

MINUTES OF THE BOARD OF SELECTMEN MEETING

June 6, 2016

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

MEMBERS PRESENT: Chairman Joseph Perry, Vice Chairman Robert Snow, Clerk Cliff Pierce, David Petersen (ABSENT until 7:11 p.m.), Robert Merry (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon)

PUBLIC ATTENDEES: Lawrence White – FINCOM & OSRC; Henry F. Rolfe – Independent Press; Bernard Cullen

CALL MEETING TO ORDER

Chairman Perry called meeting to order at 7:00 p.m. He said the meeting is being audio and visually recorded digitally.

PLEDGE OF ALLEGIANCE

Bernard Cullen led the Pledge of Allegiance.

GENERAL BUSINESS

1. Road Opening Permit Application from National Grid to repair a gas leak at 7 Cedarwood Lane

Eagan said the two applications from National Grid were emergencies, the Highway Surveyor authorized these, and the Board is ratifying them.

Bob Snow made a motion to approve the road opening permit for 7 Cedarwood Lane, Bob Merry second, all in favor - aye (4-0). Dave Petersen - ABSENT.

The Selectmen signed the Road Opening Permit.

2. Road Opening Permit Application from National Grid to repair a gas leak at 61 Meadows Lane

Bob Snow made a motion to approve the road opening permit for 61 Meadows Lane, Cliff Pierce second, all in favor - aye (4-0). Dave Petersen - ABSENT.

The Selectmen signed the Road Opening Permit.

3. Road Opening Permit Application from Water Department to open 46 Christopher Road for a cutting and capping of water service

Bob Snow made a motion to approve the road opening permit for 46 Christopher Road, Cliff Pierce second, all in favor - aye (4-0). Dave Petersen - ABSENT.

The Selectmen signed the Road Opening Permit.

4. Road Opening Permit Application from the Water Department to open 35 Prospect Street to replace fire hydrant and gate valve

Bob Snow made a motion to approve the road opening permit for 35 Prospect Street, Cliff Pierce second, all in favor - aye (4-0). Dave Petersen - ABSENT.

The Selectmen signed the Road Opening Permit.

5. Road Opening Permit Application from the Water Department to open 89 Kittery Avenue for a cutting and capping of water service

Bob Snow made a motion to approve the road opening permit for 89 Kittery Avenue, Cliff Pierce second, all in favor - aye (4-0). Dave Petersen - ABSENT.

The Selectmen signed the Road Opening Permit.

6. Request from Water Department to place electronic message board on the Town Common displaying a message about the Town water ban

Chairman Perry read the request. Merry asked if the message board is solar or electric powered. Snow said he doesn't know. Snow said the Town Common is in the Historic District and was just beautified. He said banners are usually hung for announcements, and the Planning Board has balked at electronic signs in the past. Pierce agreed with Snow, and said the water ban will probably be in effect until the fall. Merry said if the message board is electronic, there are only two spots on the Town Common where it can be plugged in. Perry said banners are allowed on the Town Common.

Water Commissioner Bernie Cullen said this is the first time he has been aware of this request. He said the power source and the wear and tear on the equipment should be known. Snow said there are other ways, such as a Reverse 911 call to get the message out.

Bob Snow made a motion to table this item, Cliff Pierce second, all in favor - aye (4-0). Dave Petersen - ABSENT.

Dave Petersen arrived and sat at the Selectmen's table at 7:11 p.m.

7. Lift the hiring freeze for the position of Highway seasonal laborer and for two reserve police officer positions

Bob Snow made a motion to lift the hiring freeze for the position of Highway seasonal laborer and for two reserve police officer positions, Bob Merry second, all in favor - aye (5-0).

8. Request from the Independent Living Center of the North Shore and Cape Ann to issue annual American with Disabilities Act "ADA Day" Proclamation

Chairman Perry said he has gone to the Independent Living Center of the North Shore and Cape Ann events, they are quite a group, and they work hard for the people that they serve. He read the first paragraph of the request letter and the drafted proclamation.

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

Perry signed the Proclamation.

