

MINUTES OF THE BOARD OF SELECTMEN MEETING

May 15, 2017

Meeting held at Town Hall, 139 Main Street, Rowley, MA

7:00 p.m.

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

PUBLIC ATTENDEES: Henry Rolfe; Carmen Ochoa Costello; Patrick John Costello; Marisa Costello; Colin Costello; Christopher Costello; Police Captain David Sedgwick; Police Chief Scott Dumas; Peter Lomas; Maria Ochoa; Bernard Cullen – 283 Wethersfield Street; John Morin; Melissa Trunberg; Briar Forsythe; Kate Turner; Gerald Fandetti; Nancy McCann; Michael Sabatini

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

Chief Dumas led the Pledge of Allegiance.

MOMENT OF SILENCE

Bob Snow requested a Moment of Silence for Gerry Beauchamp, the former Director of the YMCA. He said Gerry was the Director from 2003 – 2015, who had quite a life, and he passed away on Thursday from an aggressive cancer that was diagnosed about a month ago. He said the Selectmen know Gerry from when the Town purchased the Girl Scouts Camp, and his vision and foresight turned the camp into what it is today. He said the Ipswich Y is also from his vision, and his legacy will live for many years. He said Gerry did many things, including owning a restaurant, being a probation officer, and getting his Master's Degree and PHD. He said Gerry was always smiling and had an outgoing personality. He said Gerry leaves a powerful legacy to both Towns.

A Moment of Silence was observed.

Chairman Perry said Beauchamp had a warm heart, and was a nice guy who went out of his way to help others. He said it is a shame that Beauchamp passed.

7:00 p.m. APPOINTMENT: Police Chief Scott Dumas to present Carmen Costello, Patrick Costello, and Steven Hardy for recognition in their assistance in rescuing an individual involved in a motor vehicle accident

Chief Dumas thanked the Selectmen for allowing him to recognize these individuals on behalf of the Town. He said on March 7, 2017 at 4:45 p.m. there was a single vehicle accident on Wilson Pond Road. He said the vehicle was fully engulfed in fire, and Carmen and Patrick Costello came upon the scene, then Steven Hardy came upon the scene. He said the man in the vehicle was a paraplegic, and these individuals helped him out of the car and pulled him to the end of the driveway for safety. He said when citizens act on behalf of other citizens, it says a lot about the Town. Dumas read the letters of recognition and presented one to Carmen, Patrick and Steven.

Carmen Costello said this is a great town with a lot of good people. She said she is honored and humbled, and she is grateful she was in the right place and could help.

REORGANIZATION OF THE BOARD

- Chairman
- Vice Chairman
- Clerk

Chairman Perry read the following:

1) *Nominations will be accepted for the position of **Chairman**, which has been held by Joseph Perry over the past year:*

- **Chairman**

Motion and vote in a chairman

2) *Nominations will be accepted for the position of **Vice Chairman**, which has been held by Robert Snow over the past year:*

- **Vice Chairman**

Motion and vote in a vice chairman

3) *Nominations will be accepted for the position of **Clerk**, which has been held by Cliff Pierce over the past year:*

- **Clerk**

Motion and vote in a clerk

Bob Snow said Joe Perry has done a great job leading the Board and working on the school projects, and said he deserves to lead the Board for a second year.

Bob Snow made a motion to nominate Joe Perry as the Chairman of the Board, Cliff Pierce second, all in favor - aye (4-0). Joe Perry - ABSTAINED

Dave Petersen made a motion to nominate Bob Snow as the Vice Chairman of the Board, Cliff Pierce second, all in favor - aye (4-0). Bob Snow - ABSTAINED

Dave Petersen made a motion to nominate Cliff Pierce as the Clerk of the Board, Bob Snow second, all in favor - aye (4-0). Cliff Pierce – ABSTAINED

Perry said he enjoys being the Chairman and he can count on the other Selectmen for support.

7:10 – 7:15 p.m. CITIZEN QUERY

There were no Citizen Queries.

