

Town of Rowley 2019



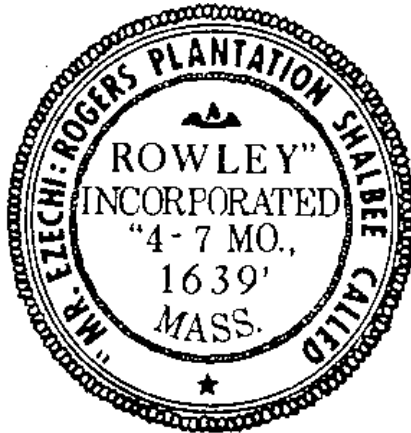
Annual Report

1639

2019

Three Hundred Eightieth

*Annual Report
of the
Town of Rowley*



For the year ending December 31

2019

COVER PHOTO DESCRIPTION

The cover photographs show the newly constructed Rowley Fire Station and the Rowley Police Station, which also underwent an extensive expansion and renovation project. Funding for these two construction projects was approved at the May 2, 2016 Annual Town Meeting and voters supported these essential projects at the 2016 Annual Town Election. This was the fourth time a public safety facility expansion article had been presented to Town Meeting, the previous three articles having failed to pass either Town Meeting or on the Annual Town Election ballot.

The design for the project began in 2016, when the Town contracted with The Carell Group, Inc. to complete the architectural drawings and specifications for the Fire Station and Police Station. In 2017, working with the project manager, Construction Monitoring Services, Inc., the bidding work for this project was completed. The construction bid was awarded to Castagna Construction Corporation and a Groundbreaking Ceremony took place on December 19, 2017. The construction continued throughout 2018 and into the beginning of 2019, without any major unexpected issues. The project was completed, on time, in January 2019.

The completed buildings provide the Police and Fire Departments with both upgraded facilities for them to effectively conduct their business as well as room to expand in the future. The old Fire Station was greatly undersized for the needs of the Fire Department and was lacking modern safety amenities. The Hammond Street Fire Station building, which was historically used as a barber shop and pool hall, had been leased from the Rowley Fire Association since 1936. The building was in need of extensive remodeling and even still would not provide the space needed for a growing Fire Department. The new Fire Station contains showers, locker rooms, and laundry facilities to allow the firefighters the ability to quickly and safely decontaminate themselves and their equipment of potential carcinogens after a fire. The new Fire Station also has three large bays with plenty of room to fit the new engines, which are larger than they were in the past. There are more spacious offices and storage space as well as a meeting room that can be utilized by Town boards and commissions.

The old Police Station, built in 1986, was also undersized for the current number of Police Department employees. Temporary trailers, which were intended to be used only for two to three years, were still being used a decade later to provide crucial space for personnel. There were numerous other concerns with the building as well: rodent infestation, electrical issues, inadequate holding cells which had failed inspection from the Department of Public Health, and a lack of space for officers to safely and discretely conduct police operations. The renovated and expanded Police Station now contains additional office space and meeting rooms, compliant holding cells, an expanded and renovated Communications Center, and additional storage space for equipment.

Completion of this project is a great achievement for the Town of Rowley. The new Fire and Police Stations will serve Rowley citizens well into the future and make it easier for our Firefighters and Police Officers to protect and serve the Town.

More information on the Police and Fire Station project can be found in the Report of the Selectmen within this Town Report.

(Cover photo courtesy of the Rowley Police Department and Natalie Lovett)

IN MEMORIAM



CAROLYN BARTLETT
1944-2019

**Rowley Cultural Council
Trustees of the Free Public Library**



LORRAINE BILLARD
1937-2019

Board of Library Trustees
Rowley Public Library volunteer



CHARLES GWINN
1934-2019

**Board of Water Commissioners
Zoning Board of Appeals**

(Photo courtesy of the Gwinn Family)



WALTER R. POOLE
1931-2019

**Fire Department Chaplain
Call Firefighter
Town Hall Custodian**



GERALDINE ROBERTSON
1934-2019

Teacher at Pine Grove School and Triton Regional High School
Board of Registrars
Friends of the Rowley Council on Aging

(Photo courtesy of the Robertson Family)

Index

Accountant	71-74
Administrative Employees	13
Agricultural Commission	81
Appointed Officials	10-12
Board of Assessors	75
Board of Health	100-102
Board of Registrars	78-80
Board of Selectmen	67-68
Cemetery Department	110-111
Community Preservation Committee	81-82
Conservation Commission	83-85
Council on Aging / Senior Center	102-105
Cover Photo Description	2
Cultural Council	85-86
Elected Officials	9
Election Results	59
Finance Committee	68-70
Fire Department and Emergency Management	89-91
Harbormaster	92-93
Highway Department	98
Historic District Commission/Historical Commission	105
Housing Authority	107-108
In Memoriam	3-7
Inspection Department	90-91
Inspector of Animals/Animal Control Officer	91
Library	106
Light Department	93-97
Parks and Recreation Committee	106-107
Personnel Advisory Committee	80-81
Planning Board	82-83
Police Department	87-89
Salaries and Wages	
Town Employees	63-65
School Administration	66
Photo Highlights of 2019	60-62
Rowley Community Media	108-110
School Department	
Triton Regional School District	114-127
Whittier Regional Vocational Technical High School	113
Shellfish	93
Town Clerk	76-78
Town Meeting Results – May 6, 2019	14-35
Town Meeting Special Results – May 6, 2019	35-55
Treasurer/Collector	56
Outstanding Debt	57
Debt Summary Report	58
Tree Department	91-92
Veterans Services	111-113
Water Department	98-100
Zoning Board of Appeals	86

ELECTED OFFICIALS OF THE TOWN OF ROWLEY
Per May 14, 2019 Election

Board of Selectman

Robert L. Snow (2020)
Joseph J. Perry (2020)
Clifford M. Pierce (2021)
David C. Petersen (2022)
Deana Peabody Ziev (2022)

Moderator

Joan C. Petersen (2021)

Town Clerk

Susan G. Hazen (2021)

Treasurer/Tax Collector

Karen H. Summit (2021)

Highway Surveyor

Patrick W. Snow (2021)

Board of Assessors

Donald Thurston (2020)
Jami L. Snow (2021)
Diane L. D'Angeli (2022)

Regional School Committee

Rowley:

Constatina Tzortzis (2020)
Nerissa R. Wallen (2021)
Paul L. Lees (2019)

Newbury:

Maureen Heffernan (2019)
Diana L. Sullivan (2020)
Daniel Valiant (2021)

Salisbury:

Deborah A. Choate (2019)
Monique B. Grelich (2020)
Linda M. Litcofsky (2021)

Planning Board

Mark L. Savory (2020)
David Jaquith (2021)
Troy A. Spaulding (2022)
John J. Urbaczewski (2023)
Christopher J. Thornton (2024)

Trustees of the Free Public Library

Janet Peabody (2020)
Margaret Lemelin (2020)
Mary Gass (2020)
Jennifer J. Patterson (2021)
Jacqueline O. Trojan (2021)
Mary Clare Condon-Dalzell (2021)
Thomas Glenn Blakney (2022)
Elizabeth G. Cullen (2022)
Karen Ziemplak (2022)

Rowley Housing Authority

State Appointee: Robert Cianfrocca
Joseph J. Perry (2020)
Kathryn Olmsted (2021)
Maryellen MacDonald (Appt'd)
Jack L. Cook (2024)

Municipal Light Board

Bryan DiPersia (2020)
Kevin D. Snow (2021) — *resigned 4/19*
Mark W. Cousins (2022)

Municipal Water Board

Mark R. Emery (2020)
John P. Manning, Jr. (2021)
Bernard J. Cullen (2022)

Shellfish Commissioners

Ronald D. Kneeland (2020)
Rachel Dailey (2021)
Paul L. Lees (2022)

Cemetery Commissioners

Kathryn E. Olmsted (2020)
David C. Petersen (2021)
Jack L. Cook (2022)

Constables

Phil Collyer (2021)
Richard C. MacDonald (2022)

Appointed Officials

	Expiration		Expiration
Accountant		Board of Health <i>three year term</i>	
Susan W. Bailey		Susan Elwell	6/30/2021
		Charles Costello	6/30/2022
Agricultural Commission <i>three year term</i>		John Mekcher	6/30/2020
Jennette Loring - <i>Alternate as of June 13, 2019</i>	6/30/2020		
George Pacerika	6/30/2020	Board of Registrars <i>one year term</i>	
Elizabeth Tucker	6/30/2021	Gordon Densmore	6/30/2020
Barry Moore - <i>Alternate as of June 13, 2019</i>	6/30/2022	Susan Hazen, Town Clerk	6/30/2020
Peter Lomas	6/30/2022	Gerakline Robertson	6/30/2020
Barrett Bacall	6/30/2022	Deborah S. Grundstrom	6/30/2020
Michael Sabatini (<i>ALT 5.21.18-6.30.18, full thereafter</i>)	6/30/2021		
		Building Inspector <i>three yr term, 1 yr for alternate</i>	
Animal Control Officer <i>one year term</i>		Ken Ward	6/30/2021
Reed Wilson	6/30/2020	Sam Joslin, Alternate	6/30/2020
Carol Laroque Alt.	6/30/2020		
		Cannoneer <i>one year term</i>	
Principal Assessor		Deana Ziev	6/30/2020
Sean McFadden			
		Community Preservation Committee <i>three year term</i>	
Board of Appeals, Ch. 41 Sec 81 <i>five year term</i>		Joseph Perry, Housing Authority	6/30/2021
David Levesque - <i>resigned 7/1/19</i>	6/30/2019	Kurt Annen, Parks and Rec.	6/30/2020
Thomas W. Heidgerd	6/30/2022	Clifford Pierce, Board of Selectmen	6/30/2021
Donald W. Thurston, Chairman	6/30/2023	Curtis Turner, Con Com, Secretary <i>resigned 4.22.19</i>	6/30/2019
Robert Clewell	6/30/2020	Samuel Streiff, Con Com	6/30/2022
Donna Thibodeau	6/30/2021	Frank Todd, Hist. Dist. Comm, Chair	6/30/2022
Kevin Reilly Full member as of June 17, 2019	6/30/2024	David Jaquith, Pln Bld	6/30/2021
Guillaume Buell, Associate (<i>appointed 3.4.19</i>)	6/30/2023	Sonja Vincola, Open Space	6/30/2022
Karla Chafee, Associate (<i>appointed 4.1.19</i>)	6/30/2023		
		Finance Committee	
Zoning Board of Appeals (ZBA) <i>five year term</i>		Dennis Roy	2022
David Levesque - <i>resigned 7/1/19</i>	6/30/2019	Paul Jalbert <i>not reappointed</i>	2019
Thomas W. Heidgerd	6/30/2022	Lawrence White, Chair	2020
Donald W. Thurston, Chairman	6/30/2023	Peter Censullo	2021
Robert Clewell	6/30/2020	Sharon Emery	2022
Donna Thibodeau	6/30/2021	David Zizza	2021
Kevin Reilly Full member as of June 17, 2019	6/30/2024	Arthur Corben	2020
Guillaume Buell, Associate (<i>resigned 5.13.19</i>)	6/30/2023		
Karla Chafee, Associate (<i>appointed 4.1.19</i>)	6/30/2023	Fire Department <i>three year term</i>	
		James C. Broderick, Chief	6/30/2021
Conservation Commission <i>three year term</i>		Mark Emery, Captain	6/30/2021
Judith H. Kels	6/30/2020	James R. Merry, Captain	6/30/2021
Curtis Turner <i>resigned 4.22.19</i>	6/30/2021	Matthew Harney, Firefighter	6/30/2020
Samuel Strieff	6/30/2022	Cooper Carfio, Firefighter	6/30/2020
Arthur Page <i>resigned 4.28.19</i>	6/30/2020		
Robert Garner	6/30/2021	Call Fire Fighters <i>one year term</i>	
Howard Vogel	6/30/2020	Joseph R. Merry	6/30/2020
Daniel Shinnick	6/30/2022	Robert Serino	6/30/2020
Howard Terrien	6/30/2021	James Chadbourne	6/30/2020
Jena Haag	6/30/2023	Ron Agrella	6/30/2020
Conservation Commission Agent		Charles Hazen, Jr.	6/30/2020
Brent Baeslack		Darcie Condelli	6/30/2020
		Jesse T Warren	6/30/2020
Council on Aging Director		John Condelli	6/30/2020
Brienne Walsh		Justin Graham	6/30/2020
		Donald Duprey	6/30/2020
Council on Aging <i>three year term</i>		Matthew Harney - <i>promoted to firefighter 7/29/19</i>	6/30/2020
Mary Bright	6/30/2020	Matthew Ross	6/30/2020
Joan Lyons	6/30/2020	Timothy Shirley	6/30/2020
George Gallant	6/30/2021	Patrick McManus	6/30/2020
Merle Phipps	6/30/2021	Vincent Gaudenzi	6/30/2020
Diana Titus	6/30/2021	Mark Winfrey	6/30/2020
Jena Haag	6/30/2021	Evan Fish	6/30/2020
Dorothy Johnston	6/30/2021	Christopher Cassidy	6/30/2020
		Joshua Simpson	6/30/2020
CPA Administrator <i>one year appointment</i>		Brian Sculley	6/30/2020
Karen O'Donnell	6/30/2020	Robert O'Leary	6/30/2020
		Joseph Warren	6/30/2020
		Nicolas Scire	6/30/2020

	Expiration		Expiration
Eastern Essex Veteran's District <i>one year term</i>		Fire Chaplain	
Robert Snow	6/30/2020	Robert M.J. Hagopian	6/30/2020
Dave Petersen - Alternate	6/30/2020		
Fence Viewers <i>one year term</i>		Limited Health Agents <i>one year term</i>	
VACANT		Susan Hazen, Town Clerk	6/30/2020
		Susan Leach	6/30/2020
		Jeffrey E. Megna	6/30/2020
Forest Fire Warden & Superintendent of the Fire Alarm <i>one year term</i>			
James C. Broderick, Chief	6/30/2020	Limited Lighting Bylaw Enforcement Agent <i>one year term</i>	
Mark Emery, Assistant	6/30/2020	Kirk Baker	6/30/2020
James R. Merry, Assistant	6/30/2020		
		Local Census Liaison for Federal Census <i>one year term</i>	
Harbormaster <i>one year term</i>		Susan Hazen, Town Clerk	6/30/2020
William DiMento	6/30/2020		
David S. Kent, Deputy	6/30/2020	MBTA Advisory Board <i>one year term</i>	
Fred Hardy, Assistant	6/30/2020	Robert Snow	6/30/2020
Jenna DiMento, Assistant	6/30/2020		
Frank Price, Assistant	6/30/2020	Merrimac Valley Planning Commission (MVPC)	
		<i>one year term</i>	
Health Services & Regulatory Compliance		Robert Snow	6/30/2020
Frank Marchegiani		Joseph Perry - alternate	6/30/2020
Historic District Commission/ Historical Commission		Mooring Clerk <i>one year term</i>	
Frank Todd, Chairman	6/30/2020	Susan Hazen, Town Clerk	6/30/2020
Sara Bourque, Clerk	6/30/2021	Susan Leach	6/30/2020
John Cardillo	6/30/2020		
Barbara Breaker	6/30/2020	Northern Essex Regional Emergency Planning Committee <i>one year term</i>	
Len Charney	6/30/2020	James Broderick, Fire Chief/Emergency Management Director	6/30/2020
Stephen Cabitt	6/30/2020	Scott Dumas, Police Chief	6/30/2020
Holly Gagne, Alternate	6/30/2020	Patrick Snow - Highway Surveyor	6/30/2020
		Deborah Eagan - Town Administrator	6/30/2020
Library Director		Brienne Walsh COA Director	6/30/2020
Pamela Jacobson		Clifford Pierce, Chairman Board of Selectmen	6/30/2020
		Joseph Perry, Vice Chairman Board of Selectmen	6/30/2020
Open Space Committee <i>one year term</i>		Matthew Brown - Light Plant Manager	6/30/2020
Sonja Vincola - Co- Chair	6/30/2020	Frank Marchegiani, Health Agent	6/30/2020
Brooke Ten Eyck - Clerk	6/30/2020	Bill DiMento, Harbormaster	6/30/2020
Howard Vogel	6/30/2020		
Alyssa King Co-Chair	6/30/2020	Police Department <i>three year term</i>	
Jena Haag - resigned 11/7/19	6/30/2020	Scott Dumas, Police Chief	
Parks and Recreation Committee <i>three year term</i>		David P. Sedgwick, Captain	6/30/2020
Laurence Kendal Chairman	6/30/2021		
Tim Southall - Vice Chairman	6/30/2021	David MacMullen, Sergeant	6/30/2020
Michael Quinn	6/30/2020	Matthew Ziev, Sergeant	6/30/2020
Kurt Amen	6/30/2020	Charles Hazen, Jr., Sergeant	6/30/2020
Michael Kilion	6/30/2020		
Ryan Gallant	6/30/2020	Robert Adams, Detective	6/30/2020
Joe Haley	6/30/2021		
		Christopher Ottani, Patrolman	6/30/2020
Parking Clerk <i>one year term</i>		R. Perry Collins, Patrolman	6/30/2021
Susan Hazen, Town Clerk	6/30/2020	Scott P. Hartle, Patrolman - retired 3/14/19	6/30/2021
Susan Leach	6/30/2020	John J. Raffi, Patrolman	6/30/2022
		Andrew Lawrence, Patrolman	6/30/2021
Personnel Advisory Committee		Gavin Forni, Patrolman	6/30/2020
Larry White, Finance Committee	6/30/2020	Stephen M. Levesque, Patrolman	6/30/2020
MaryAnn Levasseur - Resident Representative	6/30/2020		
David Petersen, Board of Selectmen	6/30/2020	Jessie Mazze, Reserve Patrolman	6/30/2021
		Mark Smith, Reserve Patrolman	6/30/2021
Town Planner		Christopher Cassidy, Reserve Patrolman	6/30/2022
Kirk Baker		Lucas Tubbs, Reserve Patrolman	6/30/2022
		Carolyn Lynch, Reserve Patrolman	6/30/2020
Planning Board		Ronald Knuutila, Reserve Patrolman	6/30/2020
Michael Daley, Associate - did not wish to be reapp'd	6/30/2019	Eric Giordano, Reserve Patrolman - resigned 11/2/19	6/30/2022
Kevin Moriarty, Associate	6/30/2020	Tara Bernard, Reserve Patrolman - resigned 12.20.19	6/30/2022
		Patrick McGettrick, Patrolman resigned 9/18/19	6/30/2020

Plumbing and Gas Inspector, three yr term, 1 yr for alternate	Expiration	Police Department (continued) three year term	Expiration
Harry Bennett	6/30/2021	Dorothy M. Tobin, Assistant to the Chief/ Matron	6/30/2020
William Wendt, Alternate	6/30/2020		
		Sheri A. David, Full Time Dispatcher / Matron - resigned as Lead Dispatcher and appt as FI Dispatcher 9/16/19	6/30/2020
Police Chaplain three year term		Lynne M. Neary, Full Time Dispatcher / Matron	6/30/2020
Robert M.J. Hagopian	6/30/2021	Marc Pelletier, Full Time Dispatcher	6/30/2020
		Pamela A. Lutes, Full Time Dispatcher / Matron	6/30/2021
Keeper of the Rowley Police Station Lockup facility as required under			
MGL Ch. 40, Sec 35 one year term		Jessie Mazze, Regular Reserve Dispatcher	6/30/2020
Scott Dumas	6/30/2020	Christopher Cassidy, Reserve Dispatcher	6/30/2020
		Thomas M. Hills, Reserve Dispatcher	6/30/2021
Records Access Officer		Juliana Paulette, Reserve Dispatcher	6/30/2022
Susan Hazen	6/30/2020	Hellen Infante, Reserve Dispatcher	6/30/2020
		Roseann Ferrante, Reserve Dispatcher - resigned 6/19/19	6/30/2020
Rowley Emergency Management Agency		Christina Richards, Reserve Dispatcher - resigned 10/22/19	6/30/2020
(REMA) one year term		Melissa Stasiak, Reserve Dispatcher - resigned 2/22/19	6/30/2019
James Broderick, Fire Chief/ Emergency Management	6/30/2020		
Scott Dumas, Police Chief	6/30/2020	Rowley Cultural Council - local regs: minimum 5, max 22 members; 3	
Cliff Pierce, Chairman, Board of Selectmen	6/30/2020	Annetta Kelly - not reappointed	6/30/2019
Joseph Perry, Vice Chairman, Board of Selectmen	6/30/2020	Deborah Streiff	6/30/2020
Brienne Walsh COA Director	6/30/2020	Mary Bright	6/30/2020
Patrick Snow - Highway Surveyor	6/30/2020	Barbara Nelson	6/30/2021
Frank Marchegiani - Health Agent	6/30/2020	Sharon Hyden	6/30/2021
Deborah Eagan - Town Administrator	6/30/2020	N. Dana Nelson	6/30/2022
James DiMarino - R.A.C.E.S. (amateur radio operator)	6/30/2019	Janet Peabody	6/30/2022
not re-appt for FY20			
Matthew Brown - Light Plant Manager	6/30/2020	Rowley Municipal Lighting Plant	
		Matthew Brown	
Sandy Point Committee Member			
William DiMento	6/30/2020		
John Manning	6/30/2020	Town Administrator/Personnel Officer	
		Deborah Eagan	
Sanitary Health Agent			
Edward Gallagher		Town Clerk, Assistant one year term	
		VACANT	
Shellfish Constable			
Travis Kneeland	6/30/2020	Town Counsel one year term	
		Thomas A. Mullen & Judy Pickett	6/30/2020
Shellfish Constable (Deputies)			
Stuart Dalzell, Jr. did not wish to be re-appointed	6/30/2019	Veteran's Agent	
William DiMento	6/30/2020	Karen Tyler	
Fred Hardy	6/30/2020		
Richard MacDonald	6/30/2020	Town Veterans Committee	
		Robert Snow (Selectmen's Representative)	6/30/2020
Zoning Review Committee		Robert Breaker (Registered Voter in Rowley)	6/30/2020
Kirk Baker, Town Planner	6/30/2020	William Kelly (Registered Voter in Rowley)	6/30/2020
Ken Ward, Building Inspector	6/30/2020	Donald Dupray (Fire Department Representative)	6/30/2020
Donald Thurston ZBA Rep.	6/20/2020	David MacMullen (Police Department Representative)	6/30/2020
Thomas Heidgerd ZBA Rep.	6/20/2020		
Robert Merry BOS Rep. - resigned	6/30/2019	Water Department Superintendent	
Cliff Pierce BOS Rep.	6/30/2020	Robert Gray	6/30/2020
David Jacquith - PB Rep.	6/30/2020		
Chris Thornton - PB Rep.	6/30/2020	Wiring Inspector three yr term, 1 yr for alternate	
		David Levesque	6/30/2021
		James Cotter, Alternate	6/30/2020

Administrative Employees of the Town of Rowley

Assistant Accountant

Carrie Kennedy

Assessors' Administrative Assistant

Rosemary Restuccia

Conservation Commission Secretary

Deborah Cunningham

Council on Aging Administrative Assistant

Lisa Lozzi

Council on Aging

Activities Director/Trip Coordinator

Denise Gilman

Administrative Assistant /

Assistant Health Inspector

Deborah Ketchen

Highway Department

Secretary

Krista McPhee

Inspection Department

Administrative Assistant

Chia Vitello

IS Coordinators

Susan Bailey

Karen Summit

Police Department

Executive Assistant to the Chief of Police

Dorothy Tobin

Selectmen Administrative Assistant

Elaine Pagliarulo

Selectmen Assistant Town Administrator

Amy Lydon

Natalie Lovett

Town Clerk Administrative Assistant

Susan Leach

Assistant Treasurer/Collector/Office Supervisor

Karen O'Donnell

Treasurer/Collector

Administrative Assistant

Brigida Longo

Zoning Board of Appeals

Administrative Assistant

Lisa Lozzi

Town of Rowley, Commonwealth of Massachusetts
MINUTES OF ANNUAL TOWN MEETING
May 6, 2019

- Counters/Tellers appointed and sworn in by Town Clerk: Jami Snow, 7 Saunders Lane; Jennifer Patterson, 270 Wethersfield St.; Glenn Blakney, 89 Wethersfield St.; Margaret Mehaffey, 185 Newbury Rd. and Janet B. Peabody, 41 Bradford St.
- Quorum as certified by Board of Registrars at 7:00PM assumed to remain in effect for Annual Town Meeting.
- Business of the Special Town Meeting conducted and concluded by 9:11pm.
- Annual Town Meeting called to order by Moderator Joan Petersen at 9:12pm.

Town Clerk Susan Hazen began the reading of the warrant:

Essex, ss.

To the Constables in the Town of Rowley in the County of Essex, Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Rowley, qualified to vote in elections and Town Affairs, to meet in the Pine Grove School, 191 Main Street, Route 1A, on Monday, the 6th day of May 2019 at 7:00 p.m., then and there to act on the following articles:

MOTION: Madame Moderator, I move to suspend further reading of the May 6, 2019 Annual Town Meeting Warrant because all present Town Meeting members have a copy of this warrant.
Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 9:12pm

ARTICLE 1; To hear and act on reports of Committees and Boards.
Inserted by the Board of Selectmen

ARTICLE 2; Move the Town vote to suspend in the Town Meeting the application of Section 19 and Section 20 of the Town Meeting Bylaw pertaining to the reconsideration of all money articles, such suspension intended for the specific purpose to balance the total level of funds raised and appropriated within the limitations of Massachusetts General Laws Chapter 59 Section 21C [Proposition 2-1/2, so-called] and to give blanket warning hereby that any money article may, at the end of the meeting and after all articles have been acted upon, be moved for reconsideration in order to balance the total level of funds raised and appropriated within the limitations of Massachusetts General Laws Chapter 59 Section 21C.

Inserted by the Board of Selectmen

Motion by Bob Snow, seconded by David Petersen, passed voice unanimous at 9:13pm

MOTION: Move the Town allow the non-resident Town employees, and school, local and state officials to speak, if called upon, during the May 6, 2019 Annual Town Meeting, These individuals will now raise their hands.

Motion by Cliff Pierce, seconded by Joe Perry, passed Voice Unanimous at 9:14pm.

