

MINUTES OF THE BOARD OF SELECTMEN MEETING

September 15, 2014
Meeting held at Town Hall

MEMBERS PRESENT: Chairman Robert Merry, Vice Chairman Joseph Perry, Jack Cook (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon) - Clerk Robert Snow - ABSENT, David Petersen - ABSENT

PUBLIC ATTENDEES: Tim Southall - Parks & Recreation Committee; Gillian Nichols; Morgan Monroe; Lawrence White - Finance Committee; Jack Grundstrom - Green Crab; Robert Barker - Police Chief

CALL MEETING TO ORDER

Chairman Robert Merry called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Gillian Nichols and Morgan Monroe led the Pledge of Allegiance.

CHAIRMAN'S COMMENTS

None.

GENERAL BUSINESS

1. Request from Ipswich YMCA to hold annual Rowley Poker Run road race September 27

Chairman Merry read the following:

Gerry Beauchamp, the Director of the Ipswich YMCA, has requested permission to hold their annual 5k run in Rowley on Saturday September 27, 2014 starting at 9:00 a.m. 120 runners are expected to take this route:

Start on Bradford Street at the Rowley VFW; Right onto Summer Street; Left onto Main Street; Left onto Central Street; Left onto Bennett Hill Road; Left onto Wethersfield; Right onto Bradford Street; Finish at Rowley VFW.

The race will begin and end on private property at the VFW. The Selectmen need to approve the use of the public roadways for the race.

All questions and concerns from the Police Chief, Fire Chief, Coordinator of Health Services, and Highway Surveyor have been satisfactorily addressed and there are no outstanding concerns from these departments.

We have requested a certificate of insurance listing the Town of Rowley as an additional insured with general liability limits of \$1,000,000 per occurrence and \$3,000,000 general aggregate.

Perry said this is an annual event.

Joseph Perry made a motion to authorize the annual Rowley Poker Run road race, Jack Cook second, all in favor - aye (3-0). Robert Snow - ABSENT, David Petersen – ABSENT.

2. Road Opening Permit application from National Grid to open 238 Main Street for new gas service

Jack Cook made a motion to approve the road opening permit for 238 Main Street (COPY ATTACHED), Joseph Perry second, all in favor - aye (3-0). Robert Snow - ABSENT, David Petersen – ABSENT.

The Selectmen signed the permit.

7:05 – 7:15 p.m. CITIZEN QUERY

Citizen's Query opened.

GENERAL BUSINESS

3. Road Opening Permit application from National Grid to open 420 Newburyport Turnpike #3 for new gas service

Jack Cook made a motion to approve the road opening permit for 420 Newburyport Turnpike (COPY ATTACHED), Joseph Perry second, all in favor - aye (3-0). Robert Snow - ABSENT, David Petersen – ABSENT.

The Selectmen signed the permit.

NEW BUSINESS

1. Review and approve the revised MGL Chapter 44B transfer form

Chairman Merry read the memo from Deb Eagan regarding the budget form (COPY ATTACHED).

Finance Committee Chairman Larry White said the new form will make it easier for the Finance Committee to see the amount of money being transferred from one account to another and forces the department to make sure they have enough money for the transfer.

Joseph Perry made a motion to approve the revised MGL Chapter 44B transfer form (COPY ATTACHED), Jack Cook second, all in favor - aye (3-0). Robert Snow - ABSENT David Petersen – ABSENT

Perry asked that other Town forms get reviewed and standardized and the signature areas be made larger.

2. One-day Liquor License Application submitted by Village Pancake House

Chairman Merry said, “The application appears to be in order. Chief Barker has reviewed it. He hasn’t had a chance to sign it, but will sign it at tonight’s meeting.”

Merry reviewed the details on the application and Chief’s Barker’s email (COPIES ATTACHED).

Jack Cook made a motion to approve the one-day liquor license for the Village Pancake House with the understanding that the Police Chief will sign it, Joseph Perry second, all in favor - aye (3-0). Robert Snow - ABSENT David Petersen – ABSENT

ANNOUNCEMENTS

Chairman Merry read an announcement about West Nile Virus (COPY ATTACHED).

7:05 – 7:15 p.m. CITIZEN QUERY

Citizen's Query closed. There were no Citizen’s queries.

7:15 p.m. Tim Southall, Gillian Nichols and Morgan Monroe to discuss Girl Scouts Project

Chairman Merry read the following:

Rowley Girl Scouts Gillian Nichols and Morgan Monroe need a project that involves helping the community and the environment. We had asked Tim Southall to meet with Gillian and Morgan to see if there were any potential projects at the Town’s playing fields.