9. Letter from Police Chief Scott Dumas regarding: Ribbon of Commendation for Sergeant David Sedgwick

Chairman Perry read the letter from Chief Dumas. Petersen said we should send a letter of commendation to Sedgwick for his fine work and to the Police Department overall for their work to reach the Certificate of Accreditation. Merry said Rowley was one of the first Towns to become accredited and this is the third round. Snow said years ago he rode with Sedgwick and he was impressed with him and his professionalism.

Dave Petersen made a motion to send these two letters, Bob Snow second, all in favor - aye (5-0).

10. Email from Girl Scouts Troop 75124 Co-Leader Jane White regarding Rowley Girl Scouts Awards Ceremony

Chairman Perry read the following:

Jane Koopman White, Co-Leader of Girls Scouts Troop 75124, has invited the Board of Selectmen to attend the Girl Scouts Awards Ceremony on Friday, June 10th at 7:00 p.m.

the Pine Grove School. Girls Scouts from Kindergarten through High School will be participating.

Chairman Perry is planning to attend. During the Ceremony, fourteen scouts are scheduled to receive the Bronze Award, two scouts are scheduled to receive the Silver Award, and two scouts are scheduled to receive the Gold Award.

The Board needs to vote to issue letters of commendation to all the Bronze and Silver Award recipients and proclamations to the two Gold Award recipients, and to authorize the Chairman to sign all of these.

Chairman Perry will read the names of each recipient into the record:

Bronze Awards

Katrina Baiardi

Courtney Comeau

Reagan Golbitz

Sidney Golbitz

Kayla Harrington

Mackenzie Howland

Annalise Jensen

Daisy Jodz

Jordan Lavoie

Lily Lotarski

Lillian Scire

Molly Thornton

Kailyn Warren

Maeve White

Silver Awards

Elizabeth Oliver

Maggie Oliver

Gold Awards

Sarah Gebow

Emily Gebow

Perry said the Gold Award for the Girl Scouts is the equivalent to a Eagle Award for the Boy Scouts. He said it is outstanding to have so many working towards the Gold Award, and that two have achieved the Gold Award.

Bob Snow made a motion vote to issue letters of commendation to all the Bronze and Silver Award recipients and proclamations to the two Gold Award recipients, and to authorize the Chairman to sign all of these, Cliff Pierce second, all in favor - aye (5-0).

7:10 – 7:15 P.M. CITIZEN QUERY

There were no Citizen Queries.

GENERAL BUSINESS

11. Request from the Essex County Greenbelt to hold cycling event on September 17, 2016

Chairman Perry read the following:

Please see the attached request from Essex County Greenbelt for their 2nd Annual cycling event to come through Rowley on Route 1A, September 17, 2016.

The Police Chief, Health Agent and Highway Surveyor have reviewed this request, and there are no comments or concerns.

The Fire Chief had the following comment:

As this ride did go through town last year without incident, my comments are the same as last year that they have provisions to deal with any medical incident that may happen during the ride.

Perry read the request letter.

Dave Petersen made a motion approve this request, Cliff Pierce second, all in favor - aye (5-0).

12. Letter from Newbury Selectman Geoffrey Walker regarding letter of support for Town of Newbury Coast Zone Management Grant

Chairman Perry read the following:

The Town of Newbury is applying for a grant from the Massachusetts Coastal Zone Management that provide information on climate change and sea-level rise. The Town is partnering with scientists at Boston University. As an abutting Town, also within the Great Marsh, Newbury is asking for support from Rowley on this grant application. Newbury will provide Rowley with data and other information on the future impacts of climate change. Both Rowley Fire Chief and REMA Director James Broderick and Highway Surveyor Patrick Snow have recommended that the Board of Selectmen send a letter of support to CZM on Newbury's grant application.

The Board needs to vote and sign the attached letter, which will be sent to Patricia Bowie, Coastal Resiliency Specialist, at the Massachusetts Office of Coastal Zone Management.

Dave Petersen made a motion to sign the drafted letter, Cliff Pierce second, all in favor - aye (5-0).

The Selectmen signed the letter.

OLD BUSINESS

1. Sign Intervale Circle Notice of Taking

Chairman Perry read the following:

The Board signed the Order of Taking of Intervale Circle on May 23rd. The Order has been recorded at the Registry of Deeds. Now, we are at the final step in the eminent domain process. The Board needs to vote and sign the Notice of Taking. It will be notarized by Principal Assessor Sean McFadden tomorrow. It will then be sent out to the property owners on the street and the owner of the street.

