

MINUTES OF THE BOARD OF SELECTMEN

May 22, 2023

Town Hall, 139 Main Street, Rowley, MA

6:00 p.m.

MEMBERS PRESENT: Robert Snow; Cliff Pierce; Christine Kneeland; Deana Ziev; Sheri David (Town Administrator Deborah Eagan; Assistant Town Administrator Amy Lydon)

CALL MEETING TO ORDER

Chairman Snow called the meeting to order at 6:00 p.m. He said the meeting is being audio and video recorded and broadcast live by Rowley Community Media.

PLEDGE OF ALLEGIANCE

Sheri David led the Pledge of Allegiance. Snow welcomed Sheri and said this is a historic moment for the Board because there are three women and two men. David thanked Bob and said she is honored to be serving with the other members of the Board.

6:00 p.m. TO 6:05 p.m. PUBLIC COMMENT

Danby Whitmore of 61 Glen Street said at Town Meeting everyone was saying that there is no coordination between the School Committee, Finance Committee and Board of Selectmen around Triton's budget. She asked if there is a monthly meeting. Snow said we can't comment on this because it is not on the agenda. He said the Chairman can take it under consideration and answer the question in the future. Whitmore said she also wants to know how the Finance Committee is put together, what the term is and how they are appointed. Eagan said this is in the Finance Committee Bylaw in the General Bylaws of the Town.

RE-ORGANIZATION OF THE BOARD

- Chairman
- Vice Chairman
- Clerk

Christine Kneeland made a motion to nominate Cliff to be Chairman, Deana Ziev seconded. Pierce said he was going to nominate Bob Snow. Snow said there are two votes for Cliff and one vote for Snow, and asked the Board what they wished to do.

Ziev said there is a motion and a second to nominate Cliff. Snow called for the vote to nominate Cliff – all in favor – aye (5-0).

Cliff Pierce nominated Bob Snow as Vice Chairman. Ziev said what about Christine.

Deana Ziev made a motion to nominate Christine Kneeland as Vice Chairman, Bob Snow second, all in favor – aye (5-0).

Christine Kneeland made a motion to nominate Deana Ziev as Clerk, Bob Snow second, all in favor – aye (5-0).

The Board changed chairs and Cliff Pierce chaired the rest of the meeting.

GENERAL BUSINESS

1. Review State Ethics Disclosure filed by Sheri David

Chairman Pierce read the following:

Sheri David contacted the State Ethics Commission for guidance pertaining to the State Conflict of Interest Law.

She was advised by the Commission to file a “Disclosure by Special Municipal Employee of Financial Interest in a Municipal Contract as Required by G.L. c. 268A § 20(d)” form with the Board of Selectmen.

Town Counsel Tom Mullen has also reviewed this form. The Board needs to review the form and make a determination to either approve or disapprove of the §20(d) exemption. (See last page.) If the Board approves of the motion, the Board needs to vote to approve the form and to authorize the Chair to sign the form. The original will be signed by the Chair after the meeting.

Christine Kneeland made a motion to approve the form and authorize the Chair to sign it, Deana Ziev second, all in favor – aye (4-0). Sheri David – RECUSED

Sheri David recused herself from this agenda item and left the meeting room at 6:08 p.m.

Sheri David returned to the Selectmen’s table at 6:08 p.m.

2. Request from Police Chief Scott Dumas to re-apply for a Jail/Arrest Diversion Grant

Chairman Pierce read the following:

Chief Dumas is requesting authorization from the Board to re-apply to the Jail/Arrest Diversion Grant, and to be the authorized signatory on the grant forms.

If the Board is in agreement, the Board needs to approve this request.

Christine Kneeland made a motion to approve this request, Bob Snow second, all in favor – aye (3-0). Deana Ziev – ABSTAINED Sheri David – ABSTAINED

3. Request from the Alzheimer's Association to hold annual Ride to End ALZ on June 3, 2023

Chairman Pierce read the following:

The Alzheimer's Association has requested to hold a "Ride to End Alzheimer's" bike race through Rowley on Saturday June 3, 2023 from 8:45 a.m. through 12:45 p.m. They expect about 100 cyclists to come through Rowley. The race will follow the following route through Rowley:

<i>Main St Red Gate Rd Rowley</i>
<i>Main St Main St Rowley</i>
<i>Cross St Main St Rowley</i>
<i>Cross St Jellison Rd Rowley</i>
<i>Central St Cross St Rowley</i>
<i>Central St Easy St Rowley</i>
<i>CS becomes Glen St MA-1 Rowley 1 0815-1215 4</i>
<i>Hillside St Coleman Rd Rowley</i>
<i>Wethersfield St Hillside St</i>

The Fire Chief, Highway Surveyor, and Health Director did not have any comments or concerns about this event.

