

MINUTES OF THE BOARD OF SELECTMEN

October 17, 2022

Town Hall, 139 Main Street, Rowley, MA

6:00 p.m.

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

CALL MEETING TO ORDER

Vice Chairman Perry called the meeting to order at 6:02 p.m. He said the meeting is being audio and video recorded by Rowley Community Media.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

6:00 p.m. APPOINTMENT Donald Thurston for a presentation of a Town Proclamation in honor of his 52 years of service on the Zoning Board of Appeals

Vice Chairman Perry said he has been on the Board for twelve years and he enjoys events like this one. He said we are here to celebrate 52 years of service by Don Thurston on the Zoning Board of Appeals (ZBA), and we congratulate Don. Perry read the Proclamation into the record. Perry presented the Proclamation and flowers to Don, Don made some remarks about his experiences serving on the ZBA, and photos were taken with the Board, Don's family, and members of the ZBA.

6:10 p.m. TO 6:15 p.m. PUBLIC COMMENT

There were no public comments.

GENERAL BUSINESS

1. Approve Council on Aging Donation

Vice Chairman Perry read the following:

COA Director Ellie Davis has provided the Board with the attached sheet showing monetary donations to support the COA programs. In accordance with State law, G.L. c.44 §53A, the Board needs to vote to approve these donations.

Cliff Pierce made a motion to approve these donations, Christine Kneeland second, all in favor - aye (4-0). Bob Snow - ABSENT

2. Approve and sign November 8, 2022 State Election Warrant

Vice Chairman Perry read the following:

The Town Clerk has prepared the State Election Warrant, which needs to be signed by the Board of Selectmen.

The Board needs to vote to sign the warrant. (There are five originals to be signed after the meeting.)

Christine Kneeland made a motion to sign the election warrant, Cliff Pierce second, all in favor - aye (4-0). Bob Snow - ABSENT

3. Ratify Halloween Trick or Treat hours of 5:00 p.m. to 7:00 p.m. on Monday, October 31, 2022

Vice Chairman Perry read the following:

Chief Dumas has provided the Trick or Treat hours for Halloween, October 31, 2022. The hours will be from 5:00 p.m. to 7:00 p.m.

Please vote to ratify these hours.

Cliff Pierce made a motion to ratify the Trick or Treat hours as presented, Christine Kneeland second, all in favor - aye (4-0). Bob Snow - ABSENT

4. Designate Council on Aging Director Eleanor Davis to be the authorized contractor signatory for the Fiscal Year 2023 State Budget Earmark Grant to the Rowley Council on Aging

Vice Chairman Perry read the following:

The Council on Aging received a State FY 23 Budget Earmark grant in the amount of \$25,000. Representative Jamie Belsito and Senator Bruce Tarr sponsored this bill. The funds can be used to support COA operations and programming.

The Board of Selectmen needs to vote to authorize Council on Aging Director Eleanor Davis to be the authorized contractor signatory for the State grant paperwork.

Cliff Pierce made a motion to authorize Council on Aging Director Eleanor Davis to be the authorized contractor signatory for the FY23 State Budget Earmark grant paperwork, Deana Ziev second, all in favor - aye (4-0). Bob Snow - ABSENT

6:15 p.m. APPOINTMENT Fire Chief Mark Emery to present the following individuals for appointment and swearing in:

- Denzel Boucher, Full-time Firefighter
- Andrew Krajeski, Call Firefighter
- Blake Gondella, Call Firefighter

Chief Emery read the letter he submitted to the Board of Selectmen requesting the appointment of Denzel Boucher as a Full-time Firefighter.

Christine Kneeland made a motion to appoint Denzel Boucher to the position of full-time Firefighter effective October 17, 2022 for a term to run through June 30, 2025, Cliff Pierce second, all in favor - aye (4-0). Bob Snow – ABSENT

Chief Emery read the letter he submitted to the Board of Selectmen requesting the appointment of Andrew Krajeski and Blake Gondella as Call Firefighters.

