

MINUTES OF THE BOARD OF SELECTMEN MEETING

May 16, 2016

Meeting held at Town Hall, 7:00 p.m.

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

PUBLIC ATTENDEES: Anne M. Gould – Rochester NH Police; Henry F. Rolfe – Independent Press; Lawrence White – FINCOM & OSRC; Tucker Dumas; Victoria Coberly; Frank Chamberlin; Kaci Dumas; Amu Dumas; Laurel Dumas; Alice Chamberlin; Andrew Groder; Brent Baeslack - Conservation Agent

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

Police Chief Scott A. Dumas led the Pledge of Allegiance.

7:00 APPOINTMENT: Swearing in of Chief Dumas and appointment to Rowley Emergency Management Agency and Northern Essex Emergency Planning Commission

Chairman Merry read the following:

Police Chief Scott Dumas was appointed by the Board of Selectmen in April and started working on April 18th. Due to the timing of his appointment, the Board of Selectmen was not able to have a formal “swearing in” ceremony for our new police chief.

Tonight, we are ratifying our April 7th vote to appoint Scott Dumas to the position of police chief of the Town of Rowley. On April 7, 2016, Vice Chairman Joseph Perry made a motion to appoint Scott Dumas as police chief effective April 18, 2016, Clerk Robert Snow seconded the motion, and the Board voted unanimously to appoint him.

Tonight, we will take a vote to support the April 7th vote of the Board of Selectmen and ask that Scott be re-sworn in to his position.

On a related matter, the police chief serves on the Rowley Emergency Management Agency and the Northern Essex Regional Planning Commission. Chairman Merry will call for a motion and vote to appoint Scott Dumas to these two roles through June 30,

2016. Scott will be re-appointment during the month of June with the other Town members of these groups.

Bob Snow made a motion to support the April 7th vote of the Board of Selectmen to appoint Scott Dumas to the position of Police Chief for the Town of Rowley and ask that Scott be re-sworn in to his position, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry - ABSENT

Bob Snow made a motion to appoint Scott Dumas to REMA and the Northern Essex Regional Planning Commission, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry - ABSENT

Chief Dumas read the Police Chief Oath and was sworn in by Town Clerk Susan Hazen.

Dumas said he is proud and happy that he was selected. He said it has been an eventful first month, and has been very fun. He said the townspeople and the co-workers have been outstanding and welcoming. He thanked his friends, family and co-workers for coming tonight and said he is looking forward to getting started again.

Petersen said he has heard nothing but good reports about the Chief. He said the Chief has gone to the Senior Center with Officer Hills and he has started the lunch program with the students of Pine Grove School. He said we have a great Police Department, had a great Interim Chief and former Police Chief, and he looks forward to many years ahead with the new Chief.

7:10 – 7:15 P.M. CITIZEN QUERY

There were no Citizen Queries.

Bob Snow said last week the Police and Fire Station project passed. He thanked the members of the Fire Station Committee members who met for over two years to look into finding the land for this project. He thanked the members: Chief Broderick, Doug Chadbourne, Jay Symanski, Tom Marsh, Tom Heidegard, Rich Gagnon and Janet Bridges.

GENERAL BUSINESS

1. Request from the Rowley Historical Society to use the Margaret Scott Green on May 21 for their Annual Plant Sale

Chairman Merry read the request.

Dave Petersen made a motion to approve this request, Bob Snow second, all in favor - aye (3-0). Joseph Perry – ABSENT. Bob Merry – RECUSED since he is a Director of the Historical Society.

2. Northeast Massachusetts Mosquito Control and Wetlands Management District notice on aerial application to control mosquito larvae on coastal salt marshes

Chairman Merry read the notice.

7:15 p.m. APPOINTMENT* - Conservation Agent Brent Baeslack to discuss the following:

- Signing of deed for conservation land gift from Sandy Patrican
- Request to place Conservation Area sign at Eiras Park on Smith Lane

Conservation Agent Brent Baeslack said the Town received a marvelous offer of a donation of more than twenty acres of land from 420 Newburyport Turnpike LLC, Sandy and Brian Patrican. He said the article passed at Town Meeting, and the Conservation Commission met on May 11, 2016 and signed the acceptance. He said this passed unanimously at Town Meeting and he has the certification of the vote from the Town Clerk. He said the removal of the driveway and the culverts is 99% complete, and loam has been spread over 95% of the area. He said they discussed leaving the gate in place until the new seeding germinates. He said he hopes the Selectmen concur that this is a marvelous bequest to the Town of Rowley and signs off on the documentation.