GENERAL BUSINESS

1. Letter from Massachusetts State Lottery Commission regarding KENO monitor at Richdale, 125 Main Street

Chairman Perry read the letter. Petersen said he has no objections to this. Merry said he thinks this brings some good money back to the Town.

2. Review Road Opening Permit for National Grid to open 5-20 Prospect Street for relay approximately 430 feet of gas main

Chairman Perry read the following:

Road Open Permits were signed off by the staff. Copies of the permits are in the Chairman's folder.

7:15 p.m. PUBLIC HEARING: Special Permit Application for an inn and restaurant at 101 Main Street filed by Gerald Fandetti, Fire House Inn, LLC

Chairman Perry read the following:

Chairman Perry reads the Public Hearing Notice into the record.

The notice was published in the Newburyport Daily News on April 28, 2017 and May 5, 2017 in accordance with the requirement to publish it once in each of two successive weeks, the first publication to be not less than fourteen (14) days before the day of the hearing. The applicant mailed the notice to the abutters.

Chairman Perry called for a motion and vote to open the public hearing. Bob Snow so moved, Cliff Pierce second, all in favor - aye (5-0).

Public hearing opened at 7:15 p.m.

Chairman Perry read the Public Hearing Notice into the record.

Nancy McCann introduced Gerald Fandetti, John Morin, Melissa Trunberg, Briar Forsythe. She said tonight's presentation will be similar to their presentation to the Board from December. She said the project is renovating the Country Garden property, which has 23 units plus a three bedroom dwelling, to the Briar Barn which will have a new thirty unit inn and a 100 seat restaurant. She said they have met with other Town Departments prior to filing this application, and the plan compiles the comments that were heard. She said they met with the Historic Commission and have permission to demolish the existing building. She said they met with the Conservation Commission and are in process with those applications. She said they filed simultaneously with the Board of Selectmen and the Planning Board. She said the application is thorough, and John Morin will go through the site and plans with the Board. She said the Selectmen have issued a special permit to this property in the past, there is a moderate increase in the number of units, and they will bring the buildings into compliancy with the code. She said the property will be new with new infrastructure, and will be attractively landscaped, and this project will benefit the Town.

Morin reviewed the site and plans. He said the majority of the existing structures will be removed. He said there are wetland resources and a vernal pool at the back of the property, and after the renovation, the water flow onto Route 1A will be reduced. He said one of the two curb cuts will be eliminated, with the remaining curb cut will be increased to allow two-way traffic. He said the existing three bedroom dwelling at the front of the property will remain, and will have a small addition to it, but the view of the property from the street will not change. He said the dwelling at the back of the property will connect with the restaurant, and will no longer be used as a dwelling. He said there will be a dwelling in the front unit for the manager. He said there will be a gallery and a spa that will be accessory uses to the inn. He reviewed the parking areas and the patio drop off area. He said they will do invasive species management and are working with the Conservation Commission on a maintenance agreement for cutting so that they can enjoy the vernal pool via a stone dust path. He said they can overcome the comments provided by the Conservation Commission. He said they have met with the Planning Board and will work on addressing the comments provided by the consultant. He said there will be all new infrastructure, including water lines, electric lines, and two new septic systems to replace the four existing septic systems which will be abandoned. He said there is an existing well which will be used for irrigation only.

He said Radner Design created the landscape plan. He said the existing driveway and parking lot will be removed and replaced with a sculptured courtyard that will be heavily landscaped. He said a lot of trees on the southerly lot line will remain, and the trees will be enhanced with plantings to buffer the area that abuts the Cemetery. Pierce said the trees along the northern border are on Cemetery property, and he thinks the additional landscaping would be a good idea if the cemetery Commission is amenable to it. Morin said this is correct, and McCann has been trying to reach the Cemetery Commission to discuss this. He said the storm water regulations have been met, and the site has well drained soil, so they far exceed the State regulations and the Rowley storm water bylaw. He said they have met with the Fire Chief and for the fire access they will use a grass paver system that can handle the weight of the truck, but it looks like grass. Petersen asked if the fire access will be plowed. Morin said if the Fire Chief wants this, it will be kept clear, and the building will be two story. Pierce asked if they are meeting with the Fire Chief again and McCann said yes, the discussion has already started.