Bob Snow made a motion to sign the Order of Taking of Intervale Circle, Cliff Pierce second, all in favor - aye (5-0).

The Selectmen signed the Order of Taking.

2. Discuss Memorial Day Ceremony and the Cemetery

Chairman Perry read the following:

The Memorial Day Parade and Ceremonies were well-attended. Our new Police Chief, Scott Dumas, led the Police Department, in the parade. We want to thank Highway Surveyor Patrick Snow for escorting the Town's cannon, "Old Nancy" in the Parade. We also want to thank the Board of Cemetery Commissioners, led by Chairman Peter

Dalzell, for making sure that the Cemetery was ready for the Ceremony. The Cemetery Department seasonal laborers worked hard to get the area ready.

Perry said he rode through the Cemetery after the last Selectmen's meeting and approximately 60% of the grass was very high. He said Cemetery Commissioner Dalzell said he would take care of it and he came through big time.

Bob Snow made a motion to send thank-you letters to Commissioner Dalzell, the other Cemetery Commissioners, the two Cemetery Seasonal Laborers, Patrick Snow, and the Police Department, Cliff Pierce second, all in favor - aye (5-0).

3. Sign contract with T. Ford Company for Prospect Hill Road construction

Chairman Perry read the following:

The contract with T. Ford Company for the Prospect Hill Road construction is ready for the Board of Selectmen to sign. The Board needs to sign four original Contract Agreements and four original notices to proceed.

Bob Snow made a motion to sign the four original contracts and authorize Perry to sign the notice to proceed, Cliff Pierce second, all in favor - aye (5-0).

The Selectmen signed the documentation.

4. Discuss Police and Fire Station project

Chairman Perry read the following:

Due to the estimated cost of the Police and Fire Station Project exceeding \$10 million, we have additional steps to follow in the design and construction of these buildings.

Town Counsel Tom Mullen outlined the process in a memo to Debbie, which she sent to the Selectmen last week to review.

The first step we need to take in this process is to issue an RFQ for an "Owner's Project Manager." The Owner's Project Manager will work for the Town and provide guidance and assistance through the RFQ process in soliciting the designer and in the pre-qualification process of the contractors. Debbie will start working on the RFQ for the OPM.

Perry said we are in the same process of selecting an OPM for the Pine Grove School renovation project. Petersen said this project will be a long process and we probably won't break ground until this time next year.

Dave Petersen made a motion to approve the issuing of an RFQ for an OPM, Bob Snow second, all in favor - aye (5-0).

5. Approve proposed amendments to the Designer Selection Procedures

Chairman Perry read the following:

As part of the Police and Fire Station Project, Debbie asked Town Counsel Tom Mullen to review the Town's Designer Selection Procedures to make sure they were up to date.

Attorney Mullen made some changes to the procedures which relate to the changes in some of the statutory citations.

The Board needs to vote to approve the revised Designer Selection Procedures.

Eagan said the statutory citations have been updated along with some minor editorial changes.

Cliff Pierce made a motion to approve the revised Designer Selection Procedures, Bob Snow second. The vote was not completed.

Petersen asked if the Designer Selection Committee is the Board of Selectmen. Eagan said the Board can be, but it can also be an outside firm. She said Mullen is recommending that the Selectmen serve this role for the Police and Fire Station project.

Bernie Cullen said the Water Treatment Plant and Library projects were similar in size, and asked if there were lessons learned that would be helpful to this project. He asked if we have a preferred start date so that the good weather for the building time can be maximized. Petersen said there are tightly controlled state law regulations that we have to follow. He said once the OPM advises us, the staff will be on top of getting the RFQ out. He said we cannot control the timing of the project. Eagan said this office was not involved in the procurement for the Water Treatment Plant, and the Library was built before this regulation came out, so there was no OPM for that project. Merry said there was a Clerk of the Works for the Library project. Eagan said the timelines will be in the documents for the design of the plans. She said prequalified pre-bids are needed for this project, and this is the first time this office will be involved in this type of project. Larry White asked if the cost for the OPM is included in the estimate. Eagan said yes, and an OPM is required under law.

