

MINUTES OF THE BOARD OF SELECTMEN MEETING

August 24, 2015

Meeting held at Town Hall, 6:00 p.m.

MEMBERS PRESENT: Chairman Robert Merry, Vice Chairman Joseph Perry, Clerk Robert Snow, David Petersen, Clifford Pierce (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon)

PUBLIC ATTENDEES: Robert Barker - Police Chief; Stephen May - Police Department; Lawrence White - FINCOM; Anne Fournier - Intervale Circle; Steven Kindler - Intervale Circle; Henry Rolfe - Independent Press; Russell Liebe - Intervale Circle; Steve Kreticos - Intervale Circle; Robert Tebou - Intervale Circle; Bruce Fournier - Intervale Circle; Janice Kindler - Intervale Circle; David Irving; Nancy Lieb - Intervale Circle; Stephen Keefe - Chili Cook-off; Timothy Young - Chili Cook-off; Stephen Comley - We the People.

CALL MEETING TO ORDER

Chairman Robert Merry called the meeting to order at 6:05 p.m.

6:00 p.m. EXECUTIVE SESSION

Chairman Merry called for a motion to go into Executive Session for the purpose of conducting collective bargaining sessions with MassCops Local 360 and to discuss strategies with respect to collective bargaining with MassCops Local 360 because an open meeting may have a detrimental effect on the bargaining position of the Town and to return to open session. Joseph Perry so moved, Bob Snow second, all in favor – roll call vote: Robert Snow – aye, Robert Merry – aye, Joseph Perry – aye, David Petersen – aye, Clifford Pierce - aye.

Executive session opened at 6:08 p.m.

Executive session closed and open session resumed at 7:22 p.m. Chairman Merry announced that the meeting is being audio and video recorded digitally.

PLEDGE

Dave Petersen led the Pledge of Allegiance.

7:25 – 7:30 p.m. CITIZEN QUERY

Larry White said he would like to make a statement as a citizen and a payer of water rates. He said he is also the Chairman of the Finance Committee and a member of the Open Space Committee, but is speaking only as a citizen. He said he hopes the Board

denies the request from the Board of Water Commissioners for legal counsel under agenda item New Business #5. He said the Water Board has demonstrated fiscal irresponsibility and is mismanaging their funds. He said at the June 23, 2015 meeting the Water Board voted not to appropriate money for the utility body, but did vote for it at a later meeting. He said they did not spend the \$60,000 appropriated at Town Meeting for the re-paving and the addressing the Conservation Commission concerns on the back lot. He expressed his dismay of the Water Board's utter disregard for any citizen inputs and said he hope the Selectmen will not honor their request for legal counsel.

Steve Comley. Sr. asked if he can be put on the agenda for next week and asked if he can get together with Selectman Pierce this week since he wasn't on the Board when he first discussed his concerns with the Board. Pierce said his grandchildren are visiting and he cannot meet with Comley this week. Comley asked Pierce when he would be available. Pierce said I don't know and said he doesn't think they should be discussing this at a meeting. Comley said it won't take that long and said Pierce told him he would meet with him the last time they spoke. Pierce said he doesn't think this needs to be discussed at a Selectmen's meeting, it is a matter between the two of them. Comley said he would like to be put on the agenda for next week because he has new information that he wants the Board and the Town to be aware of.

Eagan said there is not another Selectmen's meeting until September 14, 2015. Snow said we have been on a summer schedule and with the Labor Day weekend coming up, the next day the Board meets is September 14, 2015. Comley said if he can be put on the agenda for September 14, 2015, that would be great. Snow said that is up to the Chairman.

Citizens query closed.

7:15 p.m. Appointment – Whittier Vocational Technical School Committee member David Irving for an update on Whittier Vocational-Technical High School student enrollment issues

Perry said he just gave Irving a list of five issues. He said he attended the meeting in the Town of Merrimack and a few Whittier School Committee members attended, and eight of the district towns. He said there were a few issues brought up, and they are forming a committee, which he is a member. He said there is a new Superintendent at Whittier. He said they are concerned about issues such as the number of out of district students attending the school and the why there are different costs and the bussing of the additional students. He asked Irving if it is true that the School Committee voted to not accept any additional out of district students next year.

Irving said there are no new out of district students for next year. He said he has been on the School Committee for twenty years. He said Whittier has ranked in the top three in the State and issues come up every five to six years. He said when new Town School Committee members come in, they rightfully so have questions and the current issues are coming from Pentucket. He said the state requires that they adhere strictly

to the policy the entrance policy. He said students need to make the 67 point requirement, and preference is given to in district candidates, but some in district candidates may have problems with discipline or attendance.

