

## MINUTES OF THE BOARD OF SELECTMEN

October 19, 2020

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

1:00 p.m.

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

### **CALL MEETING TO ORDER**

Chairman Pierce called the meeting to order at 1:03 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](http://www.townofrowley.net) or join the meeting from your computer, tablet or smartphone by using the link: <https://global.gotomeeting.com/join/302940029> can also dial in using your phone by calling [+1 \(224\) 501-3412](tel:+12245013412) and using access code 302-940-029. 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** – William DiMento to discuss donation of tree for the Town Common in memory of Barbara DiMento

Bill DiMento thanked the Board for this opportunity and said he sees some of his family members have joined the meeting. He said they are seeking consent and approval to honor their mother with a tree planting on the Town Common. He said he understands that the Japanese Zelkova tree is planned to be replaced in the spring, and he and his family members would like to donate the tree in honor of Barbara DiMento. Pierce said this is a generous donation and it is appreciated. He read the following:

*Patrick Snow is very grateful to the DiMento family for this donation in memory of Barbara DiMento. He is recommending that the tree be a Japanese Zelkova and that it replace the one that is split on the Town Common.*

Dave Petersen moved to accept this donation, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

The Board thanked DiMento. Petersen said the trees look nice, they are getting taller and spreading out. He said the only eyesore is the backstop, which is in bad condition. He said maybe a listener can donate the labor to repair the backstop so it blends in with the rest of the Town Common. He said a letter of thanks should be sent to the DiMento family.

**1:15 p.m. APPOINTMENT** - Attorney Jill Mann to discuss re-alignment of the intersection of Wethersfield Street and Taylor Lane and Verizon pole issue

Chairman Pierce said he has a conflict of interest with this agenda item because he is an abutter. He asked Joe Perry to take this agenda item over.

Vice Chairman Perry read the following:

*Attorney Mann has contacted the Board of Selectmen to continue the discussion on the re-alignment of the intersection. Initially, the Board was told the re-alignment was necessary because the construction site needed power from Rowley Light. However, the Rowley Light Department brought in power to the construction site for a location further down on Wethersfield Street. This was confirmed by RMLP General Manager Matt Brown.*

*Attorney Mann is saying that the pole issue is related to Verizon. Please see her email letter, photos and plans, which are attached.*

*Bob Snow and Debbie reached out to Verizon to see if they could review the information related to the pole. We were informed by a Verizon official that the Verizon engineering department has been in contact with the contractor and Attorney Mann. Verizon is saying that there is a re-location happening at this intersection. (See attached.) Selectman Bob Snow was going to try to speak to the Verizon engineer in charge of this area on Monday morning. He will update the Board on his conversation with Verizon.*

Bob Snow said he was on a conference call this morning with Josh Miller and Stan Usovich from Verizon. He said Josh has been in contact with Jill Mann. He said there are no issues with fiber at that location, and it is at the corner to be brought into the development. Jill Mann said Verizon told them that the lines are not long enough and that is why they are going back to Route 1 to draw a new line. Snow said Josh said there is plenty of fiber to bring into the development and they don't need to run a line from Route 1. Mann said something needs to be run to Route 1, but she doesn't know what. Snow said they still need to talk to the developer about the section going to the camp, but there is enough there otherwise. Mann said there is conflicting information from Verizon, but in order to complete the intersection in November, they need to do the realignment, otherwise it will need to wait until the spring. She said the pole is 8 feet into the way and the realignment plan presents no safety issues. She said if the realignment isn't approved, the intersection won't change until next year. Snow asked who will provide the conduit to the Girl Scout camp. Mann said she believe the contractor will pay and provide the conduit. Snow said until the conduit is placed for the

camp, Verizon can't do the work. Mann said they can't put the conduit in until they know where it should go. She said they need the Board of Selectmen to decide on the realignment, and then after the approval they can discuss this with Verizon and put the conduit in. Snow said the hot top plants close in three weeks and he doesn't see how this can be done in time. Petersen said a point of contention from the Town's independent engineer is the inability to build a sidewalk with the realignment. Mann said this was originally a concern, but the sidewalk is on the other side and the stormwater is all set. Petersen said he is tired of revisiting this, and the important thing from the Town's perspective is to get the intersection redone before the winter and he is in favor of the realignment. Snow said there is no problem with the poles being there while they pave. Petersen said the pole under the old configuration is in the middle of the street. He said Wethersfield Street has no sidewalks and the important thing is to get this done before the winter. He said the new realignment doesn't require the pole to be removed, but he would like that pole to be removed as a condition of the approval.