Deana Ziev made a motion to appoint Andrew Krajeski and Blake Gondella to the position of Call Firefighter effective October 17, 2022 for a term to run through June 30, 2023, Cliff Pierce second, all in favor - aye (4-0). Bob Snow – ABSENT

Town Clerk Catie McClenaghan swore these three individuals in, and photos were taken.

GENERAL BUSINESS

5. Letters of resignation from Andre Malan and Kimberley Klibansky from the Rowley Cultural Council

Vice Chairman Perry read the resignation from Andre Malan.

Deana Ziev made a motion to accept the resignations from Andre Malan and Kimberley Klibansky, Cliff Pierce second, all in favor - aye (4-0). Bob Snow – ABSENT

6. Road Opening Permit Application from National Grid to open 929 Haverhill Street for a new gas service

The Board did not have any comments on this permit.

7. Approve Library Donation

Vice Chairman Perry read the following:

Library Director Pamela Jacobson has provided the Board with the attached email detailing a monetary donation to the Library. In accordance with State law, G.L. c.44 §53A, the Board needs to vote to approve this donation.

Christine Kneeland made a motion to accept this donation, Cliff Pierce second, all in favor - aye (4-0). Bob Snow – ABSENT

NEW BUSINESS

1. Update on the September 29, 2022 Triton District Communications Committee meeting

Vice Chairman Perry read the following:

Vice Chairman Joe Perry attended the September Triton District Communications Committee meeting. He will provide the Board with an update on the discussions that took place at this meeting.

Perry said the middle and high schools need extensive repairs. He said the first stage is that the school has an application into the MSBA. He said the feasibility study is expected to cost \$1,500,000, with the cost for this shared between the three towns. He said if this passes at Town Meeting, they will move to the next step where they establish a committee and discuss the needs. He said Triton is trying to fund this without going to the three Towns for the money, but we can expect a \$500,000 request from Triton for the feasibility study. Ziev said these studies are expensive. Perry said he walked through the building and there was a lot of water damage throughout. He said it was difficult to see so much damage and this will take a lot of work. Kneeland said the middle school was renovated in 1999 or 2000. Ziev asked if the gym was also renovated at that time. She said this is disheartening. Perry said there has been a water problem for quite some time, and the original building is from the 1970s, with renovations done in 1999/2000. He said the building needs major renovations and the expected cost is \$60,000,000. He said the Pine Grove School project was \$39,000,000.

2. Review Notice of Intent to sell land pursuant to Massachusetts General Laws Chapter 61, filed by Sean Blair for land at 887 Haverhill Street and shown on Assessor Map 4, Lot 36 and discuss Town's Right of First Refusal

Vice Chairman Perry read the following:

The Board has received a Notice of Intent from Sean Blair to sell approximately 13.10 acres of Chapter 61 land at 887 Haverhill Street to Ashley McCray and Edward McCray. The purchase and sales agreement list sales price is \$1,100,000.

We received comments from the Planning Board, Conservation Commission, and Open Space Committee. All three Boards are recommending to the Board of Selectmen that the Town waive its right of first refusal for consideration of purchasing this land. This parcel has not been identified for possible land protection in the Town's Open Space and Recreation Plan.

How does the Board wish to proceed?

If the Board decides to vote to waive the Town's right of first refusal to purchase the land, the Board also needs to vote to sign the Waiver of Right of First Refusal form, which will be signed after the meeting.

Cliff Pierce made a motion to waive the Town's right of first refusal, Deana Ziev second, all in favor - aye (4-0). Bob Snow – ABSENT

Christine Kneeland made a motion to sign the waiver form, Deana Ziev second, all in favor - aye (4-0). Bob Snow - ABSENT

6:30 p.m. APPOINTMENT Parks and Recreation Committee Chairman David Zizza to discuss Eiras Park ballfield projects

David Zizza said these are standard end of year tune-ups for the fields. He said the season starts when the snow melts and goes through the fall. He said the proposed work is for the softball field and the three baseball fields. He outlined the work as follows:

