

MINUTES OF THE BOARD OF SELECTMEN MEETING

October 30, 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, Robert Merry, David Petersen (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon)

PUBLIC ATTENDEES: Henry F. Rolfe; Bernard Cullen; Lawrence White – Finance Committee

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

Bernie Cullen led the Pledge of Allegiance.

DISCUSS PUBLIC COMMENT POLICY

Chairman Perry said at a Merrimack Valley Planning Commission meeting, he saw that they have a Public Comment section on their agenda, and he thinks this is a good idea. He said the name “Citizen Query” on the Selectmen’s agendas has created confusion.

Perry announced that the meeting is being video and audio recorded and televised live by Rowley Community Media.

Perry read the memo from Debbie Eagan to the Board of Selectmen from Debbie Eagan, and then read the draft of the Public Comment Policy. Pierce said he thinks this is great. Snow read the old Citizen Query Policy. Snow said the Citizen Query Policy was instituted when he was the Chairman six to seven years ago. He said it is the Chairman’s prerogative to have it or not, and what to call it. He said the title Citizen Query created confusion and it is just meant for comments, and not for questioning the Board, since the discussions the Board have need to be on the agenda. Pierce said the new policy is an improvement, it emphasizes that this is at the discretion of the Chairman, and he would like to see this continue. Merry said the new policy is fine.

Cliff Pierce made a motion to approve the Public Comment Policy, Bob Snow second, all in favor - aye (5-0).

7:05 – 7:10 p.m. PUBLIC COMMENT

Bernie Cullen said the changes make sense, this is a vast improvement and it removes the semantic confusion around the notion of a query. He said other Town Boards may copy this policy.

GENERAL BUSINESS

1. Accept resignation from Council on Aging Outreach Coordinator Laura DiPersia

Chairman Perry read the resignation letter.

Bob Snow made a motion to accept Laura DiPersia's resignation with regret, Cliff Pierce second, all in favor - aye (5-0).

2. Request from Council on Aging Director Brienne Walsh to lift the hiring freeze for the position of Outreach Coordinator

Chairman Perry read the email from Brienne Walsh.

Dave Petersen made a motion to lift the hiring freeze for the position of Outreach Coordinator, Bob Snow second, all in favor - aye (5-0).

OLD BUSINESS

1. Update on the Pine Grove School project

Chairman Perry read the following:

The project team has been busy working on obtaining various permits relating to the site. Last week, the Conservation Commission reviewed the Notice of Intent filing and the Stormwater Management Permit application.

The Building Committee is scheduled to hold an informational session for the public on November 16, 2017 at 7:00 p.m. at the Pine Grove School. The public is invited to attend and get an update on the project.

2. Update on the Fire Station and Police Station Addition project

Chairman Perry read the following:

The Conservation Commission approved the Stormwater Management Permit application last week.

The Zoning Board of Appeals has approved the set back request and the site plan.

A pre-bid meeting was held this past Friday at the site. Many prospective bidders attended. Architect Greg Carell was present and the Owner's Project Manager was in attendance.

Greg Carell has informed Debbie that he plans to issue an addendum extending the deadline for the submittal of sub-bids to November 9, 2017. He said that this will give the subtrades more time to put together their bid responses.

Petersen said he was at the site visit and eleven to twelve bidders came. Eagan said we haven't yet received bids, but twelve contractors have pulled the plans. Henry Rolfe asked if the plans include a thirty person meeting room. Petersen said no, there are training rooms in each building.

NEW BUSINESS

1. Discuss Open Meeting Law Complaint filed by William Moschella filed October 23, 2017

Chairman Perry read the following:

The Board of Selectmen has received the attached Open Meeting Law Complaint. Chairman Perry will read the response into the record. If the Board is satisfied, with the response, Chairman Perry will call for a motion and vote to sign the response.

Perry read the draft response letter.

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

The Selectmen signed the letter.

2. Discuss Open Meeting Law Complaint filed by Timothy Toomey filed October 23, 2017

Chairman Perry read the following:

The Board of Selectmen has received the attached Open Meeting Law Complaint. Chairman Perry will read the response into the record. If the Board is satisfied, with the response, Chairman Perry will call for a motion and vote to sign the response.