They have met and some suggestions for projects include:

- *Beautifying one of the “commons” in the town*
- *Planting shrubs around the monument on the Town Common*

- *Clean and weeding areas at Eiras Park and the Children's Playground*

The Board of Selectmen needs to discuss these suggestions and if a decision is made tonight, to vote to authorize them to do it.

Tim Southall said he has met with Gillian Nichols and Morgan Monroe to discuss the project. He said they are trying to earn their Silver Award through the Girl Scouts and the project needs to meet these criteria: they have to create something; help the environment; and involve fundraising. He said they are going to meet with Dan Sczepanski of the Town Common Restoration Committee to come up with a specific project. Gillian Nicols said the Silver Award is the second highest award you can earn as a Girl Scout and it the project has to improve the community. Morgan Monroe said the mandated number of hours to be spent on the project is fifty hours and they will do fundraising for the project. Southall said they would like to create something that is self sufficient such as shrubbery and boxwoods. He said they would like to do the fundraising over the winter and have the project finished by May of next year. He said they have discussed possibly doing plantings around the Civil War Monument to enhance its beauty and keep kids from climbing on it. He said other possibilities are something around the flagpole on the Town Common or something on the Common at the intersection of Central Street and Cross Street. Merry said the Common at the intersection of Central and Wethersfield could use plantings as well. Southall said they will come back to meet with the Selectmen once they have a grasp on the project. Perry said this is an exciting project, he congratulated the girls on working on getting the award and for doing work that means so much to the community. Southall said he is looking forward to working with them, but it is their project.

Joseph Perry made a motion to allow Nichols and Monroe to move forward with the project, Jack Cook second, all in favor - aye (3-0). Robert Snow - ABSENT David Petersen – ABSENT

OLD BUSINESS

1. Update on the September 12th Division of Marine Fisheries Green Crab meeting

Chairman Merry said he and Selectmen Joe Perry went to the Division of Marine Fisheries meeting on September 12, 2014 with Rowley's Shellfish Constable and Shellfish Commissioner for a meeting with the Division of Marine Fisheries and local communities and constables. He said the group is trying to address the green crab problem and read the municipalities involved and the program funding from the slides from the meeting (COPIES ATTACHED). He said the State is allocating \$133,000 for a program to trap and remove European green crabs with portions of the funding going to Salem State University, to the Division of Marine Fisheries and a maximum of \$15,000

going to each municipality, with the possibility of the amounts increasing if municipalities opt out. Perry said Gloucester is not sure if they are going to get involved in the program. Merry said they wish to get the program up and running in two weeks and asked if the crabs disappear when it gets cold. Grundstrom said they stop crawling when the water temperature decreases to a certain level. Grundstrom said there is no deadline to sign up for the program yet, and he needs to see the contract. He said they should be able to pull in two tons of crabs with the proposed funding and if some towns don't participate, the participating towns could get more funding.

Merry said there will be reporting requirements associated with participation in the program. He suggested that the Board vote to show support of the program as presented on September 12, 2014 pending the contract.

Joseph Perry made a motion to support of the program as presented on September 12, 2014 pending the contract, Jack Cook second, all in favor - aye (3-0). Robert Snow - ABSENT David Petersen – ABSENT

Grundstrom said the Division of Marine Fisheries will provide the towns with forty traps each and the fishermen will be responsible for the bait. He said the crabs may go to a landfill or possibly restaurants. He said the licensing is simple and the insurance required will be \$50.00 per year.

7:30 p.m. Police Chief Robert Barker to discuss the following:

- Police lieutenant position – salary and benefits
- Lift freeze to post lieutenant position
- Lift freeze to post sergeant position
- Special investigator stipend

Merry read the following:

Chief Barker met with the Personnel Board last week to discuss benefits for the new lieutenant position, which is non-union.

The Personnel Board voted that the benefits of the police lieutenant's position align with the benefits in the police union, with the exception of the amount of personal days granted per year. The police lieutenant position is unique in the Town because it is a non-union, non-contracted position. Because the lieutenant is a salaried 40-hour per week position the personal leave days should be set at five days. (The police officers work 37.5 hours per week.) The Board of Selectmen needs to vote to approve this measure for inclusion in the Personnel Plan so that we may proceed with the positing of the position.

Chief Barker said without the extra benefits, the promotion from a sergeant to a lieutenant would be a pay cut for an employee.

