

MINUTES OF THE BOARD OF SELECTMEN MEETING

April 11, 2016

Meeting held at Town Hall, 6:45 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 & OSRC; Henry Rolfe – Independent Press; Mark Bixby – Rowley Light Department; John Muldoon – The Local News; Stewart Lytle – The Town Common; Sean McFadden – Principal Assessor; Diane D'Angeli – Assessor; Donald Thurston – Assessor; Tom Beatrice – Brightergy, LLC; Bill DiMento - Assessor

CALL MEETING TO ORDER

Chairman Merry called meeting to order at 6:45 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

EXECUTIVE SESSION 6:45 p.m.

- To discuss litigation strategy: MaryBeth Wiser v. Town of Rowley, et al. MCAD Docket No.15BEM03181

Chairman Merry called for a motion to go into Executive Session for the purpose of discussing strategies with respect to litigation on the MaryBeth Wiser v. Town of Rowley, et al. Massachusetts Commission Against Discrimination (MCAD) Docket No.15BEM03181 case because an open meeting may have a detrimental effect on the litigating position of the Town and to return to open session.

Joseph Perry so moved, Cliff Pierce second, all in favor – roll call vote: Robert Merry - aye, Joseph Perry - aye, David Petersen -aye; Cliff Pierce – aye; Robert Snow – aye.

Executive session opened at 6:47 p.m.

Executive session adjourned and open session resumed at 7:05 p.m. Chairman Merry said the meeting is being audio and video recorded digitally.

APPOINTMENT - 7:00 p.m.— Chief Mulligan for citation for exemplary service to the Town

Chairman Merry read the following:

Chairman Merry will call Chief Mulligan forward. Chairman Merry will read a citation from the Board of Selectmen to Chief Mulligan thanking him for his exemplary service to the Town. Chairman Merry will call for a motion to vote and sign the citation. The Board will present the Citation to Chief Mulligan and Debbie and Amy will take a few photos.

Merry read the citation.

Joseph Perry made a motion to sign the Citation for Chief Mulligan, Dave Petersen second, all in favor - aye (5-0).

The Selectmen signed the Citation.

Chief Mulligan said he got a nice surprise on Thursday when the Police Department had a nice lunch and cake for him and presented him with a nice clock. He said the clock will have a place of honor in his home and he was very touched. The Selectmen presented the Citation to Mulligan and photos were taken. Mulligan said he is humbled by this and thanked the Selectmen for selecting him. He said this has been one of the best experiences of his career, and he thanked Eagan and Lydon for their support. He said he is shining because of the men and women of the Rowley Police Department, and when he arrived on the job he found a good professional Department that needed some guidance. He said he has looked at the reports and listened to the Police Radio and this is one of the best Police Departments he has had the privilege to work with. He thanked the Citizens, the Board and his wife of 44 years for her constant support. He said he wishes Chief Dumas all the best, said the transition is in process and he will be here a couple more days. Mrs. Mulligan said the Rowley Police radio never stops and they are busy all the time. Merry presented Mulligan with a flag of the Town of Rowley.

CITIZEN QUERY 7:05 p.m. to 7:10 p.m.

There were no Citizens Queries.

GENERAL BUSINESS

1. Road Opening Permit Request from National Grid to open 9 Walnut Ave to abandon an inactive gas service

Dave Petersen made a motion to sign the Road Opening Permit Request from National Grid to open 9 Walnut Ave to abandon an inactive gas service, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the permit.

2. Road Opening Permit Request from National Grid to open 9 Jellison Road to abandon an inactive gas service

Bob Snow made a motion to sign the Road Opening Permit Request from National Grid to open 9 Jellison Road to abandon an inactive gas service, Dave Petersen second, all in favor - aye (5-0).

The Selectmen signed the permit.

3. Road Opening Permit Request from National Grid to open 294 Main Street to abandon an inactive gas service

Dave Petersen made a motion to sign the Road Opening Permit Request from National Grid to open 294 Main Street to abandon an inactive gas service, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the permit.

4. Road Opening Permit Request from National Grid to open 789 Haverhill Street to abandon an inactive gas service

Dave Petersen made a motion to sign the Road Opening Permit Request from National Grid to open 789 Haverhill Street to abandon an inactive gas service, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the permit.