Chief Dumas and the applicant have corresponded about the need to have appropriate police details set up at Route 1/Central Street/Glen Street intersection, and the current State project in progress at the intersection.

Chief Dumas provided these comments:

The intersection (Route 1/ Central Street) is under construction and will be during the ride. I do not know what it will be like on June 3rd, other than it will be passable but likely not ideal.

A detail officer will be required.

The intersection of concern is Central and Route 1. There should be no construction going over the weekend but this is a State project and I can't definitively say there will not be. I see no reason to deviate from your route if you still plan to traverse from Central to Glen Street. I have ordered a detail officer.

We have not yet received comments from the Fire Captain/Fire Lieutenant, but will provide them as soon as we receive them.

Does the Board wish to approve this event? If so, Bob please sign the tagged Town Acknowledgement form.

Does the Board wish to request that Chief Emery coordinate setting up the two Town owned message boards to alert drivers the day before the race that bikers will be crossing Route 1 from Central Street to Glen Street? These message boards have been set up for this event in the past.

Deana Ziev made a motion to approve this request and to ask the Fire Chief to set up the message boards, Bob Snow second, all in favor – aye (5-0).

4. Request from Police Chief Scott Dumas to lift the hiring freeze for the position of Full-time Patrolman

Chairman Pierce read the following:

Chief Dumas is requesting the Board of Selectmen to lift the hiring freeze so that he can post the position of Full-time Patrolman. This position is funded in the Police Department FY 24 wages budget. He would like to post the position as soon as possible so that he can start the job selection process soon.

If the Board agrees to lift the freeze, the Board will need to vote to approve this request.

Pierce said there is a general hiring freeze and asked if we are making an exception for the Police Department and Fire Department, or on a case-by-case basis. Eagan said it is on a case-by-case basis. She said this position was funded in the FY24 budget despite the budget guidelines for no new hires. She said the Board decided this would be a good idea because there are issues with filling shifts and with paying overtime to do so. She said under POST, we are restricted in the use Reserve Patrolmen to cover shifts.

Christine Kneeland made a motion to lift the hiring freeze for this position, Bob Snow second, all in favor – aye (3-0). Deana Ziev – ABSTAINED Sheri David – ABSTAINED

5. Request from Water Superintendent Robert Gray to apply for State Revolving Fund grant funding for the Lead Service Line Inventory project

Chairman Pierce read the following:

The Water Department is applying to the SRF for grant funding to cover the cost of the Lead Service Line Inventory project. The application requires the Board of Selectmen, as the Town's "Chief Executive Officer" to authorize the filing of this application and to

authorize the Town Administrator to serve as the Town's representative and to sign the application.

If the Board is in agreement to approve this request, the Board needs to vote to authorize the Town Administrator to sign the SRF forms. The Town Clerk will certify the Board's vote.

Bob Snow made a motion to authorize the Town Administrator to sign the SRF forms, Deana Ziev second, all in favor – aye (5-0).

6. Authorize Chairman of the Board of Selectmen to sign letter of support for Community One Stop Growth Rural & Small Town application

Chairman Pierce read the following:

Debbie, Amy, and Natalie are working on the State Community One Stop Grant Program. The Board had previously authorized the filing of this grant application. One of the application components is a letter of support from the Board of Selectmen.

Debbie is asking the Board to vote to authorize the Chairman to sign a letter of support for the grant application.

Christine Kneeland made a motion to authorize the Chairman to sign a letter of support for the grant application, Deana Ziev second, all in favor – aye (5-0).