Bob Snow moved to accept the new alignment with the condition that pole B be removed contingent upon Verizon's work, Dave Petersen second, all in favor, roll call vote— Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye. Cliff Pierce – ABSTAINED.

### **ELECTION BUSINESS**

#### **1. Appoint Election workers**

- Arleen Damon
- Anne Ganzenmuller
- William Ganzenmuller
- Anne Girard
- Anne Jerome
- Maura Mastrogiovanni
- Jay Scheuer
- Jeanette Southall
- MacKenzie snow
- Michelle Ford

Bob Snow moved to appoint the election workers detailed above, Joe Perry second, all in favor, roll call vote— Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

#### **2. Sign November 3, 2020 Election Warrants**

Dave Petersen moved to sign the November 3, 2020 Election Warrants, Bob Snow second, all in favor, roll call vote— Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

#### **3. Early Voting Schedule – Rowley Town Hall, 139 Main Street**

- October 17 – 10:00 a.m. to 4:00 p.m.
- October 18 – 10:00 a.m. to 2:00 p.m.
- October 19 – 12:00 p.m. (Noon) to 8:00 p.m.
- October 20 – 8:00 a.m. to 4:30 p.m.
- October 21 – 8:00 a.m. to 4:30 p.m.
- October 22 – 8:00 a.m. to 4:30 p.m.
- October 23 – 8:00 a.m. to 12:00 p.m. (Noon)
- October 24 – 12:00 p.m. (Noon) to 8:00 p.m.
- October 25 – 10:00 a.m. to 2:00 p.m.
- October 26 – 12:00 p.m.(Noon) to 8:00 p.m.
- October 27 – 8:00 a.m. to 4:30 p.m.
- October 28 – 8:00 a.m. to 4:30 p.m.
- October 29 – 8:00 a.m. to 4:30 p.m.
- October 30 – 8:00 a.m. to 12:00 p.m.(Noon)

Chairman Pierce read the Early Voting Schedule detailed above.

4. The last day to register to vote for the November 3, 2020 Election is Saturday, October 24, 2020. The Town Clerk's Office will be open from noon to 8:00 p.m. or voter registration can be done online at [registertovotema.com](http://registertovotema.com) until 11:59 p.m.

Chairman Pierce read the information in the agenda title detailed above.

5. Early Voting at Town Hall ends at noon on Friday, October 30, 2020.

Chairman Pierce read the information in the agenda title detailed above.

6. Tuesday, November 3, 2020 Election Day voting hours at St. Mary's Hall is 7:00 a.m. to 8:00 p.m.

Chairman Pierce read the information in the agenda title detailed above.

### **GENERAL BUSINESS**

1. Request from Russ Leibe to be appointed to the Open Space Committee

Chairman Pierce read the following:

*Rowley resident Russ Leibe is requesting to be appointed to the open seat on the Open Space Committee.*

*Conservation Agent Brent Baeslack supports this appointment. Brent says that Russ has volunteered with maintaining the trails and contacts Brent when branches and trees fall over the hiking trails.*

*If the Board appoints Russ, the votes needs to be done by a roll call.*

Joe Perry moved to appoint Russ Leibe to the Open Space Committee, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

2. Request from Kathleen Petrowicz to be appointed to the Rowley Cultural Council

Chairman Pierce read the following:

*The Board has received a letter from Rowley resident Kathleen Petrowicz requesting to be appointed to an open seat on the Rowley Cultural Council. (Letter is attached.)*

*RCC Chairperson Sharon Hydren has sent the Board an email message saying that she discussed the purpose and responsibilities of the RCC and that she approves this appointment.*

*If the Board votes to appoint Kathleen Petrowicz, the vote must be done by roll call.*

Bob Snow moved to appoint Kathleen Petrowicz to the Rowley Cultural Council, Joe Perry second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

3. Letter of resignation from Public Health Nurse Maryellen Mighill

Chairman Pierce read the resignation letter from Public Health Nurse Maryellen Mighill. Petersen said Mighill as gone above and beyond and has been the Town's Health Nurse for many years with minimal pay. He said she has also made many contributions to the Council on Aging. He said recognition in the form of a proclamation would be appropriate. Perry said this is an excellent idea, Mighill has done so much for the seniors and for the Town. Petersen said Mighill is a stand-up person who helps when asked. Snow said Mighill is a terrific person all around.