Cliff Pierce made a motion to approve the revised Designer Selection Procedures, Bob Snow second, all in favor - aye (5-0).

6. Update on the Kid's Kingdom Playground project

Chairman Perry read the following:

The playground equipment has been ordered. Debbie and Tim Southall were thinking if the equipment could be delivered by the end of next week, we could possibly hold the community-build on Saturday, June 18th. The Solace for Stephanie organization has graciously offered to recruit volunteers. If the equipment is not ready by next week, we need to look at holding the community-build on a Saturday in the month of September. Mo Levasseur of the Solace for Stephanie Organization told Debbie that she does not want to do the community-build in the months of July and August and would prefer we wait until September.

Eagan said she has an update on this project. She said the equipment won't be ready for the build on June 18th, so they are looking to schedule this for a Saturday in September. She said it is too hot during the summer months to do the build. She said she will keep the Selectmen posted.

7. Review application from Gateway II Trust of 1997 for development of a one-story medical office building and daycare building on 414 Haverhill Street

The Selectmen reviewed the packet. Petersen said the biggest concern with this project is traffic. He said Route 133 heading east towards Route 1 backs up between 8:00 a.m. and 9:00 a.m. He said the traffic backs up to Circuit Drive, but some mornings you can drive right through. He said he has timed it and it takes about three minutes to get through, which is three to four light cycles. Pierce said the same project is before the Planning Board, and the public hearing was opened on this. He said the developer agreed to hire a traffic engineer to do a study and hopefully come up with a resolution. Perry said the traffic is heavy from the west and it easily backs up beyond the Police Station. Petersen said a lot of this traffic would be eliminated if they changed the timing on the light signal. Perry said this project may aggravate the problem. Pierce said cars traveling west bound on 133 turning into the development might not get in and traffic will back up behind the car.

Henry Rolfe asked if there is information regarding the value of the buildings. Pierce said the developer would have that information. Petersen said the builder and property owner is Mr. Coughlin, the same person who developed the Forest Ridge complex. He said these buildings would have the same design as Forest Ridge, which is attractive. Pierce said Coughlin has an excellent track record in Rowley. Petersen said the traffic issues need to be ironed out. Snow said this is a good project and will add to the Town's tax base. Petersen said they plan to start out with five doctors and then over

time, increase to twelve doctors. He said they will have an emergency walk in center. Petersen said it is nice to not have another strip mall built, and this will be a stable enterprise. The consensus was to tell the ZBA that the Board has no comment since their application to the ZBA is because the location is in the Municipal Water Supply District.

NEW BUSINESS

1. Discuss holding a joint meeting with the Newbury and Salisbury Boards of Selectmen

Chairman Perry said he requested this agenda item. He said we have had these meetings in the past and he is concerned about Triton's huge increase this past spring. He said they revised that number down, but are already talking about another increase for next year. He said the School Committee starts meeting in January and the three towns need to start meeting before then. He said we might get stuck again with a decrease to Newbury's assessment, and an increase to both Rowley and Salisbury assessments. Snow said Perry can reach out to the other two Chairs and set up a meeting for some time in September.

Perry said a subcommittee of the School Committee is working on proposed changes to the regional agreement and they will present this on Wednesday night. He asked Board to let him know if they have any comments, but said he is only allowed to speak about items not on the agenda at this meeting. Petersen said this seems to be a violation of the Open Meeting Law. He said the agendas are posted so that the public can see what is going to be discussed, but yet the School Committee doesn't allow public comments on posted agenda topics. He said we should send the School Committee a letter about this, and we are being shut out from the ability to comment. Pierce asked if they hold public hearings. Perry said yes, but the budget has already been decided by them. Perry said the subcommittee is presenting the proposed changes to the regional school agreement on Wednesday, and then they will set a District Communications meeting where the Towns can discuss this. Snow said Salisbury is in the same situation as Rowley with large projects being funded. Petersen said for the FY17 budget, a 3% raise for the Triton employees is a \$1,000,000 increase, and when divided amongst the three Towns evenly, this is more than Rowley's new growth. He said the last couple of years Newbury's assessment decreased due to student population changes. Perry said this year is the year for Triton employee union negotiations. Petersen said we will also need money for the Pine Grove School renovation project.