7. Authorize the filing of the Community One Stop Growth program for Planning Department funding requests and authorize Chairman of the Board of Selectmen to sign letter of support

Chairman Pierce read the following:

Town Planner Kirk Baker is working on the State Community One Stop Grant Program for Planning Department funding requests, such as to do studies on the impact on the MBTA Communities 3A law on traffic, schools, utilities, and housing production in order to develop a new master plan for the Town. He will be working with a representative from MVPC on finalizing the application this week. Kirk needs a letter of support from the Board of Selectmen to be included with his grant application. He also needs the Board to vote to authorize him to file the grant application.

Could the Board please vote for these authorizations?

Deana Ziev made a motion to issue a letter of support from the Board of Selectmen to be included with this grant application and to authorize Kirk to file the grant application, Christine Kneeland second, all in favor – aye (5-0).

NEW BUSINESS

1. Discuss Triton Middle School Student projects

Chairman Pierce read the following:

Tim Connell, the Social Studies Content Leader at the Triton Middle School, contacted Town Clerk Catie McClenaghan to let her know that eighth grade students would be participating in a student-led non-partisan civics project. As part of that project, many students would be contacting the Town departments for information as part of their projects.

Our office has received a total of five student requests. Two of these requests were sent to Parks and Recreation Committee Chairman David Zizza.

We have three requests remaining. The Chairman would like the Board members to review the requests and pick a request to respond to.

- 1) *Kaylin Cook*
- 2) *Joey Joyce and Sophia Mcqueeney*
- 3) *Carly Warren*

Eagan said Kaylin Cook's request is regarding events on the Town Common, Joey Joyce & Sophia Mcqueeney's request is for lights on the Town Common year-round and Carly Warren's request is about recycling programs. She said these are the three requests that fall under the Board of Selectmen and the member can either meet with or have a telephone conversation with the student. She said the staff can help provide the background research.

Kneeland said she will work with Kaylin Cook. David said she will work with Joey Joyce & Sophia Mcqueeney. Pierce said he will work with Carly Warren.

2. Highway Road Materials and Services contracts authorization

Chairman Pierce read the following:

On April 24, 2023 the Board of Selectmen, upon request of Highway Surveyor Patrick Snow, voted to award contracts for Highway road materials and services as detailed below.

Could the Board please vote to authorize the Chairman to sign these contracts?

Deana Ziev made a motion to authorize the Chairman to sign these contracts, Christine Kneeland second, all in favor – aye (5-0).

3. Discuss State law allowing temporary outdoor dining extension

Chairman Pierce read the following:

On March 29, 2023 Governor Healey signed an Act into law which allows towns to approve requests for temporary outdoor seating and liquor license expansion, and for the takeaway/delivery of alcohol, until April 1, 2024. Please see the details from the ABCC on the attached advisory about this.

Two establishments in Town have requested applications for temporary liquor licenses to allow them to serve alcohol in temporary outdoor areas: Off the Vine and Anonymous Brewing. The Bradford Tavern has indicated that they intend to apply as well.

Last season, the Board issued three of these temporary licenses to Off the Vine, Anonymous Brewing and Bradford Tavern, with an expiration date of November 1st, with any business wishing to extend beyond this date to submit a new application. This was due to the many concerns brought up by department heads regarding enclosed tents, egress issues and complications due to the use of heaters and snow removal. No businesses applied for an extension beyond November 1st last year.

Does the Board wish to allow temporary outdoor dining under this Act? If so, we recommend the following approach:

- 1. Like last year, extend the expiration date to November 1st, and require a new application to extend into the winter season. This would allow these businesses to use temporary outdoor dining spaces throughout the fall of 2023, but not all the way through the winter and early spring. Unless the law changes again, this would be the final expiration date for these temporary licenses.*
- 2. If a business wishes to utilize the temporary outdoor dining spaces from November 2, 2023 – April 1, 2024, they would need to complete a new application form to address the various concerns of the department heads.*

Bob Snow made a motion to approve this extension using the recommended approach above, Christine Kneeland second, all in favor – aye (5-0).

4. Award Parks and Recreation contract for ballfield lawn treatments

Chairman Pierce read the following:

The Parks and Recreation Committee recommends the Board of Selectmen vote to award the contract for lawn treatments (fertilization, weed/pest control/aeration and

seeding) of the Town's playing fields to Grassmaster Plus of Georgetown, MA in the amount of \$8,138 per year. The contract may be extended for a second and third period for a yearly amount of \$8,138 per year.