PUBLIC HEARING 7:15 p.m. Pole Hearing on the location of a new pole 81-S on Wethersfield Street

Chairman Merry recused himself from this discussion since he is a member of the Rowley Municipal Light Board, turned the meeting over to Vice Chairman Perry, and left the meeting room. Bob Snow recused himself from this discussion since he is also a member of the Rowley Municipal Light Board, and he left the meeting room.

Joseph Perry read the meeting notice into the record, and called Light Plant Superintendent Mark Bixby forward.

Dave Petersen made a motion to open the Pole Hearing, Cliff Pierce second, all in favor - aye (3-0). Bob Merry – ABSENT. Bob Snow – ABSENT.

Pole Hearing opened at 7:20 p.m.

Light Plant Superintendent Mark Bixby said they are proposing a new utility pole just before the Wethersfield Street and Route 1 intersection, and he showed the Board photos of the location. He said they are trying to support Pole #81, which is across the street. Petersen said all the new poles seem to be moved back a couple of feet and this looks good. There were no questions from the Board or the audience.

Dave Petersen made a motion to close the Pole Hearing, Cliff Pierce second, all in favor - aye (3-0). Bob Merry – ABSENT. Bob Snow – ABSENT.

Pole Hearing opened at 7:22 p.m.

Vice Chairman Perry called for a motion to sign the light pole documentation, which was provided by Mr. Bixby. Cliff Pierce so moved, Dave Petersen second, all in favor - aye (3-0). Bob Merry – ABSENT. Bob Snow – ABSENT.

The Selectmen signed the documentation. Petersen said the Town does not have many power outages, and the Light Department does a great job. Bixby said there have been a few trees down with recent winds, but not a lot of outages.

Bob Merry and Bob Snow returned to the Selectmen's table at 7:25 p.m.

JOINT MEETING 7:30 p.m. – Board of Assessors to discuss and approve Payment In Lieu of Taxes Agreements with Brightergy LLC for solar fields

Chairman Merry called for a motion to open the Joint Meeting with the Board of Assessors by a roll call vote. Joseph Perry so moved, Cliff Pierce second, all in favor roll call – Bob Merry – aye; Joseph Perry – aye; Bob Snow – aye; Dave Petersen – aye; Cliff Pierce – aye.

Chairman DiMento called for a motion to open the Joint Meeting with the Board of Selectmen by a roll call vote. Don Thurston so moved, Diane D'Angeli second, all in favor roll call – Bill DiMento – aye; Don Thurston – aye; Diane D'Angeli – aye.

Joint meeting opened at 7:27 p.m.

Chairman Merry read the following:

Town Counsel Tom Mullen has sent Debbie the final PILOT Agreements for 187R Central Street and 510 Newburyport Turnpike.

Chairman Merry will call Attorney Beatrice and representatives from Brightergy forward to discuss the PILOT Agreements. The Board of Selectmen and Board of Assessors will review the PILOT Agreements.

Chairman Merry will call for a roll call vote to sign the PILOT Agreements with Brightergy, LLC, for 187R Central Street and 510 Newburyport Turnpike. The Brightergy official will also need to sign the PILOT Agreements.

The executed PILOT Agreements will be filed with the Town Clerk.

Eagan said Attorney Mullen reported this afternoon that representatives from Brightergy are out of the country and their signatures on the agreements have been scanned. She said after Town Meeting, we can get their original signed copies. Merry said he read the agreements and nothing of concern popped out to him. Eagan said Mullen and Attorney Beatrice, (representing Brightergy), have been working with Principal Assessor Sean McFadden over the last couple of weeks, and the agreement is ready to be signed. She said this needs Town Meeting vote. DiMento asked if the Selectmen have any questions. He said they looked at other agreements and came to their own agreement. McFadden said Brightergy provided estimated income and revenues that they worked with. He said both plants are the same size, so the agreements match. Petersen said initially in years one through five the Town receives \$8,000, then \$4,500 each year after year five. Pierce asked if they will pay property taxes. McFadden said yes, the property taxes are separate, and this agreement is for the PILOT equipment only, which we have the right under the law to do. DiMento said this is a way that the State is promoting clean energy use. Merry said the legislation voted to extend the PILOT. Pierce asked if this equipment will be installed by a certain date. Beatrice said by the end of 2016, and their intent is to expedite this and work on the permitting immediately after Town Meeting. Perry asked where the location is on Route 1. McFadden said across from Simard's. Perry said the other one is on Central Street at Country Gardens. Henry Rolfe asked if Brightergy provided financial statements. McFadden said they provided estimates. Beatrice said there is a limit to the productivity of these locations, and one of the two agreements has been signed by RMLP and the other is 99% ready to be signed.