Bernie Cullen said he is stunned at the short period of time and the significance of the decisions, for the Triton budget. He said the budget cycle seems to be back end loaded

because it starts so late (should be October / November) and the dynamics of the enrollment with a single year budget horizon makes no sense. He said the Towns need to make a joint position on this, parameters for the meeting need to be set, and he endorses getting together. Petersen said the three Chairs will have a preliminary discussion, and then there will be a joint meeting of the Boards.

2. Discuss Town Hall Annex exterior lighting

Petersen said he requested this agenda item. He said he went to a meeting at the Annex last week and the parking lot was literally pitch black. He said a tree is obscuring the spotlight, and it needs to be trimmed. He said he would like to ask the Light Department to drive by the parking lot at night and advise on the type of lighting needed there. He said there have been complaints that the motion detector on the side light hasn't worked in some time. The consensus was to contact Patrick Snow regarding the tree trimming, and Dan Folding regarding assessing the lighting.

3. Review Special Permit/Site Plan application from Karl Cyr for the construction of a storage barn at 128 Daniels Road

Chairman Perry read the first paragraph of Town Planner Kirk Baker's email. Petersen asked if this barn will be used strictly for agricultural purposes. He said in the past a sizable garage ended up being used for commercial purposes, and this went to court. Pierce said this is being approved under a bylaw that allows an accessory building to a residential home, so it would have to be an accessory use to a residential home and this couldn't be used for a business such as a landscaping company.

Dave Petersen made a motion to send a memo to the Planning Board that the Board of Selectmen have no comments on this application, Cliff Pierce second, all in favor - aye (5-0).

FY 17 BUDGET TRANSFERS

Eagan said there is a typo, and these are FY 16 budget transfers.

1. MGL Ch. 44 § 33B(b) transfer request from Treasurer/Collector Karen Summit from Tax Title and Taking Budget to Administrative Assistant Wages

Bob Snow made a motion to approve this budget transfer request, Dave Petersen second, all in favor - aye (5-0).

The Selectmen signed the budget transfer form.

2. MGL Ch. 44 § 33B(b) transfer request from Fire Chief James Broderick from Fire Department expenses to Fire Department wages

Eagan said the Fire Chief is short in his wage line, and has requested a transfer from his expense line.

Dave Petersen made a motion to approve this budget transfer request, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the budget transfer form.

3. MGL Ch. 44 § 33B(b) transfer request from Town Administrator Debbie Eagan from Blanket Insurance to Police Chief Salary

Dave Petersen made a motion to approve this budget transfer request, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the budget transfer form.

FY 17 RE-APPOINTMENTS/APPOINTMENTS- BOARD OF SELECTMEN REPRESENTATIVES

- Eastern Essex Veteran's District Board of Directors – Selectman Representative

Dave Petersen made a motion to re-appoint Bob Snow as the Selectman Representative to the Eastern Essex Veteran's District Board of Directors through June 30, 2017, Cliff Pierce second, all in favor - aye (4-0). Bob Snow - ABSTAINED

- Personnel Board – Selectman Representative

Cliff Pierce made a motion to re-appoint Dave Petersen as the Selectman Representative to the Personnel Board through June 30, 2017, Bob Snow second, all in favor - aye (5-0).

- Rowley Emergency Management Agency – Chairman and Vice Chairman Selectmen Representatives

Cliff Pierce made a motion to appoint Joseph Perry, Chairman and Bob Snow, Vice Chairman as the Selectmen Representatives to Rowley Emergency Management Agency through June 30, 2017, Dave Petersen second, all in favor - aye (3-0). Joseph Perry - ABSTAINED Bob Snow – ABSTAINED

- Cannoneer

Dave Petersen made a motion to re-appoint Bob Merry as the Cannoneer through June 30, 2017, Bob Snow second, all in favor - aye (4-0). Bob Merry – ABSTAINED

- Mass. Bay Transportation Authority (MBTA) – Selectman Representative

Dave Petersen made a motion to re-appoint Bob Snow as the Selectman Representative to the Mass. Bay Transportation Authority (MBTA) through June 30, 2017, Cliff Pierce second, all in favor - aye (4-0). Bob Snow – ABSTAINED