There were no other quotes submitted in response to the solicitation.

- 1. The Board needs to vote to award the contract to Grassmaster Plus of Georgetown, MA in the amount of \$8,138 per year.*
- 2. The Board needs to vote to authorize the Chairman to sign the contract.*

Bob Snow made a motion to award the contract to Grassmaster Plus of Georgetown, MA in the amount of \$8,138 per year and to authorize the Chairman to sign the contract, Christine Kneeland second, all in favor – aye (5-0).

5. Discuss Town Accountant Susan Bailey contract requirements

Chairman Pierce read the following:

Town Accountant Susan Bailey submitted her notice of retirement to the Board of March 30, 2023.

The FY 23 wage budget for Susan doesn't have enough funds to pay for her contract benefits. The line is short by \$31,086.76.

Chairman Snow and Debbie reviewed the matter with Town Counsel Tom Mullen. Tom says that this is an "extraordinary and unforeseen expenditure" under G.L. c. 40 §6. He says it is unforeseen because the retirement notice was made on March 30, 2023, after the Town Meeting warrant was closed and the warrant was nearly finalized. He says this is extraordinary because the amount is relatively high. He says that is a contractual obligation for the Town.

Does the Board want to file a Reserve Fund Transfer Request for \$31,086.78 with the Finance Committee to fund this contractual obligation?

Ziev asked if the only way to handle this is to fund this. Eagan said this has been reviewed by Town Counsel. She said when the retirement notice came in after the Town Meeting warrant was closed and we had a balanced budget. She said to fund this at Town Meeting, we would need a Special Town Meeting and this would put the Town at risk for a claim.

Christine Kneeland made a motion to file a Reserve Fund Transfer Request for \$31,086.78 with the Finance Committee to fund this contractual obligation, Deana Ziev second, all in favor – aye (5-0).

6. Triton Middle School projects

Chairman Pierce said this has already been taken up.

OLD BUSINESS

1. Discuss cricket field at Veterans Field

Chairman Pierce read the following:

At a prior meeting, the Board requested to the Parks and Recreation Committee to review the plan that will be filed with the Conservation Commission with the Request for Determination of Applicability for the cricket field prior to it being reviewed by the Conservation Commission. Attached is the Request for Determination of Applicability (RDA) and the plan prepared by the cricket group's engineer, Williams Sparages. The Parks & Recreation Committee has reviewed these plans and are recommending that the Board of Selectmen approve them.

The background is as follows:

On April 24, 2023, the Board voted to amend its' previous approval of this project by adding these three items:

- 1) Development of a plan showing the location of the cricket pad – Brent said that the plan previously created by Meridian for the baseball field in 2019 marked up to show the location of the cricket field can be used for this purpose.*
- 2) Stormwater & Erosion Control Bylaw – This Bylaw is triggered when an excess of 20,000 square feet of soil has been has been disturbed. The Hoysala Group stripped about 50,000 square feet of soil. Brent feels that this project may be eligible for a waiver under the bylaw. The Hoysala Group needs to have a letter prepared by a "qualified professional" such as a landscape designer, landscape architect, or civil engineer, stating that this work is not changing the topography of the site or changing the drainage at the site. The good news is that at this point, we do not need to file a formal Stormwater & Erosion Control application with the Conservation Commission.*
- 3) Request for Determination of Applicability (RD) – Brent says that we need to file a Request for a Determination of Applicability because the field is within the 100 feet buffer zone. The Hoysala Group needs to have the RDA application completed by a "qualified professional" as described in #2. The good news for now is that we do not have to file an NOI.*

Does the Board have any comments or concerns?

Pierce said everything seems to be appropriate. David Zizza said the Parks & Recreation Committee met and agree that the plans look good and their engineer did a good job.

Deana Ziev made a motion to approve the plans and to authorize Chairman Pierce to sign the RDA, Christine Kneeland second, all in favor – aye (5-0).