ARTICLE 3: Move the Town vote to fix the annual compensation of elective officers of the Town as required by Massachusetts General Laws Chapter 41 Section 108 as follows:

<u>Elective Officer</u>	<u>Requested</u>	<u>Finance Committee Recommends</u>
Moderator	\$100	\$100
Board of Selectmen (each member)	\$2,231	\$2,231
Board of Assessors (each member)	\$2,456	\$2,456
Town Treasurer/Collector of Taxes	\$91,000	\$91,000
Town Clerk	\$56,197	\$56,197
Planning Board (each member)	\$0	\$0
Surveyor of Highways	\$79,035	\$79,035
Municipal Water Board (each member)	\$0	\$0
Trustees of Free Public Library	\$0	\$0
Rowley Housing Authority	\$0	\$0
Board of Shellfish Commissioners (each member)	\$500	\$500
Municipal Light Board (each member)	\$0	\$0
Board of Cemetery Commissioners (chairperson)	\$500	\$500

Inserted by the Board of Selectmen

Finance Committee Recommends

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 9:15pm

ARTICLE 4: General Omnibus Budget Move the Town vote to raise and appropriate \$19,853,476 and transfer and appropriate the sum of \$713,366 from Free Cash, and transfer and appropriate the sum of \$150,000 from Overlay Reserve, for a total of \$20,716,842 to defray the expenses of the Town for the forthcoming fiscal year, including Bonds, Notes and Interest.

Inserted by the Finance Committee

Line		Expended	Appropriated	Requested	Fin Com Rec.
Item	Description	FY 2018	FY 2019	FY 2020	FY 2020
	<u>General Government</u>				
	Town Moderator				
1	Moderator Stipend	100	100	100	100
	Board of Selectmen				
2	Selectmen Stipends	11,155	11,155	11,155	11,155
3	Town Administrator/Pers. Officer Salary	110,580	113,182	125,840	125,840
4	Assistant Town Administrators Salaries	60,442	62,352	72,797	72,797
5	Administrative Assistant Wages	11,269	13,290	14,386	14,386
6	CPA Administrator Stipend	2,000	2,000	2,000	2,000
7	Stormwater Administrator Stipend	5,000	5,000	5,000	5,000
8	Records Access Officer Stipend	1,500	2,500	2,500	2,500
9	Expenses	17,413	14,117	14,117	14,117
10	Rev. 9-1-1 communication system	4,777	4,800	4,800	4,800
11	Copier/Fax Expenses	5,028	7,420	7,420	7,420

12	General Audit Expense	18,000	18,000	18,000	18,000
13	Sealer of Weights & Measures	2,500	3,000	3,000	3,000
14	Collective Bargaining Reserve	0	0	80,000	80,000
15	Pine Grove School Expenses	0	1,000	1,000	1,000
16	Stormwater Compliancy Expenses	4,574	20,000	20,000	20,000
17	Landfill Testwell Monitoring		20,000	20,000	20,000
18	Website Social Media Archiving		5,000	5,000	5,000
19	Prospect Hill Access Road			2,000	2,000
20	Alarm Monitoring			4,620	4,620
	Finance Committee				
21	Secretary Wages	1,020	1,632	1,732	1,732
22	Expenses	0	379	379	379
23	Reserve Fund	0	100,000	100,000	100,000
	Town Accountant				
24	Accountant Salary	56,161	57,521	59,603	59,603
25	Assistant Accountant Wages	15,106	21,126	21,260	21,260
26	Expenses	5,495	5,512	5,622	5,622
	Board of Assessors				
27	Assessors Stipends	7,368	7,368	7,368	7,368
28	Principal Assessor Salary	86,452	88,475	98,346	98,346
29	Administrative Assistant Wages	25,347	26,258	26,785	26,785
30	Consultant	500	500	0	0
31	Professional Services	11,960	12,325	13,773	13,773
32	Expenses	3,744	4,746	4,746	4,746
	Treasurer/Tax Collector				
33	Treasurer/Collector Salary	77,295	79,021	91,000	91,000
34	Assistant Treasurer Salary	44,900	45,939	54,557	54,557
35	Assistant Collector Wages	17,872	18,538	18,726	18,726
36	Expenses	34,634	35,800	35,800	35,800
37	Tax Title	3,229	10,517	10,517	10,517
38	Debt Fees & Charges	5,000	5,000	5,000	5,000
	Town Counsel				
39	Professional Fee	60,084	52,600	62,600	62,600
40	Litigation	8,125	62,000	52,000	52,000
	Personnel Board				
41	Expenses	96	399	399	399
	Information Services				
42	Expenses	18,597	22,422	22,422	22,422
43	IS Coordinator Stipends	2,000	2,000	2,000	2,000
	Town Clerk				
44	Town Clerk Salary	54,315	55,515	56,197	56,197

45	Wages	12,567	16,749	16,800	16,800
46	Expenses	3,595	3,947	4,003	4,003
47	Elections				
48	Wages	1,626	5,217	3,657	3,657
49	Expenses	3,554	8,750	6,200	6,200
	Registrar of Voters				
50	Stipends	2,300	2,300	2,300	2,300
51	Expenses	2,819	3,820	3,862	3,862
	Conservation Commission				
52	Conservation Agent Salary	56,256	57,575	63,456	63,456
53	Secretary Wages	8,622	8,934	9,200	9,200
54	Expenses	2,042	2,050	2,050	2,050
	Planning Board				
55	Planner Salary	30,007	49,081	53,265	53,265
56	Planner Consultant	810	5,769	5,769	5,769
57	Merrimack Valley Planning Comm.	2,136	2,137	2,245	2,245
58	Expenses	1,259	3,670	3,670	3,670
	Zoning Board of Appeals				
59	Administrative Assistant Wages	9,849	10,224	10,339	10,339
60	Expenses	1,642	1,680	1,680	1,680
	Agricultural Commission				
61	Expenses	1,946	2,500	2,500	2,500
	Town Hall				
62	Town Hall/Annex Janitor Wages	13,687	15,559	16,155	16,155
63	Expenses	22,512	20,320	20,400	20,400
	Town Hall Annex				
64	Expenses	18,882	17,518	19,200	19,200
	Subtotal	989,749	1,256,309	1,411,318	1,411,318
	Public Safety				
	Police Department				
65	Police Chief Salary & Other Earnings	115,238	126,556	133,647	133,647
66	Wages	1,296,183	1,389,937	1,341,245	1,341,245
67	Expenses	136,386	143,900	157,345	157,345
68	Police Cruiser	34,695	34,695	37,448	37,448
69	Police Modular Building Lease	24,000			
	Constables				
70	Wages and Expenses	0	300	300	300
	Fire Department				
71	Fire Chief Salary	87,656	89,603	97,300	97,300

72	Firefighter Wages	180,958	243,280	309,482	309,482
73	Call Firefighter Wages	97,766	100,716	108,000	108,000
74	Expenses	120,147	134,303	165,775	165,775
75	Station & Equipment Lease	20,000	20,000		
	Inspection Department				
76	Salaries	57,064	58,355	63,813	63,813
77	Wages	11,639	14,768	14,886	14,886
78	Expenses	6,477	6,880	6,880	6,880
	Emergency Management				
79	REMA Director Stipend	4,000	4,000	5,000	5,000
80	Expenses	1,896	2,530	2,530	2,530
	Animal Inspector				
81	Salary	2,852	2,918	3,099	3,099
82	Expenses	112	200	200	200
83	Rabid Animal Control	561	1,853	1,853	1,853
	Animal Control Officer				
84	Salary	15,500	15,846	17,284	17,284
85	Expenses	20,874	2,122	2,122	2,122
	Tree Warden				
86	Salary	7,832	8,009	8,329	8,329
87	Expenses	7,790	15,000	15,000	15,000
	Harbormaster				
88	Harbormaster Salary	7,017	7,175	7,816	7,816
89	Deputy Harbormaster Wages		2,000	2,000	2,000
90	Assistant Harbormasters Wages	5,231	3,427	3,687	3,687
91	Pumpout Boat Wages	6,288	8,365	9,034	9,034
92	Expenses	4,212	4,212	4,212	4,212
93	Town Landing	500	500	500	500
	Shellfish Commission				
94	Commissioner Stipends	0	1,500	1,500	1,500
95	Commissioner Expenses	140	1,200	1,200	1,200
	Shellfish Constable				
96	Constable Wages	650	650	650	650
97	Constable Expenses	400	1,200	1,200	1,200
	Subtotal	2,274,064	2,446,000	2,523,337	2,523,337
	Schools				
98	Whittier Vocational Assessment	304,134	347,734	382,976	382,976
99	Whittier Capital Assessment	19,150	25,134	25,562	25,562
100	Triton Regional Assessment	9,622,873	10,137,192	10,547,555	10,547,555
101	Triton Capital Assessment	194,317	168,400	141,951	141,951
102	Essex Agricultural Technical	52,692	68,624	120,768	120,768

	Subtotal	10,193,166	10,747,084	11,218,812	11,218,812
	Public Works				
	Highway Department				
103	Highway Surveyor Salary	75,035	76,733	79,035	79,035
104	Wages	195,365	210,409	247,560	247,560
105	Expenses	111,991	114,926	118,426	118,426
	Snow & Ice Removal				
106	Expenses	225,625	175,000	185,000	185,000
	Recycling				
107	Wages	3,789	4,315		
108	Expenses	7,984	19,000		
	Fire Hydrants				
109	Expenses	53,400	14,400	14,400	14,400
	Street Lighting				
110	Expenses	0	34,000	29,043	29,043
	Town Land Maintenance				
111	Expenses	2,884	3,500		
	Cemetery Commissioners				
112	Commission Chair Stipend	0	500	500	500
113	Wages	29,568	30,512	32,599	32,599
114	Expenses	4,536	6,800	6,800	6,800
	Subtotal	710,177	690,095	713,363	713,363
	Health & Human Services				
	Board of Health				
115	Health Services Coordinator Salary	63,578	65,138	71,175	71,175
116	Sanitary Health Agent Wages	11,049	11,299	12,378	12,378
117	Adm. Asst./Asst. Inspector Wages	44,242	45,295	49,587	49,587
118	Public Health Nurse Salary	5,113	5,230	5,485	5,485
119	Expenses	6,454	6,900	6,900	6,900
	Council on Aging				
120	Senior Director Salary	37,300	38,158	43,712	43,712
121	Wages	62,739	73,251	76,001	76,001
122	Elder Services of Merrimack Valley	0	294	294	294
123	Expenses	14,889	14,904	19,904	19,904
	Veterans Affairs				
124	Veterans Benefits	27,461	68,000	52,000	52,000
125	Eastern Essex Veterans District	24,904	25,907	28,430	28,430
	ADA Compliancy				
126	Expenses	0	190	190	190

	Subtotal	297,729	354,566	366,056	366,056
	Recreation/Historic				
	Rowley Public Library				
127	Library Director Salary	55,671	56,977	66,601	66,601
128	Wages	129,682	132,204	142,384	142,384
129	Expenses	104,145	103,764	108,682	108,682
	Recreation Committee				
130	Wages	0	3,896	3,896	3,896
	Expenses	187	1,864		
131	Field Maintenance & Expenses	29,974	33,974	35,838	35,838
	Historical				
132	Historical Commission	0	332	332	332
133	Historic District Commission	24	70	70	70
	Other				
134	Memorial Day/Veterans Day Exp.	1,094	1,800	1,800	1,800
135	Bradstreet Property Expense	0	1,000		
136	Dodge Reservation Expense	75	10,000		
137	Bradstreet & Dodge Properties			8,000	8,000
	Subtotal	320,852	345,881	367,603	367,603
	Debt				
138	Landfill Capping Principal	30,000	30,000	25,000	25,000
139	New Well Land Principal	10,000	10,000	8,000	8,000
140	Library Principal	90,000	85,000	80,000	80,000
141	Hunsley Hills Land Principal	55,000	55,000	50,000	50,000
142	Bridge Repair Principal	30,000	30,000	30,000	30,000
143	Capital Equipment Principal III	25,000			
144	Capital Equipment Principal IV	35,000	30,000		
145	Capital Equipment Principal V	40,000	40,000	35,000	35,000
146	Capital Equipment Principal VI	12,000	13,100	10,000	10,000
147	Capital Equipment Principal VII		43,000	40,000	40,000
148	PGS Feasibility Study Principal		5,500	10,000	10,000
149	Highway Truck Principal	30,000	30,000	30,000	30,000
150	Fire Ladder Truck Principal	145,000	140,000	140,000	140,000
151	PGS Renovation Principal		35,100	90,000	90,000
152	Fire & Police Stations Principal		61,300	155,000	155,000
153	PGS Renovation II			67,000	67,000
154	Fire & Police Stations Principal II			28,000	28,000
155	Landfill Capping Interest	1,700	1,100	500	500
156	New Well Land Interest	560	360	160	160
157	Library Interest	6,700	4,900	3,200	3,200
158	Hunsley Hills Land Interest	3,200	2,100	1,000	1,000

159	Bridge Repair Interest	8,550	7,650	6,750	6,750
160	Capital Equipment III Interest	344		0	0
161	Capital Equipment IV Interest	1,625	750	0	0
162	Capital Equipment V Interest	3,575	2,475	1,444	1,444
163	Capital Equipment VI Interest	467	1,363	250	250
164	Capital Equipment VII Interest	2,617	5,030	3,848	3,848
165	PGS Feasibility Study Interest	10,371	20,293	13,431	13,431
166	Highway Truck Interest	2,100	1,500	600	600
167	Fire Ladder Truck Interest	9,900	7,000	2,800	2,800
168	PGS Renovation Interest		162,835	107,829	107,829
169	Fire & Police Stations Interest	9,556	276,358	182,890	182,890
170	PGS Renovation II			797,340	797,340
171	Fire & Police Stations II			317,856	317,856
172	PGS Renovation III			135,000	135,000
	Subtotal	563,265	1,101,714	2,372,898	2,372,898
	<u>Insurance & Benefits</u>				
173	Unemployment		12,000	12,000	12,000
174	Blanket Insurance	141,727	161,000	255,000	255,000
175	Essex Regional Retirement	854,561	949,717	983,780	983,780
176	Health & Life Ins Benefits & Medicare	568,403	720,744	492,675	492,675
	Subtotal	1,564,691	1,843,461	1,743,455	1,743,455
	<u>GRAND TOTAL</u>	16,913,693	18,785,110	20,716,842	20,716,842

Motion by Lawrence White, seconded by Sharon Emery, passed voice unanimous at 9:16pm

ARTICLE 5: Water Department Budget Move the Town vote to transfer and appropriate the sum of \$2,148,785.35 from the Water Department Enterprise Fund for FY2020 for the following:

Description	FY 20 Request
Wages/Salaries	\$587,530.64
Expenses	\$641,640.00
Other	\$ 82,886.51
Debt	\$823,228.20
<u>AFSCME Contract</u>	<u>\$ 13,500.00</u>
Total	\$2,148,785.30

Inserted by Board of Water Commissioners

Board of Selectmen Recommends

Finance Committee Recommends

*Motion by John Manning, seconded by Bernard Cullen, passed voice unanimous at 9:24pm
WITH corrections as follows:*

ERRATA: FY 2020 Water Department Budget in printed/mailed Warrant as follows on page 9, however, corrections were made at the last minute and distributed to the Town Meeting audience as detailed here:

Corrections:

Line #	Description	Listed in Warrant	Corrected Figure
7	Water Dept Exp/Maint	\$511,471.61	\$ 538,140.00
9	Billing Contract Services	<u>\$ 78,000.00</u>	<u>\$ 78,500.00</u>
	Subtotal Expenses	\$614,471.61	\$ 641,640.00
13	Budgeted Surplus	<u>\$ 35,054.90</u>	<u>\$ 7,886.51</u>
	Subtotal Other	<u>\$ 110,054.90</u>	<u>\$ 82,886.51</u>
TOTAL – Wages/Salaries/Expenses/Other		\$1,312,057.15	\$1,312.057.15

	FY2020 Water Department Budget			
Line		FY 18	FY 19	FY20
Item	Description	Actual	Budget	Request
	<u>Wages/Salaries</u>			
1	Water Superintendent	\$30,780.76	\$92,081.60	\$95,246.47
2	Water Department Wages	\$252,735.45	\$428,266.36	\$333,000.22
3	Overtime/Standby	\$46,079.59	\$47,385.90	\$51,120.13
4	Health Insurance/Medicare*	\$17,109.08	\$84,951.74	\$69,734.82
5	Retirement Health Insurance (OPEB)	\$15,000.00	\$48,998.00	\$28,429.00
6	Unemployment	\$24,510.00	\$10,000.00	\$10,000.00
	Subtotal Salaries & Wages	\$386,214.88	\$711,683.60	\$587,530.64
	<u>Expenses</u>			
7	Water Department Expenses/Maintenance	\$489,114.10	\$523,000.00	\$511,471.61
8	Engineering / Outside Services	\$11,285.52	\$25,000.00	\$25,000.00
9	Billing Contract Services	\$68,338.00	\$70,000.00	\$78,000.00
	Subtotal Expenses	\$568,737.62	\$618,000.00	\$614,471.61
	<u>Other</u>			
10	Capital Plan	\$0.00	\$0.00	\$0.00
11	Extraordinary & Unforeseen Expense	\$0.00	\$75,000.00	\$75,000.00
12	Engineer Return			
13	Budgeted Surplus	NA	\$82,684.63	\$35,054.90
	Subtotal Other	\$0.00	\$157,684.63	\$110,054.90
	TOTAL	\$954,952.50	\$1,487,368.23	\$1,312,057.15

	Debt			
14	Pingree Well Principal	\$50,000.00	\$45,000.00	\$42,000.00
15	Pingree Well Interest	\$2,740.00	\$1,740.00	\$840.00
16	401 Central Water Building Principal	\$10,000.00	\$10,000.00	\$10,000.00
17	401 Central Water Building Interest	\$600.00	\$400.00	\$200.00
18	Water Treatment Design Principal	\$55,000.00	\$60,000.00	\$60,000.00
19	Water Treatment Design Interest	\$31,756.26	\$30,106.26	\$28,306.26
20	Water Treatment Plant Construction Principal	\$484,791.00	\$495,289.65	\$506,053.84
21	Water Treatment Plant Construction Interest	\$183,175.74	\$173,468.13	\$163,561.02
22	SRF borrowing admin fee	\$13,738.18	\$13,010.11	\$12,267.08
23	Prospect Hill & Stormwater Principal	\$0.00	\$0.00	\$0.00
24	Prospect Hill & Stormwater Interest	\$0.00	\$0.00	\$0.00
	Sub-total Debt	\$831,801.18	\$829,014.15	\$823,228.20
	Total Operating & Debt	\$1,786,753.68	\$2,316,382.38	\$2,135,285.35
25	Estimate for change in AFSCME contract	\$0		\$13,500.00
	Total Operating & Debt & AFSCME	\$1,786,753.68	\$2,316,382.38	\$2,148,785.35
	Article 6 – Overhead	\$58,572.98	\$64,370.37	\$67,414.65
	GRAND TOTAL EXPENSES	\$1,845,326.66	\$2,380,752.75	\$2,216,200.00
	Transfer of Free Cash to Stabilization Fund	\$653,179.00	\$604,454	
	* Amended to include Health Insurance and Medicare to allow comparisons with FY20			

ARTICLE 6: Move the Town vote to transfer from the Water Department Enterprise Fund to the General Fund the sum of \$67,414.65 for the items listed in Article 6 on Page 9 [of the original printed warrant] of the May 6, 2019 Annual Town Meeting Warrant and that any other monies spent by the General Government on behalf of the Water Department be reimbursed to the General Fund from the Water Department Enterprise Fund in Fiscal 2020.

Inserted by Board of Water Commissioners

Board of Selectmen Recommends

Finance Committee Recommends

Rowley Water Department FY 20 Overhead Article

LINE ITEM	DESCRIPTION	FY 18 ACTUAL	FY19 BUDGET	FY20 REQUEST
26	County Retirement	\$47,846.03	\$52,598.43	\$55,555.55
27	Life Insurance	\$45.22	\$171.00	\$171.00
28	Accountant's Fee	\$3,976.72	\$3,855.99	\$3,917.62
29	Treasurer/Collector Fee	\$5,055.01	\$5,269.95	\$5,295.48
30	Audit	\$1,650.00	\$2,475.00	\$2,475.00
	TOTAL	58,572.98	\$64,370.37	\$67,414.65

Water Department Revenue Statement – For Information Purposes

	<u>FY18</u> Actual	<u>FY19</u> Budget	<u>FY20</u> Request
<u>Revenues</u>			
<u>Commitment Rate (FY20 Rates 90% of FY18 & 19)</u>	2,490,445.39	2,486,897.63	2,250,000.00
<u>Estimated new services</u>	0.00	0.00	0.00
<u>Base Charge on new services</u>	0.00	0.00	0.00
<u>Rate Discounts</u>	(90,219.03)	(124,344.88)	(100,000.00)
<u>Rate Abatements</u>	(3,393.23)	(3,000.00)	(4,000.00)
<u>Commitment Service</u>	23,715.00	0.00	48,000.00
<u>Capital Improvement Fee</u>	0.00	0.00	0.00
<u>Service Bills Abatement</u>	0.00	0.00	0.00
<u>Interest & Demand</u>	6,178.58	5,000.00	6,000.00
<u>Bank Interest</u>	2,976.08	1,800.00	1,800.00
<u>Registry Fee Record liens</u>	0.00	0.00	0.00
<u>Misc</u>	5,471.62	0.00	0.00
<u>Hydrant Rentals</u>	53,400.00	14,400.00	14,400.00
<u>Total Revenues</u>	\$2,488,574.41	\$2,380,752.75	\$2,216,200.00
<u>Grand Total Expense Budget</u>	\$1,845,326.66	\$2,380,752.76	\$2,216,200.00
<u>Excess / (shortfall)</u>	\$643,247.75	(\$0.01)	(\$0.00)

Motion by John Manning, seconded by Bernard Cullen, passed voice unanimous at 9:25pm

ARTICLE 7: Move the Town vote to transfer the sum of \$604,454 from the Water Department Enterprise Free Cash to the Water Department Stabilization Fund.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Expenditure from the Water Department Stabilization Fund can only be authorized by Town Meeting in accordance with Mass. General Laws Chapter 40§5B

Motion by John Manning, seconded by Bernard Cullen, passed Voice Unanimous at 9:26pm

ARTICLE 8: Move the Town vote to appropriate by transfer from the funds appropriated under Article 15 (Sanitary Survey) of the November 14, 2016 Special Town Meeting the sum of \$27,000 to purchase and install an exhaust ventilation system for the garage at 401 Central Street.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article re-purposes part of the balance of a 2016 article that funded compliancy measures required in a Department of Environmental Protection (DEP) sanitary survey. The Water Department is in compliance with the DEP and these funds can be used for other Water Department projects. Massachusetts is now required to meet OSHA standards in all work places. Sufficient ventilation is required whenever a work vehicle is operated within a confined space.

Motion by John Manning, seconded by Bernard Cullen, passed Voice Unanimous at 9:27pm

ARTICLE 9: Move the Town vote to appropriate by transfer from the funds appropriated under Article 15 (Sanitary Survey) of the November 14, 2016 Special Town Meeting the sum of \$25,000 to purchase a replacement mobile compressor.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article re-purposes part of the balance of a 2016 article that funded DEP sanitary survey compliancy measures of the water system. The Water Department is in compliance with the DEP and these funds can be used for other projects. The Water Department's current large mobile compressor is 28 years old, leaks and is in danger of total failure. It is an essential piece of equipment for running heavy compressed air equipment and for clearing water lines.

Motion by John Manning, seconded by Bernard Cullen, passed voice unanimous at 9:27pm

ARTICLE 10: Move the Town will vote to appropriate by transfer from the funds appropriated under Article 15 (Sanitary Survey) of the November 14, 2016 Special Town Meeting the sum of \$30,000 to review and update earlier work done by the Water Department to identify additional sources of town drinking water.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article re-purposes part of the balance of a 2016 article that funded DEP sanitary survey compliancy measures of the water system. The Water Department is in compliance with the DEP and these funds can be used for other projects. The Town's water sources depend on three well fields (#2, #3 and #5). Rowley's continued growth and potential increases in demand for the Town's water necessitates a review and study to find additional water sources.

Motion by John Manning, seconded by Bernard Cullen, passed Voice Unanimous at 9:29pm

ARTICLE 11: Move the Town vote to appropriate by transfer from the funds appropriated under Article 15 (Sanitary Survey) of the November 14, 2016 Special Town Meeting the sum of \$3,000 to supplement the funds appropriated under Article 9 (Pall filtration system) of the May 2, 2016 Annual Town Meeting to purchase replacement Pall Filters at the Water Treatment Plant.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article re-purposes part of the balance of a 2016 article that funded DEP sanitary survey compliancy measures of the water system. The Water Department is in compliance with the DEP and these funds can be used for other projects. The fund was originally set up because the 2016 cost to replace a full set of Pall Filters was over \$200,000.

The price has fallen dramatically since 2016 and the needed annual amount of money to deal with a complete replacement of the filters in the future has been reduced accordingly.

Motion by John Manning, seconded by Bernard Cullen, passed Voice Unanimous at 9:30pm

ARTICLE 12: Move the Town vote to transfer and appropriate \$30,000 from the Water Department Stabilization Fund to purchase a tracked utility task vehicle.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage requires two-thirds vote. The Water Department is responsible for inspecting the water storage tank on Prospect Hill and for monthly sampling and testing of water at the tank throughout the year. Any prolonged period of snow makes access to the tank to perform required work impossible to complete safely. The UTV will be available for use to other Town Departments in accessing their communications equipment at the top of Prospect Hill and other areas difficult to access.

Motion by John Manning, seconded by Bernard Cullen, passed voice unanimous at 9:32pm

Articles 13– 15 are standard annual articles. These articles will be voted under one consent motion.

ARTICLE 13: Move the Town vote to appropriate the income from sales of electricity to private consumers or for electricity supplied to municipal buildings, municipal street lighting or for municipal power and from sales of appliances and jobbing during the current fiscal year to the Municipal Lighting Plant, the whole to be expended by the General Manager of the Municipal Lighting Plant under the direction and control of the Municipal Light Board for the expense of the Plant for said fiscal year, as defined in Section 57 of Chapter 164 of the General Laws, upon condition that, if said income shall exceed said expense for said fiscal year, such excess shall be transferred to the Construction Fund of said Plant and appropriated and used for such additions thereto as may thereafter be authorized by the Municipal Light Board.

Inserted by the Municipal Light Board

Finance Committee Recommends

ARTICLE 14: Move the Town vote to transfer and appropriate the sum of \$4,500 from the Municipal Waterways Maintenance and Improvement Fund to an account for use by the Harbormaster in accordance with Massachusetts General Laws Chapter 40 Section 5G.

