

MINUTES OF THE BOARD OF SELECTMEN

October 24, 2022

Town Hall, 139 Main Street, Rowley, MA

5:15 p.m.

MEMBERS PRESENT: Chairman Robert Snow, Vice Chairman Joseph Perry; Cliff Pierce; Christine Kneeland; (Town Administrator Deborah Eagan; Assistant Town Administrator Natalie Lovett) Clerk Deana M.P. Ziev arrived after the Executive Session

ATTENDEES: Laura DiPersia – 500 Wethersfield St; Bryan DiPersia – 500 Wethersfield St; Andrew DiPersia – 500 Wethersfield St; Jena Haag – 179 Hillside St; Lindsey Athanasiou – 278 Central St; Danby Whitmore – 61 Glen St; Alyssa King – 29 Oak Ledge Cir; Anya Ciaramentaro – 41 Wethersfield St; Terri Davidson – 55 Glen St; Bob Breaker (Rowley Veterans Committee); Janet Estella – 150 Wethersfield St; Paul Chan & Holly Ardito – 49 Wilson Pond; Sieglinde Aigner-Crooks – 10 Lessard Ter; Philip Crooks – 10 Lessard Ter; Nancy Miller – 526 Wethersfield St; Rebecca Miller – 526 Wethersfield St; Natalie Langner

CALL MEETING TO ORDER

Chairman Snow called the meeting to order at 5:15 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.

EXECUTIVE SESSION

To discuss strategy with respect to collective bargaining concerning American Federation of State, County, and Municipal Employees Local 2905 pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3) as having the discussion in open meeting may have a detrimental effect on the bargaining position of the Town

Chairman Snow called for a motion to go into Executive Session to discuss strategy with respect to collective bargaining concerning American Federation of State, County, and Municipal Employees Local 2905 pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3) as having the discussion in open meeting may have a detrimental effect on the bargaining position of the Town and to return to open session.

Cliff Pierce so moved, Christine Kneeland second, all in favor – roll call vote: Bob Snow – aye, Christine Kneeland – aye, Cliff Pierce – aye, Joe Perry – aye. Deana Ziev – ABSENT

Executive Session opened at 5:17 p.m. and adjourned at 6:10 p.m. Open Session resumed at 6:12 p.m.

Deana Ziev joined the meeting at 6:12 p.m.

OPEN SESSION

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

There were no public comments.

6:05 p.m. APPOINTMENT* Veterans Committee Chairman Robert Breaker and Veterans Committee member Tammy Garron to discuss re-dedication of the Veterans Memorial in front of Town Hall on Veterans Day, November 11, 2022

Chairman Snow read the following:

Bob and Tammy asked to meet with the Board tonight to discuss holding a re-dedication of the Veterans Memorial in front of Town Hall on Veterans Day. The restoration and improvement project is nearly finished with the exception of the plantings, which will be done in the spring due to the drought.

Bob Breaker said he wanted to clarify the Veteran's Day parade route; it will begin at the Pine Grove School and end at Town Hall. He said the War Memorial restoration project is coming along. Pierce said it looks great. Breaker said the wiring for the lighting should be done before Veterans Day. He said the plantings will be installed in the spring. Breaker said he would like to have a rededication ceremony for the memorials on Veterans Day.

Breaker then gave an update on the Wreaths Across America program. He said Tammy couldn't be at the meeting. He said that the fundraising is moving along; letters went out with the electric bills and a banner is up on the Town Common. Kneeland asked how many wreaths are left to be purchased. Breaker said that they are around where we need to be. He said if there are extra wreaths donated they are banked toward next year. He thanked the Highway, Light, Police, and Town Departments for all of their help on his projects.

6:15 p.m. APPOINTMENT* Mark Tocci of Crossfield Engineering to discuss Town Hall first floor heating, ventilation, and air conditioning (HVAC) system conversion project

Chairman Snow read the following:

Mark Tocci has been working with Debbie, Natalie, and Amy on finalizing the plans and specifications for the new heating and air conditioning system. This project is part of the Town's Green Communities program.

We have to upgrade the Town Hall electrical system from a Phase 2 to a Phase 3 electrical system in order to handle the electrical load needed to run the new highly-efficient electric system. Fortunately, the Light Department installed an electrical transformer box on the Town Hall lawn 20 years ago to provide the "new" library building with Phase 3 electricity. As part of this project, we will need to have an

electrical conduit installed from the transformer box into the basement and connected to the fuse box.