2. Update on Fiber Grant project

Chairman Pierce read the following:

The Town received a \$80,426 Community Compact IT Grant to install a new fiber optic network between four municipal buildings – Town Hall, Town Hall Annex, Library, and Highway facility. This upgrade will provide a reliable and secure intercommunication system that will help the Town more efficiently manage the network and deliver services to the public.

The Project Team, working with the Town's IT consultant, PRS Group, Inc., has been able to source a vendor on the State Contract list from Ockers to perform the work. Debbie is asking the Board to authorize her to issue a Purchase Order to Ockers in accordance with the State Contract vendor terms. We have also been working with Rowley Municipal Light Plant (RMLP) on any requirements that they may have to connect to the poles. Should RMLP have any further requirements for this connection, Debbie is asking the Board that she be authorized to proceed with RMLP requirements and approvals. We are hoping to get this project underway as soon as possible.

Deana Ziev made a motion to authorize Debbie to issue a Purchase Order to Ockers and to authorize Debbie to proceed with RMLP requirements and approvals, Bob Snow second, all in favor – aye (5-0).

3. Discuss Pine Grove School Bond Premium balance

Chairman Pierce read the following:

Treasurer/Collector Karen Summit has notified the Board that there is a small amount of funds in the Pine Grove School bond premium fund that she would like to use towards the Pine Grove School July debt payment. The amount is \$4,868.81.

The Town's financial advisor, Abby Jeffers of Hilltop Securities, recommends that the form of vote be as follows:

I move that approval is hereby given for the sum of \$4,868.81, representing the balance of bond premium received on account of the sale of the Town's prior bond issues, to be applied for the payment of debt service on the Bonds on the next principal or interest payment date of those Bonds, such amount being treated as allocated to an expenditure for federal tax purposes on the date such principal or interest is paid under Treas. Reg. § 1.148-6(d)(3)(ii)(A)(6), second, all in favor . . .

After the vote, the Clerk of the Board reads the attached statement into the record and signs and dates it.

Deana Ziev moved that approval is hereby given for the sum of \$4,868.81, representing the balance of bond premium received on account of the sale of the Town's prior bond issues, to be applied for the payment of debt service on the Bonds on the next principal or interest payment date of those Bonds, such amount being treated as allocated to an expenditure for federal tax purposes on the date such principal or interest is paid under Treas. Reg. § 1.148-6(d)(3)(ii)(A)(6), Christine Kneeland second, all in favor – aye (5-0).

Ziev read the following into the record:

I, the Clerk of the Board of Selectmen of the Town of Rowley, Massachusetts (the "Town"), certify that at a meeting of the board held _____, 2023, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: That approval is hereby given for the sum of \$4,868.81, representing the balance of bond premium received on account of the sale of the Town's prior bond issues, to be applied for the payment of debt service on the Bonds on the next principal or interest payment date of those Bonds, such amount being treated as allocated to an expenditure for federal tax purposes on the date such principal or interest is paid under Treas. Reg. § 1.148-6(d)(3)(ii)(A)(6).

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended

FY 24 RE-APPOINTMENTS

<u>Position or Board</u>	<u>Name</u>	<u>Expiration</u>
Shellfish Constable	Travis Kneeland	6/30/2024
Shellfish Constable (Deputies)	William DiMento	6/30/2024
Shellfish Constable (Deputies)	Fred Hardy	6/30/2024