Petersen asked if any of the neighbors have objected to the elimination of one driveway and the widening of the other driveway. Morin said they are working with the neighbors to try to screen that area. McCann said the number of units is increasing from 26 bedrooms to 30 bedrooms. Petersen asked if they are strictly bedrooms, or if there will be long term renters. McCann said there will be one suite for the on-site, and there will be no cooking facilities in the rooms, and no long term renters. Petersen asked about the parking. McCann said they have requested a waiver for the parking. She said the Town's bylaw requires 1.5 spaces per unit, which is a little high. She said they have submitted a traffic report and they are working this through with the Planning Board and its consultant. Pierce said Planning Board consultant Larry Graham raised a concern about parking in his preliminary report. He said the concern was that there were too few spaces, and the aisles and stalls were too narrow. He said the applicant's traffic engineer will be responding to this at the next Planning Board meeting. Morin said most of the parking spaces are 8 to 8.5 feet wide and 16 feet long, with some spaces being 9 feet wide. McCann said they have submitted a valet parking plan to the Planning Board if needed. Pierce said the valet parking plan proposed would allow for parking in one of the parking lot aisles, and cars would not be taken to an offsite location. McCann said there are complementary uses between the inn and the restaurant, so the use of parking spaces will overlap, and the bylaw doesn't account for this.

Fandetti said he operates the Willowdale facility in Topsfield, and they were looking for a location where event attendees could stay. Fandetti said the septic system can handle the 100 seat restaurant. Petersen said his main concern is with the parking. He said the parking lot at the Town Hall Annex was just added on to, and the spaces are 9 feet or 10 feet wide. He said he has done a variety of measuring of parking spaces, and the 8 feet to 8.5 feet wide parking spaces are a little tight. Fandetti said the patrons of

the inn will likely have rental cars, which are typically small cars, and the traffic consultant is working on modifying the spaces. Pierce said there is a question about whether or not the Fire Chief needs full access around the building. He said if full access is not needed, then the building can be moved down and to the west to allow for more parking. McCann said they are working on that, and full access might not be necessary since the building will have a full sprinkler system.

Fandetti reviewed the architectural plans. He said eight of the units will have two queen sized beds, and the balance will have king sized beds, and each unit will have a fireplace. Petersen said this looks very nice. Merry said regarding the basic layout of the lot, the double red line is shown on the northern boundary line. Morin said there will potentially be landscaping between the Cemetery on land that is Town owned. Merry said they will have to be careful, since some graves have been sold out there. McCann said that is why they want to meet with the Cemetery Commission to discuss if this is feasible along a five to eight foot strip. Merry said the Cemetery Commissioners are meeting on Wednesday, but it is too late to include this on the agenda. He said he will mention this at the meeting and they will be available to meet after Memorial Day. McCann said she will make herself available for the meeting. Petersen asked about the vernal pool and discussions about it with the Conservation Commission. Morin said DeRosa met with the Conservation Agent, and this has been an unusual spring, so they are not seeing a lot of activity in any vernal pools. He said it is a potential vernal pool and they are working with the Commission and mitigating the buffer zone. Petersen asked about the snow piles. Morin said there is not a lot of room to stockpile snow, so it will be removed from the site as needed. Petersen asked what the total acreage is. Fandetti said 3.8 acres. Morin said they will be maintaining large mature trees near the wetland areas, so it looks like this has been there a long time and not just recently built. Petersen said from Route 1A, you won't see much other than the house. Morin said you will be able to see the barn via the straight road into the property.

Perry said if anyone in the audience wishes to speak, to give their name and address.