The offices and hallways in the first floor will have either wall-mounted units or consoles in place of the existing radiators. Each unit will provide air conditioning and heat. Mark will provide an overview of the plans and specifications.

Mark Tocci, Tocci Engineering, gave an update on the project. He said he has been working with Debbie, Amy, and Natalie to review the draft plans. He said they picked up on some issues with locations of the units; he thinks they have now caught all of the issues. Chairman Snow asked Tocci to walk them through the drawings. Tocci then went through each page of the electrical drawings with the Board. He said some of the electrical connections are high and others are low. He said the high connections will be hidden. He said there may be some field changes during construction, but they shouldn't result in change orders. He said the transformer outside of Town Hall is in good shape and it should be a clean connection for the 3-phase power. He said the Town Hall's new 3-phase electrical will have some spare capacity for the future. He said the hydronic heater in the basement will be replaced by an electric heater. Snow asked how tall the unit will be outside of Town Hall. Tocci said it will be about 10 feet high. He said the reason for that height is there will be an 18 inch snow block under the unit, as well as a snow hood on top of the unit to protect it from snow sliding off the roof. He said the unit will be surrounded by either lattice or chain-link fencing.

Tocci then went through each page of the mechanical plans with the Board. He said there will be an Add Alternate to remove the old boiler. He said they are removing some of the existing heaters and abandoning others to save cost. He said Alternate 1, which would remove the existing through wall air conditioners, will include a lot of painting and patching work. He said the refrigerant distribution box, located in the basement, is a major component of the system. He said it switches the office units from heating to cooling. He said it wasn't possible to install wall console units in all of the offices, so some of the offices will have high wall units. Eagan said the Historic District Commission will want the outside condenser to be hidden by lattice. She said the specifications will be written for a Mitsubishi unit standard or equivalent.

Tocci said they are just about done with the specifications. He said the mechanical contractor will be the Prime Contractor and will hire a General Contractor, if needed, for some of the work. He said the amount of work for the GC will be less than \$10,000. He said there are cost savings to have the mechanical contractor be the Prime Contractor, as that will be the bulk of the work. Snow asked if the electrical service work will be significant. Eagan said they have spoken with RMLP Manager Matt Brown about the project and he didn't think it would be an issue. She said the means and methods for installing the new electrical are up to the contractor. There were no additional questions from the Board.

Joe Perry made a motion to approve the HVAC plans allowing for minor revisions as necessary, Cliff Pierce second, all in favor – aye (5-0).

GENERAL BUSINESS

1. Request from Jane White of the Rowley Girl Scouts to use the Town Common for the following events:

- Third Annual Festival of Trees from December 2, 2022 through December 4, 2022
- Caroling and tree lighting on Saturday, December 3, 2022

Chairman Snow read the following:

The Rowley Girl Scouts are requesting to hold two events on the Town Common that will run from December 2 to December 4. Girl Scouts Leader Jane Koopman White sent the following request:

Hi Debbie - The Girl Scouts would like to hold their third annual festival of trees on the Town Common from Friday afternoon, December 2, through Sunday afternoon, December 4. Similar to last year, we expect that 5-10 trees would be decorated on Friday afternoon, with viewing through breakdown on Sunday afternoon at dusk. Would you please advise what information the Select Board would need to provide approval?

We will also celebrate the season with Caroling on the Common and the traditional tree lighting ceremony with RMLP on Saturday afternoon, December 3 at 4 pm.

Please advise if we might have the Board's approval to use the Town Common for these events.

Many thanks!

Jane White

This request was reviewed by the Police Chief, Fire Chief, Health Director and Highway Surveyor. There were no comments or concerns.

Christine Kneeland made a motion to approve the request, Cliff Pierce second, all in favor – aye (4-0). Deana Ziev – ABSTAIN.

2. Letter of resignation from Animal Control Officer/Animal Inspector Reed Wilson

Chairman Snow read the following:

Animal Control Officer/Animal Inspector Reed Wilson has submitted his resignation. It has been filed with the Town Clerk. The Board needs to vote to accept the resignation.

Cliff Pierce made a motion to accept the resignation with regrets, Christine Kneeland second, all in favor – aye (5-0).