Dave Petersen moved to issue a proclamation to Maryellen Mighill upon her resignation as the Town's Public Health Nurse, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

4. Request from Health Director Frank Marchegiani to lift the hiring freeze for the position of Public Health Nurse

Bob Snow moved to lift the hiring freeze for the position of Public Health Nurse, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

**NEW BUSINESS**

1. Discuss Request for Proposals for ambulance service

Chairman Pierce read the following:

*The Town's contract with Action Ambulance has expired, though they are continuing to provide services. Action is based out of the Linebrook Station in Ipswich and covers both Rowley and Ipswich. The Fire Chief and Police Chief have been very pleased by the level of service offered by Action. However, we have been approached by another ambulance company about serving both Rowley and Ipswich, and we feel it is good time now to set up a formal agreement with a provider.*

*Debbie has been in discussions with the town manager in Ipswich about issuing a joint-RFP for ambulance services for both Towns. Both Chief Broderick and Chief Dumas think this would be a good course of action to follow. The Ipswich officials appear to be in agreement. Selectman Bob Snow has had conversations with an Ipswich Selectman about this as well. Debbie is forming an "RFP-Team" of officials from both Towns (both Chiefs, her and a Selectman) to work on the RFP, if the Selectmen give her authorization to work on a joint RFP with the Town of Ipswich.*

*Debbie is asking for authorization from the Board to work on a joint RFP with the Town of Ipswich for ambulance services and to authorize Bob Snow to work with her and the other team members. The vote needs to be a roll call vote. When a final draft of the RFP document is developed, it will be submitted to the Board of Selectmen to review and approve prior to it being released.*

Joe Perry moved to authorize Debbie to work on a joint RFP with the Town of Ipswich for ambulance services and to authorize Bob Snow to work with her and the other team members, Dave Petersen second. The vote was not completed.

Dave Petersen said he was the Chairman of the Board of Selectmen in the 1990's, and the Town paid AMR \$30,000 a year to cover Rowley. He said the Town went out to bid for ambulance services, got two responses who offered service for zero cost, and Action was selected. He said he is not sure if we will get responses with zero cost again. He said Action houses an ambulance at the Linebrook Road station, and their response has been excellent. He said in the RFP, it should be a requirement that the ambulance be housed in Rowley or Ipswich so the response time remains good. He said the re-bid is not due to any problem with Action, but it is time to look at the big picture. Snow said Action has cut the response time by almost 30% versus the response time from AMR. Perry said that can be significant when you are having a heart attack like he did eleven years ago.

Joe Perry moved to authorize Debbie to work on a joint RFP with the Town of Ipswich for ambulance services and to authorize Bob Snow to work with her and the other team members, Dave Petersen second, all in favor, roll call vote—Joe Perry – aye; Dave Petersen – aye; Cliff Pierce – aye. Bob Snow – ABSTAINED. Deana Ziev – ABSTAINED.

2. Discuss Massachusetts Commercial Property Assessed Clean Energy Program

Chairman Pierce read the following:

*Light Commissioner Bryan DiPersia sent Debbie a copy of the Massachusetts Development PACE Program (ATTACHED) with a request for the Board to review and discuss at an upcoming meeting.*

*Commissioner DiPersia summarizes the program in his cover email. The program, which is offered through the State, involves energy efficient upgrades to commercial buildings as way to reduce energy consumption.*

*Debbie has sent the program information to the Board of Assessors, Treasurer/Collector, Town Planner, and the Building Inspector for comments. The initial review of the program indicates that both the Assessors' Office and Treasurer/Collector's Office will be required to issue betterment assessments and liens, so there will be some work in those departments related to this program. The Board of Assessors has not yet discussed this program.*

*The State official who oversees the program, Dan Morais, has offered to host a virtual meeting for the relevant Town departments and officials to see if this is something the Town is interested in doing.*

*Debbie wishes to the point out to the Board that we are finishing up the Green Community Application this month and we are hopeful that the Town will soon be designated a "Green Community."*

*What are the Board's thoughts on this program? Would you like Debbie to set up a virtual meeting with Mr. Morais to learn more, or would the Board like Debbie to schedule him for an upcoming meeting?*

Pierce said this is an interesting program and we should ask for a virtual meeting about this. Snow and Perry agreed.