He said regarding the first issue on the list from Perry, the FY 16 budget is \$22 million and \$12 to \$13 million comes from the State, since they are a state aided vocational school. He said the none of the \$1.8 million difference between the budget and the state aid is coming from the district people. He said the district people do not pay for anyone that is from outside the district.

He said regarding the second issue on the list from Perry, anyone in district who receives a score of 67 points is given first choice. He said those in district with a score close to 67 are given until the end of the year to bring their score up. Petersen asked if any kid from Rowley that scores a 67 would be admitted. Irving said absolutely. He said the out of district candidates with a score of 67 are waitlisted.

He said regarding the third issue on the list from Perry, he would have to look into this, but believes many out of district students are dropped off by a parent.

He said the fourth issue on the list from Perry has already been addressed. He said regarding the fifth issue on the list from Perry, he said the five areas in the state law and their policy are attendance; grading; appropriate conduct; guidance recommendation and an interview the student has with the guidance department. He said he doesn't know where the figures on the sheet are coming from, and disagrees that the average student would get a score of 50. He said people are angry since they feel slighted. He said the school offers more than just trades such as robotics and culinary arts. He said many are getting college credits for courses in their junior and senior years. He said there are fifteen day students from Rowley.

Perry thanked Irving for coming in to explain the issues brought up by Pentucket.

7:30 p.m. Appointment - Tim Young, President, Friends of the Rowley Public Library, Inc. for a one-day liquor license application for the Annual Chili Cook-off and update on the Cook-off event

Tim Young said they are very busy with planning this event and the plans are in good shape. He said they have fulfilled all the core responsibilities such as police and fire details, Board of Health permits, proof of insurance, liquor liability insurance from both vendors and general liability insurance and evidence of TIPS certification. He said there have been a couple of changes: they are exploring using Saint Mary's as a same day back-up location in case of inclement weather; they have reached out to Pine Grove School, St. Mary's and VFW for parking. He said their goal is to have twenty-five cooks. Perry said this is always a fun event.

Dave Petersen made a motion to grant permission to the Friends of the Rowley Public Library, Inc. to use the Town Common on Saturday, September 26, 2015 from 2:00 p.m.

to 8:00 p.m. for the Annual Chili Cook-off and that all conditions and recommendations from the Fire Department, Police Department, Highway Department and Health Department are met, Bob Snow second, all in favor - aye (5-0).

Dave Petersen made a motion to grant a Special One-Day Liquor License for the Friends of the Rowley Public Library for Saturday, September 26, 2015 from 2:00 p.m. to 6:00 p.m., with an alternate location of Saint Mary's Church and that all conditions required by the Board of Selectmen and Police Chief are met, Bob Snow second, all in favor - aye (5-0).

OLD BUSINESS

2. Memo from Planning Board re: Intervale Circle Street Acceptance

Chairman Merry read the following:

Chairman Merry will read the memo from the Planning Board into the record.

If the Board agrees with the Planning Board's request, they will need to vote to authorize Debbie Eagan to work with Town Planner Kirk Baker and the Town's attorney in starting the process to accept Intervale Circle as a town public way. Debbie will follow the same process as she did with the acceptance of Christopher Road.

Merry read the memo from the Planning Board.

Petersen said this was done a few years ago with Christopher Road, when the developer abandoned the project and the portions of the road owned by the homeowners were taken by eminent domain. He said he would expect the owners to sign off of this and work together to get the street accepted.

Nancy Lieb said there are seven homes and all the neighbors would like this to happen. Eagan said this will have to be researched to see if the developer reserved the rights of the road. She said she will work with Town Planner Kirk Baker and Town Counsel to have a layout hearing and accept this at Town Meeting. Petersen said we are correcting the misdeeds of the prior Planning Board and the Town cannot plow or maintain non-accepted roads. He said we have to follow the proper process and we are unsure how long it will take, but we can try to expedite it.

Bob Snow made a motion to authorize Debbie Eagan to work with Town Planner Kirk Baker and the Town's attorney in starting the process to accept Intervale Circle as a Town public way, Joseph Perry second, all in favor - aye (5-0).

GENERAL BUSINESS

1. Issue a proclamation for MaryEllen Mighill for her service as Council on Aging Director

Chairman Merry read the proclamation.

Joseph Perry made a motion to authorize Bob Merry to sign the proclamation, Bob Snow second, all in favor - aye (5-0).