Joseph Perry made a motion to align the benefits of the lieutenant with the benefits outlined in the police union contract except for personal days, Jack Cook second, all in favor - aye (3-0). Robert Snow - ABSENT, David Petersen – ABSENT

Merry read the following:

The Personnel Board also voted to set the starting rate of the salary at \$77,819.76, which is pay grade #14, step #3 because this will be an internal promotion to an officer in the Department. The Board of Selectmen needs to vote to approve and set the salary as voted on by the Personnel Board – Grade #14, Step #3 of the FY 15 Compensation Schedule.

Eagan said the lieutenant position will be filled by an internal promotion and it is not practical to start the position at the new hire rate. She said the lieutenant fills in for the Police Chief and the Personnel Board feels this is a fair rate for a promoted officer.

Jack Cook made a motion to set the starting rate of the salary at \$77,819.76, which is pay grade #14, step #3, Joseph Perry second, all in favor - aye (3-0). Robert Snow - ABSENT, David Petersen – ABSENT

Joseph Perry made a motion to lift the hiring freeze for the position of police lieutenant, Jack Cook second, all in favor - aye (3-0). Robert Snow - ABSENT, David Petersen – ABSENT

Chief Barker said a sergeant will be promoted to lieutenant so there will be an opening for a new sergeant. He said they are using a professional company to assess the candidates.

Jack Cook made a motion to lift the hiring freeze for the position of police sergeant, Joseph Perry second, all in favor - aye (3-0). Robert Snow - ABSENT, David Petersen – ABSENT

Merry read the following:

The Personnel Board voted to recommend the authorization of a \$1,000 stipend payable in quarterly installments to the Assistant to the Chief of Police/Special Investigator. There are special qualifications, training and certifications required to conduct investigations on domestic violence and sexual assault cases. Due to the specialized training necessary to undertake this work, the Personnel Board supports this stipend. The Board of Selectmen needs to vote to authorize the payment of this stipend as approved by the Personnel Board.

Chief Barker said the Assistant to the Chief of Police/Special Investigator takes week long classes and one day classes for training and covers for Ipswich when their Special

Investigator is not available. He said she is on call 24 hours per day seven days a week.

Jack Cook made a motion to authorize a \$1,000 stipend payable in quarterly installments to the Assistant to the Chief of Police/Special Investigator, Joseph Perry second, all in favor - aye (3-0). Robert Snow - ABSENT David Petersen – ABSENT Chief Barker signed the liquor license application discussed under New Business #2.

ANNOUNCEMENTS

- The Fall Special Town Meeting is scheduled for Monday, October 27, 2014 at 7:30 p.m. at the Pine Grove School
- The Town has the following vacancies:
 - a) **Fence Viewer**– two positions;
 - b) **Wood, Lumber & Bark Inspector**; and
 - c) **Zoning Board of Appeals Associate** – two open seats
 - d) **Historical Commission-Historic District Commission** - three seats
 - e) **Parks and Recreation Committee** - two seatsFor more information on these positions, please contact the Selectmen's Office at 948-2372
- Rowley Food Pantry is in need of donations. The Food Pantry is open Tuesdays from 10:00 a.m. to 12:00 p.m. and Thursdays from 5:30 p.m. to 7:00 p.m.
- Water Customers need to call Pennichuck at 1-800-553-5191 now for billing, payment and customer service questions.
- Compact fluorescent light bulbs may be recycled at the Rowley Municipal Lighting Plant. Light bulbs can be brought down during normal business hours.

There being no further business before the Board, Chairman Merry called for a motion to adjourn. Joseph Perry so moved, Jack Cook second, all in favor – aye (3-0). Robert Snow - ABSENT David Petersen – ABSENT

Open meeting adjourned at 7:46 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Road Opening Permit application from National Grid to open 238 Main Street for new gas service
2. Road Opening Permit application from National Grid to open 420 Newburyport Turnpike #3 for new gas service
3. Memo from Deb Eagan to Board of Selectmen regarding FY 15 Budget Transfer Form
4. Revised Ch. 44 S33B(b) form approved by Finance Committee
5. One-day Liquor License Application submitted by Village Pancake House

6. Announcement about West Nile Virus
7. Meeting Outline and handout of information from the September 12, 2014 Great Marsh Green Crab Depletion Program Working Group Meeting
8. Bob Merry's notes from the Green Crab meeting; one page summary of the Great Marsh Green Crab Depletion Program
9. Press Release announcing funding to improve resilience of coastal communities
10. Letter from Police Chief Barker to the Board of Selectmen dated September 10, 2014