Inserted by the Harbormaster

Finance Committee Recommends

ARTICLE 15: Move the Town vote to raise and appropriate the sum of \$30,000 to be added to Article 30 of the May 6, 1996 Annual Town Meeting (Recertification Fund) for the purpose of completing the State mandated recertification of all properties within the Town of Rowley, said fund to be expended by the Board of Assessors.

Inserted by the Board of Assessors

Finance Committee Recommends

MOTION: Move the Town vote to authorize the following accounts and their uses as printed in Articles 13-15 on page 11 of the [printed] May 6, 2019 Annual Town Meeting Warrant.

Article 13 – Municipal Light board – Municipal Lighting Plant Annual appropriation

Article 14 – Harbormaster Municipal Waters Maintenance and Improvement Fund

Article 15 – Board of Assessors Recertification Fund

Motion by David Petersen, seconded by Bob Snow, passed voice unanimous at 9:33pm

ARTICLE 16: Move the Town vote pursuant to the provisions of Massachusetts General Law Chapter 44 § 53-E1/2, to authorize the following expenditure caps for Fiscal Year 2020:

	Name of Account	Balance Information	Expenditures Not to Exceed
1	Council on Aging	Beginning balance \$167; Income \$512; Expense \$617; Ending balance on 2/28/19 \$62	\$5,000
2	Board of Health	Beginning balance \$31,158; Income \$9,656; Expense \$7,747; Ending balance on 2/28/19 \$33,067	\$20,000
3	Parks & Recreation Committee and Board of Selectmen Facilities	Beginning balance \$14,510; Income \$7,185; Expense \$1,600; Ending balance on 2/28/19 \$20,095	\$30,000
4	Board of Selectmen - Home Composting Bins	Beginning balance \$526; Income \$0; Expense \$0; Ending balance on 2/28/19 \$526	\$2,000
5	Highway Department	Beginning balance \$33; Income \$0; Expense \$0; Ending balance on 2/28/19 \$33	\$12,000
6	Shellfish Department	Beginning balance \$17,244; Income \$1,032; Expense \$908; Ending balance on 2/28/19 \$17,368	\$6,000
7	Zoning Board of Appeals and Board of Appeals	Beginning balance \$20,060; Income \$1,500; Expense \$2,887; Ending balance on 2/28/19 \$18,673	\$4,000
8	Board of Cemetery Commissioners	Beginning balance \$12,738; Income \$425; Expense \$0; Ending balance on 2/28/19 \$13,163	\$20,000
9	Library	Beginning balance \$2,476; Income \$1,429; Expense \$2,221; Ending balance on 2/28/19 \$1,684	\$2,500
10	Agricultural Commission	Beginning balance \$2,618; Income \$90; Expense \$22; Ending balance on 2/28/19 \$2,686	\$5,000
11	Harbormaster	Beginning balance \$0; Income \$0; Expense \$0; Ending balance on 2/28/19 \$0	\$30,000
12	Board of Selectmen & Parks and Recreation Community Events	Beginning balance \$5,983; Income \$0; Expense \$0; Ending balance on 2/28/19 \$5,983	\$20,000
13	Records Access	Beginning balance \$0; Income \$0; Expense \$0; Ending balance on 2/28/19 \$0	\$5,000

Inserted by the Council on Aging, Board of Health, Parks & Recreation Committee, Board of Selectmen, Highway Department, Shellfish Department, Zoning Board of Appeals and Board of Appeals, Board of Cemetery Commissioners, Board of Library Trustees, Agricultural Commission, Harbormaster and Records Access Officer **Finance Committee Recommends**

Explanatory Note: The State Revolving Fund Law, G.L. c.44 Section 53E ½ requires an annual expenditure authorization. Article 16 will be voted under one consent motion.

Motion by Bob Snow, seconded by David Petersen, passed voice unanimous at 9:34pm

ARTICLE 17: Move the Town vote to appropriate from the PEG (Public-Education-Government) Access and Cable Related Fund the sum of \$71,500 for wages and \$31,000 for expenses to support the cable television PEG access services and programming and to prepare for the renewal of the cable franchise licenses, including any associated expert and legal services.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: This appropriation is necessary under Massachusetts General Laws Chapter 44 §53F ¾ and funds the operation of Rowley Community Media (RCM), the Town's local access cable channel. RCM records Town board and committee meetings, annual and special Town meetings, and community events. RCM airs a variety of local programs, including Triton Regional School District and Whitter Vocational Technical High School sports games, concerts and other school events, community bulletins and notices, and operates Comcast Channel 9 and Verizon Channel 26.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 9:36pm

ARTICLE 18: Move the Town vote to transfer and appropriate the sum of \$63,439 from the Massachusetts Water Pollution Abatement Trust Septic Betterment Loan Program to pay the debt service on the Town's loan from the Massachusetts Water Pollution Abatement Trust.

Inserted by the Board of Health

Finance Committee Recommends

Explanatory Note: The Town has received \$1,250,000 from the State of Massachusetts Water Pollution Abatement Trust Septic Loan funds for taxpayers' repair and /or upgrade of failed septic systems. This appropriation pays the debt on the Town's loan from the Massachusetts Water Pollution Abatement Trust Fund.

Motion by Susan Elwell, seconded by Charles Costello, passed voice unanimous at 9:36pm

ARTICLE 19: Move the Town vote to adjust the exemption amount for the property tax exemption for senior citizens under General Laws Chapter 59 Section 5, Clause 41C, in accordance with Section 51 of Chapter 184 of the Acts of 2002, to be effective beginning in Fiscal Year 2020.

Inserted by the Board of Assessors

Finance Committee Recommends

Explanatory Note: The Board of Assessors would like to increase the amount of the Clause 41C exemption to \$1,000 from \$750.

Motion by Jami Snow, seconded by Donald Thurston, passed voice unanimous at 9:38pm

ARTICLE 20: Move the Town vote to fund and implement the cost items of a collective bargaining agreement between the Town and AFSCME Local 2905, effective July 1, 2019 to June 30, 2022 and to transfer and appropriate for such purposes the sum of \$13,734 from Line 14 (Collective Bargaining Reserve) of the FY 20 Budget previously approved under Article 4 of this Annual Town Meeting which is to be added to the following FY 20 Budget lines:

Line	Description	Amount to be Transferred
25	Assistant Accountant Wages	\$426
29	Assessors Administrative Assistant Wages	\$532
35	Assistant Collector Wages	\$383
55	Conservation Secretary Wages	\$185
59	Zoning Board of Appeals Administrative Assistant Wages	\$208
62	Town Hall/Annex Janitor Wages	\$346
77	Inspection Department Wages	\$246

66	Police Department Wages	\$5,637
104	Highway Department Wages	\$4,142
113	Cemetery Wages	\$514
121	Council on Aging Wages	\$1,115

and further, to transfer and appropriate the sum of \$13,444 from Line 25 (AFSCME Contract) of the FY 20 Water Budget previously approved under Article 5 of this Annual Town Meeting which is to be added to the to be added to the following FY 20 Water Budget lines:

Line	Description	Amount to be Transferred
2	Water Department Wages	\$11,655
3	Overtime/Standby	\$1,789

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: Passage of this article is necessary for the funding of the successor collective bargaining agreement between the Town and AFSCME Local 2905.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 9:40pm

ARTICLE 21: Move the Town vote to fund and implement the cost items of a collective bargaining agreement between the Town and Teamsters Local 170 – Fire Union, effective July 1, 2019 to June 30, 2022, and to transfer and appropriate for such purposes the sum of \$7,288 from Line 14 (Collective Bargaining Reserve) of the FY 20 Budget previously approved under Article 4 of this Annual Town Meeting to be added to the following FY 20 Budget lines:

Line	Description	Amount to be Transferred
72	Firefighter Wages	\$7,038
74	Expenses	\$250

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: Passage of this article is necessary for the funding of the successor collective bargaining agreement between the Town and Teamsters Local 170 – Fire Union.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 9:41pm

ARTICLE 22: Move the Town vote to appropriate or reserve from the Community Preservation Fund Fiscal Year 2020 annual revenues the amounts recommended by Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses, with each item to be considered a separate appropriation:

Summary of recommendations by Category:

Reserves

- Creation and Support of Affordable Housing - \$25,542.88
- Creation and Support of Historical Preservation - \$3,649.44

Appropriations

- Debt Service for Bradstreet Farm land acquisition \$ 199,031.26
- Debt Service for Dodge Reservation Property \$ 127,200.00
- Administration - 5 % - \$ 27,698.79

Inserted by the Community Preservation Committee

Finance Committee Recommends

Explanatory Note: The Town expects to realize approximately \$553,975.74 in Community Preservation Act (CPA) funds comprised of real estate tax receipts (\$473,483.54) and 17% matching funds from the State (\$80,492.20) in Fiscal Year 2020. The Community Preservation Act requires the Town to set aside 10% of funds collected after deducting appropriate debt service for each of the following areas: open space, historic preservation and community housing. Any unexpended administrative expenses will be returned to the general Undesignated Community Preservation fund. All funds realized above those reserved or appropriated will become general Undesignated CPA funds available for appropriation in Fiscal Year 2020 or to be carried over to Fiscal Year 2021.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice Unanimous at 9:43pm

ARTICLE 23: Move the Town vote to have its elected Treasurer/Collector become an appointed Treasurer/Collector of the Town.

Inserted by the Board of Selectmen

Finance Committee Recommendation Not Required

Explanatory Note: The Board of Selectmen recommends that the position of Treasurer/Collector be an appointed position in the Town, so that needed qualifications for the position can be required. The Treasurer/Collector's duties are stated in Mass. General Laws Chapter 41, Sections 35 and 36. The Treasurer/Collector is responsible for managing the Town's cash through investments and disbursements of Town funds. The position is responsible for issuing debt, upon the authorization of town meeting. Other important responsibilities include collecting property taxes, excise taxes, and fees. The Treasurer/Collector position is required under state law to be bonded. Passage of this article requires a majority vote. The change from elected to appointed not only requires a majority vote of approval by the town meeting, but also passage of a ballot question on the annual election ballot. If the article and ballot question are approved, the incumbent in this position will serve out the remainder of the term and the Board of Selectmen shall appoint the successor Treasurer/Collector for a term not to exceed three years.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 9:45pm

ARTICLE 24: Move the Town vote to amend the vote under Article 28 of the November 15, 2004 Special Town Meeting establishing the Agricultural Commission by reducing the number of members from seven members to five members and by providing that the maximum number of alternates be two.

Inserted by the Agricultural Commission

Finance Committee Recommendation Not Required

Explanatory Note: The Agricultural Commission is requesting passage of article because of issues attaining quorums for meetings. If this article passes, three members will consist of a quorum, rather than four

Motion by Elizabeth Tucker, seconded by Joe Perry, passed voice unanimous at 9:48pm.

ARTICLE 25. Move the Town vote in support or take any action in relation thereto.

Warrant article in support of a special commission relative to the seal and motto of the Commonwealth.

Massachusetts House and Senate bills have been filed, House Docket 2968 and Senate Docket 1495

The proposed commission will be established

- (1) for the purpose of investigating the features of the seal and motto of the Commonwealth including those which have been controversial or misunderstood or are no longer meaningful to the citizens of the Commonwealth
- (2) for the purpose of examining the seal and motto of the Commonwealth to ensure they accurately reflect and embody the historic and contemporary commitments of the Commonwealth to peace, justice, liberty, and equality and to spreading the opportunities and advantages of education

The commission shall make recommendations regarding a revised or new design of the seal of the Commonwealth and a revised or new motto of the Commonwealth, as described in sections 2-6 of chapter 2, inclusive and shall propose and design an educational program on the history and meaning of the seal and motto. This is a two-year project with timetables and deadlines in order to accompany the 400th anniversary of Pilgrims landing in 2020.

Inserted by Citizen Petition

Finance Committee Recommendation Not Required

Motion by Phillip E. McGowan, seconded by Joan Lyons, failed by voice unanimous vote at 9:59pm

ARTICLE 26: Move the Town vote to rezone a portion of the property Off Kathleen Circle (Rowley Assessor's Map 7, Lot 17) shown as Proposed LOT 2, consisting of 9.7 +/- acres, on Exhibit A attached hereto from Outlying District to Business/Light Industrial District; the remainder of the property, shown as Proposed LOT 1, consisting of 23.9 +/- acres, on Exhibit A, shall remain Outlying District and shall be conveyed to the Town of Rowley Conservation Commission for Open Space purposes.

Inserted by Citizen Petition

Finance Committee Recommendation Not Required

Planning Board Recommendation from the Floor

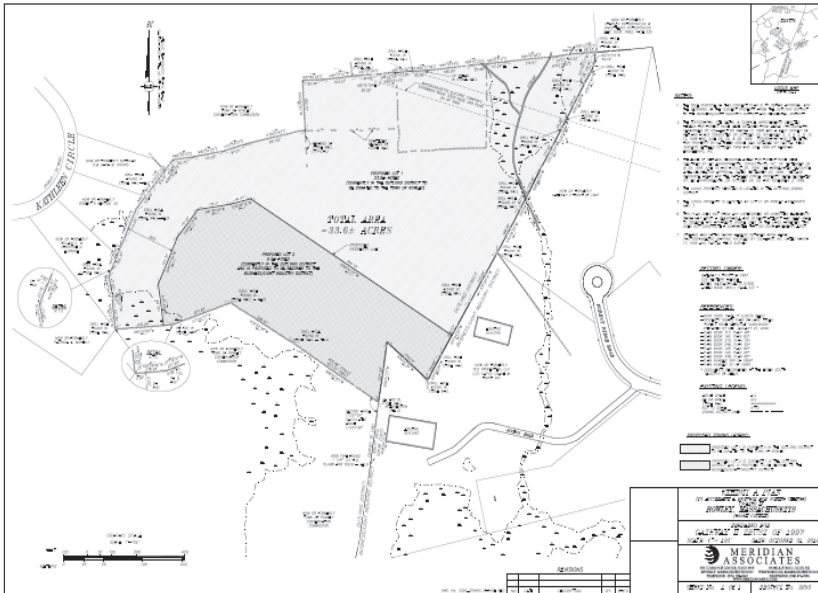
Explanatory Note: Passage requires two-thirds vote. Plan is on file with the Town Clerk. PDF

Motion by Judy Hanson, seconded by Gary Hanson

MOTION BY THE MODERATOR: Move this meeting allow non-resident John Coughlin, owner of this property, to explain Article 26 on his own behalf. *Passed by Voice Unanimous Vote at 10:02*

Motion on Article 26 – Passed by Paper Ballot vote- 89 YES to 14 NO at 10:21pm

Exhibit A Zoning Amendment



ARTICLE 27: Move the Town appropriate \$600,000, to pay costs of purchasing a 1500 gallons per minute rescue pumper truck for the Fire Department, including the payment of costs incidental or related thereto; and that to meet this appropriation, \$300,000 shall be transferred from free cash and the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$300,000 under and pursuant to Chapter 44, Section 7 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Inserted by the Board of Selectmen and Fire Chief

Finance Committee Recommends

Explanatory Note: Passage of this article requires a two-thirds vote. The cost of the new fire truck is \$600,000 and the funding sources are derived from combination of borrowing \$300,000 and appropriating \$300,000 from Free Cash. This vehicle will replace the 1987 GPM fire truck, which has the following issues: failing cooling system and the cost to replace it is \$12,000; failing emissions test; corrosion in the cab area and wheel wells; replacement of tires estimated to be \$8,000, because they need to be customized because they are no longer made. If the purchase of this truck is approved, it will become the primary pumper truck in the Fire Department fleet.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 10:16pm

ARTICLE 28: Move the Town vote to create a Capital Stabilization Fund pursuant to Mass. General Laws Chapter 40, §5B to be used for the purpose of major capital purchases and projects.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: Passage requires a two-thirds vote. These fund will be used for future capital expenditures. Expenditures from the Capital Stabilization Fund can only be authorized by Town Meeting in accordance with Mass. General Laws Chapter 40 §5B.

Motion by David Petersen, seconded by Bob Snow, passed Voice unanimous at 10:18pm

ARTICLE 29: Move the Town vote to appropriate by transfer from Free Cash the sum of \$200,000 to the Capital Stabilization Fund.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: The passage of this article is contingent upon passage of the prior article. These funds will be used to future capital projects.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 10:19 pm

ARTICLE 30: Move the Town vote to appropriate by transfer from Free Cash the sum of \$100,000 to the Other Post Employment Benefits Trust Fund (Retiree Health Insurance) or take any other action relative thereto.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: Passage of this article allows the Board of Selectmen to continue with its plan of funding the OPEB Trust Fund, which will offset the future healthcare costs of retired employees. The Town's financial advisors and auditors recommend the Town pay into this Trust Fund each year. An actuarial study recommends that the appropriation be \$308,140. The net liability as of June 2018 is \$5,421,808. This appropriation excludes the Water Department and Rowley Municipal Light Plant portions of their retiree health insurance contributions; these are funded through separate accounts.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 10:21pm

ARTICLE 31: Move the Town vote to appropriate by transfer from Free Cash the sum of \$50,000 to the Stabilization Fund.

Inserted by the Board of Selectmen

Finance Committee Recommends

Motion by Bob Snow, seconded by David Petersen, passed voice unanimous at 10:22pm

ARTICLE 32. Move to meet in Saint Mary's Church (rear), Route 1A, in said Rowley on Tuesday, May 14, 2019 at 12:00 NOON to act on the following:

Two Selectmen	three years
One Constable	three years
One Board of Assessors Member	three years
One Planning Board Member	five years
One Rowley Housing Authority Member	five years
One Municipal Light Board Member	three years
One Municipal Light Board Member	one year unexpired

One Municipal Water Board Member	three years
One Shellfish Commissioner	three years
One Cemetery Commissioner	three years
Three Trustees for Public Library	three years
One Trustee for Public Library	one year unexpired
One Trustee for Public Library	two year unexpired
<u>For Regional School District Committee</u>	
One Newbury Member	three years
One Newbury Member	two years
One Rowley Member	three years
One Salisbury Member	three years
One Salisbury Member	one year

Referendum

- 1) Shall the town vote to have its elected Treasurer/Collector become an appointed Treasurer/Collector of the town?
- 2) Should the Town vote to change the name of the Rowley Board of Selectmen to the "Rowley Select Board" or to a similar gender-neutral name? This question is non-binding.
- 3) Should the town vote to ban or otherwise limit the use and distribution of single-use plastic checkout bags by retail establishments in the town? This question is non-binding.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 10:23pm

MOTION: Move the Town vote to adjourn the May 6, 2019 Annual Town Meeting.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 10:23pm

And you are hereby instructed to serve this warrant by posting copies thereof in at least seven public places in Town not less than fourteen days before the day fixed for such meeting, as directed by the laws of the Town and to make due return of the Warrant to the Town Clerk. At least two days before said meeting. Given under our hands this 11th day of April in the year two thousand nineteen.

Clifford Pierce, Chairman
Joseph Perry, Vice-Chairman
Robert Snow, Clerk
David C. Petersen

I have served this Warrant by posting in a least seven public places in the Town not less than fourteen days before the day fixed for such meeting and have made the return of the Warrant to the Town Clerk at least two days before the time of said meeting.

Notices have been posted at Town Hall, Rowley Pharmacy, Inc., Public Library, Knowles Filling Station, Market Basket, Town Hall Annex and The First Ipswich Bank, formerly known as First National Bank of Ipswich – Rowley Office.

Richard C. MacDonald

4/12/2019

Certification: *I, Susan G. Hazen, duly elected and qualified Town Clerk for the Town of Rowley do hereby certify that the above statements regarding the Town of Rowley May 6, 2019 Annual Town Meeting are true and accurate according to documents maintained by this office.*

*Susan G. Hazen, Town Clerk
May 22, 2019*

Town of Rowley, Commonwealth of Massachusetts
SPECIAL TOWN MEETING MINUTES
May 6, 2019

- Counters/Tellers appointed and sworn in by Town Clerk: Jami Snow, 7 Saunders Lane; Jennifer Patterson, 270 Wethersfield St.; Glenn Blakney, 89 Wethersfield St.; Margaret Mehaffey, 185 Newbury Rd.; and Janet B. Peabody, 41 Bradford St.
- Quorum certified by Board of Registrars at 7:00PM.
- Special Town Meeting called to order at 7:05pm.
- Pledge of Allegiance led by Clifford Pierce, Chairman of the Board of Selectmen.
- Invocation lead by Rev. Lee Ireland of the First Congregational Church.

Town Clerk Susan Hazen began the reading of the warrant:
Essex, ss.

To the Constables in the Town of Rowley in the County of Essex, Greetings: In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Rowley, qualified to vote in elections and Town Affairs, to meet in the Pine Grove School, 191 Main Street, Route 1A, on Monday, the 6th day of May 2019 at 7:00 p.m., then and there to act on the following articles:

MOTION: Madame Moderator, I move to suspend further reading of the May 6. 2019 Special Town Meeting Warrant because all present Town Meeting members have a copy of this warrant. *Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 7:13pm*

ARTICLE 1. To hear and act on reports of Committees and Boards.
(Inserted by the Board of Selectmen)

ARTICLE 2. Move the Town vote to transfer and appropriate the sum of \$6,000 from Line 167 (Unemployment) of Article 4 of the April 30, 2018 Annual Town Meeting to be added to Line 9 (Selectmen's Expense) of Article 4 of the April 30, 2018 Annual Town Meeting to pay for the expenses incurred to hold the May 6, 2019 Annual and Special Town Meetings.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: This article provides the funds to pay for the May 6, 2019 Annual and Special Town Meetings.

Motion by Bob Snow, seconded by Dave Petersen, passed voice unanimous at 7:15pm

MOTION: Move to allow the non-resident, Town Employees, and school, local and state officials to speak, if called upon, during the May 6, 2019 Special Town Meeting. These individuals will now raise their hands.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 7:16pm

ARTICLE 3. Move the Town vote to appropriate by transfer the sum of \$2,040 from Article 6 of the October 27, 2014 Special Town Meeting (Library Sprinkler System) and \$2,270 from Article 5 of the April 30, 2018 Special Town Meeting (Library Door Opener) for a total of \$4,310 to be used to make modifications to the Library HVAC system.

Inserted by the Board of Library Trustees

Finance Committee Recommends

Explanatory Note: These funds will be used to improve uneven heating and cooling zones in the Library

Motion by Janet Peabody, seconded by Phillip McGowan, passed voice unanimous at 7:17pm.

ARTICLE 4. Move the Town vote to appropriate by transfer the sum of \$52,818 from Line 170 of Article 4 (Health & Life Ins. & Other Benefits) of the April 30, 2018 Annual Town Meeting to be added to Line 101 (Essex Agricultural Technical School) of Article 4 of the April 30, 2018 Annual Town Meeting to cover a shortfall in this account.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: Enrollment at the Essex Agricultural Technical School exceeded budgeted estimates. The Town anticipated four students attending the school, but seven attended.

Motion by cliff Pierce, seconded by Joe Perry, passed voice unanimous at 7:18pm

ARTICLE 5. Move the Town vote to appropriate by transfer, the sum of \$15,000 from the Cemetery Sale of Lots and Graves Account; \$3,847 from the Cemetery Perpetual Care Interest in Article 11 of the May 4, 2015 Annual Town Meeting, Article 14 of the May 2, 2016 Annual Town Meeting; and Article 13 of the May 1, 2017 Annual Town Meeting for a total appropriation of \$18,847 to be used by the Cemetery Commissioners for the purpose of replacing and extending water lines within the Cemetery.

Inserted by the Cemetery Commissioners

Finance Committee Recommends

Explanatory Note: The existing waterlines in the Rowley Cemetery are leaking. This article will fund the replacement of the existing lines and allow for the Cemetery Department to extend the waterline and replace the faucets. Sources of funding are detailed above.

Motion by Dave Petersen, seconded by Bob Snow, passed voice unanimous at 7:19pm

ARTICLE 6. Move the Town vote to appropriate by transfer the sum of \$5,000 from Line 64 (Police Chief Salary and Other Earnings) of Article 4 of the April 30, 2018 Annual Town

Meeting to be added to Line 66 (Police Expenses) of Article 4 of the April 30, 2018 Annual Town Meeting.

Inserted by the Chief of Police

Finance Committee Recommends

Explanatory Note: This article moves \$5,000 for professional development from the Chief's Salary line, where it was incorrectly included, to the Police Department expenses budget line.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 7:20 pm

ARTICLE 7. Move the Town to appropriate by transfer the sum of \$136,583 from Free Cash to be expended by the following departments as listed below for the purpose of undertaking the following capital purchases and improvements:

1. \$24,200 for technology for the following: purchasing and installing computers; software programs and other related peripherals; and other technological upgrades for the following departments: Treasurer/Collector, I/S (Town Hall and Annex), Council on Aging, Library, and Police Departments.
2. \$50,541 for the purchase of departmental equipment as follows: mobile data terminal and portable radios for Fire Department; voting machines for Town Clerk; portable radios and tasers for Police Department, finish mower deck for Highway Department.
3. \$15,992 for facilities upgrades as follows: repair of Annex roof; pipe replacement in Annex basement; replacement of Town Hall doors and repairs to Town Hall exterior.
4. \$45,850 for the purchase of a ¾ ton plow truck for the Highway Department

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: These capital purchases and improvements are part of the Town's Capital Plan. A portion of the cost of the Town Hall and Annex facilities upgrades items listed above are also being funded by re-purposing unexpended balances from other similar capital projects in Article 8.

Motion by Dave Petersen, seconded by Bob Snow, passed voice unanimous at 7:22pm

ARTICLE 8. Move the Town appropriate \$49,640 from the unexpended proceeds of the serial notes of the Town dated July 28, 2017 which were issued for the purchase and installation of a new heating and ventilation system for the Town Hall Auditorium authorized under the vote of the Town passed at the May 1, 2017 Annual Town Meeting (Article 23, Item 2), which project is now complete, and for which no further liability remains, to pay costs of renovating and repairing the Town Hall and Annex, including the payment of all costs incidental and related thereto.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: The cost to replace the Town Hall second floor heating system was under budget. The balance of the funds are being re-purposed and will be used to repair a portion of the Annex roof, repair front steps at the Town Hall, and replace doors at the Town Hall.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 7:23pm

ARTICLE 9. Move the Town vote to transfer and appropriate from Free Cash the sum of \$175,000 for the purchase of a 6-wheel dump truck with plow and spreader for the Highway Department.

Inserted by the Highway Surveyor and Board of Selectmen **Finance Committee Recommends**

Explanatory Note: Passage of this article funds the replacement of the 1998 International dump truck, which has a rusted frame and has been put out of service many times for repairs. The Highway Department relies on this vehicle during snow and ice events.