Snow said Mighill will be sorely missed.

2. Commendation from Police Chief Robert Barker re: Officer Charles G. Hazen Jr.

Chairman Merry read the letter. He said this is a great accomplishment and this is not an easy course. Snow said he spoke with Hazen and he received a score of 98.4 and was at the top of his class.

Dave Petersen made a motion to send a letter of congratulations to Hazen from the Board of Selectmen, authorizing Merry to sign it on the Board's behalf, Joseph Perry second, all in favor - aye (5-0).

3. Request from Finance Committee Chairman Larry White to lift hiring freeze for Finance Committee Secretary position

Chairman Merry said, "Finance Committee Secretary Julie Cantrell has resigned. Finance Committee Larry White is asking the Board of Selectmen to lift the hiring freeze so that we may post this position."

Dave Petersen made a motion to lift hiring freeze for Finance Committee Secretary position, Cliff Pierce second, all in favor - aye (5-0).

4. Letter of resignation from RCM Production Technician Chris Southwick

Chairman Merry read the request.

Bob Snow made a motion to accept the resignation with regrets and to send him a letter of thanks, Cliff Pierce second, all in favor - aye (5-0).

5. Veterans Fair - Sunday, September 13, 2015 11:00 a.m. to 4:00 p.m., American Legion Post 194

Chairman Merry read the following:

Eastern Essex Veterans Services District Director Karen Tyler has asked the Selectmen to publicize a Veterans Administration Fair to be held on Sunday, September 13, 2015 from 11:00 a.m. to 4:00 p.m. at the American Legion Post 194, 37 School Street, Hamilton.

Veterans needs to bring their DD214/VA ID Card.

Lunch will be provided by Donne Bouche caterers.

Many agencies and organizations will be present, including some of the following:

- *Community Recovery Connections*
- *Representative Brad Hill*
- *Senator Bruce Tarr*
- *Congressman Moulton's Veterans Representative*
- *Veteran Housing Program Manager*
- *Chairman of the Board of Directors of the Eastern Essex District of Veterans Services*
- *Financial Planners*

All veterans are welcome. For more information, contact:

*Karen F. Tyler
Director of Veterans' Services
Eastern Essex Dept. Veterans' Services
25 Green St.
Ipswich, MA 01938
(978) 356-3915*

Snow said that Veterans receive a card as part of their discharge from service, and Veterans and their spouses need to bring their card.

6. Letter from Barbara Flood thanking the Highway Department

Eagan read the letter from Barbara Flood.

NEW BUSINESS

1. Letter from Brett Alger expressing an interest in serving on the Open Space Committee

Chairman Merry read the letter. He said Alger has an impressive resume. Finance Committee Chairman Larry White said there are currently three members. Eagan said it was set up as a five member committee. White said there is a meeting on September 16th at 6:00 p.m. at the Library.

Joseph Perry made a motion to appoint Brent Alger to the Open Space Committee through June 30, 2016, Dave Petersen second, all in favor - aye (5-0).

2. Letter from Deborah Streiff expressing an interest in serving on the Rowley Cultural Council

Chairman Merry read letter from Deborah Streiff and the email from Nancy Hill, Cultural Council Chairwoman. Eagan said we have six members and the state requires no more than twenty-two members.

Dave Petersen made a motion to appoint Deborah Streiff to the Rowley Cultural Council through June 30, 2018, Dave Bob Snow second, all in favor - aye (5-0).

3. Update on Town Common tree maintenance

Chairman Merry read the following:

Tree Warden Patrick Snow called and said that he discussed watering the trees on the Town Common with Water Superintendent MaryBeth Wisner who told him it was acceptable if the watering is done before the water ban is in effect at 9:00 a.m. daily. He said he will water the trees between 7:00 a.m. and 9:00 a.m. on Friday, August 14, 2015 and will water the trees once weekly going forward.

Merry said that Steve Harrison raised the concern about the health of the trees. Perry said we want to preserve the health of the trees.

4. Discuss Shellfish Constable cell phone stipend

Chairman Merry read the following:

The Board of Selectmen recently appointed Travis Kneeland to the position of Shellfish Constable. The Shellfish Constable needs to have a cell phone while out on inspections of the clam flats. The prior constable received a \$50.00 monthly cell phone stipend, in accordance with the Town's Cell Phone Policy.

Does the Board wish to authorize a cell phone stipend for the new Shellfish Constable?