- Merrimack Valley Planning Commission (MVPC) – Selectman Representative and alternate representative

Dave Petersen made a motion to re-appoint Bob Snow and Joseph Perry (alternate) as the Selectmen Representatives to the Merrimack Valley Planning Commission (MVPC) through June 30, 2017, Cliff Pierce second, all in favor - aye (3-0). Bob Snow - ABSTAINED Joseph Perry – ABSTAINED

- Northern Essex Regional Emergency Planning Committee – Chairman and Vice Chairman Selectmen Representatives

Cliff Pierce made a motion to appoint Joseph Perry, Chairman and Bob Snow, Vice Chairman as the Selectmen Representatives to Northern Essex Regional Emergency Planning Committee through June 30, 2017, Dave Petersen second, all in favor - aye (3-0). Bob Snow - ABSTAINED Joseph Perry - ABSTAINED

- Zoning Review Committee – Selectman Representative

Dave Petersen made a motion to re-appoint Bob Merry as the Selectman Representative to the Zoning Review Committee through June 30, 2017, Cliff Pierce second, all in favor - aye (4-0). Bob Merry - ABSTAINED

FY 17 RE-APPOINTMENTS

- Animal Control Officer
- Alternate Animal Control Officer

Dave Petersen made a motion to make the following re-appointments:

Animal Control Officer	Reed Wilson	6/30/2017
Alternate Animal Control Officer <i>one year term</i>	Carol Laroque Alt. Inspector	6/30/2017

Bob Snow second, all in favor - aye (5-0).

- Conservation Commission

Dave Petersen made a motion to re-appoint Samuel Strieff to the Conservation Commission through June 30, 2019, Bob Snow second, all in favor - aye (5-0).

- Community Preservation Administrator

Dave Petersen made a motion to re-appoint Karen O'Donnell as the Community Preservation Administrator through June 30, 2017, Cliff Pierce second, all in favor - aye (5-0).

Bob Merry recused himself from the remaining re-appointments and sat in the audience at 8:30 p.m.

- Call Firefighters

Bob Snow made a motion to make the following re-appointments:

Call Fire Fighters <i>one year term</i>	Joseph R. Merry	6/30/2017
Call Fire Fighters <i>one year term</i>	Robert Serino	6/30/2017
Call Fire Fighters <i>one year term</i>	James Chadbourne	6/30/2017
Call Fire Fighters <i>one year term</i>	Donald Merry	6/30/2017
Call Fire Fighters <i>one year term</i>	Ron Agrella	6/30/2017
Call Fire Fighters <i>one year term</i>	Charles Hazen, Jr.	6/30/2017
Call Fire Fighters <i>one year term</i>	Darcie Condelli	6/30/2017
Call Fire Fighters <i>one year term</i>	Robert M J Hagopian	6/30/2017
Call Fire Fighters <i>one year term</i>	Jesse T Warren	6/30/2017
Call Fire Fighters <i>one year term</i>	John Condelli	6/30/2017
Call Fire Fighters <i>one year term</i>	Justin Graham	6/30/2017
Call Fire Fighters <i>one year term</i>	Andrew Nardone	6/30/2017
Call Fire Fighters <i>one year term</i>	Donald Duprey	6/30/2017
Call Fire Fighters <i>one year term</i>	Matthew Harney	6/30/2017
Call Fire Fighters <i>one year term</i>	Matthew Ross	6/30/2017
Call Fire Fighters <i>one year term</i>	Timothy Shirley	6/30/2017
Call Fire Fighters <i>one year term</i>	Patrick McManus	6/30/2017
Call Fire Fighters <i>one year term</i>	Vincent Gaudenzi	6/30/2017
Call Fire Fighters <i>one year term</i>	Mark Winfrey	6/30/2017
Call Fire Fighters <i>one year term</i>	Evan Fish	6/30/2017

Cliff Pierce second, all in favor - aye (4-0). Bob Merry - RECUSED

- Council on Aging Board

Bob Snow made a motion to re-appoint Edna Keyes to the Council on Aging through June 30, 2019, Cliff Pierce second, all in favor - aye (4-0). Bob Merry - RECUSED