Motion by Bob snow, seconded by Dave Petersen, passed voice unanimous at 7:24pm

ARTICLE 10. Move the Town vote to appropriate by transfer the sum of \$100,000 from Free Cash to be used by the Tree Warden for public shade tree cutting and maintenance.

Inserted by the Board of Selectmen and Tree Warden

Finance Committee Recommends

Explanatory Note: Passage of this article will fund the continuance of the Town's tree cutting program. Many public trees on Town streets have been weakened by droughts and insect infestations. These funds will allow the Tree Warden to cut or trim dead or sick Town trees or to remove dead branches from otherwise healthy Town trees.

Motion by Dave Petersen, seconded by Bob Snow, passed voice unanimous at 7:25pm

ARTICLE 11. Move the Town appropriate \$200,000 from the unexpended proceeds of the bonds of the Town dated July 26, 2018 which were issued for constructing an addition to the Police Station and constructing a new Fire Station authorized under the vote of the Town passed at the May 2, 2016 Annual Town Meeting (Article 19), which project is now complete, and for which no further liability remains, to pay costs of repairing, replacing and constructing various major systems and building components at the Pine Grove Elementary School, which project was authorized under the vote of the Town passed at the May 1, 2017 Annual Town Meeting (Article 20), including the payment of all costs incidental and related thereto, provided that the amount authorized to be borrowed for such project be reduced by a like amount, as permitted by Chapter 44, Section 20 of the General Laws.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: These funds will be re-purposed and used to reduce the Pine Grove School Building borrowing amount.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 7:27pm

ARTICLE 12. Move the Town vote to appropriate by transfer the sum of \$7,000 from Free Cash to pay for a construction cost estimate to build a new recycling center.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: The costs of recycling have sky-rocketed, and as a result the Town could no longer operate the recycling facility. The facility was located on the Massachusetts Department of Transportation property on Route 1. Over the past several years, there has been a significant increase in the amount of trash and debris dumped at this unsecured site and in the recycling containers. The Selectmen have identified a vacant town-owned parcel of land at 516 Newburyport Turnpike as a possible site for a new recycling center. The construction cost estimate would include survey work, site plan design, and an estimate of construction costs to build a center secured with a fence and gate.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 7:29pm

ARTICLE 13. Move the Town vote to appropriate by transfer the sum of \$6,000 from Free Cash to pay the cost of conducting a Town employee pay equity and gender analysis study.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: Passage of this article funds a study on pay equity and gender in accordance with the newly-amended Massachusetts Equal Pay Act. Under Chapter 177 of the Acts of 2016, the Town is required to ensure fair and consistent pay practices between genders.

Motion by Dave Petersen, seconded by Bob Snow, passed voice unanimous at 7:30pm

ARTICLE 14. Move the Town vote to appropriate by transfer the sum of \$20,000 from Free Cash to be used to pay for compliance with new occupational health and safety requirements under Massachusetts General Laws Chapter 149 Section 6 ½.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: Federal workplace safety and health standards now apply to Massachusetts municipalities under a new State law, Massachusetts Workers' Safety Legislation, which went into effect in 2019. The Town will use these funds as follows: to develop best practices and workplace health and safety guidelines; to implement and modify workplaces to ensure compliance with the law; and to provide employee training sessions.

Motion by Bob Snow, seconded by Dave Petersen, passed voice unanimous at 7:31pm

ARTICLE 15. Move the Town vote to appropriate by transfer the sum of \$15,000 from Free Cash to pay for the cost of creating and hosting a new Town website.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: These funds will be used for creating and hosting a new more user friendly website.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 7:32pm

ARTICLE 16. Move the Town vote to appropriate by transfer from the PEG Access and Cable Related Fund the sum of \$70,000 for an upgrade of recording and broadcasting equipment at Town Hall from standard definition (SD) to high definition (HD).

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: This appropriation is necessary to upgrade the Rowley Community Media (RCM) equipment at Town Hall to current technology standards which will greatly improve the quality of recorded meetings on TV and online. The upgrade would include meeting room cameras, production switcher, and equipment used to broadcast to Verizon and Comcast television channels.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 7:33pm

ARTICLE 17. Move the Town vote to transfer and appropriate the following:

- \$183,950 from Article 24 (Water Treatment Plant Dehumidification) of the May 2, 2016 Special Town Meeting; and
- \$6,050 from Article 10 (Water Treatment Plant cleaning clear well and basins) of the May 1, 2017 Annual Town Meeting

for a total appropriation of \$190,000 to be used for the purposes of replacing valves at the Prospect Hill Storage Tank.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: This article re-purposes the balance of funds from prior projects to a new appropriation which will fund the removal of old abandoned valves and lines; re-configure numerous valves that are essential to rationalize the set up at the bottom of Prospect Hill; and to

allow future necessary work to be done on Haverhill Street, including directional flushing, with minimum inconvenience to water users in the area.

Motion by Mark Emery, seconded by Bernard Cullen, passed voice unanimous at 7:34pm

ARTICLE 18. Move the Town vote to appropriate by transfer the sum of \$7,150 from Article 25 (Repair Water Tank) of the May 2, 2016 Special Town Meeting to be used for the inspection and cleaning of the Prospect Hill Storage Tank.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: This article re-purposes the balance of funds from a prior project that is complete. Annual inspections of water storage tanks are mandated by Massachusetts Department of Environmental Protection.

Motion by Mark Emery, seconded by Bernard Cullen, passed voice unanimous at 7:35pm

ARTICLE 19. Move the Town vote to transfer and appropriate the following sums:

- \$12,000 from Article 10 (Water Treatment Plant Access Road) of the May 2, 2016 Annual Town Meeting;
- \$11,915 from Article 25 (Repair Water Tank) of the May 2, 2016 Special Town Meeting; and
- \$46,085 from Article 15 (Sanitary Survey) of the November 14, 2016 Special Town Meeting

for a total appropriation \$70,000 to be used to replace distribution main valves in multiple locations.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: This article transfers balances of funds from prior projects that are complete. Recent work at the Pine Grove School highlighted the need for the Water Department to more aggressively inspect, test, and replace distribution valves to avoid future delays and wasted effort when working on the distribution system.

Motion by Mark Emery, seconded by Bernard Cullen, passed voice unanimous at 7:37pm

ARTICLE 20. Move the Town vote to appropriate or reserve from the Community Preservation Fund Fiscal Year 2019 annual revenues the amounts recommended by Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses, with each item to be considered a separate appropriation:

Summary of recommendations by Category:

Reserve: Creation and Support of Affordable Housing

Original Appropriation: \$21,936.03 Additional Allocation: \$7,812.07 Total Allocation: \$29,748.10

Reserve: Creation and Support of Historical Preservation Additional Allocation \$7,788.66

Appropriation: Administration

Original Appropriations: \$25,940.36 Additional Allocation: \$3,906.04 Total Allocation: \$29,846.40

Inserted by the Community Preservation Committee **Finance Committee Recommends**

Explanatory Note: Rowley expectations for the fund were based on a 17% match from the State. The State Match this year was 35.99%. The Rowley Tax Surcharge will collect \$443,424.93 in CPA Funds in Fiscal Year 2019. The State match (35.99%) was in the amount of \$153,503.00.

The Community Preservation Act requires the Town to set aside 10% of funds collected after deducting appropriate debt service for each of the following areas: open space, historic preservation and community housing. This will increase the funds to affordable housing and administration. All funds realized above those reserved or appropriated will become general Undesignated.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 7:39pm

ARTICLE 21. Move the Town vote, pursuant to Massachusetts General Laws Chapter 44B, to transfer and appropriate from the Community Preservation Fund Community Housing Reserve Account and/or Community Preservation Unreserved Account the sum of \$260,000 to be used by the Rowley Housing Authority to fund the renovation and replacement of 212 windows and 8 roofs located at the Senior Housing on Plantation Drive and shown on Assessors Map 24 Lot 30. Inserted by the Rowley Housing Authority and the Community Preservation Committee

Finance Committee Recommends

Explanatory Note: The Community Preservation Committee has approved this article. The Rowley Senior Housing was constructed in 1971, and represents most of the Town of Rowley affordable housing. As an older development, replacement of the windows and roofs are required to preserve the buildings for current and future occupants

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 7:40pm

ARTICLE 22. Move the Town vote, pursuant to Massachusetts General Laws Chapter 44B, to transfer and appropriate from the Community Preservation Fund Historic Resources Reserve and/or the Community Preservation Unreserved Account the sum of \$20,000 to be used by the Town Clerk for costs associated with preservation, restoration, digitalization and deacidification of the Town Vital Records.

Inserted by the Community Preservation Committee and the Town Clerk

Finance Committee Recommends

Explanatory Note: The Community Preservation Committee has approved this article. The Town Clerk has continued to work on the preservation of the Town's vital records. This funding will continue the work of two previous grants and include years as early as 1689 and as late as 1941, but not inclusive of all years. This project includes records of births, deaths, marriage, property ownership, polls, valuations, and Rebellion records.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 7:42pm

ARTICLE 23. Move the Town vote to authorize the Board of Selectmen, pursuant to G.L. c. 40, ss. 3 & 4, to enter into a lease of certain real property of the Town on Smith Lane, off Haverhill Street, identified as Parcel 2-2 on Assessors' Map 13, such lease to be for the purpose of constructing, reconstructing and maintaining a telecommunications facility thereon.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: The Town currently leases Lot 2, Parcel 2 on Assessors Map 13 off of Smith Lane to SBA, a cell tower company that operates cell towers for Sprint. The lease will expire later this year and the Town has to issue a Request for Proposals to lease this land.

Motion by Bob Snow, seconded by Dave Petersen, passed voice unanimous at 7:43pm

ARTICLE 24. To see if the Town, pursuant to G.L. c. 40, §15A, will vote to authorize the Board of Selectmen to transfer the care, custody and control of a parcel of municipal land located

on Saunders Lane shown on the Rowley Assessor's Map as Map 17, Parcel 36, Lot 26, containing approximately 29,091 square feet and acquired by the Town by a tax taking recorded at Book 30208, Page 557, from the Board of Selectmen to the Rowley Conservation Commission for conservation purposes as authorized by G.L. c. 40, §8C, as it may from time to time be amended and subject to the purposes and protections of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts; this municipal parcel is shown as "Parcel L" on a plan entitled "Plan of Land Rowley, Massachusetts (Essex County) Prepared for Rowley Pines Trust Scale 1"=40' Date: Sept. 18, 1997", prepared by Meridian Engineering, Inc., Sheet 1 of 1, recorded in the Essex Registry of Deeds at Plan Book 320, Plan 57. Inserted by the Board of Selectmen and the Conservation Commission

Finance Committee Recommendation Not Required

Explanatory Note: It recently became known that a parcel of land designated as "Parcel L" and known as Lot #26 of the Saunders Lane Subdivision as shown on the recorded plan titled "Definitive Subdivision Plan of The Pines, Rowley, Massachusetts" had been taken by tax title foreclosure and had been intended for open space purposes. Passage of this article will ensure that the parcel receives the full protection as conserved open space and the stewardship of the Conservation Commission.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 7:46pm

ARTICLE 25 as read: Move the Town vote to amend the Cemetery Bylaw of the General Bylaws if the Town of Rowley by deleting sections 7,15 and 16 in their entirety and replacing them with new sections 7, 15 and 16 as printed in Article 25 on pages 6 and 7 of the May 6, 2019 Special Town Meeting Warrant.

Motion by Dave Petersen, seconded by Bob Snow, passed voice unanimous at 7:48pm

Article #25 as printed in the STM Warrant: To see if the Town will vote to amend the Cemetery Bylaw of the General Bylaws of the Town of Rowley by deleting the Section 7 in its entirety as shown below in ~~strike through~~

~~Section 7. No structure may be erected in the cemetery unless it rests upon a foundation which is satisfactory to the Commissioners; and the Commissioners shall lay foundations, if desired, for the following prices: all the tablets the bases of which are 18 inches long or less, \$75.00; bases from 18 inches to 36 inches, \$75.00; and \$75.00 per square foot for monuments.~~

and replacing it with a new Section 7 to read as follows:

Section 7. No structure may be erected in the cemetery unless it rests upon a foundation that is satisfactory to the Commissioners. If such structure is erected by the Cemetery Department, the costs for such work will be based on a fee schedule that is determined by the Commissioners at a regularly scheduled meeting that is posted as required by law and lists the fee schedule as an agenda item.

and by deleting Section 15 in its entirety as shown below in ~~strike through~~

~~Section 15: The price of cemetery lots to residents of the Town shall be Two Hundred and fifty dollars (\$250.00) per grave, and Five Hundred Dollars (\$500.00) for a two grave lot and for each additional grave Two Hundred Fifty Dollars (\$250.00).~~

and replacing it with a new Section 15 to read as follows:

Section 15: The Cemetery Commissioners shall determine the price of cemetery lots to residents of the Town. The Commissioners, at a regularly scheduled meeting that is posted as required by law and lists the fee schedule as an agenda item, will determine the fee. Resident lot fees will be placed in the "Sale of Lots And Graves" fund for future use by Town Meeting for cemetery operations.

and by deleting Section 16 in its entirety as shown below in ~~strike through~~:

Section 16: ~~The price of cemetery lots to nonresidents shall be as follows: one two grave lot, 8 feet by 10 feet — One Thousand Five Hundred Dollars (\$1500.00) of which Five Hundred Dollars (\$500.00) shall be placed in the Perpetual Care Fund. The Perpetual Care Fund shall be devoted to the upkeep of the lots so sold.~~

and replacing it with a new Section 16 to read as follows:

Section 16: The Cemetery Commissioners shall determine the price of cemetery lots to non-residents of the Town. The Commissioners, at a regularly scheduled meeting that is posted as required by law and lists the fee schedule as an agenda item, will determine the fee. One-half of non-resident cemetery lot fees will be placed in the Perpetual Care Fund for the upkeep of all graves in the cemetery.

or take any other action relative thereto.

Inserted by the Board of Cemetery Commissioners

Finance Committee Recommendation Not Required

Explanatory Note: This article updates the Cemetery Bylaw

ARTICLE 26 as read: Move the Town vote to amend the Wetlands Protection Bylaw as set forth in Article 26 on pages 7 and 8 of the May 6, 2019 Special Town Meeting, except that in section XI.A the words 'and public hearing' be deleted.

Motion by David Shinnick, seconded by Sam Streiff, passed voice unanimous at 7:50pm

Article #26 as printed in the STM Warrant: To see if the Town will vote to amend the Wetlands Protection Bylaw by deleting the "Project – Submittal Fee" chart in Section VI.B in its entirety, deleting the text shown below in ~~strike through~~, and adding the text shown below as underlined:

VI. PERMIT APPLICATIONS UNDER THE BYLAW

B. Submittal Fees

~~At the time of the application and in addition to applicable State fees, the applicant shall pay a filing fee according to the following schedule with regard to jurisdictional activities associated with:~~

The Commission is authorized to include in any regulations adopted under this bylaw a fee schedule imposing fees for all submittals including applications for permits, determinations and certificates of compliance. Such fees shall be based on a reasonable estimate of the actual costs incurred by the Commission in carrying out its duties under this bylaw. The Commission shall not accept donations of land in lieu of the payment of these fees.

Fees are cumulative and are not refundable. The Commission may waive the filing fee, consultant fee, and costs and expenses for a permit or other application filed by a government agency. These fees are in addition to those required by the Wetlands

Protection Act, MGL Chapter 131 Section 40 and DEP Regulations, 310 CMR 10.00 as amended. Submittal fees collected pursuant to this paragraph shall be deposited in the general fund of the Town as unrestricted receipts.

XI. RULES AND REGULATIONS UNDER THE BYLAW

~~After public notice and public hearing, the Commission shall promulgate rules and regulations to effectuate the purposes of this bylaw, effective when voted and filed with Town Clerk. Failure by the Commission to promulgate such rules and regulations or a legal declaration of their invalidity in whole or in part by a court of law shall not act to suspend or invalidate the effects of this Bylaw.~~

A. The Commission shall be empowered to establish rules and regulations to govern its affairs, including but not limited to regulations concerning fees, definitions, use of consultants, security to assure performance, performance standards for work in wetland resource areas, procedures governing small projects, hazardous trees, and such other matters which it deems appropriate to address. After due public notice and public hearing, the Commission may promulgate such rules and regulations to effectuate the purposes of this bylaw, by a majority vote of the duly appointed members then in attendance and filed with the Town Clerk.

B. Failure by the Commission to promulgate such rules and regulations, or a legal declaration of their invalidity by a court of law, shall not act to suspend or invalidate the effect of this bylaw.

or to take any other action in relation thereto.

Finance Committee Recommendation Not Required

Explanatory Note: Similar to fee arrangements in place for other town bodies, this Wetland Protection Bylaw Amendment will permit the establishment of the fee structure within Regulations rather than in the bylaw itself by providing an equitable fee structure that is more generally applicable to all applicants and distributes the costs of project application review to the applicant and minimizes the drawing of monies from general taxes. Experience has shown that a few projects have generated fees appearing disproportionate relative to the municipal staff time and resources needed to conduct project review and inconsistent with wetland application fees in peer municipalities. The initial Regulations as well as any subsequent amendments will be subject to established requirements for posting notice and holding of public meetings by the Commission.

ARTICLE 27 as read: Move the Town vote to amend the Rowley Shellfish Bylaw of the General Bylaws of the Town of Rowley, under Section 7/0, Violations and Fines by adding the words shown in **bold underline** and deleting the words shown in ~~strike through~~, as printed in Article 27 on page 8 of the May 6, 2019 Special Town Meeting Warrant.

Motion by Paul Lees, seconded by Joe Perry, passed voice unanimous at 7:51pm

Article #27 as printed in the STM Warrant: To see if the Town will vote to amend the Rowley Shellfish Bylaw of the General Bylaws of the Town of Rowley, under Section 7.0, Violations and Fines, as follows:

by adding the words in **bold underline** to section 7.2 to reads as follows:

7.2. A citation may be issued when a bylaw **or regulation** has been violated.

by deleting Sections 7.3 b and 7.3 c in their entirety as shown below in ~~strike through~~:

~~7.3 b. For any first offense of these bylaws, Offenders shall be subject to a fine of one hundred dollars (\$100.00), all product harvested shall be taken, and the permit shall be taken for a period of one (1) month.~~

~~7.3 c. For all subsequent offenses of these bylaws, Offender shall be subject to a fine of three hundred dollars (\$300.00), all product harvested shall be taken, and the permit shall be taken for a period of one (1) year.~~

and by adding a new section 7.3 b as follows:

7.3.b. The Shellfish Commissions may implement the bylaw by promulgating regulations including establishing fines and penalties.

or take any other action thereto.

Inserted by the Shellfish Constable

Finance Committee Recommendation Not Required

Explanatory Note: This bylaw is being amended to add flexibility to the Shellfish Commissioners on the setting of fines through regulations.

ARTICLE 28 as read: Move the Town vote to amend the General Bylaws by deleting in its entirety the “House-to-House Salesman Bylaw” and replacing it with the **Solicitor and Canvasser Bylaw** as printed in Article 28 on pages, 8, 9, 10 and 11 of the May 6, 2019 Special Town Meeting Warrant.

Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 7:73pm

Article # 28 as printed in the STM Warrant: To see if the Town will vote to amend the General Bylaws by deleting in its entirety the “House-to-House Salesmen Bylaw” and replacing it with the following:

Solicitor and Canvasser Bylaw

(a) **License.** It shall be unlawful for any solicitor or canvasser defined in this Bylaw to engage in such business within the Town without first obtaining a license therefor in compliance with the provisions of this Bylaw.

(b) **Definition of Solicitor/Canvasser.** Any person who, for himself or for another person, firm or corporation travels by foot, automobile or any other type of conveyance from place to place, from house to house or street to street, selling or leasing, or taking or attempting to take orders for the sale or lease, at wholesale or retail, of goods, wares, merchandise or services including without limiting, the selling, distributing, exposing for sale or soliciting orders for magazines, books, periodicals or other articles of a commercial nature, the contracting of all types of home improvements, or the provision of any services to be performed in the future whether or not such individual has, carries or exposes for wholesale/retail sale a sample of the subject of such sale or whether he/she is collecting advance payment for such wholesale/retail sales.

(c) ***Application for License.*** Applicants for a license shall file with the Chief of Police, on a form issued by the Police Department, a written application signed under the penalties of perjury, containing the following information:

- (1) Name of Applicant
- (2) Address of Applicant (both local and permanent home address)
- (3) Applicant's height, weight, eye and hair color
- (4) Applicant's social security number
- (5) The length of time for which the right to do business is desired
- (6) A brief description of the nature of the business and the goods to be sold
- (7) The name and office address of the applicant's employer; if self-employed, it shall so state
- (8) A photograph of the applicant which picture shall be submitted by the applicant and be 2" x 2" showing the head and shoulders of the applicant in a clear and distinguishing manner
- (9) If operating a motor vehicle: The year, make, color, vehicle identification number, registration number, state of registration, and name and address of vehicle's owner.

Upon filing said application, each applicant shall pay a fee of Twenty (\$20.00) Dollars.

(d) ***Investigation and Issuance of License.***

- (1) Upon receipt of the application form, the Chief of Police or his designee shall investigate the applicant's reputation as to morals and integrity.
- (2) After said investigation, but within seven (7) business days of the filing by the applicant, the Chief of Police or his designee shall endorse on such application his approval or disapproval. Failure of the Police Chief or his designee to act on said permit within seven (7) business days of the applicant's filing shall constitute approval. If disapproved, the applicant shall have the right to appeal to the Board of Selectmen in writing within seven (7) days of the denial by the Chief of Police or his designee. The Board of Selectmen must act upon the appeal at one of their next two regularly scheduled meetings. Failing to do so shall be deemed approval.
- (3) Such license when issued shall contain the signature of the Chief of Police and/or the Board of Selectmen and shall show the name, address and photograph of said licensee, the date of issuance and the length of time the license shall be effective, as well as the license number.
- (4) The Police Department shall keep a record of all licenses issued for a period of six (6) years. Solicitors and canvassers, when engaged in the business of soliciting or canvassing, are required to display an identifying document issued by the Police Department by wearing said document on their outer garment. Each licensee is required to possess an individual license.

(e) **Enforcement.** The Police Officers of the Town shall enforce this Bylaw. No license shall be transferable.

(f) **Revocation.** The Chief of Police or his designee is vested with the authority and Jurisdiction to revoke said license for violation of the terms of this Bylaw or other good cause.

Any person aggrieved by said revocation may appeal in writing to the Board of Selectmen within seven (7) business days, and a public hearing will be scheduled for one of the next two regularly scheduled meetings of the Board of Selectmen.

(g) **Expiration of License.** Each license issued under the provisions of this Bylaw shall continue in force from the date of issue until the 31st of December following, unless sooner revoked

(h) **Renewal.** A license issued under the provisions of this Bylaw may be renewed by the Chief of Police or his designee. An applicant requesting a renewal of a license must apply in person for such renewal, and provide such information as is required to obtain an initial license and pay a renewal fee of \$20.00.

(i) **Misrepresentation.**

(1) No solicitor or canvasser licensed or exempted from license, may misrepresent in any manner, a buyer's right to cancel as set forth in any of the Massachusetts General Laws.

(2) No solicitor or canvasser licensed or exempt from license may use any plan, scheme or ruse which misrepresents the true status or mission of the person making the call in order to gain admission to a prospective buyer's home, office or other establishment with the purpose of making a sale of consumer goods or services.

(j) **Trespassing.** It shall be unlawful for any canvasser or solicitor to enter the premises of a resident or business who has displayed a "No Trespassing" or "No Soliciting" sign or poster. Further, it shall be unlawful for canvassers or solicitors to ignore a resident or business person's "no solicitation" directive or remain on private property after its owner has indicated that the canvasser or solicitor is not welcome.

(k) **Exemptions.** The following shall be exempt from licensing requirements:

(1) Persons engaged in soliciting for charitable, religious or political purposes;

(2) Persons licensed or exempt from license under G.L. c. 101; and

(3) Route salespersons having established customers to whom they make periodic deliveries or solicitations, if they are calling upon customers or prospective customers located within their route.

(l) **Penalty.** Any person violating any provision of this Bylaw shall upon conviction thereof, be punished by a fine not to exceed Fifty (\$50.00) Dollars for each and every offense.

or to take any other action in relation thereto.

Inserted by the Police Chief

Finance Committee Recommendation Not Required

Explanatory Note: Passage of this bylaw replaces the House-to-House Salesmen Bylaw, which was adopted in 1972.

ARTICLE 29, as read: Move the Town vote to:

1. Amend the Town of Rowley Zoning Map (the “the Map”) by incorporating the boundary depicted on the attached map exhibit titled “Proposed Area for Retail Village Overlay District”, prepared by the Town of Rowley Planning staff, dated January 30, 2019 and shown on page 14 pf the May 6, 2019 Special Town Meeting Warrant; and
2. Amend the Rowley Protective Zoning Bylaw (the “Bylaw”) by:
 - a. Adding “Retail Village Overlay District (RVOD)” to the list of existing overlay districts specified under Section 3.1 (Establishment of Districts) of the Bylaw; and
 - b. adding the following new Section 4.15 (Rowley Village Overlay District(RVOD)) under Section 4.0 (Use Regulations) of the Bylaw as printed in Article 29 on pages 11, 12, and 13 of the May 6, 2019 Special Town Meeting Warrant/

Motion by Chris Thornton, seconded by John Urbaczewski, PASSED by paper ballot (Yes 134 to NO 59) at 8:23pm

Article #29 as printed in the STM Warrant: To see if the Town will vote to:

- (1) Amend the Town of Rowley Zoning Map (the “the Map”) by incorporating the boundary depicted on the attached map exhibit titled “Proposed Area for Retail Village Overlay District”, prepared by the Town of Rowley Planning staff, dated January 30, 2019.
- (2) Amend the Rowley Protective Zoning Bylaw (the “Bylaw”) by:
 - i. Adding “Retail Village Overlay District (RVOD)” to the list of existing overlay districts specified under Section 3.1 (Establishment of Districts) of the Bylaw; and
 - ii. adding the following new Section 4.15 (Rowley Village Overlay District(RVOD)) under Section 4.0 (Use Regulations) of the Bylaw:

4.15 Retail Village Overlay District (“RVOD”)

4.15.1 Establishment of District: The Retail Village Overlay District (“RVOD”) is an overlay district consisting of approximately 34.62 acres located at the west end of Haverhill Street (Route 133), just east of the I-95 interchange. The RVOD is superimposed on parcels located in the Business/Light Industry (“BLI”) Zoning District, and over Assessor’s Map 4, Lots 15 and 17, located in the Outlying (“OD”) Zoning District, and specifically allows for small and medium retail sales establishments, subject to the conditions and requirements of this section. All uses allowed in the underlying zoning districts are allowed in the RVOD, in accordance with sections 4.4 and 4.7 of the Bylaw.