Shellfish Constable (Deputies)	David Kent	6/30/2024
Shellfish Constable (Deputies)	Jenna DiMento	6/30/2024
Board of Appeals, Ch. 41 Sec 81 <i>five year term</i>	Karla Chafee	6/30/2028
Zoning Board of Appeals (ZBA) <i>five year term</i>	Karla Chafee	6/30/2028
Keeper of the Rowley Police Station Lockup facility as required under MGL Ch. 40, Sec 35 <i>one year term</i>	Scott Dumas	6/30/2024
Police Department <i>three year term</i>	David P. Sedgwick, Captain	6/30/2026
Police Department <i>three year term</i>	Matthew Ziev, Sergeant	6/30/2026
Police Department <i>three year term</i>	Charles Hazen, Jr., Sergeant	6/30/2026
Police Department <i>three year term</i>	Christopher Ottani, Sergeant	6/30/2026
Police Department <i>three year term</i>	Robert Adams, Detective	6/30/2026
Police Department <i>three year term</i>	Lucas Tubbs, Patrolman	6/30/2026
Police Department <i>three year term</i>	Gavin Forni, Patrolman	6/30/2026
Police Department <i>three year term</i>	Carolyn Lynch, Patrolman	6/30/2026
Police Department <i>three year term</i>	Patrick Silva, Reserve Patrolman	6/30/2026
Police Department <i>three year term</i>	Sheri A. David, Full Time Dispatcher / Matron	6/30/2026
Police Department <i>three year term</i>	Lynne M. Neary, Full Time Dispatcher / Matron.	6/30/2026
Police Department <i>three year term</i>	Marc Pelletier, Full Time Dispatcher	6/30/2026
Police Department <i>three year term</i>	Edward Wilson, Full Time Dispatcher	6/30/2026
Police Department <i>three year term</i>	Grace Cohen, Reserve Dispatcher	6/30/2026
Police Department <i>three year term</i>	Chelsie Reilly, Reserve Dispatcher	6/30/2026
Police Department <i>three year term</i>	Jessie Mazzie, Regular Reserve Dispatcher	6/30/2026
Parking Clerk <i>one year term</i>	Catherine McClenaghan, Town Clerk	6/30/2024
Parking Clerk <i>one year term</i>	Janet Peabody	6/30/2024
Records Access Officer	Catherine McClenaghan	6/30/2024

Limited Health Agents <i>one year term</i>	Catherine McClenaghan, Town Clerk	6/30/2024
Limited Health Agents <i>one year term</i>	Jeffrey E. Megna	6/30/2024
Local Census Liaison for Federal Census <i>one year term</i>	Catherine McClenaghan, Town Clerk	6/30/2024
Board of Registrars <i>three year term</i>	Timothy Young	6/30/2026
Conservation Commission <i>three year term</i>	Howard Vogel	6/30/2026
Conservation Commission <i>three year term</i>	Ann Witzig	6/30/2026
Conservation Commission <i>three year term</i>	Jena Haag	6/30/2026

Pierce said we should vote the reappointments in one motion. David said she will recuse herself from this vote and she left the Selectmen's table and meeting room at 6:39 p.m. Pierce read the list of reappointments.

Bob Snow made a motion to make the reappointments as read by Chairman Pierce and listed on the meeting agenda, Christine Kneeland second, all in favor – aye (3-0).
Deana Ziev – ABSTAINED Sheri David – ABSENT

David returned to the meeting room and Selectmen's table at 6:42 p.m.

MINUTES

- April 24, 2023

Deana Ziev made a motion to approve the minutes of April 24, 2023, Bob Snow second, all in favor – aye (4-0). Sheri David – ABSTAINED

- May 8, 2023

Bob Snow made a motion to approve the minutes of May 8, 2023, Christine Kneeland second, all in favor – aye (3-0). Sheri David – ABSTAINED Deana Ziev - ABSTAINED

ANNOUNCEMENTS

1. The Town of Rowley Veterans Committee is inviting the public to march in the Memorial Day Parade, which will be held on Monday, May 29, 2023. Parade line up will be at 10:30 a.m. at the Pine Grove School. The parade will begin at 11:00 a.m. Marchers are encouraged to wear red, white, and blue. Students are welcome to wear their Boy Scout, Girl Scout or Sports uniforms. The "Old Nancy" Town cannon

will be at the event, along with a drum and bagpipe marching band. Hot dogs and drinks will be available at the Town Common.

2. The Water Department has been conducting hydrant flushing on dead-end streets on Tuesdays from 9 a.m. to 2 p.m. through Tuesday, June 13, 2023. For the schedule and additional information, please go to the Rowley Water Department website, www.rowleywater.com
3. The Board of Selectmen announces that a textile recycling bin has been placed in the rear parking lot of the Town Hall Annex at 39 Central Street. Residents can drop off a variety of textiles. Please see the Town website for the listing. All items must be dry, bagged and placed in the bin. Please do not leave items on the ground.
4. The Town has the following board vacancies:
 - **Conservation Commission**
 - **Council on Aging**
 - **Rowley Cultural Council**
 - **Zoning Board of Appeals – Alternate member**

Interested residents should send a letter of interest to the Board of Selectmen. Positions are open until filled.