1. \$4,000 for all the work to repair the infield clay and widen the base paths, which gets the fields ready for the next season and is typically done in the fall
2. The existing sprinkler system doesn't reach all of the areas, so the proposal is to replace some sprinkler heads to increase the coverage
3. In the summer the infield is dusty and is a hazard. The proposal adds sprinkler heads for the infield so that it can quickly be wet down during games. Currently they use hoses to do this

Perry asked if this is for the soccer field as well. Zizza said this is for all the baseball and softball fields, and not for the soccer field which is at Pine Grove School. Perry said the total is \$8,500. Zizza said the total is pending any changes due to prevailing wages. Eagan said general landscaping work doesn't require the payment of prevailing wages, but anything being installed in the ground, such as sprinkler heads, does require prevailing wages. She said if the cost exceeds \$10,000 once the prevailing wages are factored in, we will have to issue a solicitation. Zizza said the user fees can cover the cost of this work. Eagan said this can be paid out of the user fee account and not the omnibus budget line.

Christine Kneeland made a motion to approve the services of ELM for the fall tune-up, Cliff Pierce second, all in favor - aye (4-0). Bob Snow - ABSENT

NEW BUSINESS

3. Discuss and approve Retiree Health Insurance Renewal

Vice Chairman Perry read the following:

We need to renew the Town's retiree health insurance for calendar year 2023. MIIA has provided us with the Medex 2 renewal, which has a slight increase in the health portion of the plan (.55%) and a negative increase in the prescription portion of the plan (-.74%) resulting in no increase (0%) increase next year.

Debbie is asking the Board to vote to authorize her to renew the retiree Medex 2 insurance.

Cliff Pierce made a motion to authorize Debbie to renew the retiree Medex 2 insurance, Deana Ziev second, all in favor - aye (4-0). Bob Snow – ABSENT

MINUTES

- September 26, 2022

Deana Ziev made a motion to approve the minutes of September 26, 2022, Christine Kneeland second, all in favor - aye (4-0). Bob Snow – ABSENT

- October 3, 2022

Deana Ziev made a motion to approve the minutes of October 3, 2022, Cliff Pierce second, all in favor - aye (4-0). Bob Snow – ABSENT

ANNOUNCEMENTS

1. The Rowley Water Department will be conducting hydrant flushing from October 17, 2022 through November 3, 2022. Please check the News and Notices section on the homepage of the Town's website, www.townofrowley.net for the schedule. Residents may experience brown water. Please call the Rowley Water Department for more information at 978-948-2640.
2. The November 8, 2022 State Election Early Voting schedule is posted in the News and Notices section on the homepage of the Town's website, www.townofrowley.net. Voting will take place at Town Hall starting on Saturday, October 22, 2022 through Friday, November 4, 2022.
3. The November 8, 2022 State Election voting hours are 7:00 a.m. to 8:00 p.m. at St. Mary's Church Hall, 202 Main Street, in the rear of the building.
4. The Board of Health is holding a Household Hazardous Waste Collection Day for Rowley residents on Saturday, November 19, 2022 from 8:30 a.m. to 12:30 p.m. at the Rowley Highway Department facility located at 40 Independent Street. Please check the News and Notices section on the homepage of the Town's website, www.townofrowley.net, for the list of items that can be brought to this special recycling event.
5. The Town of Rowley Veterans Committee is sponsoring a Wreaths Across America event on December 17, 2022 at 10:00 a.m. in the Rowley Cemetery in which remembrance wreaths will be laid on the graves of approximately 700 veterans. Volunteers are needed. For more information on the event please go to the News and Notices section on the homepage on the Town's website, www.townofrowley.net

6. The Town continues to be in a drought status. Please check the Town's website for the latest information or call the Rowley Water Department at 978-948-2640 for more information.
7. 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 clothing, shoes, linens, sheets, pillows, blankets, hats, duffle bags, belts, gloves, towels, draperies, handbags, tablecloths, bathrobes, and stuffed animals. All items must be dry, bagged, and placed into the bin. Please do not leave items on the ground.
8. The Town has the following board vacancies:
 - **Council on Aging**
 - **Conservation Commission**
 - **Open Space Committee**
 - **Rowley Cultural Council**Interested residents should send a letter of interest to the Board of Selectmen. Positions are open until filled.