Chairman Merry read the following:

Signing of deed for conservation land gift from Sandy Patrican: The May 2, 2016 Special Town Meeting approved Article #11, which authorized the Board of Selectmen to accept at gift of land from Four Twenty Newburyport Turnpike LLC for conservation purposes. This parcel is 23 acres in size and abuts the Dodge Reservation. The Board needs to vote to sign the deed. Brent will notarize the Selectmen's signatures.

Pierce asked if all the work has been done by the Patrican family. Baeslack said yes, and that was part of the deal. Pierce asked how the area has been re-seeded. Baeslack said this was rolled into a Notice of Intent Application for work on their other property and it is being seeded with wetland grass on the lower area and regular wild grass on the upper area. Pierce said this is a very nice bequest, it doesn't happen often, and it adds to the Dodge Reservation and protects the Batchelder Brook.

Dave Petersen made a motion to sign the deed, Bob Snow second, all in favor - aye (4-0). Joseph Perry - ABSENT

The Selectmen signed the deed, and Baeslack notarized their signatures.

Merry read the letter from Brent Baeslack requesting to place a Conservation Area sign at Eiras Park on Smith Lane.

Baeslack displayed a pictometry map on the monitor and pinpointed the area where the sign would be placed. He said the location is on an embankment so that it will be out of the way of the minimal snowplowing activities that take place there. He said Smith Lane is all on municipal conservation land, and not on private land. He showed a photo of a sign from a previous scout project that he hopes this sign will be modeled after. He said he hopes the sign encourages people to explore the Dodge Reservation, and Scout Floodman cleared the loop trail at Dodge Reservation.

Petersen commended Baeslack for the amount of work he has put into this project and other projects in Town. He said Baeslack was involved with getting the dirt road into the YMCA camp widened so that Smith Lane could be blocked off to vehicular traffic. He said Baeslack puts in a lot of time, and does work on his own time, and goes above and beyond what is required. Petersen thanked TW Excavating and the Highway Department for their work on the road project and said woodchips donated by Chickadee Hill are being brought in to woodchip the banks of the widened road. He said the project looks great and the YMCA is happy with it. He thanked Baeslack for his work on Town projects.

Baeslack said he is the caboose on the end of the train for projects like this one. He said the Open Space Committee identified the Girl Scout property as a significant property to be acquired and it is located in the heart of Rowley. He said it was an honor to help the Town realize this acquisition and to protect this land.

Snow said Baeslack goes above and beyond on many projects within Town, and he is a valuable asset. Petersen said many people worked hard on the acquisition of this property including Eagan and her staff. He said the YMCA will use the trails and the conservation land and he encouraged all to go and enjoy this land. Baeslack said motorized transportation devices are not allowed on the property.

Dave Petersen made a motion to approve the signage, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry - ABSENT

Petersen thanked Scout Floodman for his work on this project.

GENERAL BUSINESS

3. Read letters of Commendation from Police Chief Scott Dumas to Dispatcher and Reserve Police Officer Sheri David, Dispatcher Pam Lutes, and Detective Matt Ziev

Chairman Merry read the commendation letters to Reserve Police Officer Sheri David, and Detective Matt Ziev. Eagan said the letter for Dispatcher Pam Lutes will be read next week because it was inadvertently left out of the meeting package. Petersen said

Pam Lutes also received a commendation letter and it will be read next week to recognize her. Merry said he listened to this police call from his monitor at home and it was done very well with no confusion. He said protocol was followed and it went very smoothly.

4. Rowley Police Association to hold a Red Sox Alumni Softball game fundraiser on June 25, 2016 at Eiras Park

Chairman Merry read the flyer and the letter from the Rowley Police Association.

OLD BUSINESS

1. Sign Tata & Howard contract and award construction contract to T. Ford Co., Inc.

Chairman Merry read the following:

The Board needs to vote to sign the engineering construction administration contract with Tata & Howard. There are two originals that need to be signed.

The Board needs to vote to award the construction contract to T. Ford Company, Inc. in the amount of \$143,900. The Board needs to vote to authorize the chairman to sign four Notice of Award documents.

Dave Petersen made a motion to sign the contract with Tata & Howard, Bob Snow second, all in favor - aye (4-0). Joseph Perry - ABSENT

The Selectmen signed the two originals.