4.15.2 Statement of Purpose. The purpose of this section is to allow small and medium-scale retail uses in the RVOD that would otherwise not be allowed in the underlying zoning district, but only if such retail uses are developed in the context of a village-style retail mall or market area (thus precluding strip malls, “big box” stores, or similar types of conventional retail development). This section would generally require the retail buildings to be located close to Haverhill Street (pursuant to a maximum setback requirement), while requiring the parking spaces serving the development to be located in the rear of the principal buildings or in internal areas of the retail village where they

do not become part of the streetscape. Architectural character and detail which comport with the retail village style aesthetic shall be a primary feature of prospective projects in the RVOD, along with further enhancement by requirements for high quality vegetative landscaping along the Haverhill Street frontage and in internal areas of the development. Interior parking areas will also be visually enhanced by requiring a reasonable allocation of landscaped parking islands. The ultimate goal of this section is to promote quality retail development in the RVOD that enhances this important gateway to the Town.

4.15.3 Applicability: This section shall apply to new development or redevelopment proposals to construct commercial buildings for the operation of small and medium retail sales establishments within the RVOD.

4.15.4 Permitted Uses: Retail village market with an option for mixed-uses consisting of small retail sales establishments and retail shops, (excluding sales or rentals of motor vehicles) as primary uses occupying the first (ground level) floor, with the option of the upper floors being occupied by residential dwelling units with a minimal requirement of one affordable unit if there is to be only a second floor, but also the option to have an additional third floor for residential use if a minimum of 10% of the total dwelling units are designated as affordable housing. Also permitted in the RVOD is a parking area accessory to the proposed commercial and residential uses on the site.

4.15.5 Procedures: The applicant shall submit Special Permit and Site Plan Review applications for review and approval by the Planning Board pursuant to the requirements of section 7.6 and sections 7.8 of the Bylaw, and subject to the criteria and conditions set forth by this section.

4.15.6 Setbacks

4.15.6.1 The requirements of section 6.1.3.2 of the Bylaw ("Minimum Setback Areas in the Retail District or the Business/Light Industry District") shall not apply to developments approved under this section.

4.15.6.2 Principal buildings approved under this section shall not be located closer than thirty (30) feet from Haverhill Street (Route 133) nor further than 50 feet, except that the Planning Board may waive this requirement, if the Applicant proposes an alternative design that is consistent with the purposes of this section and provided that proposed retail and residential parking areas are adequately screened from view by either the building itself or by landscaping.

4.15.6.3 Nothing shall be built or installed on any lot in the RVOD within fifteen (15) feet of non-street lot lines, except that this provision shall not apply to fences, walkways, utilities, utility lines, landscaping, septic systems, or water supplies.

4.15.7 Retail Village Design Criteria: In addition to the design and development standards adopted under section 7.8.3.2 of the Bylaw, any retail development in the RVOD shall comply with the following requirements:

(a) The Board shall approve an architectural design plan, prepared by a registered architect. The architectural plan shall include color elevation renderings which denote building height and materials, and which

incorporates design elements that will enhance the public view from Haverhill Street and from within the development, such as periodic building section offsets, and exterior façade elements like gables, pitched roofing, windows, cupolas or decorative trim designs.

(b) Signage may consist of a freestanding monument sign the design of which is, in the opinion of the Board, compatible with the proposed building architecture, and which shall have sufficient space for a specialized sign for each vendor in the retail mall. The freestanding sign area shall have a vegetated landscaped surround which is sized to the width and height of the sign. Wall signage shall only be allowed on the individual store fronts facing the interior parking lot, unless this limitation is waived by the Board. Sign area for all vendors shall be equivalent with the Planning Board giving prior approval of the sign style and dimensions.

(c) The Planning Board shall require that the on-site parking areas to be accessory to the retail and residential uses shall not be located between the principal building and Haverhill Street (Route 133) except that a proposal to install vegetative screening (or berming with landscape vegetation) which, in the opinion of the Planning Board, is sufficient to ensure that the proposed parking areas are not visible from Haverhill Street (Route 133), may be considered.

(d) The Board shall review and approve a parking area plan, prepared by an engineering professional, which provides sufficient parking capacity for employees and customers pursuant to the Schedule A - Parking requirements specified in the Planning Board Rules and Regulations. The parking area plan shall also depict landscaped parking islands which are, in the opinion of the Board, appropriately dispersed throughout the parking lot. Moreover, the parking area plan shall depict the location of parking light poles with details of the pole heights and lighting fixtures to be denoted and depicted on the face of the plan.

(e) The Board shall review and approve a landscaping plan, prepared by a registered landscape architect, that provides high-quality landscaping installed in the street-side front yard along Haverhill Street, and that also depicts the locations and arrangement of trees, shrubs, and/or ground-cover plantings to be used on the interior parking islands.

or take any other action relative thereto.

Inserted by the Planning Board

Finance Committee Recommendation Not Required

Explanatory Note: This article would amend the Zoning Map to create the boundary for a new Retail Village Overlay District (RVOD); would amend the Zoning Bylaw Section 3.1 (Establishment of Districts) to add the new overlay district to the list of currently existing overlay districts in the Town of Rowley; and, would insert the text of the new bylaw as section 4.15. The new bylaw would permit, with Special Permit approval from Planning Board, the development of a retail village market consisting of small scale retail shops on the first floor, and there being an option of having residential dwelling units on upper floors as long as, at a

minimum, one residential unit is designated as an affordable housing unit and, with the additional option of permitting a third residential floor with a proposal to set aside 10% of the residential units as affordable housing. Moreover, the bylaw gives the Planning Board design review oversight in order to achieve the optimal layout, architectural design and parking area configuration that would be consistent with the village market concept.

Proposed Area for Retail Village Overlay District (RVOD)



ARTICLE 30 as read: Move the Town vote to amend the Zoning District Map of the Town of Rowley by transferring from the Outlying District to the Business Light Industry Zoning District the Premises depicted on the plan exhibits titled: “Map Depicting Areas along NBPT between Central Street and Wethersfield Street to be rezoned from OD to BLI Zoning at the 2019 Spring Town Meeting” which are on file with the Planning Board and which are printed on pages 14 and 16 of the May 6, 2019 Special Town Meeting Warrant and which depict the areas being rezoned, consisting of the properties listed in Article 30 on pages 14 and 15 of the May 6, 2019 Special Town Meeting Warrant, the total area being so rezoned containing approximately 93.32 acres.

Motion by Chris Thornton, seconded by Troy Spaulding, DEFEATED by paper ballot (YES 56 to NO 156) at 9:02pm

Article # 30 as printed in STM Warrant: To see if the Town will vote to amend the Zoning District Map of the Town of Rowley by transferring the premises depicted on the plan exhibits entitled: “Map Depicting Areas along NBPT between Central Street and

Wethersfield Street to be rezoned from OD to BLI Zoning at the 2019 Spring Town Meeting” which are on file with the Planning Board and which depict the areas being rezoned to consist of the following properties:

442 Newburyport Turnpike (Map 18, Lot 5-3-19), 497 Newburyport Turnpike (Map 23, Lot 45); 501 Newburyport Turnpike (Map 23, Lot 44); 511 Newburyport Turnpike (Map 23, Lot 43); 515 Newburyport Turnpike (Map 22, Lot 37); 504 Newburyport Turnpike (Map 19, Lot 8-1-A); 506 Newburyport Turnpike (Map 19, Lot 8-2-A); 510 Newburyport Turnpike (Map 19, Lot 8-4-A); 524 Newburyport Turnpike (Map 19, Lot 9); 542 Newburyport Turnpike (Map 19, Lot 11-2); 536 Newburyport Turnpike (Map 19, Lot 11-1); 588 Newburyport Turnpike (Map 19, Lot 13); 548 Newburyport Turnpike (Map 19, Lot 12); 590 Newburyport Turnpike (Map 19, Lot 14); 600 Newburyport Turnpike (Map 19, Lot 15); 624 Newburyport Turnpike (Map 21, Lot 1); a portion of 599 Newburyport Turnpike (Map 22, Lot 33) consisting of approximately 9.7 acres of the total 45 acres; 601 Newburyport Turnpike (Map 22, Lot 32); 609 Newburyport Turnpike (Map 22, Lot 31); 613 Newburyport Turnpike (Map 22, Lot 30); 452 Newburyport Turnpike (Map 18, Lot 5-6-16); 448 Newburyport Turnpike (Map 18, Lot 5-5-17); 444 Newburyport Turnpike (Map 18, Lot 5-4-18);

from the Outlying District to the Business Light Industry Zoning District, the total area being so rezoned consists of approximately 93.32 acres.

Inserted by the Planning Board

Finance Committee Recommendation Not Required

Explanatory Note: Article 33 would transfer the twenty-three (23) lots cited above from the Outlying Zoning District (OD) to the Business Light Industry (BLI) Zoning District. The Planning Board anticipates that the change in zoning will help to facilitate those areas along Route 1/Newburyport Turnpike into reaching their full commercial potential as an extension of the commercial areas further south along Route 1.

ARTICLE 31. Move the Town vote to Amend the Zoning District Map to re-zone the property known and numbered as 293 Wethersfield Street, which is located at the intersection of Route 1 and Wethersfield Street (Map 23, Lot 47) (the “Parcel”), from the Outlying Zoning District (OD) to the Business/Light Industry District (BLI).

Explanation: The Parcel is presently vacant land, located at the corner of Wethersfield Street and Route 1, with frontage along Route 1. The Planning Board will recommend at the Special Town Meeting, that adjacent land immediately north of the Parcel be re-zoned from the Outlying District to the Business/Light Industry District, presumably because the nature of Route 1 is commercial/industrial in this area. For these same reasons, it would be appropriate to re-zone the Parcel in the same manner as the other parcels, as there is no real difference between them in terms of their location, or the nature of the businesses around them.

Inserted by Citizen Petition The explanation is included in the warrant because it was part of the Citizen Petition; the explanation does not necessarily reflect the views of the Board of Selectmen or the Planning Board

Finance Committee Recommendation Not Required

Planning Board Recommends (3 yes; 2 no)

Motion by Frank Lolito, seconded by Debra DeAngelis

MOTION by Moderator Joan Petersen to allow the property owner Edward Surette, who is neither a resident nor a registered voter in the Town of Rowley, to speak in support of this Citizen’s Petition.

Voice Vote called twice – both declared ‘too close to call’.

Hand Count requested by Moderator Petersen, DEFEATED (65 YES to 105 NO)

Motion on Article 31 (Lolito/DeAngelis above) brought to vote: DEFEATED by Voice Unanimous vote at 9:10pm.

MOTION: Move the Town vote to adjourn the May 6, 2019 Special Town Meeting.

Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 9:11pm

And you are hereby instructed to serve this warrant by posting copies thereof in at least seven public places in Town not less than fourteen days before the day fixed for such meeting, as directed by the laws of the Town and to make due return of the Warrant to the Town Clerk at least two days before said meeting. Given under our hands this 11th day of April in the year two thousand nineteen.

Clifford Pierce Chairman
Joseph Perry, Vice-Chairman

Robert Snow, Clerk
David Petersen

I have served this Warrant by posting in at least seven public places in the Town not less than fourteen days before the day fixed for such meeting and have made the return of the Warrant to the Town Clerk at least two days before the time of said meeting.

Notices posted at Town Hall, Rowley Pharmacy, Inc., Public Library, Knowles Filling Station, Market Basket, Town Hall Annex, and The First Ipswich Bank, formerly known as First National Bank of Ipswich -Rowley Office.

Richard C. MacDonald, Constable of Rowley

April 12, 2019

Certification: I, Susan G. Hazen, duly elected and qualified Town Clerk for the Town of Rowley, do hereby certify that the statements contained above with regard to The Town of Rowley May 6, 2019 Special Town Meeting are true and accurate according to documents maintained by this office.

***Susan G. Hazen, Town Clerk
Town of Rowley
May 29, 2019***

REPORT OF THE TREASURER/COLLECTOR

To the Honorable Board of Selectmen:

Tax Report 2019

Real Estate:	Taxes	\$16,003,745
	Committed	
	Taxes Collected	15,899,821
	Taxes Abated and Exempted	50,914
	Subsequent Tax Taking	53,010
	Uncollected as of 12/31/2019	\$0
Personal Property:	Taxes	
	Committed	\$224,510
	Taxes Collected	223,811
	Taxes Abated and Exempted	297
	Uncollected as of 12/31/2019	\$402
Motor Vehicle:	Taxes	\$1,158,935
	Committed	
	Taxes Collected	1,103,851
	Taxes Abated and Exempted	29,225
	Uncollected as of 12/31/2019	\$25,859

Our goal in the Treasurer/Collector's office is to provide residents with a wide variety of choices for payment and receipt of their real estate, personal property and excise bills. By offering these options, we also save the Town money on printing, mailing and processing expenses. Whether you prefer to pay online, through the mail, in person or at our secure drop box at Town Hall, we provide you with payment options that fit your schedule.

The Treasurer/Collector page of the Town's website now provides links to a variety of information for taxpayers. Residents can pay bills online, sign up for electronic bills or set up to auto pay real estate, personal property or excise bills. There is also a list of uncashed checks deemed to be unclaimed. If your name is on the list, please contact the Treasurer/Collector's office and find out how to claim your funds.

Respectfully submitted,

Karen H. Summit, Treasurer/Collector, CMMC/CMMT

OUTSTANDING DEBT

As of December 31, 2019

<u>General Fund</u>	<u>Principal Balance</u>	<u>Year of Issue</u>	<u>Year of Maturity</u>
<u>Purpose</u>	<u>December 31, 2019</u>		

Short term - less than 5 years

(Bond Anticipation Notes & Capital Notes)

Pine Grove School Renovation	5,000,000	2019	2020
Capital Equipment VII	115,000	2017	2022
Total outstanding principal	5,115,000		

Long term (Bonds)

Library	80,000	2001	2021
MWPAT (Septic Repair)	3,825	2002	2020
MWPAT (Septic Repair)	43,750	2006	2026
MWPAT (Septic Repair)	157,899	2010	2030
Bridge repair	195,000	2012	2026
MWPAT (Septic Repair)	385,000	2013	2033
MWPAT (Septic Repair)	160,000	2015	2035
Municipal Purpose Loan #1	9,330,000	2017	2042
Municipal Purpose Loan #2	19,190,000	2018	2043
Total outstanding principal	29,545,474		

Capital Equipment VII

Technology	12,195
Departmental Equipment	21,775
Facilities Upgrades	58,090
Vehicles	22,940
Total	115,000

Municipal Purpose Loan #1

Pine Grove Feasibility	410,000
Pine Grove Repair	3,310,000
Public Safety Project	5,610,000
Departmental Equip & Tech	-
Total	9,330,000

Municipal Purpose Loan #2

Pine Grove Repair	13,918,981
Public Safety	5,271,019
Total	19,190,000

<u>Water General Fund</u>	<u>Principal Balance</u>	<u>Year of Issue</u>	<u>Year of Maturity</u>
<u>Purpose</u>	<u>December 31, 2019</u>		

Long term (Bonds)

Water Treatment Plant (non SRF)	930,000	2014	2032
Water Treatment (State Revolving Fund)	8,178,052	2018	2033

<u>Community Preservation Fund</u>	<u>Principal Balance</u>	<u>Year of Issue</u>	<u>Year of Maturity</u>
<u>Purpose</u>	<u>December 31, 2019</u>		

Long term (Bonds)

Bradstreet Land	1,365,000	2008	2027
Girl Scout Camp - Dodge Reservation	360,000	2015	2022

Treasurer's Debt Summary Report – General Fund vs. Debt Exclusion Overrides

	<u>FY 2019</u>			<u>FY 2020</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
<u>Debt paid by General Fund</u>						
Landfill	25,000.00	500.00	25,500.00	-	-	-
Pingree Town	8,000.00	160.00	8,160.00	-	-	-
Bridges	30,000.00	6,750.00	36,750.00	30,000.00	5,850.00	35,850.00
Capital V	35,000.00	1,443.75	36,443.75	35,000.00	481.25	35,481.25
Capital VI	10,000.00	250.00	10,250.00	-	-	-
Capital VII	40,000.00	3,847.50	43,847.50	40,000.00	2,707.50	42,707.50
TOTAL General Fund			160,951.25			114,038.75
<u>Debt paid by Override</u>						
Library	80,000.00	3,200.00	83,200.00	80,000.00	1,600.00	81,600.00
Hunsley Hills	50,000.00	1,000.00	51,000.00	-	-	-
Highway Truck	30,000.00	600.00	30,600.00	-	-	-
Ladder Truck	140,000.00	2,800.00	142,800.00	-	-	-
PGS Feasibility	10,000.00	13,431.26	23,431.26	10,000.00	12,931.26	22,931.26
PGS I	90,000.00	107,828.76	197,828.76	95,000.00	103,203.76	198,203.76
Public Safety I	155,000.00	182,890.00	337,890.00	165,000.00	174,890.00	339,890.00
PGS II	67,000.00	797,340.49	864,340.49	334,728.99	542,441.46	877,170.45
Public Safety II	28,000.00	317,856.16	345,856.16	125,271.01	205,402.30	330,673.31
PGS III	-	130,000.00	130,000.00	-	63,000.00	63,000.00
TOTAL Overrides			2,206,946.67			1,913,468.78
GRAND TOTAL DEBT			2,367,897.92			2,027,507.53
Overrides as a % of Total Debt			93.20%			94.38%
Gen. Fund as a % of Total Debt			6.80%			5.62%

Note: PGS = Pine Grove School

Town of Rowley

May 14, 2019 Annual Election

Two Selectmen - 3 year term

David C. Petersen	359
Jennifer A. Haag	321
Deana M. Peabody Ziev	522
Write-ins	7
Blanks	253

Constable - 3 year term

Richard C. MacDonald	578
Write-in	5
Blanks	148

Board of Assessors - 3 year term

Diane L. D'Anglei	546
Write-ins	5
Blank	180

Planning Board - 5 year term

Chsitopher J. Thornton	517
Write-ins	8
Blank	206

Housing Authority - 5 year term

Jack L. Cook	355
Michelene A. Shinnick	327
Write-ins	0
Blank	49

Municipal Light Board - 3 year term

Mark W. Cousins	572
Write-ins	2
Blank	157

Municipal Light Board - 1 yr unexpired term

Bryan F. DiPersia	553
Write-ins	3
Blank	175

Municipal Water Board - 3 years

Bernard J. Cullen	550
Write-ins	5
Blanks	176

Cemetery Commission - 3 year term

Write-in: Jack L. Cook	19
Write-in: Joseph J. Perry	10
Other Write-ins	42
Blank	660

Shellfish Commissioner - 3 year term

Paul L. Lees	543
Write-ins	8
Blank	180

Trustees for The Library - 3 yr term - Vote for Three

Thomas G. Blakney	444
Elizabeth G. Cullen	501
Write-in: Karen Ziemplak	47
Write-in: M.C. Condon-Dalzell	7
Other Write-ins	23
Blank	1171

Trustees for the Library - 1 yr unexpired term

Mary Gass	531
Write-ins	12
Blank	188

Trustees for the Library - 2 yr unexpired term

Write-in: M.C. Condon-Dalzell	19
Write-in: Karen Ziemplak	12
Other Write-ins:	38
Blanks	662

Regional School District Committee

NEWBURY member - 3 year term

Maureen E. Heffernan	480
Write-ins	1
Blank	250

NEWBURY member - 2 yr unexpired term

Paul J. Goldner	436
Write-ins	1
Blank	294

Rowley member - 3 year term

Paul L. Lees	547
Write-ins	2
Blank	182

SALISBURY member - 3 year term

Erin D. Berger	436
Write-ins:	1
Blanks	294

SALISBURY member - 1 year unexpired term

Deborah A. Choate	426
Write-ins	1
Blank	304

1. Shall the town vote to have its elected Treasurer/Collector become an appointed Treasurer/Collector of the town?

YES: 397 No: 308 Blank: 26

2. Should the Town vote to change the name of the Rowley Board of Selectmen to the "Rowley Select Board" or to a similar gender-neutral name? **Non-binding** Yes: 289 **NO: 423** Blank: 19

3. Should the town vote to ban or otherwise limit the use and distribution of single-use plastic check-out bags by retail establishments in the Town? **Non-binding** Yes: 355 **NO: 359** Blank: 17

Certification: *I, Susan G. Hazen, duly elected and qualified Town Clerk for the Town of Rowley do hereby certify these results of the May 14, 2019 Annual Town Election.*

Susan G. Hazen, Town Clerk

May 14, 2019

PHOTO HIGHLIGHTS OF 2019



On this page are photos from the June 22, 2019 Ribbon Cutting and Open House for the new Fire Station and renovated and expanded Police Station. The top picture is Annabel Ziev and Reese Warren cutting the ribbon during the ceremony. The bottom picture shows some of the Ribbon Cutting attendees: (Standing L-R) Chairman Cliff Pierce, Selectman Deana Ziev, Rep. Brad Hill, Clerk Bob Snow, Vice Chair Joe Perry, and Sen. Bruce Tarr.

(Photos courtesy of the Rowley Police and Fire Departments)



On this page are photos taken during the June 22, 2019 Ribbon Cutting for the new Fire Station and renovated and expanded Police Station. The top picture is of members of the Rowley Police Department. The bottom picture is of members of the Rowley Fire Department.

(Photos courtesy of the Police and Fire Departments)



The top photo is of the Pine Grove School Grand Reopening, which was held on October 5, 2019. The bottom photo was taken at the January 28, 2019 Board of Selectmen meeting, when the Board presented G. Robert “Bob” Merry (*far right*) with a Proclamation for his many years of service to the Town. Bob, who resigned as Selectman in January, dedicated countless hours serving not only on the Board of Selectmen but on many other Town boards.

*Editor’s note: It is with great sadness we report that Bob Merry passed away on March 14, 2020, prior to the printing of this report. An In Memoriam for Bob will be included in the 2020 Town Report.

(Photos courtesy of Selectmen Joseph Perry and Assessor Sean McFadden)

SALARIES AND WAGES TOWN EMPLOYEES

	<u>Base Pay & Other Earnings</u>			<u>Base Pay & Other Earnings</u>
<u>Accounting</u>			<u>Harbor Master</u>	
Susan Bailey	\$ 58,257.01		William DiMento	\$ 7,175.00
Carrie Kennedy	\$ 21,951.52		Jenna DiMento	\$ 1,081.70
<u>Administration</u>			Frederick Hardy	\$ 1,513.82
Deborah Eagan	\$ 117,703.70		David Kent	\$ 1,976.34
Amy Lydon	\$ 45,904.60		Frank Price	\$ 786.40
Natalie Lovett	\$ 20,841.00		Coleman Nicholson	\$ 6,674.00
Elaine Pagliarulo	\$ 12,632.29		<u>Highway Department</u>	
Calvin Cockman	\$ 144.40		Patrick Snow	\$ 85,681.75
Cliff Pierce	\$ 2,231.04		Lorant Ronni	\$ 56,497.98
David Peterson	\$ 2,231.04		Kirk Salvatore	\$ 59,947.72
Joseph Perry	\$ 2,231.04		Robert Diehl	\$ 46,452.10
Robert Snow	\$ 2,231.04		Matthew Nadeau	\$ 8,879.46
Deanna Ziev	\$ 1,403.40		Krista Cuddy	\$ 5,848.92
Robert Merry	\$ 53.98		Ronald Keefe	\$ 25,288.59
Ronald Jenkins	\$ 22,775.77		Anton Keene	\$ 1,905.47
Jake Summit	\$ 3,513.99		Dean Matthews	\$ 22,255.21
Janet Morrissey	\$ 33,664.00		<u>Library</u>	
Joan Petersen	\$ 100.00		Pamela Jacobson	\$ 61,360.75
Ethan Cohen	\$ 1,869.21		Amy Roderick	\$ 39,088.68
R L Lutrzykowski	\$ 5,446.88		Richard Cormier	\$ 9,491.22
Reed Wilson	\$ 19,467.16		Anne Jerome	\$ 4,066.24
Ronald Madden	\$ 5,168.10		Miranda Griffith	\$ 26,207.85
David Dalzell	\$ 142.64		Nancy Anderson	\$ 3,350.92
Theresa Coffey	\$ 833.23		Teri Bennett	\$ 3,260.12
<u>Assessor</u>			Suzanne Boyd	\$ 3,059.63
Sean McFadden	\$ 92,861.31		Patricia Dwyer	\$ 4,311.67
Rosemary Restuccia	\$ 26,671.93		Sergei Franson	\$ 909.69
Diane D'Angeli	\$ 2,251.33		Jean Haggerty	\$ 9,626.21
Donald Thurston	\$ 2,251.33		Tracy Larabee	\$ 4,088.09
Jamie Snow	\$ 2,251.33		Tanya Magliozzi	\$ 2,008.59
<u>Board of Health</u>			Marypat Pomaranski	\$ 12,037.18
Frank Marchegiani	\$ 68,824.75		Amelya Sabatini	\$ 2,702.15
Edward Gallagher	\$ 11,760.56		Michelle Shinnick	\$ 5,911.41
Wendelyn Hansbury	\$ 29,148.26		Catherine Woodall	\$ 1,667.30
Deborah Ketchen	\$ 6,300.00		Travis Yacovitch	\$ 1,176.22
Mary Ellen Mighill	\$ 5,312.14		Leah Zaroulis	\$ 2,390.27
<u>Cemetery Department</u>			<u>Light Department</u>	
Lorant Ronai	\$ 12,676.48		Matthew R. Brown	\$ 127,555.24
Matthew Nadeau	\$ 9,043.54		Mark Anderson	\$ 150,497.34
Stuart Dalzell III	\$ 2,508.18		Mark Bixby	\$ 66,250.59
Alan Kulakowski	\$ 3,141.42		Dan Folding	\$ 39,633.57
Tricia McNeil	\$ 7,265.99		Eric Grover	\$ 86,754.07
			Brian Herdman	\$ 133,500.98
<u>Council on Aging</u>			Sean LaBelle	\$ 138,162.13
Brienne Walsh	\$ 40,640.10		Dennis Morrison	\$ 130,406.83
Denise Gilman	\$ 30,984.63		Sandra Naugler	\$ 69,714.05
Dennis Donoghue	\$ 1,608.36		Jeffrey Valley	\$ 65,676.92
Timothy Morris	\$ 16,607.84		<u>Shellfish Constable</u>	
Lisa Lozzi	\$ 23,498.75		Travis Kneeland	\$ 2,910.72
Stephen Prendergast	\$ 6,717.74		Ronald Kneeland	\$ 500.00
<u>Town Clerk</u>			Rachel Dailey	\$ 500.00
Susan Hazen	\$ 58,136.50		Paul Lees	\$ 500.00
Susan Leach	\$ 13,058.69			