ADJOURN

Christine Kneeland made a motion to adjourn, Cliff Pierce second, all in favor - aye (4-0). Bob Snow - ABSENT

Meeting adjourned at 6:48 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding 6:00 p.m. Appointment: Donald Thurston for a presentation of a Town Proclamation in honor of his 52 years of service on the Zoning Board of Appeals
2. Proclamation issued to Donald Thurston
3. Meeting memo regarding General Business #1: Approve Council on Aging Donation
4. Summary of Council on Aging Donations
5. Meeting memo regarding General Business #2: Approve and sign November 8, 2022 State Election Warrant
6. November 8, 2022 State Election Warrant
7. Meeting memo regarding General Business #3: Ratify Halloween Trick or Treat hours of 5:00 p.m. to 7:00 p.m. on Monday, October 31, 2022
8. Meeting memo regarding General Business #4: Designate Council on Aging Director Eleanor Davis to be the authorized contractor signatory for the Fiscal Year 2023 State Budget Earmark Grant to the Rowley Council on Aging

9. Email from Ellie Davis regarding FY23 Earmark Contract Awards, including attachments
10. Meeting memo regarding 6:15 p.m. Appointment: Fire Chief Mark Emery to present the following individuals for appointment and swearing in: Denzel Boucher, Full-time Firefighter; Andrew Krajeski, Call Firefighter; Blake Gondella, Call Firefighter
11. Letter from Fire Chief Mark Emery requesting appointment of Denzel Boucher, Full-time Firefighter
12. Letter from Mark Emery requesting appointment of Andrew Krajeski, Call Firefighter and Blake Gondella, Call Firefighter
13. Meeting memo regarding General Business #5: Letters of resignation from Andre Malan and Kimberley Klibansky from the Rowley Cultural Council
14. Letter of resignation from Andre Malan from the Rowley Cultural Council
15. Letter of resignation from Kimberley Klibansky from the Rowley Cultural Council
16. Meeting memo regarding General Business #6: Road Opening Permit Application from National Grid to open 929 Haverhill Street for a new gas service
17. Signed Road Opening Permit for National Grid to open 929 Haverhill Street for a new gas service
18. Meeting memo regarding General Business #7: Approve Library Donation
19. Email from Library Director Pam Jacobson regarding Library Donation
20. Meeting memo regarding New Business #1: Update on the September 29, 2022 Triton District Communications Committee meeting
21. Meeting memo regarding New Business #2: Review Notice of Intent to sell land pursuant to Massachusetts General Laws Chapter 61, filed by Sean Blair for land at 887 Haverhill Street and shown on Assessor Map 4, Lot 36 and discuss Town's Right of First Refusal
22. Email from Town Counsel Tom Mullen regarding Chapter 61 land
23. Conservation Commission and Open Space Committee comments regarding Chapter 61 land at 887 Haverhill Street
24. Planning Board comments regarding Chapter 61 land at 887 Haverhill Street
25. Waiver form for waiver of Town's Right of First Refusal for 887 Haverhill Street
26. Notice of Intent to sell land pursuant to Massachusetts General Laws Chapter 61, filed by Sean Blair for land at 887 Haverhill Street and shown on Assessor Map 4, Lot 36 and discuss Town's Right of First Refusal, including enclosures
27. Meeting memo regarding 6:30 p.m. Appointment: Parks and Recreation Committee Chairman David Zizza to discuss Eiras Park ballfield projects
28. Email from Debbie Eagan to Steve at ELM Services regarding ELM infield proposal
29. Page 1 of Prevailing Wage rates for proposed sprinkler work at Eiras Park
30. Email from David Zizza regarding ELM proposal for ball field tuneup/sprinkler work at Eiras Park, including attached estimate
31. Three photos of ball fields from David Zizza
32. Email from David Zizza regarding Eiras park ball field repairs
33. Meeting memo regarding New Business #3: Discuss and approve Retiree Health Insurance Renewal
34. MIIA 2023 Retiree Health Insurance Renewal Proposal

- 35. Draft minutes of September 26, 2022
- 36. Draft minutes of October 3, 2022