Dave Petersen made a motion to sign the PILOT agreements, Joseph Perry second, all in favor roll call – Bob Merry – aye; Joseph Perry – aye; Bob Snow – aye; Dave Petersen – aye; Cliff Pierce – aye.

Merry signed the agreements.

Don Thurston made a motion to approve these agreements and authorize Bill DiMento to sign them, Diane D'Angeli second, all in favor roll call – Bill DiMento – aye; Don Thurston – aye; Diane D'Angeli – aye.

DiMento signed the agreements.

Beatrice said it was a pleasure working with Tom Mullen, Sean McFadden, the Board of Assessors and Deb Eagan on this, and they are very thorough and professional.

Chairman Merry will call for a motion to close the Joint Meeting with the Board of Assessors by a roll call vote. Dave Petersen so moved, Cliff Pierce second, all in favor roll call – Bob Merry – aye; Joseph Perry – aye; Bob Snow – aye; Dave Petersen – aye; Cliff Pierce – aye.

Chairman DiMento called for a motion to close the Joint Meeting with the Board of Selectmen by a roll call vote. Don Thurston so moved, Diane D'Angeli second, all in favor roll call – Bill DiMento – aye; Don Thurston – aye; Diane D'Angeli – aye.

Joint meeting closed at 7:40 p.m.

APPOINTMENT 7:45 p.m. – Cemetery Commissioner Peter Dalzell to discuss vacancies on Cemetery Board

Eagan said something came up for Peter Dalzell, so he cannot make it tonight. She said she reviewed the process over the phone with him.

Chairman Merry read the following:

Arthur Page and William Gaynor resigned last week from the Board of Cemetery Commissioners.

Cemetery Commissioner Peter Dalzell called Debbie this afternoon to say that something has come up and he can't make it tonight. Debbie reviewed the appointment process with Peter over the phone.

Commissioner Dalzell, the remaining member of the Cemetery Board, has provided written notice of the vacancies in accordance with G.L. c.41 §11. A copy of Commissioner Dalzell's notice, dated April 5, 2016 is attached.

Debbie has drafted a Notice of the Vacancies to be posted with the Town Clerk. (See attached.) Debbie is asking for the Board to vote to authorize her to post the Notice.

Bob Snow made a motion to accept the resignations from Bill Gaynor and Arthur Page, Dave Petersen second, all in favor - aye (5-0).

Joseph Perry said the vacancies will be appointed through May 9, 2017. Merry said the notice to the Board of Selectmen of the vacancies needs to occur within thirty days and if it doesn't the Board of Selectmen makes the appointment and the Commissioners have no say. He said since the notice was provided within thirty days, both the Cemetery Commission and the Board of Selectmen have a say in filing the vacancies.

Eagan said she confirmed with Town Counsel Judy Pickett, who confirmed with the Attorney General's Office, that Dalzell can vote as the sole Cemetery Commissioner with the Selectmen on this appointment, but he needs to post a meeting notice. She said the appointment is through May 9, 2017 because the Annual Town Meeting ballot is already set.

Merry read the following:

At the April 25th meeting, the Board of Selectmen and Commissioner Dalzell will meet jointly to fill the vacancies by roll call vote. Because Commissioner Dalzell filed the written notice of the vacancies in accordance with G.L. c.41 §11, he can vote, by roll call, along with the Board of Selectmen to fill the vacancies. Debbie confirmed this with Town Counsel Judy Pickett, who also confirmed this with the Attorney General Office's Division of Open Government Attorney Kevin Manganaro. However, Judy recommends that Commissioner Dalzell post an Open Meeting Notice with the Town Clerk for that night.

The appointment to the vacancies will be through May 9, 2017 because the May 10, 2016 Annual Election Ballot is set.

Joseph Perry made a motion to post the vacancy notices, Bob Snow second, all in favor - aye (5-0).

GENERAL BUSINESS

5. Sign Annual Town Election Warrants

Dave Petersen made a motion to sign the Annual Town Election Warrants, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the eight copies of the Warrant.

6. Review application from Roger LeBlanc filed with the Zoning Board of Appeals for a special permit to reconstruct a single family structure at 9 Walnut Drive

Pierce said this is fairly routine and will be decided by the ZBA after the public hearing. Merry said it is an odd looking building at that location.

The Board had no comments or concerns for the ZBA on this application.