Peter Lomas of 103 Main Street said he has a concern about the signage, how it will be lit and the obstruction it would pose on the north side of the drive. He said his house is on the north side of the property. McCann said the sign will be refaced and remain in its existing location, as it is currently lit. Fandetti said it is lit from above. Merry said the sign is a good size and it is not very old. Lomas said that sign is not a problem, and the parking seems to be an issue. He asked if there is a way to acquire more land for parking. He said if there are 200 cars per night, where will they go. He said the cars will drive by his property where he has his grandchildren and chickens. Petersen said the parking is a major issue that needs to be addressed. McCann said they need the parking to work correctly, and they are working on this. Pierce asked if they have

considered off-site valet parking. McCann said not yet, but they could consider this. Pierce said the valet plan to fill one aisle seems like it could be chaotic. Fandetti said they are comfortable with the number of parking spaces, and estimate that the inn will use 30 spots and the restaurant will use 47 spots. He said one parking spot could take care of three or four seats in the restaurant. He said if parking becomes an issue, they could look for alternate spaces. He said they own property on Central Street which could be used for ten spaces. Briar Forsythe said they would use a professional valet company who knows how to manage the cars.

Petersen said this will be good for ancillary businesses in Town such as the restaurants and antique shops. Fandetti asked if there is a hotel tax in Rowley, the answer was no. Mike Sabatini of 239 Main Street asked how many employees there will be. Fandetti said ten to twelve, and they will work at varied times. Briar Forsythe said breakfast will be served to inn guests seven days a week as well as dinner, and they are thinking of opening for lunch. Sabatini said there will be a 100 seat restaurant and bar, event hall, spa and art center and he thinks the estimate of ten employees is short sighted. Briar Forsythe said there will be approximately ten employees for the restaurant and ten employees for the inn. McCann said a breakdown of the number of employees was provided with the application, and were factored into the traffic report conducted. Sabatini asked where those 25 people will park. Fandetti said they will be working at different times. McCann said according to the Institute of Traffic Engineers guidance on parking spaces, which differs from the Town's by-laws, they need 76-82 parking spaces taking into account all of the proposed uses, and not allowing for crossover uses. Briar Forsythe said the spa will have specific hours that it is open, and many of the employees will also work at Willowdale, and can carpool if necessary.

Cate Turner of 100 Main Street said she lives across the street from this location and it looks beautiful. She said if the project is approved, when will construction start. Fandetti said as soon as possible after it is approved, probably by the end of July or August, and construction will last about thirteen months. He said they hope to open the fall of 2018. Fandetti said there will be traffic controls during the construction. He said they will use mats on the driveways that takes the dust off the truck wheels, and they aren't anticipating a lot of dust with the type of soil there. He said they will also use a hose down system to control dust if needed.

Turner asked if the landscape is drought tolerant and if they are using green systems to minimize water usage. Fandetti said the code requires that they install low water controls on the toilets and shows. He said they have a well on site. He said native plants will be used.

Eagan said there are a number of comments from Department Heads included in the packet, and asked if the Board wishes to discuss these before proceeding. Petersen said some of these are lengthy and asked if they need to be read. Eagan said they can be included with the permit if it is approved. Pierce said many of the comments favor the project and the most serious concerns were raised by Larry Graham. Petersen said the comments should be attached. Pierce said the hearing can be continued until after the Planning Board has the public hearing. He said the issues and questions are mostly about the parking, and this will hopefully be resolved at the next Planning Board meeting in June, but it may be pushed to July. Petersen said the Selectmen are just approving the hotel use, and they have satisfied the requirements for this use. He said he doesn't think that the Selectmen need to rubber stamp the Planning Board's action. Pierce said there is no downside to continuing this public hearing, and it won't delay the project. Morin said they need to reply to Larry Graham's report, and then he will comment back. Pierce said the Planning Board is doing a site visit tomorrow morning at 9:00 and the Selectmen are welcome to go.

Cliff Pierce made a motion to continue the Public Hearing to June 19, 2017 at 7:15 p.m., Bob Snow second, all in favor - aye (5-0).

Public Hearing closed at 8:23 p.m.