Perry read the draft response letter.

Cliff Pierce made a motion to vote to sign the response letter, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the letter.

3. Discuss Open Meeting Law Complaint filed by Timothy Toomey filed October 25, 2017

Chairman Perry read the following:

The Board of Selectmen has received the attached Open Meeting Law Complaint. Chairman Perry will read the response into the record. If the Board is satisfied with the response, Chairman Perry will call for a motion and vote to sign the response.

Perry read the draft response letter.

Cliff Pierce made a motion to vote to sign the response letter, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the letter.

4. Discuss having the Recycling Center open on November 11, 2017

Chairman Perry read the following:

Saturday, November 11, 2017 is a holiday. In the past, the Board of Selectmen has voted to open the Recycling Center on this holiday, when it falls on a Saturday, so that the townspeople can dispose of their recyclable items. The Recycling Operator scheduled to be on duty for this day has indicated that he is available to work.

Dave Petersen made a motion to open the recycling center on Saturday, November 11, 2017, Bob Snow second, all in favor - aye (5-0).

MINUTES

- September 18, 2017 Executive Session

Chairman Perry read the following:

Please vote on the September 18, 2017 Executive Session Minutes. These minutes were previously distributed to the Board, and are not included in the meeting packet. The following Selectmen were not present for this meeting: Chairman Joseph Perry; Clerk Cliff Pierce.

Bob Snow made a motion to approve the September 18, 2017 Executive Session minutes, Dave Petersen second, all in favor - aye (3-0). Cliff Pierce – ABSTAIN. Joe Perry – ABSTAIN.

ANNOUNCEMENTS

- Residents need to be advised that the Rowley Highway Department is doing road work on Route 133 Haverhill through November 10, 2017 and to expect traffic delays
- Town Offices will be closed on Friday November 10, 2017 due to the Veterans Day holiday
- Halloween Trick or Treat Hours of 5:00 p.m. to 7:00 p.m. on Tuesday, October 31, 2017
- Rowley Public Library is hosting a discussion on “American Philosophy” with author Dr. John Kaag on Monday, November 6, 2017 at 7:00 p.m. in the Rowley Public Library
- Pine Grove School Project Community Project Hearing is scheduled for Thursday, November 16, 2017 at 7:00 p.m. in the All Purpose Room at the Pine Grove School
- Household Hazardous Waste Day for Rowley residents is scheduled for Saturday, November 18, 2017 from 8:30 a.m. to 11:30 a.m. at the Highway Department facility at 40 Independent Street
- 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. **Open Space Committee** – 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 - (5-0).

Open meeting adjourned at 7:37 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Memo from Deborah Eagan to Board of Selectmen regarding Public Comment policy, including attachments
2. Resignation letter from Council on Aging Outreach Coordinator Laura DiPersia
3. Request from Council on Aging Director Brienne Walsh to lift the hiring freeze for the position of Outreach Coordinator
4. Meeting memo regarding Old Business #1: Update on the Pine Grove School project
5. Meeting memo regarding Old Business #2: Update on the Fire Station and Police Station Addition project
6. Meeting memo regarding New Business #1: Discuss Open Meeting Law Complaint filed by William Moschella filed October 23, 2017
7. Board of Selectmen response letter to Open Meeting Law Complaint filed by William Moschella filed October 23, 2017, including attachments
8. Meeting memo regarding New Business #2: Discuss Open Meeting Law Complaint filed by Timothy Toomey filed October 23, 2017
9. Board of Selectmen response letter to Open Meeting Law Complaint filed by Timothy Toomey filed October 23, 2017, including attachments
10. Meeting memo regarding Old Business #3: Discuss Open Meeting Law Complaint filed by Timothy Toomey filed October 25, 2017
11. Board of Selectmen response letter to Open Meeting Law Complaint filed by Timothy Toomey filed October 25, 2017, including attachments
12. Meeting memo regarding New Business #4: Discuss having the Recycling Center open on November 11, 2017
13. Meeting memo regarding September 18, 2017 Executive Session minutes