Bob Snow moved to authorize Debbie to set up a virtual meeting with Mr. Morais to learn more about the PACE program, Joe Perry second, all in favor, roll call vote—Joe Perry – aye; Dave Petersen – aye; Cliff Pierce – aye; Bob Snow – aye; Deana Ziev – aye.

3. Request from Planning Board to hire Special Counsel for Cindy Lane and Belle Circle Subdivision project status

Chairman Pierce read the following:

*The Planning Board is requesting the Board of Selectmen appoint special legal counsel to assist them on legal matters pertaining to the Cindy Lane and Belle Circle subdivision*

*because Town Counsel Tom Mullen has recused himself from this matter. (See attached request from Town Planner Kirk Baker.)*

*Tom filed a State Ethics disclosure several months ago on this matter and said that in the future, if the Planning Board needs assistance, a special attorney would need to be appointed. Debbie, with Chairman Pierce's authorization, has worked with Tom to have an attorney appointed today.*

*Tom is recommending a colleague in the municipal law field, Chris Petrini of Petrini Associates be appointed to assist the Planning Board in this matter. (See attached email from Tom Mullen.) Attorney Petrini is currently the City Solicitor for Framingham and his firm represents other municipalities in Massachusetts. Attorney Petrini has informed Tom that both he and Attorney Michael Terry from his law practice are available to provide assistance to the Planning Board on the Cindy Lane and Belle Circle subdivision matter. (See attached information on the attorneys)*

*Debbie is recommending that the Board of Selectmen vote to appoint Petrini & Associates as Special Legal Counsel for the Planning Board in the Abuzahra Family Trust/Cindy Lane and Belle Circle subdivision matter. If the Board is in agreement, the vote needs to be by roll call.*

Pierce read the hourly rates for the proposed special counsel.

Bob Snow moved to appoint Petrini & Associates as Special Legal Counsel for the Planning Board in the Abuzahra Family Trust/Cindy Lane and Belle Circle subdivision matter, Joe Perry second, all in favor, roll call vote—Joe Perry – aye; Dave Petersen – aye; Cliff Pierce – aye; Bob Snow – aye; Deana Ziev – aye.

### **OLD BUSINESS**

1. Discuss speeding issues on Farnham Road

Chairman Pierce read the following:

*The Board asked Police Chief Scott Dumas to look into options on how the Town can lower the speed limit on Farnham Road. The street currently does not have a Speed Limit sign and in cases where there is no Speed Limit sign posted the speed is set at 30 MPH. This speed limit seems high for a winding country-type road that has many homes on it. The Town can just "simply" change the speed limit.*

*Chief Dumas has outlined the options the Town would need to follow. Please see attached.*

Pierce read the email from Chief Dumas. Eagan said she spoke with Chief Dumas about this and recommends that we work with Mullen to develop something for the upcoming Town Meeting. Pierce said he recommends that we do this, it is not feasible to do multiple traffic studies.



Bob Snow moved to work with Tom Mullen to develop language for the next Town Meeting, Joe Perry second, all in favor, roll call vote—Joe Perry – aye; Dave Petersen – aye; Cliff Pierce – aye; Bob Snow – aye; Deana Ziev – aye.

2. Discuss CARES Act Coronavirus Relief Fund – Round 2

Chairman Pierce read the following:

*The State has released the second round of COVID-19 funds from the Federal CARES Act. These funds can be used up until December 30, 2020. (Information is attached.)*

*Debbie is in the process of gathering cost estimates and actual costs of eligible COVID-19 expenses incurred or to be incurred by Town departments. She will need to get the Town's application filed by October 30, 2020 in order to get these funds. Debbie is requesting the Board to vote to authorize her to file the Town's application on behalf of the Board of Selectmen. The vote needs to be a roll call vote.*

Joe Perry moved to authorize Debbie to file the Town's application for the second round of COVID-19 funds from the Federal CARES Act on behalf of the Board of Selectmen, Bob Snow second, all in favor, roll call vote—Joe Perry – aye; Dave Petersen – aye; Cliff Pierce – aye; Bob Snow – aye; Deana Ziev – aye.