GENERAL BUSINESS

3. Authorize Highway Surveyor Patrick Snow to sign the Massachusetts State Grant Contract for Chapter 90 funds

Chairman Perry read the following:

In order for Patrick Snow to be the authorized signatory for the Massachusetts State Grant Contract for Chapter 90 funds, the Board of Selectmen, who serves as the chief executive officer of the Town, needs to vote to authorize him to be the signatory.

After the Board votes to authorize Patrick Snow to be the signatory, the Board will need to vote to authorize Chairman Perry to sign the Massachusetts Department of Transportation Contractor Authorized Signatory Listing form.

Bob Snow made a motion to authorize Patrick Snow to be the signatory on the Massachusetts State Grant Contract for Chapter 90 funds, and to authorize Chairman Perry to sign the Authorized Signatory Form, Cliff Pierce second, all in favor - aye (5-0).

Joe Perry signed the form.

NEW BUSINESS

1. Appoint Mary Ellen McDonald to Housing Authority

Chairman Perry read the following:

The State has made changes to the make-up of local Housing Authorities, whereby one seat on this board must be elected from the Housing Authority residents.

Chairman Perry will update the Board on this agenda item.

Perry said there was a State ruling that if someone on the Housing Authority Board was up for re-election, that they couldn't file papers to hold the seat since the State wants a resident to serve on the Board. He said they do have a resident on the Board, but she doesn't count because she was elected by the whole Town, and a special election needs to be held for the resident member. He said the State has not provided any rules or format for how to do this election. He said the State withdrew this from consideration, so Mary Ellen McDonald can continue to serve until we get guidance from the State on this.

Dave Petersen made a motion to appoint Mary Ellen MacDonald to the Housing Authority Board, Bob Snow second, all in favor - aye (5-0).

2. Antique license application submitted by William Turner, d/b/a Turner's for 588 Main Street

Chairman Perry read the following:

Attached please find an application for an Antique/Junk Dealer's license submitted by William Turner at 588 Main Street.

If the Board approves this application, the license is attached for the Board's signature tonight.

Petersen asked if this is Savory's lot. Eagan said yes.

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

The Selectmen signed the license.

3. Discuss JRM Hauling Town Hall and Annex trash and recycling contract extension

Chairman Perry read the following:

In September of 2015, JRM Hauling was awarded the contract for trash removal and recycling service for the Town Hall and the Town Hall Annex for the period from September 14, 2015 through August 31, 2016. There is an option to renew the contract annually for three additional years on a year by year basis. The service from JRM has been satisfactory, and the \$200 flat pick-up fee for both buildings stands for the life of the contract.

Please authorize Town Administrator Deborah Eagan to extend this contract as follows:

September 1, 2016 – August 31, 2017

September 1, 2017 – August 31, 2018 (Provided that there is no problem with the service between now and then).

Bob Snow made a motion to authorize Deborah Eagan to extend this contract from 9/1/16-8/31/17 and from 9/1/17-8/31/18, Dave Petersen second, all in favor - aye (5-0).

Eagan said there is a flat monthly pick-up fee that includes prevailing wages.

4. Discuss Annual Independence Day Celebration on the Town Common

Chairman Perry read the following:

It is time to start planning for the Annual Independence Day Celebration on the Town Common. The Independence Day holiday falls on a Tuesday this year. (Tuesday, July 4).

Typically, the Board holds this event on the weekend before the holiday.

The options are as follows:

- *Saturday, June 24*
Or
- *Saturday, July 1*

What does the Board wish to do?

Snow said people are away on the first. Petersen said we get a higher response if it is held before the holiday, but then people complain if it is not held on the Fourth of July. Eagan said she may not be here on the 1st. Petersen said we need to check to see when Tim Southall is available.

The consensus of the Board was to tentatively set the date for June 24th, check with Southall, and confirm the date next week.

OLD BUSINESS

1. Pine Grove School Project update

Chairman Perry read the following:

The voters approved the debt exclusion override question at last week's Annual Town Election. This means the Town can now move forward and undertake the needed renovations at the Pine Grove School.