Dave Petersen made a motion to authorize a cell phone stipend of \$50.00 per month for the Shellfish Constable, Cliff Pierce second, all in favor - aye (5-0).

5. Email and letter from Water Board Chairman Timothy Toomey re: request for Water Board legal counsel

Chairman Merry read the letter from Tim Toomey. Petersen said he and Snow attended the Water Board meetings pretty regularly, and they have this item on their agenda for their meeting tomorrow morning. He said in 2011 Town Counsel provided a memo that said that the Board of Selectmen are the only authorized Board to approve the hiring of

special counsel in town. He said a primary issue is that the Selectmen authorized the Superintendent to sign bills and payroll since over the last several months the majority of the Water Board have not been signing off on the bills and payroll. He said they are the only Board that seems to have problems with this and the Town is legally required to pay employees within two weeks and pay the bills. He said they can settle this issue by signing the bills and payroll in a timely manner. He said they did pass a motion a few weeks ago to sign bills and payroll on Wednesdays, but on the last three warrants there have been no Water Board signatures. Larry White said this vote passed at their last meeting, and one Water Board member signed the warrant on Tuesday, but nobody came on Wednesday, so they aren't following their own procedures. Petersen said they claim the Water Superintendent cannot sign her own payroll, but the Police Chief signs the payroll for the whole Police Department, including his own. He said the Superintendent is a salaried employee who gets the same paycheck each time, the Water Department is a Town department and the Board of Selectmen has the responsibility to pay the vendors in a timely manner, and the legal responsibility to pay the employees in a timely manner. He said there hasn't been a problem since the Superintendent was authorized to sign. He said he recommends that the Board not authorize the Water Board to hire legal counsel since this issue has already been settled.

Snow said in 2011, Scott Martin was the Water Board Chair and Roy Ricker and Tim Toomey were Water Board Members. He said in September Martin asked if he could cut trees around well #2, and he was told to go see Conservation Agent Brent Baeslack for a NOI. He said they didn't go to the Conservation Commission for the NOI, they cut the trees in violation of the wetlands laws. He said they were asked to stop and then were issued a cease and desist which they ignored. He said this resulted in a \$3,500 fine issued by the Conservation Commission to the Water Department. He said the Water Board completely disregarded the authority of the Conservation Commission. He said he commends Manning. He said Manning asked questions before he was a Water Commissioner at a Town Meeting about the Water Treatment Plant and the Water Board told him not to worry about it. He said that project started with a budget of \$5,000,000, then increased to \$9,000,000, then increased to \$12,000,000. He said the Water Board has been involved in "tree gate", "gate gate," when they had large gate built, and a misappropriation of funds when they built offices inside the garage with furniture, appliances and coffee makers, without the necessary vote at Town Meeting. He said a few months later there was "deer gate" which resulted in a \$25,000 fine to the Town of Rowley from the DEP. He said going to the DEP for that meeting was the toughest day he had as the Chairman of the Board of Selectmen. He urged people to watch the Water Board meetings. He said he has served on the Board of Selectmen for eight years, and the last five years all of these issues have been going on with the Water Board and enough is enough. He said the laws haven't changed since 2011.

Larry White speaking as the Chair of the Finance Committee, said the Water Department budget does not have an appropriation for special counsel, so he doesn't understand how they plan to pay for it. He said he is totally against this request.

Pierce said it makes sense for one board to be responsible for appointing legal counsel and it makes sense for the Board of Selectmen to perform this role. He said if other Boards were also able to appoint counsel it would lead to chaos and unnecessary expenditures of funds.

Petersen said the Water Department is an entity within the Town. He said for example the DEP fine was filed against the Town and not the Water Department. He said the Water Board cannot be trusted to do the right thing. He said they require a purchase order for any purchase over \$500, so they are already seeing those purchases. He said they have had some of the same issues on each agenda for every meeting over the past couple of months, they are beating old ground and not addressing important issues.

Snow said none of the past issues had to happen and they cost the Town \$25,000, \$10,000 of which was forgiven once some policies were adopted.

Dave Petersen made a motion to deny the request to hire special counsel from Tim Toomey, Cliff Pierce second, all in favor - aye (5-0).

6. Discuss recruitment process for police chief position

Chairman Merry read the following:

Police Chief Robert Barker is retiring in December. We need to discuss the process of how the Board plans to fill this position.

Does the Board wish to consider having an assessment center, just like we did when we went through the recruitment process for the Police lieutenant and sergeant? The assessment center cost \$6,800 and there were six candidates. Chief Barker does not recommend using an assessment center for the overall screening, just for the top five or six applicants. (See attached email message from Chief Barker).