7. Request from the Sieglinde Aigner-Crooks of the Friends of the Rowley Public Library to places signs promoting the Annual Library Book Sale

Chairman Merry read the request. Merry said for the island locations, they need to make sure the signs don't block the visibility at the intersections. He said hopefully

there will be a phone number on the signs to call if there is any issue with them. Perry said the Friends of the Rowley Public Library do a lot and he hopes people will support the book sale.

Joseph Perry made a motion to approve this request, Dave Petersen second, all in favor - aye (5-0).

8. Issue proclamation for Drinking Water Week

Chairman Merry read the proclamation.

Dave Petersen made a motion to sign the proclamation, Bob Snow second, all in favor - aye (5-0).

Merry signed the proclamation.

OLD BUSINESS

1. Discuss Public Safety Building Project and Pine Grove School Project informational video recordings

Petersen said he, Perry, Principal Kneeland and the Police and Fire Chiefs along with architect Greg Carrell made a presentation on the buildings that was video recorded, and it came out good. He said the video can be accessed from the Town's website and he encourages everyone to watch it, and to call the Selectmen's Office with questions and he and Perry will get back to people. He said people can also take a tour of the buildings if they wish to. He said no renovations have been done to the buildings in the last twenty-five years, and the buildings are in desperate need of repairs. He said the Fire Station was built in 1880 as a recreation hall and there are lally columns in the basement to hold the floors up under the weight of the fire trucks. He said the wiring is old and if there is a fire overnight, the building and all the equipment may be lost.

Petersen said for the school project, the impact to the tax bills will be less than \$25 per year for the first couple of years because temporary interest only bonds will be used. He said the Police and Fire Station project is budgeted at \$11.7 million and will be financed with a twenty year bond. He said on an average \$415,000 house, the annual tax increase will be \$361, or \$.87 per \$1,000 of assessed value. He said these projects require approval at Town Meeting and at the Town Election to move forward.

Petersen said these projects are an investment in the community and he knows it is tough for people living on a fixed income and families with children. He said the State will reimburse us for 48% of the cost of the school project, and if this isn't approved, the roof, kitchen and boiler are a few items that need to be replaced anyways.

Perry said the cost for the Public Safety Building is \$361 for the average house for the entire year, or \$90 per quarter. He said the Town is in desperate need for these

projects and he thanked Rowley Community Media for making the videos, as well as the participants.

Petersen said if these projects don't move forward, the Town will need to pay for emergency repairs for these facilities. He said constructions costs are increasing 4% to 5% per year and it is most economical to do now. Henry Rolfe asked why information isn't being mailed to each home in Town to reach the most people. Petersen said under State law, they cannot pay for creating or sending literature using Town funds for override items, they can only present and discuss the articles.

Perry said ninety-one cities and Towns applied for the MSBA grant, and Rowley was one of fifteen chosen. He said he hopes the Town takes advantage of this grant. Petersen said there is a presentation at the PTA meeting tomorrow night, Chief Dumas, Chief Broderick, Joe Perry and he will be there and people are welcome to come and hear the presentations and ask questions. He said on April 25, 2016, there will be a public hearing upstairs.

Merry said there was an issue with one of the boilers at Pine Grove School last winter and a special template for a part needed to be custom made at a cost of \$16,000 since the manufacturer no longer has the parts. Petersen said the roof at the school is in very bad shape and they have to put out buckets to catch water inside when it rains. He said if people don't support this it won't save money, it will cost more money.

2. Sign contract with One-Way Painting and Roof for Highway Department facility roof project

Chairman Merry read the following:

One-Way Painting & Roofing Inc. has signed and returned the contract for the Highway Department roof replacement project. The Board needs to vote to sign the contract. There are two originals. The contractor will receive one original fully executed contract.

Dave Petersen made a motion to sign the contract with One-Way Painting and Roofing, Inc. for \$17,755 for the roofs at the Highway Department buildings, Joseph Perry second, all in favor - aye (5-0).

The Selectmen signed the two original contracts.