The Building Committee voted last week to approve the Schematic Design. The OPM and architects will now be submitting the Schematic Design to the MSBA for review.

Joe Perry will update the Board on this agenda item.

Perry said the target for approval by the MSBA is June 28th, with papers being signed in July and August. He said the Construction Manager WT Rich would bid for January 1st, with a construction target starting date of close of school June 2018. He said construction would take place during the 2018-2019 school year, and finish during the summer of 2019, to be complete by school opening in 2019. He said the School Building Committee will be meeting for another three years. He said he is thrilled that the Town voted to pass the override.

2. Prospect Hill Access Road Change Order

Chairman Perry read the following:

We have two Change Orders requiring the Board of Selectmen's approval:

- 1) *Change Order on the original scope of work – Reduction of \$5,000
Conservation Agent Brent Baeslack has examined the culvert at the bottom of the hill and has informed Debbie that it is clear and free flowing. There is no blockage or sediment accumulated in the culvert. By removing this work from the original scope, we will save \$5,000.00.*
- 2) *Change Order from Tank Washout and Tank Overflow Improvements - \$118,750
This work is broken out as follows:
a) *Emergency repairs following washout - \$11,500*
b) *Access Road Repairs to restore previously constructed work - \$88,950.00**

- c) *Tank Overflow Improvements – moving existing tank outfall pipe from the stormwater channel and installing new spill pad, stone diversion pad, and installing new piping and support. - \$18,300*

We have not received the original change order documents. Could the Board vote to approve the change order and shown on the attached copies and authorize Debbie to sign them?

The costs to cover the second change order are being covered as follows:

- *\$50,000 from Article 21 of the May 1, 2017 STM*
- *\$35,000 from Water Department Extraordinary/Unforeseen transfer to Engineering and Outside Services*
- *\$33,750 from Water Department Expenses*

Dave Petersen made a motion to approve the change orders, Bob Snow second, all in favor - aye (5-0).

3. Discuss Selectmen's representative to Regional Housing Plan for the Merrimack Valley Community Meetings

Chairman Perry read the following:

The Board of Selectmen had previously authorized the Town to participate in the MVPC's Regional Housing Plan. The Selectmen delegated this project to the Planning Department and Town Planner Kirk Baker is spearheading the Town's portion of this project.

As part of this process, the MVPC is holding Community Workshops in each of the participating cities and towns. The Planning Board will be hosting Rowley's Community Workshop. Town Planner Kirk Baker is seeking one to two Selectmen to attend this important meeting. The Planning Board has not yet set the date for this meeting, but Town Planner Kirk Baker said that the Board is considering holding this workshop on the one of following three dates:

- *Wednesday, June 14;*
- *Wednesday, June 21; or*
- *Wednesday, June 28*

The Selectman/Selectmen who will be attending the Community Workshop will need to let us know which date he prefers, so that we can let Kirk Baker know. He is in the

process of getting this workshop scheduled with the MVPC, so he will need to know this as soon as possible.

Eagan said she spoke with Kirk Baker, and the workshop may be held during a Planning Board meeting or on a special night. Petersen said he worked on this in the past and is available all three days or nights, although he prefers a day time meeting. Pierce said he can do this as well.

FY 17 BUDGET TRANSFERS

1. MGL Ch. 44 § 33B(b) transfer request from Town Accountant Susan Bailey from Assistant Town Accountant Wages to Accounting Expense line

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

FY 18 RE-APPOINTMENTS

Position or Board/Commission Member	Appointee	Expiration Date
Rowley Cultural Council	Carolyn Bartlett	6/30/2018
Rowley Cultural Council	Nancy Hill, Chair	6/30/2018
Rowley Cultural Council	Sally McRae	6/30/2018
Board of Health	John Melcher	6/30/2020
Town Counsel	Thomas A. Mullen & Judy Pickett	6/30/2018
Limited Lighting Bylaw Enforcement Agent	Kirk Baker	6/30/2018

Bob Snow made a motion to approve the re-appointments detailed above, Cliff Pierce second, all in favor - aye (5-0).