Some items for the Board to consider:

- *Review the job description as soon as possible to make sure there does not need to be any changes made before the position is posted.*
- *Does the Board of Selectmen plan to have the position filled by the time Chief Barker retires, or, does the Board plan to have an interim chief in place when Chief Barker retires?*
- *If the Board wishes to use an assessment center, we need to fund the cost of the assessment center. We need to discuss how this will work.*
- *If the Board sets up an initial screening process for applicants, we should think about setting up a preliminary screening committee to be made up of one or two Selectmen, Personnel Board member, and maybe one other individual.*

Merry read the email from Police Chief Barker.

Petersen said Lieutenant May has only been a Lieutenant for a short period of time and he thinks the position should be advertised to internal and external candidates. Eagan said she will get the job description to the Board for their review. She said she recommends doing a preliminary screening and then bringing five or six candidates to the assessment center. She said the cost of the assessment center is tied to the number of eligible candidates. She said the Board can have a special workshop meeting before September 14th. Perry said we need to decide where to advertise, and he thinks they should consider an initial screening committee. Eagan said the minimum posting required is ten business days.

Petersen said the Board can first review the job description; then decide how far and wide to advertise the position. He said Chief Barker may have some suggestions on where to advertise it. He said next year's Personnel Board budget should be increased so that money is available for advertising positions such as this one. He said this can be paid for out of the Selectmen's expense line and get reimbursed at the Fall Town Meeting. Eagan said this is a substantial expense, and the Selectmen's expense line cannot absorb it.

The consensus of the Board was to meet on Tuesday, September 1, 2015 at 10:00 a.m. to review the job description.

7. Discuss the process for paying Board of Shellfish Commissioners bills payable

Chairman Merry read the following:

We currently have two vacancies on the Board of Shellfish Commissioners. The remaining commissioner, Stuart Dalzell, Jr., has bills that need to be processed.

We had an August 17th deadline for letters of interest on the Shellfish Board, but yet to have receive any interest. (Vacancy Notice is attached.) Debbie will re-post the notice.

Stuart needs to be able to process Shellfish Commissioner bills. The Shellfish Commissioners also are paid. It is unclear as to how the wages can be processed.

How does the Board of Selectmen wish to handle this? Without the other two members there is no operating Board of Shellfish Commissioners. (Copy of the Bylaw is attached).

Dave Petersen made a motion to authorize the Town Administrator to work with Stuart Dalzell, Jr. on the bills payable and to countersign them, Cliff Pierce second, all in favor - aye (5-0).

Eagan said she is not familiar with what they purchase, and they have a modest budget. Petersen said at least this will provide some oversight.

OLD BUSINESS

1. Sign USI Consulting Group, Inc. contract for GASB#45 actuarial study of non-pension post-retirement benefits

Chairman Merry read the following:

The contract with USI Consulting Group, Inc. for the Town's GASB #45 actuarial study is ready to be signed by the Board of Selectmen. This contract follows the same terms and conditions as the prior contract with USI. The contract sum remains the same at \$3,900.

The General Accounting Standards Board (GASB) and the Town's auditors recommend that the have an actuarial study of "Other Post-Employment Benefits" (OPEB). OPEB benefits are non-pension retiree benefits, such as health insurance. According to GASB standards, the Town needs to update the actuarial study every three years. The last GASB #45 study was done in 2012 by USI.

The Board of Selectmen needs to vote to sign the contract with USI so that we can continue the studying the valuation of the Town's liability for future retiree health insurance costs.

Joseph Perry made a motion to sign the USI Consulting Group, Inc. contract, Dave Petersen second, all in favor - aye (5-0).

The Board signed the contract.

3. Letter from Conservation Commission re: naming of the Town conservation area at 390 Wethersfield Street

Chairman Merry read the letter from Brent Baeslack. Merry said Paul T. Dodge owned the land and sold it to the Girl Scouts. Merry said Dodge had to shut down his business since his brother had died and he couldn't get help with the Vietnam War going on. He said Dodge could have sold the land to anybody, but chose the Girl Scouts to preserve the land. He said we are lucky that the Girl Scouts had the same feeling.

Pierce said he prefers one name and Dodge is fine. Perry said he agrees with Pierce to not hyphenate the name and thinks the name Dodge is great. Merry said if land is named after Rodgers, they should continue what was started with the 22 acre wooded lot owned by the church. He said the church told the Town they would put a monument on that land.