3. Discuss junk vehicles and unregistered vehicles at 746 Haverhill Street

Chairman Merry read the following:

Some background to refresh everyone's memories, last December, Amy requested the Police Department to look at the number of unregistered vehicles at 746 Haverhill Street because the Selectmen were receiving complaints about this location becoming a junk

yard business. Previously, it was a paving business. On January 19, 2016, Lt. May informed Amy that the owner of the new business was down to two unregistered vehicles on site that were not connected to the business at this location and that one vehicle was in the process of getting registered and the other was going to be removed soon. On January 11, 2016, Amy requested Building Inspector Ken Ward to confirm if this type of business was allowed at this location under the Town's Zoning Bylaws. On January 12th, Amy followed up with Ken clearly pointing out that the business appears to be a change of a non-conforming and that under Section 5.2.2 (b) of the Town's Zoning Bylaws, "a non-conforming use may not be changed to the following uses: "...establishment for the sale, rental, storage, service or repair of motor vehicles or motor boats. . . ." Ken responded that he did not consider junk vehicles as being stored in the context of that bylaw. He said that the Selectmen may disagree and not consider them for a junk dealer's license. On February 1, 2016, the Board of Selectmen voted to request the Zoning Board of Appeals to review the status of 746 Haverhill Street. Attached is the memo that Amy sent to the ZBA after the Board's vote. The ZBA requires appeals of the Building Inspector's decision to be filled out on the attached ZBA form. The property is owned by James Foley and is in the Residential Zoning District. The application will include the February 3, 2016 memo to the ZBA from Amy and Ken Ward's. The Board needs to vote to authorize Chairman Merry to sign the application to the ZBA, so that it can be filed with the ZBA.

Petersen said this was discussed a while back. He said the lot was run by Johnson Paving, they moved out and Turner Junk Removal moved in, and the lot has become a junk yard. He said it has been somewhat cleaned up, but there are all sorts of scrap metal, vehicles and boats on the property and it is an eyesore. He said the current use is more detrimental and he would like to appeal the Building Inspector's decision to the ZBA. He said the ZBA can add conditions to the business, such as installing a fence. He said this is on the main route into town, and there are a number of residences in that area. He said he isn't trying to disturb the business, but some conditions need to be put in place and he encouraged the Board to forward this to the ZBA. Snow asked if this lot is in the Residential or the Outlying District. Pierce said it is the Residential District, which is just like the Outlying District, and he agrees 100% with Petersen. Pierce suggested attaching the memo and the email between Ken Ward and Amy Lydon to the application to the ZBA. Eagan said there are two Assessor's cards included in the packet. Petersen said people have complained to him about the appearance of this business. He said it has never been an attractive building, but the current use is certainly more detrimental. Pierce said the Town Bylaw says that you cannot change a non-conforming use for the storage of vehicles.

Dave Petersen made a motion to sign the ZBA application for appeal, and to forward this to the ZBA, Cliff Pierce second, all in favor - aye (5-0).

The Selectmen signed the application.

NEW BUSINESS

1. Request from Parks and Recreation Committee Vice Chairman Timothy Southall to extend the lawn maintenance contract with Chickadee Hill Farm for one year.

Chairman Merry read the following:

Tim has sent the attached letter to the Board of Selectmen requesting the Board to extend the Town's Lawn Maintenance Contract with Chickadee Hill Farm for another season. The contract price for the third season is \$17,235, which is the same amount for seasons 1 and 2

The Board of Selectmen needs to vote to exercise its option to extend the current contract for an additional season, which runs through November 30, 2016. Debbie will send a notice to Chickadee Hill informing them the Board exercised its option to extend the current contract for the third season.

Dave Petersen made a motion to extend the Town's Lawn Maintenance Contract with Chickadee Hill Farm for another season, Bob Snow second, all in favor - aye (4-0). Joseph Perry abstained because he has a personal contract with this vendor.

MINUTES – March 17, 2016; March 17, 2016 Executive Session

Chairman Merry read the following:

The minutes were mislabeled on tonight's agenda. The minutes are March 14, 2016, not March 17th. Due to this error, the Board needs to table the approval of these minutes until the next meeting.

ANNOUNCEMENTS

- Town Meeting is Monday, May 2nd and Annual Town Election is Tuesday, May 10th
- Informational Hearing on the Town Meeting Warrant is April 25, 2016 at 7:00 p.m. in the Town Hall Auditorium
- Informational meeting on the Water Department's Cross Connection Regulation on Tuesday, April 19, 2016 at 7:00 p.m. in the Town Hall Auditorium. Representatives from the Health Department and Department of Environmental Protection will be present
- The Rowley Water Department 2015 Annual Water Quality Report is available online at www.rowleywater.com. If you would like a copy of the report mailed to you contact Customer Service at 800-553-5191 or stop by the Water Department Office at 401 Central Street or Town Hall at 139 Main Street
- The Town has the following vacancies:
 - a. **Shellfish Commissioners** – one seat
 - b. **Fence Viewer** – three positions;
 - c. **Wood, Lumber & Bark Inspector**;
 - d. **Zoning Board of Appeals Associate** - three seats

e. Parks and Recreation Committee – one seat; and

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.