- Forest Fire Warden & Superintendent of Fire Alarm

Dave Petersen made a motion to re-appoint the following:

Forest Fire Warden & Superintendent of the Fire Alarm	James C. Broderick, Chief	6/30/2017
Forest Fire Warden & Superintendent of the Fire Alarm	Mark Emery, Assistant	6/30/2017
Forest Fire Warden & Superintendent of the Fire Alarm	James R. Merry, Assistant	6/30/2017

Bob Snow second, all in favor - aye (4-0). Bob Merry – RECUSED

- Rowley Emergency Management Agency

Dave Petersen made a motion to re-appoint the following members to Rowley Emergency Management Agency through June 30, 2017:

James Broderick, Fire Chief/ Emergency Management Director	6/30/2017
Scott Dumas, Police Chief	6/30/2017
Dan Folding - Light Plant Manager	6/30/2017
Patrick Snow - Highway Surveyor	6/30/2017
MaryBeth Wiser - Water Superintendent	6/30/2017
Frank Marchegiani - Health Agent	6/30/2017
Deborah Eagan - Town Administrator	6/30/2017
James DiMarino - R.A.C.E.S. (amateur radio operator)	6/30/2017
Brienne Walsh COA Director	6/30/2017

Bob Snow second, all in favor - aye (4-0). Bob Merry – RECUSED

- Northern Essex Regional Emergency Planning Committee

Dave Petersen made a motion to re-appoint the following members to the Northern Essex Regional Emergency Planning Committee through June 30, 2017:

James Broderick, Fire Chief/Emergency Management Director	6/30/2017
Scott Dumas, Police Chief	6/30/2017
Frank Marchegiani, Health Agent	6/30/2017
Brienne Walsh COA Director	6/30/2017
Patrick Snow - Highway Surveyor	6/30/2017

Deborah Eagan - Town Administrator	6/30/2017
MaryBeth Wisser, Water Superintendent	6/30/2017
Bill DiMento, Harbormaster	6/30/2017
Dan Folding - Light Plant Manager	6/30/2017

Bob Snow second, all in favor - aye (4-0). Bob Merry – RECUSED

Bob merry returned to the Selectmen's table at 8:34 p.m.

MINUTES

- February 29, 2016 Executive Session

Dave Petersen made a motion to approve the February 29, 2016 Executive Session minutes, Cliff Pierce second, all in favor - aye (4-0). Bob Snow – ABSTAINED

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

Bob Snow made a motion to approve the April 4, 2016 11:00 a.m. Executive Session minutes, Cliff Pierce second, all in favor - aye (5-0).

- April 4, 2016 8:15 p.m. Executive Session

Dave Petersen made a motion to approve the April 4, 2016 8:15 p.m. Executive Session minutes, Bob Snow second, all in favor - aye (5-0).

- April 7, 2016 Executive Session

Bob Snow made a motion to approve the April 7, 2016 Executive Session minutes, Cliff Pierce second, all in favor - aye (5-0).

- April 11, 2016 Executive Session

Bob Snow made a motion to approve the April 11, 2016 Executive Session minutes, Cliff Pierce second, all in favor - aye (5-0).

ANNOUNCEMENTS

- Annual Independence Day Celebration on June 25, 2016 – Children's Parade starts at 8:30 a.m. at the VFW Parking lot and proceeds to the Town Common for awards. Races, food and music start at 9:00 a.m.

- Rowley Police Association to hold a Red Sox Alumni Softball game fundraiser on June 25, 2016 at noon at Eiras Park
- The Rowley Water Department has set a mandatory water ban in place. Outdoor watering is not permitted during the hours of 9:00 a.m. to 5:00 p.m.
- The Town has the following vacancies:
 - a. **Fence Viewer** – three positions;
 - b. **Wood, Lumber & Bark Inspector**;
 - c. **Zoning Board of Appeals Associate** - three seats
 - d. **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.