	<u>Base Pay & Other Earnings</u>			<u>Base Pay & Other Earnings</u>
<u>Town Planner</u>			<u>Water Department</u>	
Kirk Baker	\$ 50,633.10		Robert Gray	\$ 74,382.36
<u>ZBA</u>			Robert Swiniarski	\$ 86,958.01
Lisa Lozzi	\$ 10,320.70		Katherine Bento	\$ 45,451.01
<u>Board of Registrars</u>			Ryan McDonald	\$ 61,947.42
Susan Hazen	\$ 575.00		Keith McDonald	\$ 21,130.34
Deborah Grundstrom	\$ 287.50		Robert Walsh	\$ 23,544.18
Geraldine Robertson	\$ 431.25		John Harrington	\$ 12,320.66
Gordon Densmore	\$ 575.00		<u>Fire Department</u>	
<u>Elections</u>			James C. Broderick	\$ 97,916.75
Philip Collyer	\$ 151.03		Mark Emery	\$ 96,712.82
Kathleen Cousins	\$ 105.03		James R. Merry	\$ 96,092.21
Donald Dupray	\$ 100.00		Matthew Harney	\$ 23,651.90
Robert Johnson	\$ 164.76		Cooper Carifio	\$ 23,589.30
Joan Lyons	\$ 118.10		<u>Call Fire Fighter</u>	
Mary MacDonald	\$ 105.03		Ronald Agrella	\$ 7,110.44
Richard MacDonald	\$ 267.22		Christopher Cassidy	\$ 545.77
Maryellen Mighill	\$ 163.38		James Chadbourne	\$ 4,182.78
Joan Peterson	\$ 27.46		Darci Condelli	\$ 813.62
Kinberly Perilli	\$ 58.35		John Condelli	\$ 3,343.40
Linda Snow	\$ 105.03		Donald Dupray	\$ 11,868.50
			Evan Fish	\$ 1,921.67
<u>Treasurer/Collector</u>			Vincent Gaudenzi	\$ 3,146.60
Karen Summit	\$ 85,450.00		Justin Graham	\$ 144.10
Karen O'Donnell	\$ 51,301.50		Matthew Harney	\$ 2,141.06
Brigida Longo	\$ 31,004.76		Charles Hazen Jr.	\$ 1,918.59
			Patrick McManus	\$ 3,447.41
<u>Inspections</u>			Joseph Merry	\$ 5,087.16
Kenneth Ward	\$ 32,423.58		Robert O'Leary	\$ 9,141.73
Chia Vitello	\$ 11,474.24		Matthew Ross	\$ 9,086.92
Donald Galicki	\$ -		Brian Sculley	\$ 18,641.05
David Levesque	\$ 14,389.74		Robert Serino	\$ 250.50
Harry Bennett	\$ 13,931.10		Timothy Shirley	\$ 1,294.50
James Cotter	\$ 588.66		Joshua Simpson	\$ 165.87
Samuel Joslin	\$ 154.44		Jesse Warren	\$ 3,594.30
			Joseph Warren	\$ 514.08
<u>Conservation Department</u>			Mark Winfrey	\$ 4,296.12
R. Brent Baeslack	\$ 65,210.00			
Deborah Cunningham	\$ 13,120.93			

	<u>Base Pay & Other Earnings</u>	<u>Detail Pay</u>
Police Department		
Scott Dumas	\$ 125,071.31	
Robert Adams	\$ 98,894.00	\$ 7,311.50
Tara Bernard	\$ 6,545.36	\$ 3,451.80
Christopher Cassidy	\$ 26,668.78	\$ 10,140.50
Perry Collins	\$ 123,837.08	\$ 38,665.50
Sheri David	\$ 43,505.45	
Rosanne Ferrante	\$ 3,313.62	
Gavin Forni	\$ 89,323.77	\$ 18,569.00
Eric Giordano	\$ 14,801.93	\$ 7,038.10
Charles Hazen Jr	\$ 98,438.75	\$ 1,272.00
Scott Hirtle	\$ 15,007.02	
Ronald Knuuttila, Jr.	\$ 3,537.90	
Andrew Lawrence	\$ 89,993.95	\$ 18,940.00
Stephen Levesque	\$ 38,185.39	\$ 7,237.00
Pamela Lutes	\$ 40,839.40	
Carolyn Lynch	\$ 2,978.22	
David MacMullen	\$ 98,504.55	\$ 8,200.00
Jessie Mazzie	\$ 57,127.36	\$ 3,119.00
Patrick McGettrick	\$ 55,473.59	\$ 636.00
Lynne Neary	\$ 48,197.28	
Christopher Ottani	\$ 79,004.72	\$ 6,015.50
Juliana Paulette	\$ 2,595.34	
Marc Pelletier	\$ 51,992.54	
John Raffi	\$ 110,227.03	\$ 26,678.00
Christina Richards	\$ 1,736.39	
David Sedgwick	\$ 127,540.85	\$ 18,797.10
Mark Smith	\$ 10,108.56	\$ 4,503.60
Melissa Stasiak	\$ 926.77	
Dorothy Tobin	\$ 58,805.66	
Lucas Tubbs	\$ 44,683.73	\$ 21,876.18
Matthew Ziev	\$ 124,549.24	\$ 10,066.50
Total In Town Detail	\$ 164,432.50	
Out of Town Detail	\$ 48,084.78	
Grand Total:	\$ 5,166,611.05	

SALARIES TRITON REGIONAL SCHOOL DISTRICT

SCHOOL COMMITTEE MEMBERS

Name	FTE	Stipend
N – DINA SULLIVAN	1.0	\$ 1,250
N – MAUREEN HEFFERNAN	1.0	1,250
N – PAUL GOLDNER	1.0	1,250
R – TINA TZORTZIS	1.0	1,250
R – NERISSA WALLEN	1.0	1,250
R – PAUL LEES	1.0	1,250
S – DEBORAH CHOATE	1.0	1,250
S – LINDA LITCOFSKY	1.0	1,250
S – ERIN BERGER	1.0	1,250

ADMINISTRATION

Name	FTE	Salary
SUPERINTENDENT	1.0	\$ 173,400
ASSISTANT SUPERINTENDENT	1.0	123,252
SCHOOL BUSINESS ADMINISTRATOR	1.0	129,530
ADMINISTRATOR OF SPECIAL EDUCATION	1.0	125,428

REPORT OF THE BOARD OF SELECTMEN

The Board of Selectmen thanks you for allowing us to serve you over the past year.

In 2019, we have continued working on many important projects focusing on the infrastructure and financial stability of the Town of Rowley. This year was a monumental one for construction, with the completion of both the Pine Grove School renovation, new Fire Station, and Police Station addition and renovation. The Board also continued to advocate for traffic safety improvements at the intersection of Route 1 and Central and Glen Street, working in partnership with State Representative Hill and Senator Tarr. Lastly, we've sought to maintain the Town's financial stability by calling for judicious and transparent budgeting from the Triton School District; identifying new funding opportunities; and planning ahead for major infrastructure projects, such as bridge and culvert replacements.

Over this year, the major renovation of the Pine Grove School project was substantially completed in time for the start of school in September. This deadline was achieved despite a delay caused by the identification of mold in the east wing of the building. The mold was fully abated and mineral wool installed to prevent any future issues. The contractor worked on completing the final punch list items through the end of the year, with the exception of installing sod for the softball field, which will be completed in Spring 2020. On October 5, a Grand Opening was held to celebrate the school renovation. A large crowd was present and ice cream was served. There were many compliments given to the project, including for the playground which was renovated to be handicap accessible with a safe rubber surface that mimics the look of a salt marsh.

Construction was also completed on the Town's public safety buildings. This includes an expansion of the existing Police Station building along with the construction of a new Fire Station with three truck bays. The project, which began construction in 2017, was completed without any major or unexpected issues. By April, the Police Department was completely moved into their renovated and expanded building. The Fire Department began operating out of the new Fire Station in May and the old Hammond Street Fire Station, which the Town leased from Rowley Volunteer Fire Protection Association, Inc., was decommissioned as an active fire station. A Ribbon Cutting and Open House was held on June 22. The new buildings were commemorated with short speeches and buildings tours for those in attendance, which included the Board of Selectmen, current Town, Police and Fire Department employees, State dignitaries, retired Police Chiefs Kevin Barry and Robert Barker, and numerous residents.

Vehicular safety at the crossroads intersecting Route 1 continues to be a priority for the Board in 2019, as it has been for many years. With the support of our State legislature, funding was allocated in the 2018 Environmental Bond Bill to fund a Department of Transportation (DOT) traffic study for the intersection. The study looked at the traffic usage to determine whether and what safety improvements are warranted for this location. In January, the Town received notice from MassDOT that the new traffic counts indicated that a traffic light is warranted at the intersection of Route 1 and Glen and Central Streets, but a traffic light is not warranted at the intersection of Route 1 and Wethersfield Street. Senator Tarr and Representative Hill advocated, on behalf of the Town, for funding from the MassDOT Project Review Committee to install a

full traffic light at the intersection of Route 1 and Glen and Central Streets. At years end, the project was in the design phase through the State.

In April, the Board of Selectmen voted to pursue Green Community status, a program run through the Department of Energy Resources, by Fall 2020. By becoming a Green Community, the Town will receive a designation grant of approximately \$130,000 and also become eligible to compete for annual energy project grants. In order to become a Green Community, the Town must meet the following five criteria: Adopt an expedited permitting process; Adopt as-of-right siting for renewable/alternative energy generation, research and development, or manufacturing; Create an Energy Reduction Plan to reduce energy use by 20% in 5 years; Adopt a Fuel Efficient Vehicle Purchase Policy; and Adopt the Stretch Code. Several of these items are already part of the Town's standard operating procedures.

To aid in the Green Communities designation, the Town applied for and was awarded a Municipal Energy Technical Assistance (META) grant in the amount of \$10,020 from MA Department of Energy Resources. This grant covers the costs to conduct energy audits of 3 Town-owned buildings: Town Hall, Highway Garage, and Water Department Central Office. The audit will help to identify cost-effective ways to reduce energy consumption. The Town is also receiving aid and support from the Merrimack Valley Planning Commission in compiling its Green Communities application.

Lastly, in July a Town-wide Bridges and Culverts Conditions and Maintenance Plan was completed by an engineering consultant. The Plan was fully funded by a Community Compact program grant, operated by the Community Compact Cabinet (CCC) through the Governor's Office. The resulting recommendations will be used in conjunction with the Pavement Management Plan to prolong the life of the Town's critical roadway infrastructure as well as plan ahead for any necessary major reconstruction projects. As a direct result of the Plan, the consultant also assisted the Town in applying for a Small Bridges State grant for the Glen Street Bridge. The Bridge Inspection Report indicated that the Glen Street Bridge is in poor condition and was placed at a high priority for replacement. If awarded, the Small Bridges grant will fund the full replacement cost of this structure, which is estimated at \$796,000.

We continue to look forward to serving the people of the Town of Rowley.

REPORT OF THE FINANCE COMMITTEE

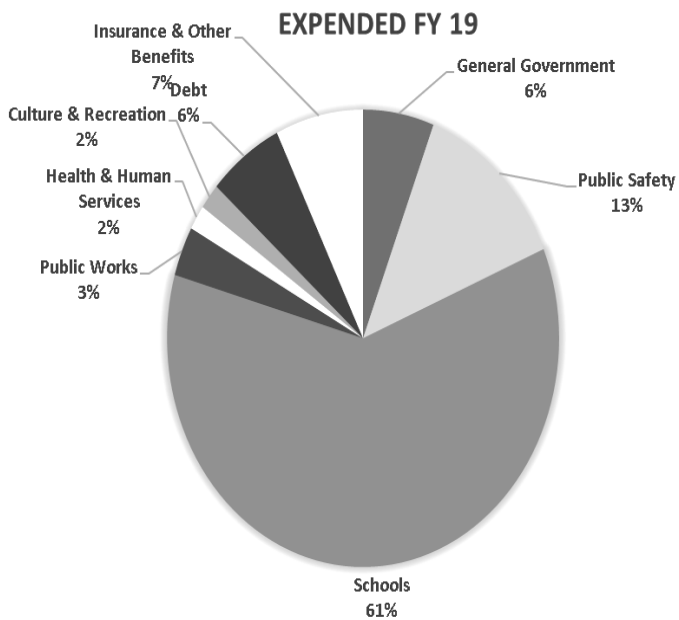
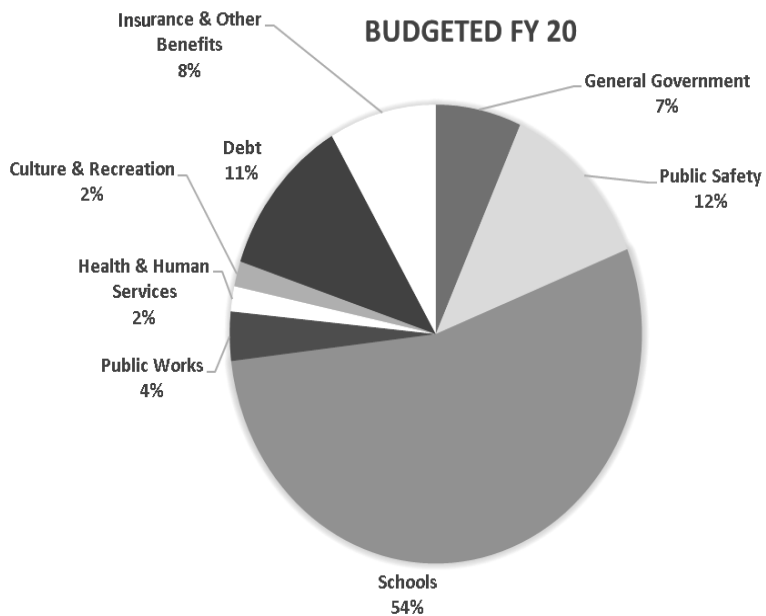
The Finance Committee consists of seven members appointed by the Town Moderator for a three year, renewable, term and serves as an advisory committee to the Board of Selectmen. It makes budgetary recommendations at the Annual Town Meeting and the Special Town Meeting. The Finance Committee has no financial authority; although the Finance Committee reviews and approves all departmental budgets, we do not spend the funds in the budget.

The Finance Committee reviews the Monthly Allocation Report throughout the year and the budgets during the year for recommendations and monitors the spending of each department. It reviews requests for transfers from the Reserve Fund.

Omnibus Distribution FY 15 – FY 20

Department	<u>Expended FY 15</u>		<u>Expended FY 16</u>		<u>Expended FY17</u>	
General Government	\$1,066,223	7%	\$1,112,234	7%	\$986,152	6%
Public Safety	\$2,130,899	14%	\$2,157,335	14%	\$2,181,395	13%
Schools	\$8,751,596	59%	\$9,173,668	58%	\$9,746,100	60%
Public Works	\$546,932	4%	\$602,489	4%	\$674,064	4%
Health & Human Services	\$304,051	2%	\$323,760	2%	\$297,862	2%
Culture & Recreation	\$297,606	2%	\$314,805	2%	\$305,749	2%
Debt	\$370,693	3%	\$528,504	3%	\$534,304	3%
Insurance & Other Benefits	\$1,358,899	9%	\$1,474,564	9%	\$1,522,136	9%
TOTAL	\$14,826,899		\$15,687,359		\$16,247,762	

Department	<u>Expended FY 18</u>		<u>Expended FY 19</u>		<u>Budgeted FY 20</u>	
General Government	\$971,699	6%	\$1,038,297	6%	\$1,392,376	7%
Public Safety	\$2,274,064	14%	\$2,267,819	13%	\$2,536,508	12%
Schools	\$10,193,166	62%	\$10,799,902	61%	\$11,218,812	54%
Public Works	\$710,177	4%	\$624,537	4%	\$718,019	3%
Health & Human Services	\$297,729	2%	\$310,650	2%	\$367,171	2%
Culture & Recreation	\$320,852	2%	\$321,738	2%	\$367,603	2%
Debt	\$563,265	3%	\$1,101,714	6%	\$2,372,898	11%
Insurance & Other Benefits	\$1,240,000	7%	\$1,284,968	7%	\$1,743,455	8%
TOTAL	\$16,750,952		\$17,749,625		\$20,716,842	



REPORT OF THE TOWN ACCOUNTANT

Combined Balance Sheet - All Fund Types and Account Groups as of June 30, 2019 (Unaudited)

	Governmental Fund Types		Proprietary Fund Type:	Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	(Memorandum Only)
ASSETS						
CASH AND CASH EQUIVALENTS	5,254,175.82	2,849,036.09	8,327,677.41	3,082,536.38	1,220,805.87	20,734,231.57
INVESTMENTS				5,151,277.04	2,357,251.36	7,508,528.40
RECEIVABLES:						
Personal property taxes	1,331.82					1,331.82
Real estate taxes	66,986.33					66,986.33
Deferred taxes						0.00
Allowance for abatements and exemptions						0.00
Special assessments		711,482.00				711,482.00
Tax liens	66,576.59					66,576.59
Tax foreclosures	70,641.48					70,641.48
Motor vehicle excise	59,073.57					59,073.57
Other excises	995.00					995.00
Utility Charges				667,621.13		667,621.13
Utility liens added to taxes						0.00
Departmental						0.00
Other receivables						0.00
Due from other governments	46,657.00	9,150.84				55,807.84
DUE TO/FROM OTHER FUNDS	1,436.03				6,995.04	8,431.07
FORECLOSED PROPERTIES	361,893.99					361,893.99
PREPAIDS				1,420,736.10		1,420,736.10
INVENTORY				233,126.48		233,126.48
FIXED ASSETS, NET OF ACCUMULATED DEPRECIATION				21,241,305.84		21,241,305.84
AMOUNTS TO BE PROVIDED - PAYMENT OF BONDS					32,244,413.00	32,244,413.00
AMOUNTS TO BE PROVIDED - VACATION & SICK LEAVE						0.00
TOTAL ASSETS	5,929,767.63	3,569,668.93	8,327,677.41	31,796,602.97	3,585,052.27	85,453,182.21
LIABILITIES AND FUND EQUITY						
LIABILITIES:						
IBNR						0.00
Accrued claims payable						0.00
Deferred revenue:						
Real and personal property taxes	68,318.15	5,408.09				73,726.24
Deferred taxes						0.00
Prepaid taxes/fees						0.00
Special assessments						0.00
Tax liens	66,576.59					66,576.59
Tax foreclosures	70,641.48					70,641.48
Motor vehicle excise	59,073.57					59,073.57
Other excises	995.00					995.00
User fees						0.00
Utility liens added to taxes						0.00
Departmental						0.00
Deposits receivable						0.00
Other receivables						0.00
Due from other governments						0.00
Due to other governments						0.00
Due to/from other funds	6,995.04				1,436.03	8,431.07
Accounts payable	1.94			227,048.61		227,050.55
Warrants payable	153,838.33	63,289.15	73,291.31	407,627.48	7,361.00	705,407.27
Accrued payroll and withholdings	84,521.77	1,521.71		24,233.17		110,276.65
Other liabilities	191.22			4,372,299.66	30,975.54	4,403,466.42
Agency Funds						0.00
Bonds payable				9,158,864.78	32,244,413.00	41,403,277.78
Notes payable			5,000,000.00			5,000,000.00
Vacation and sick leave liability						0.00
TOTAL LIABILITIES	511,153.09	70,218.95	5,073,291.31	14,190,073.70	39,772.57	52,128,922.62
FUND EQUITY:						
Reserved for encumbrances	784,424.28	711,641.27		448,586.55		1,944,652.10
Reserved for expenditures	1,513,366.00	2,787,808.71		604,454.00		4,905,628.71
Reserved for continuing appropriations						0.00
Reserved for petty cash	807.63			690.00		1,497.63
Reserved for appropriation deficit						0.00
Reserved for snow and ice deficit						0.00
Reserved for debt service	42,907.54					42,907.54
Reserved for premiums	33,581.94					33,581.94
Reserved fund balance			3,254,386.10		3,545,279.70	6,799,665.80
Undesignated fund balance	3,043,527.15					3,043,527.15
Unreserved retained earnings				4,470,347.06		4,470,347.06
Investment in capital assets				12,082,451.66		12,082,451.66
TOTAL FUND EQUITY	5,418,614.54	3,499,449.98	3,254,386.10	17,606,529.27	3,545,279.70	33,324,259.59
TOTAL LIABILITIES AND FUND EQUITY	5,929,767.63	3,569,668.93	8,327,677.41	31,796,602.97	3,585,052.27	85,453,182.21

REPORT OF THE TOWN ACCOUNTANT			
ARTICLE BALANCES AS OF FEBRUARY 29, 2020			
	Current Year	Current Year	Balance
Article	Budgeted	Expenditures	Remaining
General Fund			
GASB 45 (Retirees' Health Insurance) SA7 5/11 A20	1,530	750	780
Hunsley Hills Management SA20 5/01	2,338	0	2,338
Storm water Map SA13 11/07	725	0	725
Olde Nancy A16 5/76	200	0	200
Engineering at West Ox Pasture Lane SA34 11/01	4,190	0	4,190
Fire & Police Station Study SA16 5/14	3,724	0	3,724
Capital Projects VIII SA17 4/18	68,596	10,634	57,962
Capital Projects IX SA7 5/19	81,899	21,432	60,467
Pay Equity Study SA13 5/19	4,250	4,231	19
OSHA Compliance SA14 5/19	20,000	0	20,000
New Town Website SA15 5/19	15,000	11,500	3,500
Recertification 5/16 5/17 5/18	147,229	0	147,229
Recertification A15 5/19	30,000	1,000	29,000
Records Archiving II SA17 5/15	9,079	0	9,079
Town Hall Ceiling & Elevator SA13 5/13	5,000	0	5,000
Repair 2nd Floor of Annex A22 5/00	3,093	3,093	0
Expand/Pave Annex SA5 5/15	19,990	19,000	990
Police Academy Tuition A22 5/17	3,000	3,000	0
Fire Station Design A26 5/04	11,845	0	11,845
Gear & Clothing SA10 5/17	785	269	516
Shade Tree Maintenance SA9 4/18	500	500	0
Shade Tree Maintenance SA10 5/19	100,000	69,096	30,904
Municipal Waterways A14 5/19	3,450	0	3,450
Gurczak Lane Bond SA14 11/13	22,392	0	22,392
Pave Prospect Hill II SA21 5/17	10,429	0	10,429
Highway Dump Truck & Plow SA 9 5/19	175,000	0	175,000
Recycling Center Cost Estimate SA12 5/19	7,000	4,059	2,942
Perpetual Care A13 5/17 & A14 4/18	590	0	590
Expand Cemetery Sections G & H A15 5/07	3,683	0	3,683
Sections G & H Paving SA18 5/13	20,000	0	20,000
Cemetery Water Lines SA5 5/19	18,847	0	18,847
Handicap Access / Bathroom A66 5/89	3,217	0	3,217
Library HVAC Improvements SA3 5/19	3,150	0	3,150
MWPAT (Septic Betterments) Principal A18 5/19	63,439	63,439	0
Total General Fund	864,171	212,003	652,168

ARTICLE BALANCES (CONTINUED)			
Community Preservation Fund			
Plantation Windows & Roofs SA21 5/19	260,000	0	260,000
Field @Veterans Park SA18 10/14	173,524	27,030	146,494
Girl Scout Camp Conservation Restriction SA19 10	15,000	0	15,000
Purchase 221R Main St A27 5/17	2,814	0	2,814
Pingree Boardwalk SA24 4/18	9,700	0	9,700
Historic Signs (1/2) SA25 11/04	880	0	880
Town Hall Windows II SA21 11/06 SA26 4/18	7,040	0	7,040
Annex Elevator Design SA12 11/16	2,197	0	2,197
Annex Elevator Design Bid A28 5/17	15,477	0	15,477
Annex 1st Floor ADA Compliance SA27 4/18	157,109	13,683	143,426
Town Hall Handicap Ramp SA28 4/18	47,900	0	47,900
Town Vital Records SA22 5/19	20,000	0	20,000
Total Community Preservation Fund	711,641	40,713	670,928
Water Enterprise Fund			
Pall Filtration Modules A9 5/16	33,000	0	33,000
Water Treatment Plant Access Rd A10 5/16	3,900	0	3,900
DEP Survey Compliance SA15 11/16	30,980	0	30,980
Pall Filtration Modules A9 5/17	21,000	0	21,000
Pick-Up Truck A8 4/18	3,500	638	2,862
Storage Tank Valves A9 4/18	3,490	3,490	0
Prospect Hill Tank Valves SA17 5/19	190,000	135,455	54,545
Inspect & Clean Water Tank SA18 5/19	7,150	0	7,150
Distribution Main Valves SA19 5/19	70,000	11,350	58,650
Exhaust Ventilation A8 5/19	27,000	0	27,000
Mobile Compressor A9 5/19	25,000	19,382	5,618
Water Source Study A10 5/19	30,000	7,000	23,000
Utility Vehicle A12 5/19	30,000	26,881	3,119
Total Water Enterprise Fund	475,020	204,196	270,824
Grand Total	2,050,832	456,912	1,593,920

TOWN OF ROWLEY STATEMENT OF BUDGET VS. ACTUAL REVENUES AND EXPENDITURES YEAR ENDED JUNE 30, 2019 UNAUDITED				
	FINAL BUDGET	ACTUAL EXPENDITURES	CARRIED FORWARD	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES:				
Real estate and personal property				
net of reserve for abatements	15,502,353	15,580,456		78,103
Excise taxes	882,400	1,230,367		347,967
Intergovernmental	732,061	726,983		(5,078)
Departmental fees, fines and charges	487,000	829,046		342,046
Interest	31,565	306,348		274,783
 Total Revenues	 17,635,379	 18,673,200		 1,037,821
EXPENDITURES:				
General Government	1,789,205	1,189,269	398,115	201,821
Public Safety	2,625,404	2,329,675	118,050	177,680
Public Works	966,076	624,538	258,653	82,885
Human Services	358,192	310,649	3,225	44,318
Culture and Recreation	357,306	329,628	6,381	21,297
Education	10,800,902	10,799,903		999
Pension	897,119	728,425		168,694
Debt Service - Principal	671,439	671,439		0
Debt Service - Interest	498,714	494,824		3,890
State and County charges	108,275	108,275		0
Employee Benefits	587,803	407,568		180,235
Other expenditures	161,000	148,974		12,026
 Total Expenditures	 19,821,435	 18,143,166	 784,424	 893,845
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(2,186,056)	530,034	(784,424)	1,931,666
OTHER FINANCING SOURCES (USES):				
Transfers in	82,439	82,439		0
Transfers out	(100,000)	(100,000)		0
 Total Other Financing Sources (Uses)	 (17,561)	 (17,561)		 0
NET CHANGE IN FUND BALANCE	(2,203,617)	512,473	(784,424)	1,931,666
BUDGETARY FUND BALANCE, Beginning of Year	4,876,678	4,876,678		
BUDGETARY FUND BALANCE, End of Year	2,673,061	5,389,151	(784,424)	1,931,666

REPORT OF THE BOARD OF ASSESSORS

In fiscal year 2020 the Board of Assessors with the assistance of Vision Government Solutions of Northborough, Mass, completed an interim adjustment as mandated by the Department of Revenue. It is important to note that January 1st annually is the assessment date, and all assessments are determined using arms-length property sales. During the fiscal year 2020 interim adjustment the Rowley Assessor's Office reviewed the calendar 2018 sales, for the single family and condominiums classes. However, for all other classes, sales that occurred during the period of January 1, 2017 through December 31, 2018 were reviewed along with, when applicable, income and expense data.

