Fire Station and it blended into the community, the interior work was very well thought out, and there was attention to detail. Petersen said these buildings are very practical, nice looking, and nothing fancy. Broderick said his vote is for the Carrell Group because he liked Greg Carrell, he is not full of himself, he liked the Swampscott station and he thinks they will work well with Rowley. Snow said they worked within a small footprint in Swampscott, and that is a great building. Perry said the Carrell Group sounds like a great match given their ability to get projects passed at town meeting and the ability to work within the set budget. Petersen said it is critical to get this started given recent bad weather. Snow said now is the time with borrowing costs low. Petersen said he thinks the Carrell Group is the one, and he thinks they will do a nice presentation at Town Meeting.

Joseph Perry made a motion to select the Carrell Group as the finalist for this project, Dave Petersen second, all in favor - aye (5-0).

OLD BUSINESS

1. Discuss Whittier Voc-Tech school choice policies and Rowley representative to a committee to address goals and compliance issues

Chairman Merry read the following:

Vice Chairman Joe Perry attended a meeting a few weeks ago with other local officials to discuss Whittier Vocational-Technical High School's school-choice policies. The group decided to form a committee to address short-term goals concerning admissions and transportation issues and a long-term goal of reviewing the Whittier Voc-Tech agreement. Mr. Perry will provide an update on this.

Perry said he volunteered to go to Merrimack and seven towns sent representatives to this meeting. He said they discussed setting up a committee to address issues with the new Superintendent starting in June / July. He said the issues to be addressed are:

- it costs \$18,000 to educate a student at Whittier and there are 141 out-of-district students. He said they get \$5,000 from the State through the Towns, so there is a remaining \$13,000 shortfall per student, which amounts to a \$1,000,000 shortfall in the budget. He said Whittier has decided to provide transportation for these out-of-district students. He said the Whittier School Committee has voted to not accept any out-of-district students next year.
- there is an application with five parts, and each part is worth 20 points. He said applicants need a score of 67. He said the application is used by out-of-district students and the top applicants are accepted. He said there is an unfair advantage for out-of-district applicants.

Perry said he would like to represent Rowley on this committee.

Bob Snow made a motion to nominate Joe Perry to serve on this committee, Dave Petersen second, all in favor - aye (5-0).

Petersen said this is an ongoing issue, the number of out-of-district students is astronomical, and the in-district students should be accepted since the district towns pay for this. He said it is good that Whittier will be challenged and our views will be known.

NEW BUSINESS

2. Review ZBA Application from Richard J. Caram, Jr. re: Special Permit for in-law apartment at 157 Boxford Road

The Selectmen reviewed the application. Pierce said it is consistent with the Town's recently amended bylaw. Merry said the lot is long and narrow, the house is set back off the road and the addition is on the back side. Pierce said 700 square feet is the maximum allowed under the bylaw, and he doesn't see any issues with this application.

Dave Petersen made a motion to inform the ZBA that the Board of Selectmen has no comments on this application, Joseph Perry second, all in favor - aye (5-0).

3. Request from Maryann Richard of Backstage Salon for trailer permit

Chairman Merry read the following:

Backstage Salon is applying for a Trailer Permit, pursuant to the Town's Trailer Use General Bylaw.

We have asked Building Inspector Ken Ward and Town Planner Kirk Baker to review this application. (Comments are attached.)

Backstage Salons plans to use this trailer as office space while they are doing renovations in the salon. It will be located behind the building. They plan to occupy the trailer through December 1, 2015. The trailer is 10'X44'. The specification sheet is attached.

If the Board is satisfied and approves this permit, please sign it tonight. (Permit is attached.)

Merry read the email from Ken Ward. Pierce said the zoning bylaws allow a trailer for no more than one year. Eagan said the general bylaws allow a trailer for no more than six months. She said this request has been reviewed by Town Planner Kirk Baker as well. Petersen said he doesn't see a problem with this. Perry asked if there will be an issue with the Cedarwood residents. Eagan said Baker addressed this in his comments. Petersen said he doesn't think this will be an issue. Pierce said there is pretty good screening there.

Dave Petersen made a motion to approve the request for a 10' x 44' trailer through December 1, 2015, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the permit.

4. Discussion Open Space Committee and letter from Sonja Vincola re: Open Space Committee

Chairman Merry read the following:

While the Conservation Commission/Acting Open Space Committee has not yet had an opportunity to meet with Ms. Vincola, Conservation Agent Brent Baeslack is acquainted with her from her participation in the Conservation Commission's Earth Day Clean Up event at the Boxford Rd. Pingree Farm Conservation Area last year.

The Board of Selectmen should consider Ms. Vincola as a candidate for the Open Space Committee. Larry White has also expressed an interest and has met with the Board of Selectmen and Conservation Commission.

The Open Space Committee should consist of five members, of which one member is a sitting member of the Conservation Commission. The ConCom member will serve as a liaison, thereby ensuring frequent communication between both groups.

If Larry White, Sonja Vincola, and a Conservation Commission member are appointed, then we will be only recruiting two more individuals to serve on this Committee.

Does the Board wish to send a memo to the Conservation Commission requesting that they nominate one of their members to serve on the Open Space Committee?

Petersen said if the Committee has three members, then they can start meeting. He encouraged others to become involved in this Committee. Eagan said Baeslack is finishing the Open Space Plan and a consultant is being hired to help finish it.

Dave Petersen made a motion to appoint Larry White and Sonja Vincola to the Open Space Committee, pending approval of the appointment from the Conservation Commission, and the Committee shall consist of five members, one of which is a Conservation Commission representative, Joseph Perry second, all in favor - aye (5-0).