3. Discuss format for upcoming November meetings

Chairman Pierce read the following:

*At a prior meeting in September, the Board discussed whether the meetings should be held in-person or continue to be held remotely due to the COVID-19 Emergency. The Board said that this discussion should resume again on the October 19 meeting agenda.*

*Some pros and cons to both meeting formats to think about:*

- Under the Governor's Order, indoor gatherings are limited to 8 persons per 1,000 square feet with a not-to-exceed cap of 25. The Town Hall Auditorium, which is the largest Town-owned indoor space, other the All-Purpose Room at the Pine Grove School, is 2,000 square feet. The Auditorium's occupancy is capped at 16 persons.*
- The seating arrangement is socially-distant and the seats are kept at a minimum of 6 feet apart.*
- Concerning room capacity, it will be hard to forecast the number of attendees at a meeting and it will depend on the nature of the agenda topics. With five selectmen, two staff, one videographer we are up to eight persons, which leaves eight seats for meeting attendees.*
- Meetings in the Auditorium are not shown "live" on RCM, but are video-recorded because there is no live feed.*

- *Remote meetings are shown live on RCM and streamed live onto the Town's website. (This is a requirement under the Open Meeting Law COVID Emergency Order)*
- *With the seats separated it can be hard for Board members to speak to one another. Board members need to speak loudly and with fewer bodies in the room there is an echo that can make it hard to hear what is being said.*
- *Remote meetings can have technical issues and participants can have very sensitive microphones on their devices that pick up background noise that a person wouldn't normally hear, but are magnified during the virtual meetings, making it hard to hear what is being said.*

*If the Board does want to change the meeting format, does the Board want to change the time of the meeting?*

Pierce said he is tired of the virtual meetings, but given that COVID 19 cases are increasing everywhere and experts are saying to expect an increase over the winter, now is not the time to make the change. Snow and Perry agreed, and said we should look at this again at the end of November. Ziev asked if the meeting time will remain 1:00 p.m. Pierce said yes.

Bob Snow moved to continue meeting virtually at 1:00 p.m., Deana Ziev second, all in favor, roll call vote—Joe Perry – aye; Dave Petersen – aye; Cliff Pierce – aye; Bob Snow – aye; Deana Ziev – aye.

4. Discuss Shellfish Aquaculture License Application issued to Brenden Doyle and James B. O'Connell of The Great Marsh Shellfish Company of 22 Hammond Street, Rowley, MA for an overwintering area on a section of Plum Island Sound

Chairman Pierce read the following:

*The Board voted on September 14, 2020 to issue an "Over-Wintering" area license to Brenden Doyle and James B. O'Connell of The Great Marsh Shellfish Company of 22 Hammond Street, Rowley, MA. After that license was issued, Debbie sent the Division of Marine Fisheries a copy of the license, the application, the public hearing notice, and the Board of Selectmen meeting minutes in which the hearing was conducted and the license was approved.*

*The DMF contacted Debbie because the license which the Board issued used coordinates listed in degrees-minutes-seconds. The DMF is asking for the coordinates to listed in decimals-minutes-degrees.*

*The DMF has provided Debbie with the following coordinates that need to be on the license. Debbie is asking the Board to vote to issue a revised Aquaculture License to Brenden Doyle and James B. O'Connell of The Great Marsh Shellfish Company of 22 Hammond Street, Rowley, MA for an overwintering area on a section of Plum Island Sound with the coordinates shown below.*

<u>Latitude</u>	<u>Longitude</u>
42.73871°	-70.81256°
42.7384°	-70.81471°
42.73603°	-70.81248°
42.73613°	-70.80916°

*If the Board is in agreement, the Board needs to vote to issue the revised license by a ROLL CALL vote. The license will be in the office for the members to sign. Debbie will need to get the revised license to the Division of Marine Fisheries this week.*

Dave Petersen moved to issue the revised license with the updated coordinate format, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

**MINUTES:** September 21, 2020; September 28, 2020

Bob Snow moved to approve the minutes of September 21, 2020, Dave Petersen second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

Joe Perry moved to approve the minutes of September 28, 2020, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

**ANNOUNCEMENT** – Halloween Trick-or-Treating, Saturday, October 31 from 5:30 p.m. to 7:30 p.m. Please see Town website for COVID-19 requirements. Trick-or-treaters are asked not to approach any household that does not have exterior lights on.