Below is a table of the fiscal year 2020 parcel counts, valuations and taxes for the main property classes in Town:

<i>FISCAL YEAR 2020</i>					
<u>Tax Classification</u>	<u>Parcel Count</u>	<u>Assessed Value by Class</u>	<u>Tax Rate</u>	<u>Tax by Class</u>	<u>% of Total Value by Class</u>
<i>Residential</i>	2353	976,527,345	15.58	15,214,296.04	82.0765%
<i>Open Space</i>	39	106,600	15.58	1,660.83	0.0090%
<i>Commercial</i>	197	95,447,165	15.58	1,487,066.83	8.0223%
<i>Industrial</i>	30	39,143,890	15.58	609,861.81	3.2900%
<i>Personal Property</i>	347	17,210,424	15.58	268,138.41	1.4465%
<i>Exempt</i>	282	61,341,000			5.1557%
<i>Total</i>	3248	1,189,776,424		17,581,023.92	100.0000%

The Board reported \$20,603,068 in New Growth Value to the Department of Revenue, which was certified during the fiscal year 2020 tax rate setting process. The tax rate in the Town increased from \$14.68 to \$15.58 for fiscal year 2020. The tax rate increased dramatically due to the majority of the borrowing for the Proposition 2 ½ overrides for the Public Safety Buildings and the Pine Grove School Renovation being added to the tax levy.

As always, the Board feels it is important for all taxpayers to remember that the Board of Assessors does not make the laws that affect property owners. The Massachusetts Legislature enacts tax laws. Various guidelines and regulations to implement the legislation are established by the Department of Revenue. The Board of Assessors, in short, follows the procedures established by others to set the value of property. Value is actually set by buyers and sellers as they establish the worth of comparable properties through their transactions in the real estate marketplace. The Assessors also do not determine taxes. The municipality itself determines property taxation, through its Town Meeting. Similarly, the Assessors do not decide who is entitled to relief on their property tax bills through exemptions; rather they follow the Massachusetts General Laws.

Respectfully Submitted: Diane L. D'Angeli M.A.A., Chairwoman; Jami L. Snow, Assessor; Donald W. Thurston M.A.A., Assessor

REPORT OF THE TOWN CLERK

The Town Clerk's office was kept busy throughout 2019 issuing Dog Licenses, Shellfish Permits, Business Certificates, Ramp and Mooring Permits, processing Parking and Non-Criminal Complaint tickets, maintaining Vital Records, including Birth, Death and Marriage Certificates, posting Open Meeting Notices for all Committees and Boards throughout Town, supervising compilation of the Census/Street List, Voter Registration, and Elections, Annual and Special Town Meetings as well as tracking, maintaining and archiving State Ethics documentation.

As I've mentioned many times, as one of the oldest towns in America, many Americans can trace their lineage back to our founding fathers. As a result, researchers from all over the globe contact this office, in person, through the mail or via Email, with regard to researching their ancestry. We are very proud to be able to say that our Town records represent one of the most complete collections to be found in the area and welcome the opportunity to share our rich history with others, be they professional researchers or fledgling genealogists.

2019 Population Demographics (as of 1/15/2020)

Dates of Birth between:	1/1/1900 and 12/31/1909	0	
	1/1/1910 and 12/31/1919	2	
	1/1/1920 and 12/31/1929	40	
	1/1/1930 and 12/31/1939	212	
	1/1/1940 and 12/31/1949	542	
	1/1/1950 and 12/31/1959	1117	
	1/1/1960 and 12/31/1969	1050	
	1/1/1970 and 12/31/1979	713	
	1/1/1980 and 12/31/1989	764	
	1/1/1990 and 12/31/1999	781	
	1/1/2000 and 12/31/2009	643	
	1/1/2010 and 12/31/2018	474	Population Total: 6338

Comparative Vital Statistics (as of 1/15/20)

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
<i>Births</i>	47	53	62	47	49
<i>Deaths</i>	49	38	67	50	49
<i>Marriages</i>	26	28	12	10	20

Births: Forty-nine (49) babies were born to Rowley parents, 28 boys and 21 girls, including one set of twins.

Deaths: Forty-nine (49) deaths, down one from last-year, were recorded in 2019, nineteen (19) males and thirty (30) females and included six (6) veterans: one of whom fought in World War II, four in Korea and one in Vietnam. Of the 49, eleven were over 90 and the oldest was 99. The average age at time of death was 78¾ years of age – up over two years from last year's report!

Marriages: Twenty (20) Marriage Licenses were issued in 2019 – twice as many as in 2018! Only two of the weddings took place in a church, twelve of the

weddings took place here in Town. Seven were officiated by Clergy, five by a Justice of the Peace, and eight by One Day Solemnizers!

Town Clerk's Revenue Report – 2019

Bylaw Non-Criminal Violations	\$ 1,025.00
Cemetery Lots	9,250.00
Dog and Kennel Licenses	8,360.00
General Fees	4,236.00
Parking Violations	1,035.00
Ramp and Mooring Permits	17,259.40

Records Request Fees	209.24
Shellfish Permits	<u>8,350.00</u>

\$ 49,724.64

Up almost \$5,000 from last year!

Cemetery Lots Sold – There were seventeen (17) lots sold in 2020, five (5) regular and twelve (13) cremation lot sold @ \$250 each to Rowley residents and \$750 to non-residents.

Dog Licenses –We issued seven hundred fifty-four (754) Dog Licenses and nine (9) Kennel Permits in 2019.

General Fees – General Fees income has increased due largely to Homeland Security's REALID [Driver's License] regulations which require documentation (Certified Birth and sometimes Marriage certificates). General Fees also cover a wide range of transactions including Street List sales, Marriage Licenses, Business Certificates, certified copies of Vital Records and very rarely the sale of Rules and Regulations from various committees although many of these Bylaws and R&R's are now available (free of charge) on the Town website: townofrowley.net.

Records Request – Although Public Records have been available for many years, this new legislation regulates the process throughout the Commonwealth under the supervision of the Attorney General's Office and stipulates that all records requests be directed to an appointed Records Access Officer, generally defaulting to the Clerk, who would provide a timely receipt or acknowledgement for each request, direct each request to the appropriate department, insure each request was answered within the 10 business day time frame allowed by law, and then provide a letter of response for each completed request. We processed forty-one (41) Records Requests during 2019, resulting in responses ranging from 'no responsive documents' to hundreds of pages of responsive documents.

Ramp and Mooring Permits – This office issued three hundred twenty one (321) Ramp and Mooring permits in 2019.

Shellfish Permits – We processed eighty-seven (87) Shellfish Applications. including 27 Commercial (13 free), 2 Jr. Commercial, 35 Resident Non-Commercial (17 free) and ‘Other’ permit classifications.

My personal thanks to everyone who works to make this office pleasant as well as efficient, especially Administrative Assistant Sue Leach. I continue to try to attend as many professional development opportunities offered by the various Town Clerk Associations as time allows. I have been certified as Massachusetts Municipal Clerk (by the MA Town Clerk’s Association) and Certified Municipal Clerk (by the International Institute of Municipal Clerks) and hold the job titles of Chief Election Officer, Census Liaison, Mooring Clerk, Parking Clerk, Limited Health Agent and Records Access Officer I still love my job and look forward to coming to work each morning and, with your continued support, look forward to continuing to serve the Town of Rowley.

Respectfully submitted: Susan G. Hazen, CMC/CMMC Town Clerk, Town of Rowley

REPORT OF THE BOARD OF REGISTRARS

Mass General Law directs each Town to appoint a Board of Registrars to be responsible for maintaining accurate voter registration lists and presiding over recounts. The voter registration list is the basis for the Street List and Census and is used to check qualified residents into Annual/Special Town Meetings and Federal, State and Local Elections. The primary vehicle for keeping this list up to date is the annual census/street list as maintained by the State hosted VRIS Computer System. Each year the registrars spend considerable time compiling the Annual Census as well as working at the check-in table at Rowley’s Town Meetings and providing office coverage for Voter Registration and various other extended hours as mandated by the Secretary of State.

Voter Registration as of 1/15/20

Unenrolled (a/k/a Independent)	(U)	3268
Democrat	(D)	844
Republican	(R)	780
United Independent Party	(UIP)	28
Libertarian	(L)	19
Other		20
Registered Voters		4959
<u>Voters listed as INACTIVE</u>		<u>-276</u>
ACTIVE Voters:		4678

****INACTIVE*** is defined as those voters who have **NOT** responded to the Census within the calendar year. Once voter status has been changed to INACTIVE, identity and proof of residency must be re-established before being restored to the voters list.

Voter Turn-out at May 14, 2019 Annual Town Election: 73

We are currently in the process of compiling the year 2020 CENSUS/STREET LIST information and hope to have the new Street List books ready by May 1st. Have you returned your CENSUS

form yet? If you ran into a problem at one of the elections – your name wasn't on the voter's list or had fallen into inactive status – problems were most probably caused by lack of Census response. We can't stress enough how important it is to keep these lists accurate and up to date and respectfully request residents to look over their census forms, confirm the information listed and return to us ASAP. We remind you that you may register to vote at the Town Clerk's Office or at the Registry of Motor Vehicles. You can request a registration form by calling 978-948-2081 or the Secretary of the Commonwealth's office at 1-800-462-VOTE. You need to register to vote only once, unless you change your name, address or party affiliation. Please remember that response to the Annual Town Census/Street List questionnaire does NOT constitute Voter registration although failure to respond to it may result in *removal* from the Voter's List. Please contact the Clerk's Office at 978 948 2081 or townclerk@townofrowley.org, should you have any questions regarding your Voting Status.

2019 Election Workers as appointed 5/28/19 by Board of Selectmen:

Kathleen Cousins (U), 11 Cross St.
Robert Johnson (U) 28 Brook St.
Susan E. Leach (U) 5 Jellison Rd.
Joan Lyons (R) 283 Haverhill St.
Mary Ellen MacDonald (D), 52 Summer St.
Marion Madden (D) 136 Wethersfield St.
Mary Ellen Mighill (U) 76 Central St.
Marion R. Musial (R) 545 Newburyport Turnpike
Joan Carol Petersen (D) 25 Newbury Rd.
Linda Snow (U), 111 Leslie Rd.
Kim Perilli (U), 269 Dodge Rd
Nancy Leibe (R), 3 Intervale Circle
Michelle Ford (U), 51 Hammond St.
William Cousins (U), 11 Cross St.

With only one election, one Town Meeting and one Special Town Meeting, 2019 was an easy election season. We are currently preparing – and training – for the upcoming Presidential cycle. We have purchased new Optical Scanning Machines, replacing the old Accu-Vote Machines and will be introducing them at the Primary on March 3rd. We are training several new elections workers and wardens and clerks who have been promoted. Our sincere gratitude for the many people who work so hard to insure that our elections run as flawlessly and stress-free as possible.

We need to thank Constables Phil Collyer and Rick MacDonald, Police Chief Scott Dumas and Fire Chief James Broderick for providing assistance in the areas of security and traffic control. Our thanks as well to St. Mary's Family Parish for continuing to allow us to hold our elections in their hall, the custodial staff at Pine Grove School for setting up and taking down all the chairs at Town Meetings and Janet Morrissey and staff of Rowley Cable Media.

Upcoming 2020 Election and Town Meeting Information:

Presidential Primary

St. Mary's Hall, Main St.

Tuesday, March 3rd

7AM to 8PM

Special/Annual Town Meeting	TBA
Pine Grove School, Main St. @ 7:00PM	
Annual Town Election	Tuesday, May 12th
St. Mary's Hall, Main St. from Noon to 8PM	
State Primary	Tuesday, Sept. 1st
St. Mary's Hall, Main St., 7AM – 8PM	
State (Presidential) Election	Tuesday, Nov. 3rd
St. Mary's Hall, Main St., 7AM – 8PM	

In Memoriam

Our thoughts and prayers go to the family and friends of Registrar Geraldine Robertson who passed away in November. We only worked with Gerry for a couple of years but enjoyed working with her immensely. She was always upbeat and smiling and her family told me that she felt she was contributing to the Democratic process by serving on the Board of Registrars. You certainly were! We will miss you, Gerry!

Respectfully submitted by the Board of Registrars: Susan G. Hazen; Gordon R. Densmore; Geraldine Robertson (Deceased Nov. 27); Deborah Grundstrom

REPORT OF THE PERSONNEL ADVISORY COMMITTEE

The Personnel Advisory Committee, as part of the Town, must strive to consistently improve Human Resource Policy to reflect the administrative needs of our Town. To this end the Committee submits the following:

Objectives:

Our principal objective will be to ensure that Human Resource policy is within acceptable standards and administered in a uniform manner to all employees. With this administration, management, unions and employees alike should find a more acceptable work environment. The Committee strives to create an environment that will enhance job satisfaction and provide improvement in services to the taxpayer. Employee satisfaction is an important factor of any organization and frequently is found to be in direct proportion to job performance. Employee performance normally increases self-confidence and should improve productivity. When such factors exist, an enhanced relationship between employee and employer becomes more achievable and allows for all parties to become winners: the employee, the Town and the taxpayer.

Goals:

The Personnel Advisory Committee again this year will continue to review and improve all current policies. Such policies as defined in the Town's "Personnel Plan", provide day-to-day administrative guidelines to supervisors and employees alike. These guidelines identify: hours, wages and benefits, as well as, other conditions of employment.

Accomplishments:

The Town welcomed six full-time employees, and seventeen part-time new employees in 2019. The Personnel Department participated in, or assisted with, the candidate screenings, interviews

and orientations for these new employees. We look forward to working with all of the new employees of the Town.

The Personnel Department staff has been working with consultant, Human Resources Services, Inc., on a study on pay equity and gender in accordance with the Massachusetts Equal Pay Act. Under Chapter 177 of the Acts of 2016, the Town is required to ensure fair and consistent pay practices between genders. The study is expected to be completed in the first quarter of 2020.

REPORT OF THE AGRICULTURAL COMMISSION

The Farmers' Market had a successful 14th season. Reports from vendors were very positive, as were those from customers. We continue to try and expand the number and variety of vendors.

The Bradstreet Community Garden continues to be popular with residents. We had 17 people who worked a total of 32 plots at the Bradstreet Community Garden this past season. The Commission is grateful to Conservation Agent, Brent Baeslack for his continued support.

As always, we will be available to protect and promote the Town's agricultural history. We look forward to our continued work on behalf of the agricultural community and the residents of Rowley.

Respectfully submitted by the Agricultural Commission

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE (CPC)

In conformance with the State enabling act, Chapter 267 of the acts of 2000; Amended by Chapter 165 of the Acts of 2002, Section 3 to 7, inclusive, Chapter 44B of the General Laws, the Rowley Community Preservation (CP) Committee was established by a bylaw passed at the May 1, 2001 Town Meeting. The CP Committee studies the needs, possibilities and resources of the Town regarding community preservation, and is responsible for recommending projects for funding by the CP Committee in the areas of open space, recreation, historic preservation and community housing. All projects that the CP Committee recommends must be approved by a majority Town Meeting vote.

The committee met one time in FY2019 (11/21/2018) The Community Preservation surcharge for FY 2019 was \$443,424.93 plus the additional 35.99 % State matching portion of 153,503.00.

Projects submitted and approved in Fiscal Year 2019 were as follows:

1. Preservations of Town Vital records \$20,000.00
2. Senior Housing at Plantation Drive replace 200 windows and 8 roofs \$260,000.00

CP Committee Members are selected by the committees on which they serve and ultimately confirmed by the Selectmen to serve for three year terms. Current members are:

Frank Todd, Chair Historic District Commission

Sam Streiff	Conservation Commission
Kurt Annen	Recreation
Joseph Perry	Rowley Housing Authority
Cliff Pierce	Board of Selectmen
David Jaquith	Planning Board
Sonja Vincola	Open Space Committee (1 Year Term)

The CP Committee meets periodically as requests for funding in required categories are made. Our meetings, time and place, are posted with the Town Clerk. The notice is also posted on the Town of Rowley's Website. The majority of our meetings are held in the Board of Selectmen office based on availability. They are videotaped and available for viewing via Rowley Community Media.

The CP committee is a member of the Community Preservation Coalition which is made up of 176 communities who have adopted CPA. They offer technical assistance to Community Preservation Committees, presentations to local CPC's, CPC implementation training programs and CPA public relations, outreach and communications for each Community Preservation Committee.

The CP Committee would like to thank Curt Turner for his time and dedication since 2001 as a member of the committee. We will miss your input and comradery and hope you enjoy a well-deserved retirement from public service.

Respectfully submitted: Frank Todd, Chairman

REPORT OF THE PLANNING BOARD

The Rowley Planning Board performs various duties as authorized by MGL Chapters 40A and 41 which include overseeing the subdivision of land, the approval and construction of ways within the Town, and acts as the primary Special Permit Granting Authority (SPGA) for Rowley and is also responsible for the review of commercial site plans. The Planning Board also has the task prepare studies and plans pertaining to the Town's resources, needs, and land use possibilities. The Planning Board encourages applicants, residents or any interested parties to attend their meetings to gather information about current or future developments. The Board consists of five regular members and one associate member. During the summer of 2019 a new associate member, Kevin Moriarty, was appointed by the Board of Selectmen.

The Town Planner position is a full-time 35 hours per week position which serves as the Planning Board's administrative and technical support, and who is charged with the administration of the day-to-day functions of the Planning Board office. The Planner facilitates the Planning Board meetings, keeps records, serves as a point of contact and as a liaison with the planning agents of other towns and with regional and state agencies including the regional planning authority. The Planner keeps public office hours each Monday, Tuesday, Wednesday, and Thursday from 9:30 am to 12pm and is otherwise available by appointment during afternoons as needed. Moreover, the Town Planner is available to answer citizen inquiries pertaining to the application of the Rowley Protective Zoning Bylaw ("Zoning Bylaw"), and also

works to coordinate communications between the Planning Board and other Town departments and boards.

The Planning Board office continues to maintain a level of activity consistent with the previously year. In 2019 the Planning Board held twenty (20) public meetings, conducted seventeen (17) new public hearings, and reviewed thirteen (13) Special Permit/Site Plan Review applications, six (6) Approval-Not-Required (ANR) subdivision plans, and two (2) definitive subdivision plans, one of which is an Open Space Residential Development (OSRD) plan and the other being a conventional subdivision.

The Planning Board has continued its policy of encouraging preliminary discussions with prospective applicants and developers regarding their projects prior to holding a formal public hearing. The Planning Board office is located on the first floor of the Town Hall Annex building at 39 Central Street. To schedule an appointment, or inquire about meeting dates, agendas, or minutes; please contact the Town Planner, Kirk Baker, at 978-948-5549, or view the Town website at <http://www.townofrowley.net> for updated office hours.

Respectfully submitted: Chris Thornton, Chairman; David Jaquith, Vice Chairman; Mark Savory, Member; Troy Spaulding, Member; John Urbaczewski, Member; Kevin Moriarty, Associate Member

REPORT OF THE CONSERVATION COMMISSION

In 1962 the Town of Rowley voted to adopt the Conservation Commission Act of 1957, which established a municipal agency to plan for natural resource protection, acquire important land/water areas, and manage properties for conservation and passive recreation. The Rowley Conservation Commission administers and enforces the Commonwealth of Massachusetts Wetlands Protection Act (1972), the Rivers Protection Act (1996), the Town of Rowley Wetlands Protection Bylaw (2004), and the Town of Rowley Stormwater Management and Erosion Control Bylaw (2007). At the May 2019 Annual Town Meeting the Commission drafted an Amendment to the Town of Rowley Wetlands Protection Bylaw allowing the Commission to revise fees for Wetlands Permits. This Amendment was approved by the Massachusetts Attorney General Office.

The Commission meets every three weeks on Tuesday evenings at 7:30 p.m. at the Town Hall Annex. Composed of seven members appointed by the Board of Selectmen for staggered three-year terms, the members volunteer their time to help preserve and protect Rowley's natural resources. The current members include: Judy Kehs (40 years), Vice Chairman Sam Streiff (15 1/4 years), Robert Garner (11 3/4 years), Howard Vogel (4 1/4 years), Chairman Daniel Shinnick (2 1/2 year) and Howard Terrien, who joined in December. The Commission ended the year with one open seat. The Conservation Department is represented by Sam Streiff on the Community Preservation Committee and Howard Vogel on the Open Space Committee.

The Commission would like to acknowledge Mrs. Judy Kehs for her 40 years of continuing service. We would like to thank Mr. Arthur Page for his 5 years of service including serving as Chairman. Further the Commission wishes to honor and thank Mr. Curt Turner, who resigned

after 31 years of community involvement including as Vice Chairman and Commission representative to the Community Preservation Committee.

In addition to their aesthetic and recreational values, wetlands are important for the environmental functions they perform. These valuable roles include the following: protection of land containing shellfish and fisheries, flood control, storm damage and pollution prevention, protection of public and private water supplies, protection of groundwater, vernal pools and other wildlife habitat. In common with other seashore communities in Massachusetts, Rowley has both coastal and inland wetland resource areas, the latter being important to the protection of drinking water sources.

Proper application of the Wetlands Protection Act and Wetlands Protection Bylaw allow individuals to develop land in Rowley while minimizing problems from storm, flood, and high groundwater damage. This prevents pollution and protects natural resources including wetlands, rivers, estuaries, salt marshes, drinking water, groundwater, fisheries, and wildlife.

The Commission reviewed 66 Permit Applications and related documents that consisted of:

- 1 Order of Area Resource Delineation to determine wetland boundaries
- 15 New and Amended Notice of Intent Applications for new homes, subdivisions and other building projects
- 11 Requests for Determination of Applicability, which permit less complicated projects
- 21 Requests for Certificates of Compliance/Completion, the final declaration of project completion
- 5 Stormwater Management Permits, managing project drainage and erosion controls
- 13 Enforcement Orders and Notices of Violation, actions to protect and restore degraded wetland resources.

The Conservation Department provided assistance with Emergency Certificates for various activities, hazardous tree removal authorizations, and reviewed requests to hunt on Town land. The Commission assisted the Board of Selectmen by reviewing and providing professional input on Special Permit Requests, Road Opening Applications, and review of Right-of-First Refusal Submittals. The office reviewed 50 Building Permit Requests, numerous information requests, and provided the Health Department with input on 29 Soil Evaluation Application Reviews. Environmental expertise to the Planning Board in special permit, site review, and definitive subdivision project reviews and comments on various Zoning Board of Appeals Applications was provided. The Commission interacted as necessary with the Massachusetts Department of Environmental Protection and Army Corp of Engineers, which has jurisdictional oversight responsibilities pertaining to the Commonwealth's wetlands. This past year saw increased co-operation with the Northeast District 3 State Forester in reviewing Forest Cutting Plans on local properties.

The Open Space and Recreation Committee (OSC), a sub-committee of the Conservation Department, included the following members: Sonja Vincola (Co-Chair), Alyssa King (Co-Chair), Brooke Ten Eyck (Clerk), and Conservation Representative Howard Vogel. Member Vincola represented the OSC on the Community Preservation Committee. The OSC was able to obtain a State Grant of \$10,000 to allow a boardwalk installation on the Pingree Farm Conservation Area. This will provide easier access to the Georgetown/Rowley State Forest. On

Town Conservation areas, the OSC and the Conservation Department facilitated Spring and Fall Volunteer Service (Trail) events. These included clearing of trails, removal of manmade debris, and restoration of community garden plots. The Commission would like to thank Ms. Jena Haag, who resigned this year, for her service, and all the volunteers who helped maintain the Town Open Space and Conservation Areas.

The Dodge Reservation Conservation Restriction was completed in early 2019 with the recording at the Registry of Deeds. The Commission and the Board of Selectmen accepted two new land parcels for Open Space: 23.9 acres off Kathleen Circle, and 17.56 acres off Saunders Lane. The Conservation Department represents the Town in regional planning efforts directed at Coastal Resiliency and Shoreline Change.

The Commission has three staff members: Conservation Agent Brent Baeslack (15 1/2 years), Conservation Secretary Deborah Cunningham (3 1/4 year), and Senior Service person Jean Blanchard (12 years). The Conservation Commission office is located in Room 4 at Town Hall Annex. Office hours are Monday through Thursday, 9:00 a.m. to 12:30 p.m. Appointments can be made until 4:00 p.m. The Commission may be contacted at 978-948-2330 or conservation@TownofRowley.org. The public is invited to review the Conservation Bulletin Board in the Annex Hallway where a variety of articles and items of interest are posted regularly.

The Commission thanks the citizens and the Board of Selectmen for the opportunity to serve the community in protecting Rowley's natural resources now and for the future.