FY 16 RE-APPOINTMENTS

1. CPA Administrator
2. Building Inspector; Alternate Building Inspector
3. Plumbing & Gas Inspector; Alternate Plumbing and Gas Inspector
4. Electrical Inspector; Alternate Electrical Inspector
5. Conservation Commission
6. Cultural Council
7. Parks and Recreation Committee

Joseph Perry made a motion to re-appoint the CPA Administrator Karen O'Donnell through June 30, 2016, Bob Snow second, all in favor - aye (5-0).

Bob Snow made a motion to re-appoint Building Inspector Ken Ward, Alternate Building Inspector Sam Joslin, Plumbing & Gas Inspector Harry Bennett, Alternate Plumbing & Gas Inspector William Wendt, Electrical Inspector Dave Levesque, Alternate Electrical Inspector Donald Galicki, all through June 30, 2018, Dave Petersen second, all in favor - aye (5-0).

Joseph Perry made a motion to re-appoint Curtis Turner and Robert Garner to the Conservation Commission through June 30, 2018, Bob Snow second, all in favor - aye (5-0).

Bob Snow made a motion to re-appoint Carolyn Peabody, Carolyn Bartlett, Kathy Sullivan, Nancy Hill and Sally McRae to the Rowley Cultural Council all through June 30, 2016, Joseph Perry second, all in favor - aye (5-0).

Bob Snow made a motion to re-appoint Tim Southall to the Parks and Recreation Committee through June 30, 2018, Joseph Perry second, all in favor - aye (5-0).

MINUTES

- December 15, 2014

Bob Snow made a motion to approve the minutes of December 15, 2014, Dave Petersen second, all in favor - aye (3-0). Joseph Perry - ABSTAINED Cliff Pierce - ABSTAINED

- January 5, 2015

Dave Petersen made a motion to approve the minutes of January 5, 2015, Joseph Perry second, all in favor - aye (4-0). Cliff Pierce - ABSTAINED

ANNOUNCEMENTS

- Water Board is holding a Water Rate Hearing – Tuesday, June 2 at 7:00 p.m. at Town Hall
- Rowley Community Blood Drive – Monday, June 8, 2:00 p.m. – 7:00 p.m. Rowley Veterans Association, 19 Bradford Street, Rowley
- 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 seats

f. **Open Space Committee** is seeking members

For 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.
- Independence Day Celebration – Saturday, June 27 – Children's Parade 8:30 a.m. and races, music and food on the Town Common starting at 9:00 a.m.

ADJOURN

There being no further business before the Board, Chairman Merry called for a motion to adjourn. Dave Petersen so moved, Bob Snow second, all in favor - aye (5-0).

Open meeting adjourned at 8:55 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Letter of resignation from COA Director Maryellen Mighill
2. Letter from Personnel Board Member Richard Curran re: Personnel Board re-appointment
3. Letter from Nathaniel Dummer re: ZBA Appointment
4. MGL Ch. 44 § 33B(b) transfer to Veterans Benefits line
5. MGL Ch. 44 § 33B(b) transfer to Town Accountant Expenses
6. Email from Sue Bailey regarding Ch44 33B Transfer
7. Meeting memo regarding 7:15 p.m. – 7:45 p.m. Appointment: Discussion on the Seabrook Nuclear Power Plant Safety and Evacuation Concerns
8. Motion made at May 4, 2015 Town Meeting by Stephen Comley
9. Report from REMA Director James Broderick re: Report on concerns from Steven Comley Sr. Pertaining to the Seabrook Nuclear Power Plant
10. Letter from Daniel H. Dorman of the Nuclear Regulatory Commission to Bruce Tarr dated May 21, 2015
11. Meeting memo regarding 7:45 p.m. Appointment: Fire Chief James Broderick and Police Chief Robert for discussion and selection of finalist of the Public Safety Building Proposals
12. Memo from Amy Lydon to Board of Selectmen re: Public Safety Building Proposals
13. Memo from Police Chief Robert Barker to Board of Selectmen regarding Public Safety Feasibility Committee

14. Meeting memo regarding Old Business #1: Discuss Whittier Voc-Tech school choice policies and Rowley representative to a committee to address goals and compliance issues
15. Article from The Daily News, May 20, 2015 edition, titled, "Favoritism charges leveled against Whittier Voc-Tech"
16. ZBA Application from Richard J. Caram, Jr. re: Special Permit for in-law apartment at 157 Boxford Road
17. Meeting memo regarding Old Business #3: Request from Maryann Richard of Backstage Salon for trailer permit
18. Email from Ken Ward re: temporary trailer
19. Email from Kirk Baker re: temporary office trailer at Market Basket
20. Specification sheet for proposed trailer for Backstage Salon
21. Trailer Use Bylaw
22. Email from Maryann Richardson re: Backstage Salon and Spa
23. Email from Paul Richardson and attachment containing information on the proposed trailer
24. Signed Trailer Permit for Maryann Richardson/Backstage Salon
25. Meeting memo regarding New Business #4: Discussion Open Space Committee and letter from Sonja Vincola re: Open Space Committee
26. Email letter from Sonja Vincola re: Open Space Committee
27. Resume from Sonja Vincola
28. Matrix of June 1, 2016 FY 16 Re-Appointments
29. Draft meeting minutes from December 15, 2014
30. Draft meeting minutes from January 5, 2015
31. Notice for Rowley Community Blood Drive