## **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; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

Meeting adjourned at 2:01 p.m.

Respectfully submitted,  
Amy Lydon  
Assistant Town Administrator

## **ATTACHMENTS:**

1. Meeting memo regarding 1:00 p.m. Appointment – William DiMento to discuss donation of tree for the Town Common in memory of Barbara DiMento

2. Meeting memo regarding 1:15 p.m. Appointment - Attorney Jill Mann to discuss re-alignment of the intersection of Wethersfield Street and Taylor Lane and Verizon pole issue
3. Email from Jill Mann regarding Falcon Ridge – Intersection Realignment – BOS meeting on Monday 9.28, including attachments
4. Email from Stan Usovicz regarding Falcon Ridge – Intersection Realignment – BOS meeting on Monday 9.28
5. Meeting memo regarding Election Business #1: Appoint Election Workers
6. Letter from Susan Hazen regarding Appointment Election Workers
7. Meeting memo regarding Election Business #2: Sign November 3, 2020 Election Warrants
8. November 3, 2020 Election Warrants
9. Meeting memo regarding Election Business #3: Early Voting Schedule – Rowley Town Hall, 139 Main Street
10. Meeting memo regarding Election Business #4: The last day to register to vote for the November 3, 2020 Election is Saturday, October 24, 2020. The Town Clerk's Office will be open from noon to 8:00 p.m. or voter registration can be done online at [registertovotema.com](http://registertovotema.com) until 11:59 p.m.
11. Meeting memo regarding Election Business #5: Early Voting at Town Hall ends at noon on Friday, October 30, 2020.
12. Meeting memo regarding Election Business #6: Tuesday, November 3, 2020 Election Day voting hours at St. Mary's Hall is 7:00 a.m. to 8:00 p.m.
13. Meeting memo regarding General Business #1: Request from Russ Leibe to be appointed to the Open Space Committee
14. Request from Russ Leibe to be appointed to the Open Space Committee
15. Meeting memo regarding General Business #2: Request from Kathleen Petrowicz to be appointed to the Rowley Cultural Council
16. Request from Kathleen Petrowicz to be appointed to the Rowley Cultural Council
17. Letter from Sharon Hydren, Chairperson of the Rowley Cultural Council, regarding appointment of Kathleen Petrowicz
18. Letter of resignation from Public Health Nurse Maryellen Mighill
19. Request from Health Director Frank Marchegiani to lift the hiring freeze for the position of Public Health Nurse
20. Meeting memo regarding New Business #1: Discuss Request for Proposals for ambulance service
21. Meeting memo regarding New Business #2: Discuss Massachusetts Commercial Property Assessed Clean Energy Program
22. Email from Bryan DiPersia regarding MassDevelopment PACE Program Information, including attached PACE Guidelines
23. Meeting memo regarding New Business #3: Request from Planning Board to hire Special Counsel for Cindy Lane and Belle Circle Subdivision project status
24. Email from Kirk Baker regarding Planning Board request for special counsel pertaining to Cindy Lane/Bell Circle
25. Email from Tom Mullen regarding Chris Petrini
26. Email from Christopher Petrini regarding Planning Board request for special counsel pertaining to Cindy Lane/Bell Circle

27. Information about attorneys from Petrini & Associates, P.C. website
28. Meeting memo regarding Old Business #1: Discuss speeding issues on Farnham Road
29. Email from Chief Dumas regarding Farnham Rd. Issue
30. Meeting memo regarding Old Business #2: Discuss CARES Act Coronavirus Relief Fund – Round 2
31. Letter from Michael J. Heffernan, Secretary of Administration and Finance, regarding CARES Act Coronavirus Relief Fund – Round 2
32. Meeting memo regarding Old Business #3: Discuss format for upcoming November meetings
33. Meeting memo regarding Old Business #4: Discuss Shellfish Aquaculture License Application issued to Brenden Doyle and James B. O’Connell of The Great Marsh Shellfish Company of 22 Hammond Street, Rowley, MA for an overwintering area on a section of Plum Island Sound
34. Aquaculture License issued to Brenden Doyle and James B. O’Connell
35. Meeting memo regarding minutes
36. Draft minutes of September 21, 2020
37. Draft minutes of September 28, 2020
38. Meeting memo regarding Announcement