3. Approve Police Department donation

Chairman Snow read the following:

Police Chief Scott Dumas has received a donation in the amount of \$75.00 from a Town resident for the Police Department.

In accordance with State law, G.L. c.44 §53A, the Board needs to vote to approve this donation.

Chairman Snow then read the letter from Police Chief Dumas.

Joe Perry made a motion to accept the donation, Christine Kneeland second, all in favor – aye (5-0).

4. Letter of resignation from David MacMullen from the Town of Rowley Veterans Committee

Chairman Snow read the following:

David MacMullen has submitted his resignation from the Town of Rowley Veterans Committee. He was the Police Department representative to the Committee.

Christine Kneeland made a motion to accept the resignation, Joe Perry second, all in favor – aye (5-0).

5. Request from Carolyn Lynch to be appointed to the Town of Rowley Veterans Committee

Chairman Snow read the following:

Veterans Committee Chairman Bob Breaker is asking that Police Officer Carolyn Lynch be appointed to serve as the Police Department representative to the Veterans Committee. Attached is Carolyn's request.

The Board will need to be vote to appoint Carolyn to the Police Department seat through June 30, 2023.

Chairman Snow read the letter from Officer Lynch requesting to be appointed to the Veterans Committee. Snow said Officer Lynch spent 6 years in the Marine Reserves and he thinks she would be a fine addition to the Committee.

Deana Ziev made a motion to appoint Carolyn Lynch to the Veterans Committee as the Police Department representative for a term to end June 30, 2023, Christine Kneeland second, all in favor – aye (5-0).

NEW BUSINESS

1. Discuss request from Danby Whitmore and others regarding “No Hate Here” statement

Chairman Snow read the following:

The Board received the attached email message from Danby Whitmore and others residents concerning anti-Semitic and racists actions in nearby communities. Ms. Whitmore is asking the Board to issue a “No Hate Here” statement that demonstrates that Rowley is a welcoming community for people of all races, religions, genders, and sexual orientations.

How does the Board wish to proceed?

Chairman Snow asked Danby Whitmore to speak. Whitmore said there was a white supremacist march in Boston and fliers were distributed in the area looking for new members. She said she spoke with Chief Dumas and he said he would support the No Hate Here cause. She said it is important to step up and support the cause because the white supremacist voice is being amplified. Whitmore said it is important the Town Officials and Town make a statement against hate and racism. She said the letter was drafted by a number of people in Town. Snow said he is sympathetic to this. He told of bigotry his grandfather encountered as an Irish American. He said his issue is with the word ‘hate.’ He listed a number of things that he ‘hates,’ which included bigotry and racism. He said he would like to find another way to phrase this.

Terri Davidson said she has lived in Rowley for 31 years and has found Rowley to be welcoming, though there have still been times when she has encountered anti-Semitic comments. She said she see the statement as a beginning. She would like to see the Town create a committee. Davidson said 87 people signed onto the letter; people want to do something.

Ziev asked where the message would be displayed. Snow responded that he was thinking about having a proclamation. He reiterated that he would like to avoid the word ‘hate.’

Natalie Langner said that she has lived in Rowley for a few years and it reminds her of where she grew up on Long Island. She said she was active in the Anti-Defamation League in Long Island. She said the Anti-Defamation League has information about how to educate on “hate.”

Anya Ciaramentaro said that, as a queer woman, this cause is very close to her. She agreed that the word ‘hate’ focuses on the negative. She proposed that the proclamation use the word ‘welcomes’ instead. Pierce said the email has language that could be used to draft the proclamation. Pierce suggested the wording be “Rowley is a community that fully respects and protects all residents and welcomes people of all races, religions, genders and sexual orientations.” Ziev asked if the Town has permission to use the language from the email. Whitmore nodded in agreement.

Perry said it tears him apart that there seems to be a rise in racism and bigotry. Ziev said that in addition to race and religion, there is a prevalent need for inclusiveness of all genders and sexual orientations.

Jenna Haag suggested that the proclamation welcome “newcomers and old-comers.” She said there is sometimes a divide between people new to Town and those that have been here for generations.

Pierce said that he thinks simplicity is a virtue for the proclamation and thinks it would be best to keep with the language from the letter.