Dave Petersen made a motion to authorize the Chairman to sign the notice of award to T. Ford Company, Bob Snow second, all in favor - aye (4-0). Joseph Perry - ABSENT

Merry signed the four Notice of Award documents.

NEW BUSINESS

1. MGL Ch. 44 § 33B(b) transfer to Town Accountant Expenses

Chairman Merry read the following:

The Board of Selectmen have received a request from Town Accountant Susan Bailey to transfer \$800 from the Assistant Town Accountant Wage line to the Accounting Department Expense line. The Board needs to vote to approve this request and to sign the transfer form.

Bob Snow made a motion to approve this request and sign the transfer form, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry - ABSENT

The Selectmen signed the transfer form.

2. Authorize Town Administrator to renew FY 17 MIIA Property Casualty & Workers' Compensation Insurance

Chairman Merry read the following:

Debbie needs to renew the Town's Property Casualty and Workers' Compensation Insurance policies with MIIA for the upcoming fiscal year. Debbie is asking for the Board to vote to authorize her to renew the policies.

Bob Snow made a motion to authorize Eagan to renew the FY 17 MIIA Property Casualty and Workers' Compensation Insurance, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry - ABSENT

Eagan said she will sign the renewal form.

3. Request from Water Superintendent MaryBeth Wiser to appoint Philip Moran as Distribution Working Foreman Operator in Training and Jonathan Carey as Assistant Distribution Working Foreman Operator in Training

Chairman Merry read the Request from Water Superintendent MaryBeth Wiser to appoint Philip Moran as Distribution Working Foreman Operator in Training and Jonathan Carey as Assistant Distribution Working Foreman Operator in Training.

Dave Petersen made a motion to appoint Philip Moran as Distribution Working Foreman Operator in Training and Jonathan Carey as Assistant Distribution Working Foreman Operator in Training, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry - ABSENT

1. Discuss Annual Independence Day Celebration

Chairman Merry read the following:

The Board of Selectmen has traditionally held the Annual Independence Day Celebration on the Town Common on the Saturday before the Fourth of July Independence Day holiday. This year, Independence Day falls on Monday, July 4th. Does the Board of Selectmen wish to hold the event on Saturday, July 2nd or Saturday, June 25th? Recreation Committee Vice Chairman Tim Southall is available on both of these days. The program will be the same – children's parade starting from the VFW to the Town Common followed by races, food and music on the Town Common.

The details of the event are as follows:

1. Parade – meet at 8:00 a.m. at the VFW parking lot; parade starts at 8:30 a.m. (Debbie and Tim)
2. Parade awards are given out at 9:00 a.m. at the Town Common (Tim)
3. Music and food
 - Food Tent: Selectmen
 - Gazebo electricity: Bob Merry
 - Music: Bob Snow
 - Food: Italian ice slush (Bob Snow?); hot dogs; rolls; condiments; water
 - Ice: (Bob Snow?)
4. Races:
 - Registration – Debbie;
 - Race Organizer – Tim;
 - Prize disbursement – Debbie
 - Prizes - Prizes are coins (\$1 coins and Quarters) and have been donated by Bob Snow in the past)
 - Judges – to be appointed by Tim
5. Publicity
 - Informational flyer in the PGS for students to bring home - Amy;
 - RCM – Janet
 - Website - Amy

Merry said he will get the ice. Snow suggested June 25th as the date for this event since many people are away for the holiday weekend. Petersen said either day is fine. Merry said people complain when it is held too far away from the holiday, but many people will be away on July 2nd. Snow said he isn't available on the 2nd, and suggested the 25th. Larry White said the 25th is the date of the baseball event held by the Police Department. Petersen said the Independence Day Celebration might be a nice lead into the Police baseball game. Eagan said the Independence Day Celebration is usually wrapped up by 11:00 a.m. since it gets so hot later than that.

Dave Petersen made a motion to set the date for the Independence Day Celebration for June 25, 2016, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry - ABSENT

MINUTES

- March 28, 2016

Bob Snow made a motion to approve the minutes from March 28, 2016, Dave Petersen second, all in favor - aye (3-0). Joseph Perry – ABSENT. Cliff Pierce – ABSTAIN.

- April 4, 2016 11:00 a.m.

Bob Snow made a motion to approve the minutes from April 4, 2016 11:00 a.m., Cliff Pierce second, all in favor - aye (4-0). Joseph Perry – ABSENT.