ADJOURN

Bob Snow made a motion to adjourn, Deana Ziev second, all in favor – aye (5-0).

Meeting adjourned at 6:45 p.m.

ATTACHMENTS:

1. Meeting memo regarding Re-organization of the Board
2. Meeting memo regarding General Business #1: Review State Ethics Disclosure filed by Sheri David
3. State Ethics Disclosure filed by Sheri David
4. Meeting memo regarding General Business #2: Request from Police Chief Scott Dumas to re-apply for a Jail/Arrest Diversion Grant
5. Email from Police Chief Scott Dumas regarding Jail/Diversion grant
6. Request from Police Chief Scott Dumas to re-apply for a Jail/Arrest Diversion Grant
7. Meeting memo regarding General Business #3: Request from the Alzheimer's Association to hold annual Ride to End ALZ on June 3, 2023
8. Request from the Alzheimer's Association to hold annual Ride to End ALZ on June 3, 2023, including map and Acknowledgement Form

9. Meeting memo regarding General Business #4: Request from Police Chief Scott Dumas to lift the hiring freeze for the position of Full-time Patrolman
10. Draft job vacancy notice for position of Full-time Patrolman
11. Meeting memo regarding General Business #5: Request from Water Superintendent Robert Gray to apply for State Revolving Fund grant funding for the Lead Service Line Inventory project
12. Email from Ryan Neyland from Tata and Howard regarding Lead Service Line Inventory – SRF Application Signature Forms, including attached forms
13. Meeting memo regarding General Business #6: Authorize Chairman of the Board of Selectmen to sign letter of support for Community One Stop Growth Rural & Small Town application
14. Excerpt from March 7, 2022 Board of Selectmen meeting minutes
15. Official Action Notice regarding authorization to apply for Community One Stop application
16. Draft letter of support for Community One Stop Growth Rural & Small Town application
17. Meeting memo regarding General Business #7: Authorize the filing of the Community One Stop Growth program for Planning Department funding requests and authorize Chairman of the Board of Selectmen to sign letter of support
18. Meeting memo regarding New Business #1: Discuss Triton Middle School Student projects
19. Email from Tim Connell regarding Triton Civics Engagement Project 2023
20. Email from Kaylin Cook regarding Triton Civics Engagement Project
21. Email from Joey Joyce and Sophia McQueeney regarding Triton Civics Engagement Project
22. Email from Carly Warren regarding Triton Civics Engagement Project
23. Email from Harrison Mullen regarding Triton Civics Engagement Project
24. Email from Charlie White regarding Triton Civics Engagement Project
25. Meeting memo regarding New Business #2: Highway Road Materials and Services contracts authorization
26. Meeting memo regarding New Business #3: Discuss State law allowing temporary outdoor dining extension
27. ABCC advisory regarding extension of State law allowing temporary outdoor dining extension
28. Meeting memo regarding New Business #4: Award Parks and Recreation contract for ballfield lawn treatments
29. Quote for Lawn Treatments submitted by Grassmaster Plus
30. Meeting memo regarding New Business #5: Discuss Town Accountant Susan Bailey contract requirements
31. Letter of retirement from Town Accountant Susan Bailey
32. Email from Town Counsel Tom Mullen regarding contracting funding issues
33. Spreadsheet prepared by Susan Bailey for vacation and sick payout amounts

- 34. Employment contract with Susan Bailey
- 35. Meeting memo regarding New Business #6: Triton Middle School projects
- 36. Meeting memo regarding Old Business #1: Discuss cricket field at Veterans Field
- 37. Email regarding Cricket group plan
- 38. Request for Determination of Applicability for cricket field project, including maps
- 39. Meeting memo regarding Old Business #2: Update on Fiber Grant project
- 40. Letter from State regarding award of Community Compact grant for fiber project
- 41. Quote from Ockers for fiber project
- 42. State contract User Guide for ITC68: Data Cable Products and Services
- 43. Meeting memo regarding Old Business #3: Discuss Pine Grove School Bond Premium balance
- 44. Meeting memo regarding FY 24 Re-appointments
- 45. Draft minutes of April 24, 2023
- 46. Draft minutes of May 8, 2023