

MINUTES OF THE BOARD OF SELECTMEN

November 16, 2020

Recorded from Town Hall, 139 Main Street, Rowley, MA

1:00 p.m.

MEMBERS PRESENT: Chairman Cliff Pierce; Clerk Deana M.P. Ziev; David Petersen; Robert Snow (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon) Vice Chairman Joseph Perry - ABSENT

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 1:01 p.m. He read the following:

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law this meeting will be conducted by remote participation to the greatest extent possible. The public may not physically attend this meeting, but every effort will be made to allow the public to view and listen to the open session portion of the meeting in real time. Persons who wish to do so are invited to watch the open session portion of the meeting on Rowley Community Media TV / listen live on the RCM page on the Town's website at www.townofrowley.net or join the meeting from your computer, tablet or smartphone by using the link: <https://global.gotomeeting.com/join/216957101> or also dial in using your phone by calling [+1 \(872\) 240-3412](tel:+18722403412) and using access code 216-957-101. In the event that live transmission proves infeasible, an audio or video recording, transcript or other comprehensive record of the open session portion of the meeting will be made available on the Town's website as soon as possible.

1:00 p.m. APPOINTMENT Andraya Lombardi and Larry Berger from Anser Advisory to provide update on the Pine Grove School Project Closeout

Chairman Pierce asked for an update on the seven remaining punchlist items. Lombardi said there are three items left. She said regarding items #1 & #2 the kitchen anchors/floor drains, this doesn't need to be fixed, it is a preference of the school, and they are waiting for a response from Triton on this. Lombardi said regarding #3, the weather station control box, this was supposedly salvaged by Triton IT, and if it isn't found, a new one will need to be ordered at a cost of \$1,000. Ziev asked for clarification on the kitchen drain items. Larry Berger said the request was to extend the drain pipes further into the waste drain, and to anchor the posts. He said having the posts unanchored allows for cleaning underneath them. Ziev said the new exit sign looks great. She said two interior door plaques are still missing. Berger said he will follow up with the contractor who told him they were all in.

Pierce asked about the broken chairs. Ziev said these were ordered before she was on the Board. She said there is a photo of the broken chairs, and other chairs are still being used but are damaging the floor. She asked if the chairs are under warranty. She said this is upsetting to the school staff and we need to figure out a resolution. She said

it isn't feasible for the custodians to clean the bottom of every chair. Lombardi said the felt on the chair bottoms has been removed, cleaned and reinstalled. She said nightly cleaning is required because dirt is being trapped in the felt and is scuffing the floors. Petersen said the chairs should be for a commercial application, and felt bottom chairs aren't appropriate. He said the type of chairs purchased should have been considered based on the floors, this is hard to understand, this needs to be corrected and he is not sure who is responsible. Berger said the rockers in the pile have end cap pieces that are broken as a result of them falling off of tables. He said he spoke to Chris Walsh from Triton, the architect and the manufacturer about this; this is considered excessive wear and not covered; but the manufacturer sent replacement parts. He said it was agreed by everyone that the custodial staff would make the repairs to the chairs. Berger said the felt bottoms and the markings on the floor was again dealt with as a group. He said the felt picks up the dirt, and the protocol is to clean the felt each evening and vacuum, not sweep, the floors. He said the scuff marks are only in select classrooms, and is caused by the felt. He said there is the option to remove the felt, but all agreed that it should remain on the chairs. He said the scuffs do come out, but it takes work to get them out. Ziev said she can't understand why anyone chose felt, it isn't a great choice, and to expect the custodial staff to clean the bottom of every chair is crazy and not feasible. She asked Berger if he thinks the chairs are compatible with the floors. Berger said he isn't a furniture expert, the mark is not damaging the floor but is instead aesthetic, and it takes effort to clean the marks off. Ziev asked how many of these chairs are in the school. She said the Principal, custodians and teachers don't like the chairs and we need to work together for a resolution. Lombardi said a potential solution is to remove the felt and try the chairs in a couple of classrooms. Ziev said that makes sense, but these don't seem to be a high quality product. She said the chairs used before these were there for many years. Berger said these are from the same manufacturer as the original chairs used before the renovation. Ziev said they don't seem to be a high quality product, nobody should be continuously fixing the chairs, and we want to make sure that the products in the school are lasting and can be used for years to come. She said we should take the felt off and see how it works. Berger pointed out where the part needs to be screwed onto the chairs, and said this is a cumulative pile. Petersen said he would like to hear from the manufacturer of the chairs. He said these problems are happening with less than a year's worth of using the chairs. He said it seems these aren't up to the standards needed to be used by kids in schools and he would like to hear from the manufacturer why. He said this is an unacceptable situation that needs to be rectified before the project is closed out. Snow said 17 chairs out of an estimated 300 is 5% of the chairs having issues in less than one year's time, with limited use. Lombardi said she is not sure if the chairs have failed once or more than once. Petersen said he would like to hear from the manufacturer, and ask if this is a problem in other schools. Lombardi said she can ask Dore & Whittier, and she thinks they have been used in other schools.