- April 4, 7:00 p.m.

Cliff Pierce made a motion to approve the minutes from April 4, 2016 7:00 p.m., Dave Petersen second, all in favor - aye (3-0). Joseph Perry – ABSENT. Bob Snow - ABSTAINED

- April 7, 2016

Dave Petersen made a motion to approve the minutes from April 7, 2016, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry – ABSENT.

- April 11, 2016

Dave Petersen made a motion to approve the minutes from April 11, 2016, Bob Snow second, all in favor - aye (4-0). Joseph Perry – ABSENT.

- May 2, 2016

Bob Snow made a motion to approve the minutes from May 2, 2016, Cliff Pierce second, all in favor - aye (4-0). Joseph Perry – ABSENT.

ANNOUNCEMENTS

- The Rowley Water Department 2015 Annual Water Quality Report is available online at www.rowleywater.com. If you would like a copy of the report mailed to you contact Customer Service at 800-553-5191 or stop by the Water Department Office at 401 Central Street or Town Hall at 139 Main Street
- The Town has the following vacancies:
 - a. **Shellfish Commissioners** – one seat
 - b. **Fence Viewer** – three positions;
 - c. **Wood, Lumber & Bark Inspector**;
 - d. **Zoning Board of Appeals Associate** - three seats
 - e. **Parks and Recreation Committee** – one seat; andFor 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.
- Salem State University Alumni of the North Shore Global Day of Service on June 4, 2016 from 9 a.m. to 1 p.m. at the Rowley Market Basket food drive for the Acord Food Pantry

ADJOURN

There being no further business before the Board, Chairman Merry called for a motion to adjourn. Dave Petersen so moved, Bob Snow second, all in favor - aye (5-0).

Open meeting adjourned at 8:06 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting Memo regarding 7:00 Appointment: Swearing in of Chief Dumas and appointment to Rowley Emergency Management Agency and Northern Essex Emergency Planning Commission
2. OAN from April 7, 2016 for original appointment of Scott Dumas as Police Chief
3. Police Chief Oath read by Chief Dumas
4. Request from the Rowley Historical Society to use the Margaret Scott Green on May 21 for their Annual Plant Sale
5. Northeast Massachusetts Mosquito Control and Wetlands Management District notice on aerial application to control mosquito larvae on coastal salt marshes
6. Meeting Memo regarding 7:15 p.m. appointment: Conservation Agent Brent Baeslack to discuss the following:
 - o Signing of deed for conservation land gift from Sandy Patrican
 - o Request to place Conservation Area sign at Eiras Park on Smith Lane
7. Quit Claim Deed for 340 & 344 Wethersfield Street
8. Request from Brent Baeslack to place Conservation Area sign at Eiras Park on Smith Lane
9. Rowley MIMAP of Conservation Area Smith Lane Trail sign
10. Two photos of proposed location for Conservation Area sign
11. Photo of existing sign which new sign will be modeled after
12. Letter of Commendation from Police Chief Scott Dumas to Dispatcher and Reserve Police Officer Sheri David
13. Letter of Commendation from Police Chief Scott Dumas to Detective Matt Ziev
14. Flyer for Rowley Police Association charity softball game
15. Letter from Rowley Police Association regarding charity softball game
16. Meeting Memo regarding Old Business #1: Sign Tata & Howard contract and award construction contract to T. Ford Co., Inc
17. Two signed Tata & Howard contracts
18. Four signed Notice of Award documents to T.Ford Co., Inc.
19. Certificates of Liability Insurance for Tata & Howard
20. Meeting Memo regarding New Business #1: MGL Ch. 44 § 33B(b) transfer to Town Accountant Expenses
21. MGL Ch. 44 § 33B(b) transfer request from Town Accountant
22. Meeting Memo regarding New Business #2: Authorize Town Administrator to renew FY 17 MIIA Property Casualty & Workers' Compensation Insurance
23. MIIA FY 17 renewal proposal

24. Request from Water Superintendent MaryBeth Wiser to appoint Philip Moran as Distribution Working Foreman Operator in Training and Jonathan Carey as Assistant Distribution Working Foreman Operator in Training

25. Meeting Memo regarding New Business #4: Discuss Annual Independence Day Celebration

26. Draft Minutes for:

- March 28, 2016;
- April 4, 2016 11:00 a.m.;
- April 4, 7:00 p.m.;
- April 7, 2016;
- April 11, 2016;
- May 2, 2016