Cliff Pierce made a motion to issue a proclamation using language from the letter, Joe Perry second, all in favor – aye (5-0).

2. Request from Open Space Committee Chair Alyssa King to request permission to scout the recreation parcel of the Town’s Bradstreet property for the purpose of assessing it for a possible educational nature trail

Chairman Snow read the following:

The Open Space Committee has submitted a request to the Board to scout the active recreation parcel of the Town’s Bradstreet property with Conservation Agent Brent Baeslack on Wednesday, October 26 at 4:00 p.m. This parcel is “Article 97 protected park land” and is under the care and custody of the Board of Selectmen as the Town’s “Park Commissioners.” The parcel is 9.06 acres. Several years ago the Selectmen asked Debbie to evaluate this parcel for a possible baseball field. Unfortunately, the topography was not conducive to this type of recreational field.

The Open Space Committee would like to evaluate the site for possible creation of educational trails that could be used to enrich Pine Grove School’s various educational curriculums. (See email attached email from Alyssa King)

Debbie has pulled the 2009 Bradstreet subdivision plans and Planning Board Subdivision approval from the files so that the Board can review the history on this parcel.

Alyssa King, Chair of the Open Space Committee, said the Committee generally has one large project it works on every year. She said they recently completed the boardwalk project. She said they are hoping the educational trails will be something the school could use as well as other children in Town, but first they need to see if the topography of the land is conducive for the trail. Snow asked if they need to vote on this. Eagan said the Board should vote as it is property owned by the Town. She said the land was considered for a new baseball field, however the engineers found it would require a lot of fill to make level, which made the project cost prohibitive. She said the

land is set aside for active recreation. Pierce said this is a great idea and he liked that there was an educational component. Perry agreed that the trail is a great idea.

Cliff Pierce made a motion to authorize Alyssa King and Conservation Agent Brent Baeslack to scout the property with the purpose of determining whether it would be a feasible location for an educational trail, Christine Kneeland second, all in favor – aye (5-0).

3. Request from Rowley Veterans Association, Inc. of 19 Bradford Street for One-Day Entertainment License for two-person acoustic guitar and singer on November 23, 2022

Chairman Snow read the following:

The attached application has been reviewed by Police Chief Dumas, Fire Chief Emery, Town Planner Kirk Baker, Building Inspector Ken Ward, and Health Director Frank Marchegiani. The Building Inspector and Health Director did not have any comments or concerns. The comments / concerns of the Police Chief, Fire Chief, and Town Planner are detailed below. In response to these comments / concerns, RVA Manager Caroline Jean confirmed the following:

The RVA will take the actions outlined in #9 of the Entertainment License Application and will have a certified crowd control manager onsite during the event.

Does the Board wish to approve this application? If so, do you want to include the following conditions?

- *Applicant to meet the conditions outlined in #9 of the application*
- *Applicant to follow crowd control manager law with current certified crowd control manager*
- *Applicant to keep windows and doors closed to prevent nuisance to neighbors*

Police Chief Dumas:

If conditions outlined in # 9 in the application are met, the police department has no concerns.

Fire Chief Emery:

The only concern the fire department has is they follow the crowd control manager law with current certified crowd control manager.

Town Planner Kirk Baker:

Looks like they know what we ask for. Although, it doesn't explicitly say there will be a crowd manager on site, so you may want to confirm they will still have someone in that role.

A two piece acoustic w/ PA is not a likely to be a nuisance to the neighbors as long as windows and doors are kept closed.

Perry said it is important that they confirm the RVA will have a crowd manager. Eagan said that Amy Lydon contacted the RVA and they confirmed that they will have a crowd manager onsite during the event.

Christine Kneeland approved the application with conditions, Cliff Pierce second, all aye – (5-0).

4. Review and approve Powers and Sullivan Audit Services Letter

Chairman Snow read the following:

Powers and Sullivan CPA and Advisors has sent Debbie a services engagement letter that covers the Town's auditing services for four fiscal years (FY 22 – FY 25). The services will also cover required "single audits" in connection with the Town's receipt of federal grant funds. Powers and Sullivan has been providing auditing services for the past several years.

Debbie has reviewed the letter. She also asked Town Accountant Sue Bailey and Treasurer/Collector Karen Summit to review the letter. They recommend we proceed with using Powers and Sullivan for the Town's audits.