Ziev asked about the gym intercom. Berger said a service call has been placed and he will coordinate a time to look at this. Ziev asked about the missing weather station box. Lombardi said we are waiting to hear back from Triton IT about this. Berger said before demolition, Triton IT came in and salvaged what they needed or wanted, and they are

trying to get confirmation if the weather station box was salvaged. Ziev said it is missing and the weather station cannot be used without it. Berger said if they are told that Triton IT doesn't have it, then a replacement can be obtained. Petersen said someone should call Triton rather than email about this. Berger said he called and followed up with an email. Ziev said someone should have been responsible for this, and a lot of things have gone missing during this project.

Petersen said regarding the entrance sign, the Selectmen voted to spend \$8,000 to replace the sign. Berger said the proposal was prepared, but he never received a response about moving forward with this. He said a new sign can be ordered, and it will look similar to the new signs at the Police and Fire Stations. Pierce asked if a new sign is needed since the current sign looks adequate. Ziev said the Superintendent asked about this, the current sign is temporary and we don't know how long it will last. Berger said it is a durable material, but there is no warranty. Petersen said when the Board voted to fund a new sign, it was assumed that the construction committee would design the sign rather than Berger purchasing a sign without the Town's input. He said he likes the current sign and we can upgrade it if needed in 10 years. Pierce said he is fine with the current sign. The rest of the Board members agreed.

Dave Petersen moved to leave the sign as is, and to rescind the earlier vote to authorize \$8,000 for a new sign, Bob Snow second, all in favor, roll call vote— Bob Snow – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye. Joe Perry – ABSENT

Pierce said the Building Inspector has issued the final occupancy permit. Pierce said Lombardi will consult with Dore & Whitter and the manufacturer about the chairs and said getting parts to repair the chairs isn't feasible with the limited custodial staff. Lombardi said there are these three options for the chairs: repair the chairs in the pile and put them back in use; test chairs with and without the felt; get a quote to replace all the chairs with non-rocker chairs.

Pierce asked what the status of the MSBA closeout is. Lombardi said we are on track, she can send an email update to everyone, and she sees no reason that they shouldn't meet the deadline. Berger said if the chairs are being replaced with MSBA money then it needs to be done soon so they will have the final budget. He said this will push out their ability to close the project.

1:30 p.m. APPOINTMENT - Wendy O'Malley, Vice President/Program Manager, PACE (Property Assessed Clean Energy) and Dan Morais, Vice President, Investment Banking, Mass Development to discuss PACE program

Dan Morais said that Wendy O'Malley is unable to join the meeting today.

Chairman Pierce read the following:

This program was referred to the Board of Selectmen from Rowley Light Commissioner Bryan DiPersia.

Dan and Wendy will give the Board a presentation on what the program is about. (See attached) The program information was distributed to the Building Inspector, Town Planner, Treasurer/Collector, and Board of Assessors, as these departments, especially the Treasurer/Collector, will be involved if the Town adopted the program.

Morais reviewed his presentation slides about this program. After his presentation, Pierce said information about this program has been reviewed by Department Heads, including the Treasurer, and there are several questions.