ADJOURN

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

Open meeting adjourned at 8:38 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Road Opening Permit Application from National Grid to repair a gas leak at 7 Cedarwood Lane
2. Road Opening Permit Application from National Grid to repair a gas leak at 61 Meadows Lane
3. Road Opening Permit Application from Water Department to open 46 Christopher Road for a cutting and capping of water service
4. Road Opening Permit Application from the Water Department to open 35 Prospect Street to replace fire hydrant and gate valve
5. Road Opening Permit Application from the Water Department to open 89 Kittery Avenue for a cutting and capping of water service
6. Request from Water Department to place electronic message board on the Town Common displaying a message about the Town water ban
7. Meeting Memo regarding General Business #7: Lift the hiring freeze for the position of Highway seasonal laborer and for two reserve police officer positions
8. Request from the Independent Living Center of the North Shore and Cape Ann to issue annual American with Disabilities Act “ADA Day” Proclamation
9. Signed annual American with Disabilities Act “ADA Day” Proclamation

10. Letter from Police Chief Scott Dumas regarding: Ribbon of Commendation for Sergeant David Sedgwick
11. Meeting Memo regarding General Business #10: Email from Girl Scouts Troop 75124 Co-Leader Jane White regarding Rowley Girl Scouts Awards Ceremony
12. Meeting Memo regarding General Business #11: Request from the Essex County Greenbelt to hold cycling event on September 17, 2016
13. Request from the Essex County Greenbelt to hold cycling event on September 17, 2016 dated May 5, 2016
14. Certificate of Insurance from Essex County Greenbelt naming the Town of Rowley as an additional insured
15. 50 mile route for Greenbelt cycling event
16. Map for Greenbelt cycling event
17. Meeting Memo regarding General Business #12: Letter from Newbury Selectman Geoffrey Walker regarding letter of support for Town of Newbury Coast Zone Management Grant
18. Signed letter of support for Town of Newbury Coast Zone Management Grant
19. Letter from Newbury Selectman Geoffrey Walker regarding letter of support for Town of Newbury Coast Zone Management Grant
20. Meeting Memo regarding Old Business #1: Sign Intervale Circle Notice of Taking
21. Intervale Circle Notice of Taking
22. Intervale Circle Order of Taking
23. Meeting Memo regarding Old Business #2: Discuss Memorial Day Ceremony and the Cemetery
24. Eight photos of Memorial Day Ceremony
25. Meeting Memo regarding Old Business #3: Sign contract with T. Ford Company for Prospect Hill Road construction
26. Contract with T. Ford Company for Prospect Hill Road construction
27. Notice to proceed to T. Ford Company
28. Meeting Memo regarding Old Business #4: Discuss Police and Fire Station project
29. Memorandum from Thomas A. Mullen, Esq to Deborah Eagan regarding: Outline of Process for Design and Construction of Fire / Police Facilities
30. Meeting Memo regarding Old Business #5: Approve proposed amendments to the Designer Selection Procedures
31. Designer Selection Procedures revised June 6, 2016
32. Meeting Memo regarding Old Business #6: Update on the Kid's Kingdom Playground project
33. Application from Gateway II Trust of 1997 for development of a one-story medical office building and daycare building on 414 Haverhill Street
34. Meeting Memo regarding New Business #1: Discuss holding a joint meeting with the Newbury and Salisbury Boards of Selectmen
35. Meeting Memo regarding New Business #2: Discuss Town Hall Annex exterior lighting
36. Email from Dave Petersen to Debbie Eagan regarding: Annex Lighting
37. Special Permit/Site Plan application from Karl Cyr for the construction of a storage barn at 128 Daniels Road

38. MGL Ch. 44 § 33B(b) transfer request from Treasurer/Collector Karen Summit from Tax Title and Taking Budget to Administrative Assistant Wages
39. MGL Ch. 44 § 33B(b) transfer request from Fire Chief James Broderick from Fire Department expenses to Fire Department wages
40. Letter from Fire Chief Broderick to Board of Selectmen regarding: Transfer of Funds to the Firefighter wage lien 01-218-5112-000
41. MGL Ch. 44 § 33B(b) transfer request from Town Administrator Debbie Eagan from Blanket Insurance to Police Chief Salary
42. Memo from Amy Lydon to Board of Selectmen regarding: FY17 Selectmen Re-appointments
43. Listing of FY17 Re-appointments for June 6, 2016