Debbie recommends the Board vote to authorize her to engage the services of Powers and Sullivan for auditing services for FY 22 – FY 25 and for any required single audits.

Joe Perry made a motion to authorize Debbie Eagan to engage the services of Powers and Sullivan for auditing services, Deana Ziev second, all in favor – aye (5-0).

5. Approve Memorandum of Agreement with Massachusetts Coalition of Police Local 360

Chairman Snow read the following:

The Memorandum of Agreement for a successor collective bargaining agreement effective July 1, 2022 – June 30, 2025 with Massachusetts Coalition of Police Local 360 is ready for the Board to vote to approve. The contract will be funded at the May 1, 2023 Town Meeting.

The Board needs to vote to sign the MOA. (It will be signed after the meeting.)

Cliff Pierce made a motion to sign the MOA, Christine Kneeland second, all in favor (4-0). Deana Ziev – ABSTAIN.

6. Discuss email message from Nicolas Kreticos regarding Christmas Wreath Display donation

Chairman Snow read the following:

Nicolas Kreticos of Nick's Seasonal Décor has sent the Board an email message regarding creating an interactive wreath display on the Town Common.

The practice of the Board has been to allow the Town Common to be used by non-profit organizations, such as the Girl Scouts and the Pine Grove School PTA. The Girl Scouts donate the tree that is placed in the Town Common gazebo during the holiday season. The Rowley Light Department sets up the holiday lights.

How does the Board wish to proceed with Mr. Kreticos' request?

Ziev said the photographer opportunity seems to go in a different direction, toward advertising. Snow said that, in his opinion, the Town Common use should be kept to non-profits.

Joe Perry made a motion to thank Mr. Kreticos for his offer but deny the request, Cliff Pierce second, all in favor – aye (5-0).

7. Discuss State Ethics Commission online training program

Chairman Snow read the following:

The State Ethics Commission (SEC) contacted Debbie regarding a new Learning Management System (LMS) that they are launching for cities and towns.

The new system will eliminate the Town Clerk having to collect all the printed test certificates and acknowledgements of each Town employee, elected official, and appointed official. All the records will be stored in an online database that the Town's designated Local Administrator/designee will have access to. Each elected official, appointed official, and employee will take their online test through the LMS and the record of the test will be stored in the State Ethics Commission LMS database.

If the Town does not sign onto this program, the Town will have to create its own LMS or intranet site. Our current system will no longer be permitted. Debbie strongly recommends that the Town move to the State Ethics LMS. State law requires that all Town employees, appointed officials, and elected officials take the State Ethics online test every two years and receive a summary of the State Ethics Law and sign and Acknowledgement receipt every year. There is a lot of work involved in tracking the compliance for each Town employee, appointed official, and elected official. Additionally, certain Town vendors can fall within the State Ethics educational compliance requirements. Having the database maintained by the State Ethics Commission will be a much improved process of tracking compliance.

Debbie has discussed this with Town Clerk Catie McClenaghan and she supports this.

Debbie is asking the Board to vote to approve the move to the State Ethics Commission Learning Management System (LMS).

Ziev said it seems to make sense to move to the State's LMS. Kneeland said it is a good idea.

Deana Ziev made a motion to approve the move to the State Ethic Commission Learning Management System (LMS), Christine Kneeland second, all in favor – aye (5-0)

OLD BUSINESS

1. Update on the sale of Pine Grove School surplus chairs

Chairman Snow read the following:

The second auction for the surplus Pine Grove School chairs closed on October 5. Natalie sent the auction advertisement to 40 local schools and daycares. There were still no bids for the chairs.

There are several options for a next step:

- 1. We can hold a third auction and set no minimum bid price or a lower minimum bid price. The previous two auctions had a minimum starting bid price of approximately \$65 per chair for the first auction, and \$25 per chair for the second.*
- 2. Another option is to hold a yard sale to try to sell the chairs directly to buyers.*

We are suggesting the first option and, if that is unsuccessful, then we will look into holding a yard sale.

How would the Selectmen like us to proceed with disposition of the chairs?

Eagan said there are approximately 372 chairs that need to be disposed of and the school needs the space.

Christine Kneeland made a motion to auction the chairs with no minimum, Joe Perry second, all in favor – aye (5-0).