MINUTES

May 8, 2017

Dave Petersen made a motion to approve the May 8, 2017 minutes, Bob Snow second, all in favor - aye (5-0).

ANNOUNCEMENTS

- Memorial Day Parade and Ceremonies will be held on May 29, 2017. The parade starts at 1:30 p.m. from the Rowley Veterans Association
- Attention all Korean War Veterans who served in Korea. The Eastern Essex Veterans Services District is issuing the Korean Ambassador for Peace Medal. Please contact the Veterans Office at 978-356-3915 or ktyler@eessexvets.com
- Information on the Pine Grove School project is available on the Town's website at www.townofrowley.net.
- The Town has the following vacancies:
 - a. **Conservation Commission** – 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;
 - f. **Deputy Shellfish Constables** – two positionsFor more information on these positions, please contact the Selectmen's Office at 948-2372.
- The Rowley Food Pantry is in need of donations. Donations can be left at the Rowley Public Library. The Food Pantry is open on Tuesdays from 10:00 a.m. to 12:00 p.m. and on 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 8:55 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Email from Police Chief Scott Dumas regarding Costello recognition
2. Citation presented to Carmen Costello

3. Citation presented to Patrick Costello
4. Citation presented to Steven Hardy
5. Meeting memo regarding Reorganization of the Board
6. Letter from Massachusetts State Lottery Commission regarding KENO monitor at Richdale, 125 Main Street
7. Meeting memo regarding General Business #2: Review Road Opening Permit for National Grid to open 5-20 Prospect Street for relay approximately 430 feet of gas main
8. Road Opening Permit for National Grid to open 5-20 Prospect Street for relay approximately 430 feet of gas main
9. Meeting memo regarding 7:15 Public Hearing - Special Permit Application for an inn and restaurant at 101 Main Street filed by Gerald Fandetti, Fire House Inn, LLC
10. Special Permit Application for an inn and restaurant at 101 Main Street filed by Gerald Fandetti, Fire House Inn, LLC
11. Comments from Town Department Heads regarding Special Permit Application for an inn and restaurant at 101 Main Street filed by Gerald Fandetti, Fire House Inn, LLC
12. Meeting memo regarding General Business #3: Authorize Highway Surveyor Patrick Snow to sign the Massachusetts State Grant Contract for Chapter 90 funds
13. Massachusetts State Grant Contract paperwork for Chapter 90 funds
14. Meeting memo regarding New Business #1: Appoint Mary Ellen McDonald to Housing Authority
15. Meeting memo regarding New Business #2: Antique license application submitted by William Turner, d/b/a Turner's for 588 Main Street
16. Signed Antique license granted to William Turner
17. Antique license application submitted by William Turner, d/b/a Turner's for 588 Main Street
18. Meeting memo regarding New Business #3: Discuss JRM Hauling Town Hall and Annex trash and recycling contract extension
19. Meeting memo regarding New Business #4: Discuss Annual Independence Day Celebration on the Town Common
20. Meeting memo regarding Old Business #1: Pine Grove School Project update
21. Meeting memo regarding Old Business #2: Prospect Hill Access Road Change Order
22. Prospect Hill Access Road Change Order
23. Meeting memo regarding Old Business #3: Discuss Selectmen's representative to Regional Housing Plan for the Merrimack Valley Community Meetings
24. Email from Kirk Baker regarding Community Workshop
25. Email from Kirk Baker regarding Narrative for MVPC Regional Housing Plan Initiative
26. Press Release from Merrimack Valley Planning Commission regarding Housing Plan Initiative
27. MGL Ch. 44 § 33B(b) transfer request from Town Accountant Susan Bailey from Assistant Town Accountant Wages to Accounting Expense line

28. Meeting memo regarding 18 Re-appointments

29. Draft minutes of May 8, 2017