ADJOURN

There being no further business before the Board, Chairman Merry called for a motion to adjourn. Bob Snow so moved, Cliff Pierce second, all in favor - aye (5-0).
Open meeting adjourned at 8:34 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Motion to go into Executive Session
2. Meeting Memo for 7:00 Appointment – Chief Mulligan for citation for exemplary service to the Town
3. Citation issued to Chief Mulligan
4. Road Opening Permit Request from National Grid to open 9 Walnut Ave to abandon an inactive gas service
5. Road Opening Permit Request from National Grid to open 9 Jellison Road to abandon an inactive gas service
6. Road Opening Permit Request from National Grid to open 294 Main Street to abandon an inactive gas service
7. Road Opening Permit Request from National Grid to open 789 Haverhill Street to abandon an inactive gas service
8. Meeting Memo regarding: PUBLIC HEARING 7:15 p.m. Pole Hearing on the location of a new pole 81-S on Wethersfield Street
9. Legal Notice for Pole Hearing
10. Map for Pole Hearing
11. Town of Rowley and Verizon Rowley Municipal Lighting Plant Order for Pole Locations
12. Certified abutters list for 293 Wethersfield Street
13. Letters sent from Light Department to abutters of 293 Wethersfield Street
14. Certified Mail Receipts for mailing to abutters
15. Tear sheet from the Town Common with published legal notice for Pole Hearing
16. Signed Petition for Pole Locations, Rowley, Massachusetts
17. Two photos presented to Board showing the proposed pole location

18. Meeting Memo regarding: JOINT MEETING 7:30 p.m. – Board of Assessors to discuss and approve Payment In Lieu of Taxes Agreements with Brightergy LLC for solar fields
19. Agreement for Payment in Lieu of Taxes between Brightergy LLC and the Town of Rowley for 510 Newburyport Turnpike
20. Agreement for Payment in Lieu of Taxes between Brightergy LLC and the Town of Rowley for 187R Central Street
21. Meeting Memo regarding: APPOINTMENT 7:45 p.m. – Cemetery Commissioner Peter Dalzell to discuss vacancies on Cemetery Board
22. Letter from Peter Dalzell regarding two vacancies on the Board of Cemetery Commissioners
23. Notice of Vacancies on the Rowley Board of Cemetery Commissioners
24. Signed Annual Town Election Warrant
25. Application from Roger LeBlanc filed with the Zoning Board of Appeals for a special permit to reconstruct a single family structure at 9 Walnut Drive
26. Request from the Sieglinde Aigner-Crooks of the Friends of the Rowley Public Library to place signs promoting the Annual Library Book Sale
27. Flyer for Friends of the Rowley Public Library's Annual Library Book Sale
28. Proclamation for Drinking Water Week
29. Meeting Memo regarding Old Business #1: Discuss Public Safety Building Project and Pine Grove School Project informational video recordings
30. Town of Rowley homepage print-outs
31. Meeting Memo regarding Old Business #1: Sign contract with One-Way Painting and Roof for Highway Department facility roof project
32. Signed contract with One-Way Painting and Roof for Highway Department facility roof project
33. Meeting Memo regarding Old Business #3: Discuss junk vehicles and unregistered vehicles at 746 Haverhill Street
34. Application to the Rowley Zoning Board of Appeals for 746 Haverhill Street
35. Email correspondence between Amy Lydon and Ken Ward regarding 746 Haverhill Street
36. Memo from Amy Lydon to Zoning Board of Appeals regarding 746 Haverhill Street
37. Rowley MIMAP for 746 Haverhill Street
38. Property cards for 746 Haverhill Street
39. Zoning Board of Appeals Instructions for Applicants Filing to Appear Before the Rowley Zoning Board of Appeals
40. Meeting Memo regarding New Business #1: Request from Parks and Recreation Committee Vice Chairman Timothy Southall to extend the lawn maintenance contract with Chickadee Hill Farm for one year.

41. Request from Parks and Recreation Committee Vice Chairman Timothy Southall to extend the lawn maintenance contract with Chickadee Hill Farm for one year.
42. Meeting Memo regarding Minutes – March 17, 2016; March 17, 2016 Executive Session