MINUTES

- October 17, 2022

Christine Kneeland made a motion to approve the October 17, 2022 minutes, Cliff Pierce second, all in favor – aye (4-0). Bob Snow – ABSTAIN.

ANNOUNCEMENTS

1. Halloween Trick or Treating hours are Monday, October 31, 2022 from 5:00 p.m. to 7:00 p.m.
2. 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.
3. 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.
4. 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.
5. The Board of Health is holding a Household Hazardous Waste Collection Day on Saturday, November 19, 2022 from 8:30 a.m. to 12:30 p.m. at the Highway Department facility on Independent Street for Town residents. The list of items that will be accepted can be found on the News and Notices section on the homepage on the Town website, www.townofrowley.net.
6. 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
7. 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.
8. 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.
9. The Town has the following board vacancies:
 - **Council on Aging**
 - **Conservation Commission**
 - **Open Space Committee**
 - **Rowley Cultural Council**

- **Zoning Board of Appeals – Alternate member**

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

ADJOURN

Christine Kneeland made a motion to adjourn, Joe Perry second, all in favor – aye (5-0).

The meeting adjourned at 7:41 p.m.

Respectfully submitted,

Natalie Lovett
Assistant Town Administrator

Attachments:

1. Executive Session motion
2. Meeting memo regarding 6:05 p.m. Appointment – Veterans Committee
Chairman Robert Breaker and Veterans Committee member Tammy Garron to
discuss re-dedication of the Veterans Memorial in front of Town Hall on Veterans
Day, November 11, 2022
3. Project progress photos of Town Hall War Memorials dated 10/21/22
4. Meeting memo regarding 6:15 p.m. Appointment – Mark Tocci of Crossfield
Engineering to discuss Town Hall first floor heating, ventilation, and air
conditioning (HVAC) system conversion project
5. Mechanical and Electrical Plan dated 10/18/22
6. Meeting memo regarding General Business #1: Request from Jane White of the
Rowley Girls to use the Town Common
7. Meeting memo regarding General Business #2: Letter of resignation from Animal
Control Officer/Animal Inspector Reed Wilson
8. Email of resignation from Reed Wilson
9. Meeting memo regarding General Business #3: Approve Police Department
donation
10. Letter from Chief Scott Dumas re: Donation from Resident Rob Mollica
11. Meeting memo regarding General Business #4: Letter of resignation from David
MacMullen from the Town of Rowley Veterans Committee
12. Email of resignation from Sergeant David MacMullen
13. Meeting memo regarding General Business #5: Request from Carolyn Lynch to
be appointed to the Town of Rowley Veterans Committee
14. Email from Carolyn Lynch requesting appointment to the Rowley Veterans
Committee

15. Meeting memo regarding New Business #1: Discuss request from Danby Whitmore and others regarding “No Hate Here” statement
16. Email from Danby Whitmore regarding No Hate here
17. Email from Penelope Hurley regarding Rowley “No Hate”
18. Meeting memo regarding New Business #2: Request from Open Space Committee Chair Alyssa King to request permission to scout the recreation parcel of the Town’s Bradstreet property for the purpose of assessing it for a possible educational nature trail
19. Email from Alyssa King re: Request for permission to scout municipal property for educational nature trail
20. Property map of parcel 26-26-2
21. Definitive Subdivision Plan of Land for 239 Main Street dated 6/18/2009
22. Definitive Subdivision Plan Approval for the Bradstreet Farm, 239 Main St
23. Deed for “Lot C” of 239 Main Street
24. Meeting memo regarding New Business #3: Request from Rowley Veterans Association, Inc. of 19 Bradford Street for One-Day Entertainment License for two-person acoustic guitar and singer on November 23, 2022
25. 1-Day Entertainment License Application from Rowley Veterans Association, Inc.
26. Meeting memo regarding New Business #4: Review and approve Powers and Sullivan Audit Services Letter
27. Powers and Sullivan Audit Services Letter dated 10/13/22
28. Meeting memo regarding New Business #7: Discuss State Ethics Commission online training program
29. Email from David Giannotti, State Ethic Commission, re: Response Required: New Conflict of Interest Law Online Training Program
30. Meeting memo regarding Old Business #1: Update on the sale of Pine Grove School surplus chairs
31. Draft minutes for October 17, 2022 meeting