Treasurer/Collector Karen Summit said one question she has is about the costs incurred by the Town to administer the program such as recording betterments and liens. Morais said the Town would absorb these and then be reimbursed. Summit said another question is what happens if the businesses don't pay their betterments. Morais said there could be a foreclosure, but in reality they would work with the first mortgage holder for a remedy. He said since the betterment is on the tax bill, they would likely work with the first mortgage holder. Summit said she is concerned that technically the Town is on the hook if the betterment isn't paid. Morais said municipal tax and water liens are senior to PACE betterment assessments. He said if the PACE betterment assessment isn't paid, the Town would issue a notice and the PACE capital provider would move to collect the betterment, since it is money owed to them and not owed to the Town. He said he can follow up on the mechanism for the next steps. Pierce said we would appreciate that. Pierce said the Town puts the betterment on the tax bill and when the payments come in, forwards them to Mass Development. Morais said that is correct. Snow asked if this program is like Mass Saves, but for commercial properties. Morais said part of the application process for the PACE program is for applicants to contact Mass Saves to see if their improvements can be done through that program since it is free. He said the PACE program compliments what Mass Saves provides on the commercial side. Pierce asked if this would need to be adopted at Town Meeting or just by the Board of Selectmen. Morais said just by the Board of Selectmen. Pierce thanked Morais for the interesting presentation, and said action on this will be taken up at a future meeting after the Board reviews the materials. He said the Town is in the process of applying for Green Communities designation, and this can be taken up in January or February once that process is complete. Morais said that is fine, and he will get information back regarding the questions Karen Summit asked.

NEW BUSINESS

1. Discuss Toys for Tots Program

Chairman Pierce read the following:

We have been approached by Marine Corps League Detachment regarding the Toys for Tots Program.

They are asking if the Board of Selectmen would like to participate in the program by having a toy drop off box at Town Hall. Debbie has spoken with Town Clerk Susan Hazen and Treasurer/Collector Karen Summit and they both had no objections.

Does the Board wish to participate in the program and permit a box to be placed in Town Hall?

Snow said we have been participating in this for many years.

Bob Snow moved to place a Toys for Tots box in Town Hall, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye. Joe Perry – ABSENT

2. Discuss basketball court project

Chairman Pierce read the following:

The Parks and Recreation Committee would like to start working on the basketball court project. The June 22, 2020 Special Town Meeting appropriated \$85,000 from Community Preservation Committee funds for this project. (See attached Town Meeting Warrant Article.)

The first step is to solicit prices from civil engineers to develop the plans for a full-size court and additional spaces for bleaches, including delineating wetlands and if necessary, assist with the Conservation Commission. permitting process. Conservation Agent Brent Baeslack has provided a sketch showing the vicinity of the wetlands approximate location of a vernal pool. (See attached.)

Amy wrote the attached solicitation, which has been reviewed by the Chairman of the Parks and Recreation Committee. If the Board is satisfied with the language in the solicitation, the Board needs to vote to authorize the staff to issue the solicitation for consulting engineering services.

Dave Petersen moved to approve the draft solicitation, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye. Joe Perry – ABSENT

ADJOURN

Chairman Pierce called for a motion to adjourn. Bob Snow so moved, Deana Ziev second, all in favor – aye- roll call vote – Bob Snow – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye. Joe Perry – ABSENT

Meeting adjourned at 2:29 p.m.

Respectfully submitted,

Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding 1:00 p.m. Appointment: Andraya Lombardi and Larry Berger from Anser Advisory to provide update on the Pine Grove School Project Closeout
2. Email from Andraya Lombardi regarding PGS Punchlist including Districts Items 20_1104.pdf, including attached punchlist
3. Email from Andraya Lombardi regarding MSBA deadline 12/31/20
4. Excerpt of November 25, 2019 Board of Selectmen meeting minutes regarding sign at Pine Grove School
5. Meeting memo regarding 1:30 p.m. Appointment: Wendy O'Malley, Vice President/Program Manager, PACE (Property Assessed Clean Energy) and Dan Morais, Vice President, Investment Banking, Mass Development to discuss PACE program
6. Memo from Karen Summit regarding Mass Development PACE Program
7. Email from Sean McFadden regarding MassDevelopment PACE Program Information
8. Presentation slides for PACE Massachusetts Program Information October 2020
9. Meeting memo regarding New Business #1: Discuss Toys for Tots Program
10. Email from Amy Lydon regarding 2020 Toys for Tots Program
11. Meeting memo regarding New Business #2: Discuss basketball court project
12. Article #21 from the June 22, 2020 Special Town Meeting
13. Draft Request for Price Quote for Renovation and Expansion of Pine Grove School Basketball Court