Joseph Perry made a motion to name the conservation area at 390 Wethersfield Street the Dodge Reservation, Cliff Pierce second, all in favor - aye (5-0).

MINUTES

- March 9, 2015

Joseph Perry made a motion approve the minutes from March 9, 2015, Bob Snow second, all in favor - aye (4-0). Cliff Pierce - ABSTAINED

- March 16, 2015

Joseph Perry made a motion approve the minutes from March 16, 2015 with a typo on page 13 to be corrected, Bob Snow second, all in favor - aye (4-0). Cliff Pierce - ABSTAINED

ANNOUNCEMENTS

- The Town has the following vacancies:
 - a) **Conservation Commission**– one seat;
 - b) **Shellfish Commissioners** - two seats
 - c) **Cable Advisory Committee** - seeking five members
 - d) **Fence Viewer**– three positions;
 - e) **Wood, Lumber & Bark Inspector**; and
 - f) **Zoning Board of Appeals Associate** – two open seats
 - g) **Historical Commission-Historic District Commission** - two seats
 - h) **Parks and Recreation Committee** - two seats
 - i) **Open Space Committee** is seeking membersFor 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.
- Rowley Public Library is offering discounts to Lowell Spinners baseball games. For more information contact the Rowley Public Library at 978-948-2850
- Rowley Community Blood Drive Monday, August 31, 2015 2:00 p.m. to 7:00 p.m. at Rowley Veterans Association, 19 Bradford Street
- Rowley Chili Cookoff will be held on Saturday, September 26, 2015 from 2:00 p.m. to dusk on the Town Common

There being no further business before the Board, Chairman Merry called for a motion to adjourn. Joseph Perry so moved, Cliff Pierce second, all in favor - aye (5-0).

Open meeting adjourned at 9:00 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS

1. List of issues regarding Whittier Vocational Technical School from Joseph Perry
2. Meeting memo regarding 7:30 p.m. Appointment - Tim Young, President, Friends of the Rowley Public Library, Inc. for a one-day liquor license application for the Annual Chili Cook-off and update on the Cook-off event
3. One-day liquor license application for the Annual Chili Cook-off
4. Certificates of insurance and TIPS certifications related to Chili Cook-off
5. Correspondence from Fire Chief, Police Chief, Highway Surveyor and Health Services Coordinator regarding Chili Cook-off
6. Food permit for Chili Cook-off
7. Meeting memo regarding Old Business #2: Memo from Planning Board re: Intervale Circle Street Acceptance
8. Memo from Planning Board re: Intervale Circle Street Acceptance
9. Proclamation for MaryEllen Mighill
10. Commendation from Police Chief Robert Barker re: Officer Charles G. Hazen Jr.
11. Meeting memo regarding General Business #3: Request from Finance Committee Chairman Larry White to lift hiring freeze for Finance Committee Secretary position
12. Letter of resignation from RCM Production Technician Chris Southwick
13. Meeting memo regarding General Business #5: Veterans Fair - Sunday, September 13, 2015 11:00 a.m. to 4:00 p.m., American Legion Post 194
14. Flyer for Veterans Fair - Sunday, September 13, 2015 11:00 a.m. to 4:00 p.m., American Legion Post 194
15. Letter from Barbara Flood thanking the Highway Department
16. Email, letter and resume from Brett Alger
17. Letter of interest from Deborah Streiff
18. Email from Nancy Hill regarding Deborah Streiff
19. Memo from Amy Lydon to Board of Selectmen regarding Town Common Tree Watering
20. Meeting memo regarding New Business #4: Discuss Shellfish Constable cell phone stipend
21. Email, letter and attachments from Water Board Chairman Timothy Toomey re: request for Water Board legal counsel
22. Meeting memo regarding New Business #6: Discuss recruitment process for police chief position
23. Email from Police Chief Barker regarding assessment center
24. Meeting memo regarding New Business #7: Discuss the process for paying Board of Shellfish Commissioners bills payable
25. Notice of Vacancy for Shellfish Commissioners
26. Shellfish Commissioners bylaw

27. Meeting memo regarding Old Business #1: Sign USI Consulting Group, Inc. contract for GASB#45 actuarial study of non-pension post-retirement benefits
28. USI Consulting Group, Inc. contract for GASB#45 actuarial study of non-pension post-retirement benefits
29. Letter from Conservation Commission re: naming of the Town conservation area at 390 Wethersfield Street
30. Minutes from March 9, 2015
31. Minutes from March 16, 2015
32. Additional announcement from Northeast Massachusetts Mosquito Control