Respectfully submitted: Daniel Shinnick, Chairman; Sam Streiff, Vice Chair; Robert Garner; Howard Terrien; Jenna Haag; Howard Vogel; Judy Kehs

REPORT OF THE CULTURAL COUNCIL

This year the Rowley Cultural Council received 20 applications for grant request totaling over \$12,000. Unfortunately, we had 20 applicant requests and only \$ 5305 to award. All requests were excellent and we regret that we could not honor all. Monies were given to both Pine Grove and Triton Schools, Council on Aging, Rowley Library, Newburyport Documentary Film Festival a program for teens called Express Yourself. The following is a list of all whose programs are being sponsored through the grants:

Magic Fred at the Library
Imagine Nation, Express Yourself 25
Triton Music Parents Organization Scholarship Program
Spring Birdwatching Walk in Rowley
Theater Workshop Intern, Triton Middle High School
Newburyport Documentary Film Festival
The Velveteen Rabbit (Gordon College) at Pine Grove School

Reading Ladybug Portable Library
Newburyport Chamber Music Summer Festival 2020
The Haverston Mills Town Meeting, Rowley Senior Center
Newburyport Choral Society Spring Concert 2020: Elijah
Dino-Adventures at the Library
Murder á la Carte at the Library
Pine Grove Players/Event, at Pine Grove School

The Council is currently composed of the following members: Sharon Hydren, Chair; Barbara Nelson, Secretary; Deb Streiff, Treasurer; Mary Bright; and Dana Nelson

REPORT OF THE ZONING BOARD OF APPEALS

The Rowley Zoning Board of Appeals performs two functions:

- 1. As a Zoning Board of Appeals under MGL c.40A, s.12 & s.15 and c.40B, s.20-23**
- 2. As a Board of Appeals under MGL c.41, s. 81Z & s.81AA**

The Zoning Board of Appeals meets only when an application for Board action has been received, a proper “notice of meeting” has been advertised and notices to “parties-in-interest” and Town Boards and departments have been sent out as required under Massachusetts General Laws.

In 2019, the Board had ten cases before them. The Board continued three hearings from 2018 and opened seven new hearings, rendering Decisions in two instances prior to the end of the calendar year.

The Board remains dedicated to attending educational workshops to stay on top of the latest developments in land use law.

The Zoning Board meets on the third Wednesday at 7:00 pm of each month when applications have been filed and accepted for review. Applications are available for printing from the Town of Rowley website or can be picked up at the ZBA office.

The Board welcomes input and feedback regarding Zoning issues throughout the Town.

Board Members are appointed by the Board of Selectmen. Presently the Members are:

Chairman, Donald W. Thurston; Vice Chairman, Thomas W. Heidgerd; Member, Robert H. Clewell; Member, Donna Thibodeau; Member, Kevin Reilley, Assoc Member, Karla Chafee

REPORT OF THE ROWLEY POLICE DEPARTMENT

“Citizen’s first in everything we do, through professionalism, and continuous community engagement”

As I generally do, I would like to begin by stating I am honored to lead such a dedicated group of men and women employed at the Rowley Police Department. Unfortunately, law enforcement nationally, has become a bit of fodder. Some of this, as a profession, we do to ourselves, there is no doubt. But by in large the men and women who put on a vest and a badge each day to serve, do so with honor, integrity, and professionalism. The Rowley Police Department enjoys a great deal of support from our citizens and we do not take that for granted. Our Mission statement is a reflection of that support and we make every effort to live up to it with each citizen contact.

In March of this year, Officer Scott Hirtle retired after 23 years of service with the Police Department. Scott lives locally so we will be fortunate to see him around town. We lost another full-time officer during 2019; Officer Patrick McGettrick. “Officer Pat” as he was known to the kids at Pine Grove, went to work in his home town of North Andover. Both officers will be greatly missed. Officers Gavin Forni and Stephen Levesque were hired from our reserve members as full-time officers and will begin the Academy in January of 2020. We also lost 3 valued reserve officers to full-time positions elsewhere. Officer Eric Giordano went to Topsfield, and Officers Chris Cassidy and Tara Bernard went to the State Police. Filling in the part-time ranks, we hired Officer Carolyn Lynch and Officer Ronald Knuuttila in July and anticipate hiring at least two other reserve officers in the early part of 2020.

The Rowley Communications Center is staffed with professional, unsung, first responders. This year we officially switched their title to Communications Specialists, as their job function goes well beyond dispatching. The men and women that staff the center are the first to answer the call for service. They are the first re-assurance that your needs are to be taken care of. They are required to be trained and certified as Emergency Medical Dispatchers, often called upon to provide CPR and first aid instructions over the phone. They are required to be trained and certified on the State 911 protocol. They are required to have a working geographic knowledge of the Town and surrounding communities; computer technology, HIPPA, rules governing FOIA inquiries, and I’m just scratching the surface. The Communications staff works holidays, weekends, and overnights. As an industry, they are well underpaid for their level of commitment and responsibility. Many go well above and beyond in order to provide a service. Finding full-time Specialists is difficult, finding stable part-time Specialists is very difficult. We received 3 resignation letters from part-time specialists during 2019, two from folks that had been hired in 2019, all were here for less than a year. We were able to make one hire in January of 2020 but this is an area we are looking to bolster moving forward. National Public Safety Telecommunicators week is April 18-22 in 2020. Put it in your calendar and let these folks know how much they are appreciated.

In January, Captain Sedgwick attended the 10-week FBI National Academy in Quantico Virginia. In doing so Captain Sedgwick became the first Rowley police officer to attend this prestigious leadership training. Captain Sedgwick attended this training with 250 other law enforcement executives from around the country and around the world, exchanging ideas and

building a network of knowledge that is unattainable anywhere else. He received instruction in a litany of areas regarding contemporary 21st century policing that he has brought back to the Rowley Police Department. The coursework at the FBI National Academy is accredited through the University of Virginia and can be used as a springboard towards future graduate studies.

We continue to work with the Triton Regional School District and each of the district police departments to update and upgrade school safety. The ALICE program was introduced last year to staff and students. Training will continue throughout the district to provide a safe learning environment for all involved.

Looking Ahead

It looks like 2020 will be the year Rowley opens its first recreational marijuana facility along the Route 1 corridor. The novelty of recreational marijuana is beginning to wear off. Having a look around at other local jurisdictions who have had shops open, I believe we are prepared to deal with whatever may lie ahead.

Activity Statistics 2019			
	2019	2018	2017
Breaking and Entering	17	13	14
Weapons Law Violations	1	3	4
Liquor law Violations	9	11	11
OUI's	28	32	34
Drug/Narcotic Violations	6	7	21
Destruction of Property/Vandalism	5	9	13
Felony Investigations	79	118	132
Medical Emergencies	463	408	448
Motor Vehicle Stops or Complaints	1763	1838	1917
Traffic Accidents	120	122	*125
Traffic Citations/By Law Offenses	457	257	*152
Total Crimes Against Persons (investigated)	37	76	*106
Total Crimes Against Property (investigated)	52	89	*90
Total Crimes against Society (investigated)	50	54	143
Total Arrests/Summons	218	191	169
Total Log Entries	20455	19203	18052

*revised/corrected

2019 Revenue Generated	
Reports and Licensing	\$3,628.00
Private Details	\$5,086.35
Court and RMV Assessments	\$53,414.11
Total	\$62,128.46

2019 Police Grants received
State 911 EMD Training Grant \$11,784.02
State 911 Incentive Grant \$29,131.00
Total \$40,915.02

Treat people the way you want to be treated, talk to people the way you want to be talked to. If we can all do this the world will be a better place. #decency, #respect

Respectfully, Scott A. Dumas - Chief of Police

REPORT OF THE ROWLEY FIRE DEPARTMENT and EMERGENCY MANAGEMENT AGENCY

I would like to thank all members of the Fire Department and REMA for their hard work during 2019. It is due to their commitment to the community that makes both of these departments successful. I would also encourage members of the community that are interested in becoming a member of either the Fire Department or a member of the Emergency Management Agency, to contact me at the Fire Department.

On March 29, 2019 the Rowley Fire Department moved its operation from Hammond Street to 473 Haverhill Street. This new building will allow the fire department to grow with the Town for the foreseeable future; the new building will also allow the fire department the facilities to train without interfering with daily activities in other Town-owned buildings. This new station is designed with firefighter safety in mind. Rowley will no longer have to rely on our surrounding communities to allow us space to clean our fire equipment and clothing and to test our fire apparatus.

The fire department responded to 800 calls from January 1 to Dec 31, 2019 the following is a list of calls for 2018 and 2019 as categorized by the Massachusetts Fire Incident Reporting System:

Type of Situation	2018	2019	Type of Situation	2018	2019
Building Fire	14	17	Service Call	1	4
Cooking Fire	24	27	Person in Distress	0	0
Burner/ boiler malfunc.	0	1	Lock-out	7	5
Fire Camper/motor home	0	0	Ring/jewelry removal	2	1
Passenger Vehicle fire	2	10	Water evacuation	3	2
Road Freight/Transport	1	0	Water/Steam Leak	8	1
Forest/woods/wildland	2	0	Smoke removal	1	2
Brush/grass fires	6	5	Public Assist	7	5
Outside Fire	0	4	Assist Police	3	4

Overpressure rupture	3	0	Assist invalid	11	11
Medical assist EMS	1	0	Unauthorized burning	11	14
EMS call	266	323	Cover assignment	9	3
EMS MVA	72	53	Good Intent other	3	8
Elevator Rescue	0	1	Dispatched canceled	125	130
Missing Person Search	0	0	Smoke Scare	10	10
EMS standby	0	0	Steam Vapor Fog	1	0
Med flight landing	1	0	Hazmat release invest.	4	11
Hazardous condition	2	5	Phone malicious false	1	3
Flammable liquid spill	2	2	System Activation	39	43
Natural gas leak	5	7	Smoke Det. Malf.	55	49
Chemical Hazard no spill	0	0	Heat Det Malfunction	7	3
Chemical spill or leak	0	1	Light Ballast breakdown	0	0
Power line down	5	2	Unintentional alarm	1	1
Arcing equipment	3	4	Detector activation	6	12
MVA general cleanup	0	2	Carbon Monoxide	28	9
Citizens Complaint	1	1	Lightning strike	6	4

Respectfully, James C. Broderick - Fire Chief/EMD

REPORT OF THE BUILDING INSPECTION DEPARTMENT

All inspections were completed pursuant to the Ninth Edition of the Massachusetts State Building Code, which includes the 2015 International codes, the Massachusetts Plumbing & Gas Code and the 2017 National Electrical Code. All reports and filings were carried out as required by law.

All Inspection Department applications are available on the Town website.

PERMIT ACTIVITY

BUILDING PERMITS

Type	# of Permits	Construction Value
Single-Family	13	\$4,858,513
Addition/Garage	13	\$1,437,243
Chimney/Woodstove/Pellet Stove	9	\$43,024
Outbuilding	2	\$19,100
Pool	8	\$256,650
Porch/Deck	10	\$75,141
Renovation/Alteration	67	\$1,187,739
Roofing/Siding	43	\$465,277
Commercial	23	\$5,345,995
Demolition	3	\$15,300
Solar	2	\$52,655
Mechanical	29	\$555,780
Total	222	\$14,312,417

Total Building & Mechanical Permit Fees collected for 2019: **\$143,169**

PLUMBING AND GAS PERMITS

Plumbing permits issued for 2019	78
Gas permits issued for 2018	<u>104</u>
Total	182

Total Plumbing and Gas Permit Fees collected for 2019: **\$17,915**

ELECTRICAL PERMITS

Electrical permits issued for 2019	143
Total Electrical Permit Fees collected for 2019:	\$29,951

Total fees received from all permits (building, gas, plumbing, electrical): **\$191,035**

SUMMARY

- **New construction permits for 13 single-family dwellings were issued. The estimated average value of new single-family construction was \$373,732.**

Respectfully submitted: Kenneth Ward - Inspector of Buildings

REPORT OF THE ANIMAL CONTROL OFFICER & ANIMAL INSPECTOR

Animal Inspector reports that no animals tested positive for rabies in 2019. Mass. General Laws requires all dogs six months or older to be vaccinated for rabies. Please keep your animals under control; unleashed is unloved. The Animal Control Officer recommends microchipping your animals.

Animal Control Officer Calls/Response

5 loose livestock calls
20 animals hit by vehicles (includes wildlife)
6 cats reported missing
15 loose dogs picked up
12 barking dog complaints
21 loose dogs
40 miscellaneous calls

Animal Inspections

100 Cattle
150 horse/ponies
5 sheep
75 chickens
9 llamas/alpacas

TREE DEPARTMENT REPORT

Maintenance and repairs of all the departments' equipment and tools was performed throughout the year as scheduled or needed.

Selective pruning and trimming of shade trees throughout the Town was performed during the appropriate season.

A count of 300 Christmas trees were dropped off by residents at the collection point at Eiras Park and chipped up or donated to the Town of Newbury for their Bonfire Fundraiser. Just a note: Before you do drop your tree off for disposal please remove all decorations, anything metal and plastic bags, as this will damage the equipment and is very dangerous for the employees, thank you.

A total of 300 trees throughout the Town needed to be removed.

The Tree Warden wishes to thank the Rowley Municipal Light Plant and Police Department management and staff members for their tremendous efforts in assisting the Tree Dept. during emergencies. Thank you to some unknown residents for your help in picking up debris from the roadways during and after storms.

Respectfully Submitted: Patrick Snow - Tree Warden

REPORT OF THE HARBORMASTER

The 2019 boating season started off very wet but settled into beautiful summer weather in time for the greenheads to arrive in July. No major accidents or injuries to report this year. Fuel prices hovered at approximately \$3.50/ gallon this season on the water, a bit higher than the past two years.

The river was marked with 43 navigational aids placed along the Rowley River Channel. The stationary pole “Solar Powered” flashing unit (1 FPS-white - visibility 1 mile) is located at the end of the river on Hog Island. Many boaters have requested that launch ramp users extend courtesy, whenever possible, to enable simultaneous launches. Our existing ramp is wide enough to accommodate simultaneous launches. I am currently seeking DEP and Rowley Conservation Commission approvals to complete repaving the ramp in 2020.

378 mooring/ slip/ launch permits issued in 2018 generated \$17,179.40. Fee for the Resident only Launch ramp is currently \$60/ permit, commercial clammers included. Mooring/ Slip permits were \$4.00 per foot for all boats in 2019. Parking fines are \$75 per violation to help preserve the launch area for Town residents only. The purpose of these fees along with boat excise tax collections is to make the services of the Harbormaster Department self-sufficient from a financial perspective. No user fee increases were seen for the 2019 season.

The Town of Rowley Harbormaster Department continues to operate a 2016 23’ pumpout boat on the Rowley River and Plum Island Sound including Ipswich and Newbury waters thanks to grant money awarded by the state in December 1996. 75% of all operating and capital costs are covered by this grant. The Dept. of Fisheries continues to allow “In-kind” expenses to be reimbursed as well. This has allowed for total reimbursement to the Town for the pumpout boat and its operating costs. The pumpout boat is in operation for the months of May through October. The pumpout boat pumped a total of 2,540 gallons of waste during the 2019 boating season and continues to perform well.

Discussions are underway to expand parking for Town residents as use of this area has grown considerably. Preliminary discussions for permitting an Oyster farm at the end of the river are also underway. As always, we welcome boaters who wish to help marking the river this Spring in May. A sincere thanks to the many volunteers that continue to help with river marking, dock installation and boat maintenance each year. An announcement will be placed in the Daily News and The Town Common! Hip boots and gloves a must!

Respectfully submitted: Bill DiMento - Harbormaster

REPORT OF THE SHELLFISH DEPARTMENT

The 2019 shellfish season was not one of its better ones. The weather overall was uncooperative, deep freezes once again froze the river solid in early winter. Late spring and early summer brought weeks of consecutive rainfall closures. To make things worse the Plum Island Sound suffered from a Red Tide closing for the first time in years, closing the clam flats even longer. Late summer and fall were favorable, but cold weather froze the Rowley River up again in December.

No new major updates for the Shellfish Department this year. The new classification of the Rowley River, area N4.1, the upper Rowley River remains closed due to contamination reasons via the Massachusetts Division of Marine Fisheries. In simpler terms, N4.1 is a part of the Rowley River that runs from the last house of Railroad Ave, back past the Rowley boat ramp, and beyond Perley's Marina. N4.1 is a popular area for collecting oysters but from now, until the DMF deems the area safe again, all shellfish in N4.1 are off limits.

Neoplasia, the leukemia-like disease that made its way through the clam flats last year has slowly moved on and out of the area, but definitely left its mark. Many clam flats were affected by the disease and areas that were once filled with clams have thinned out and died, leaving many empty shells.

The Shellfish Department continues to make multiple, successful efforts to keep illegal harvesting from bordering Town fishermen off of Rowley clam flats and will continue to protect the resources for residents and non-residents who hold a Rowley shellfish permit.

As always the Shellfish Department wishes to see interest in shellfishing. Members of the department would be glad to answer any questions you may have. I encourage everyone who has a passion for the water or outdoors to try clamming. Whether it is for commercial or recreational reasons, help maintain a historical activity that would be a shame to lose.

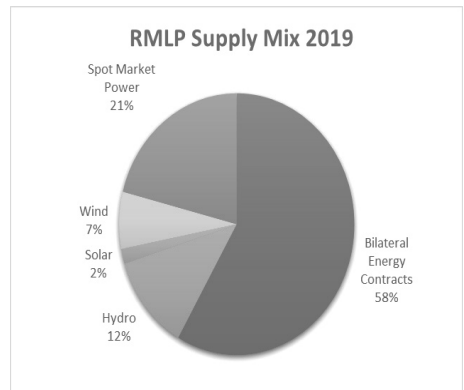
Respectfully submitted: Travis Kneeland - Shellfish Constable

REPORT OF THE ROWLEY MUNICIPAL LIGHTING PLANT

The Rowley Light Plant was formed in the fall of 1910. It is one of 41 municipal light plants in Massachusetts. Municipal light plants are unique in their ability to deliver high reliability, strong customer service, and at affordable rates. RMLP is here to serve its owners, the ratepayers of Rowley.

RMLP prides itself on the reliability of its electrical system. We are constantly maintaining the distribution system to be as reliable and efficient as possible in weather and non-weather events. We monitor the age and condition of all our infrastructure. This proactive approach to maintenance has proven successful over many years.

General Manager	Matt Brown
Number of staff	8
Service territory	Rowley
Number of Customers	2994
Available capacity	30 MVA
Peak demand	11.4 MW July 30, 1600
All-time Peak demand	12.1 MW
Average Load	5.25 MW
Energy used	
Residential	20,679,798
Small commercial	1,671,202
Commercial	17,298,834
Other	345,918
Total	39,995,752 MWh
Distribution lines	12.7 miles
Credit rating (S&P)	A+



Key accomplishments in 2019

- Interconnected the Wethersfield Street solar array
- Connected 27 new customers (21 homes, 3 commercial buildings, 3 accessory)
- Installed 44 new poles (19 anchors, transferred 26 poles, and removed 34 double poles)
- Completed phase 1 of the Wethersfield Street/Bradford Street/Summer Street 4kv upgrade. This included new poles, wire, transformers, lights and pole hardware.
- Performed annual tree trimming maintenance along with removing 32 Hazardous trees on Daniels, Dodge, Long hill and Wethersfield Streets.
- Designed and rolled out a new website in November 2019.
- Replaced 190 streetlights to new LED fixtures

Special Thanks

In 2019 RMLP retired two employees, Manager Dan Folding and Line Superintendent Mark Bixby.

Dan Folding was General Manager at RMLP from 2012-2019. He was previously the Manager at Merimac Light Department and a 1st class Lineman. He began his service in 1987 and had a total of 32 years of Municipal Light Service.

Mark Bixby began his career at RMLP in 1987 after serving 4 years in the United States Air Force. Mark worked his way through the ranks and earned various titles. He spent his last 14 years as Line Superintendent. Mark worked his entire 32-year long career for RMLP, and directly trained the current line department staff.

The Rowley Light Commissioners and its staff would like to offer these men our sincere thanks for their dedication and professionalism. May both of you have a happy and healthy retirement! The Light Board also saw big changes in 2019; Kevin Snow along with long standing board members: Bob Merry and Bob Snow, passed the torch to 3 new members. Bob Merry (former Light Manager 1981-1999) served as a Light Commissioner from 2006 to 2018; Bob Snow served from 2013 to 2018 and Kevin Snow in 2018. The current Light Commissioners are Bryan DiPersia (Chair), Mark Cousins (Clerk), and Sayad Moudachirou (Member). Thank you all for volunteering to help better your community.

Contributions and Services Provided to the Town

- RMLP funded Rowley street lighting initiative, saving the Town \$31,851.06. Additionally, RMLP purchases and maintains all public lighting at no cost to the Town. In 2019 we completed the upgrade of all standard streetlight lamps to more efficient LED lights.
- RMLP contracted R.F. Gouley company to administer Electrical Safety training to our seniors at the Senior Center as well as students at Pine Grove School.
- Our Line crew hung flags along Route 1A for Memorial Day, July 4th, and Veterans Day.
- We provided inserts for other departments in our monthly bills at no charge to those departments
- We used our staff and equipment to decorate and light the trees and gazebo on Town Common for the holiday season.
- We continued to support The Salvation Army's Good Neighborhood Energy Fund
- We provide assistance to various Town departments throughout the year

The guidance and cooperation of the Municipal Light Board and the dedication to service and hard work of the RMLP staff is gratefully acknowledged.

Respectfully submitted: Matt Brown – General Manager; Board of Commissioners: Bryan DiPersia – Chair; Mark Cousins - Clerk; Sayad Moudachirou - Member

ROWLEY ELECTRIC LIGHT DEPARTMENT COMPARATIVE BALANCE SHEET 2019

	Balance Beginning of Year	Balance End of Year	Increase or (Decrease)
<u>ASSETS</u>			
UTILITY PLANT			
101 Utility Plant - Electric	4,236,138.19	4,198,931.79	(37,206.40)
FUND ACCOUNTS			
126 Depreciation Fund.....	4,573,033.04	4,002,141.43	(570,891.61)
127 Bond Fund.....			
128 Rate Stabilization Fund.....	874,948.27	227,929.49	(647,018.78)
CURRENT AND ACCRUED ASSETS			
131 Cash.....	(432,828.89)	1,621,829.47	2,054,658.36
132 Special Deposits.....	111,667.93	114,637.01	2,969.08
132 Working Funds.....	690.00	690.00	0.00
142 Customer Accounts Receivable.....	416,983.99	403,029.43	(13,954.56)
143 Other Accounts Receivable.....	77,312.54	20,599.32	(56,713.22)
146 Receivables from Municipality.....			
151 Materials and Supplies.....	79,975.11	85,034.46	5,059.35
165 Prepayments.....	1,281,800.71	1,160,092.25	(121,708.46)
174 Miscellaneous Current Assets.....	631,617.69	688,388.89	56,771.20
DEFERRED DEBITS			
183 Other Deferred Debits.....	0.00	0.00	0.00
Total Assets and Other Debits	<u>11,851,338.58</u>	<u>12,523,303.54</u>	<u>671,964.96</u>
<u>LIABILITIES</u>			
SURPLUS			
206 Loans Repayments.....	2,279,200.00	2,279,200.00	0.00
207 Appropriations for Construction Repayments.....	0.00	0.00	0.00
208 Unappropriated Earned Surplus.....	4,482,958.74	5,102,080.17	619,121.43
LONG TERM DEBT			
221 Bonds & Notes.....	0.00	0.00	0.00
CURRENT AND ACCRUED LIABILITIES			
232 Accounts Payable.....	558,891.31	434,043.10	(124,848.21)
235 Customer Deposits.....	111,667.93	114,637.01	2,969.08
242 Miscellaneous Current and Accrued Liabilities.....	3,001,334.41	3,076,022.17	74,687.76
DEFERRED CREDITS			
252 Customer Advances for Construction.....	27,106.64	27,106.64	0.00
RESERVES			
260 Reserves for Uncollectable Accounts.....	25,000.00	25,000.00	0.00
CONTRIBUTIONS IN AID OF CONSTRUCTION			
271 Contributions in Aid of Construction.....	<u>1,365,179.55</u>	<u>1,465,214.45</u>	<u>100,034.90</u>
Total Liabilities and Other Credits	<u>11,851,338.58</u>	<u>12,523,303.54</u>	<u>671,964.96</u>

ROWLEY ELECTRIC LIGHT DEPARTMENT STATEMENT OF INCOME FOR THE YEAR 2019

	Current Year	Increase or (Decrease) from Preceding Year
OPERATING INCOME		
400 Operating Revenue	7,769,793.12	531,377.87
OPERATING EXPENSES		
401 Operation Expense	6,661,206.07	(33,426.46)
402 Maintenance Expense	421,191.91	52,334.99
403 Depreciation Expense	276,293.27	5,945.55
Total Operating Expenses.....	7,358,691.25	24,854.08
Operating Income.....	411,101.87	506,523.79
OTHER INCOME		
415 Income from Merchandising, Jobbing and Contract Work.....		
419 Interest Income.....	237,061.86	171,361.01
421 Miscellaneous Nonoperating Income.....		
Total Income.....	648,163.73	677,884.80
INTEREST CHARGES		
427 Interest on Bonds and Notes.....	0.00	0.00
431 Other Interest Expense.....	0.00	
Total Interest Charges.....	<u>0.00</u>	<u>0.00</u>
NET INCOME.....	<u>648,163.73</u>	<u>677,884.80</u>

	Debits	Credits
208 Unappropriated Earned Surplus (at beginning of period).....		4,482,958.74
433 Balance Transferred from Income.....		648,163.73
434 Miscellaneous Credits to Surplus.....		
435 Miscellaneous Debits to Surplus.....		
436 Appropriations of Surplus.....	29,042.30	
437 Surplus Applied to Depreciation.....		
208 Unappropriated Earned Surplus (at end of period).....	<u>5,102,080.17</u>	
	<u>5,131,122.47</u>	<u>5,131,122.47</u>

REPORT OF THE HIGHWAY DEPARTMENT

The Highway Department equipment and facilities were serviced and repaired throughout the year as scheduled or as needed.

As part of the Highway Department's pavement management program, the following work was performed on Leslie Road, from the intersection of Haverhill Street to the intersection of Wilson Pond Lane: full depth reclamation, grading, paving, drainage repairs, and berm curbing installation. Central Street was milled and resurfaced from the intersection of Newburyport Turnpike to the intersection of Wethersfield Street.

All catch basin were dug and cleaned. Sixteen catch basins were repaired at various locations around Town. All catch basins were maintained during rain, snow and ice storms to prevent street flooding.

All Town roads were swept. Routine pothole patching, rut filling and sidewalk repairs were performed throughout the year as needed. Gravel roads were graded throughout the year at the request of the residents. The highway crew performed roadside mowing and trimming throughout the seasons as well as mowing and landscaping of all Town commons and Town property. Brush clearing along the roadsides had also been performed in the spring, summer and fall.

Street line painting and pavement markings were painted during the late summer. Signage consisting of regulatory street name, stop, and speed limit signs and other non-regulatory signs were repaired or replaced throughout the Town. Most were due to motor vehicle accidents and vandalism and some were replaced due to weathered conditions.

The 2019 winter season was an average winter. All Town roads and parking areas were plowed and treated as necessary.

We would like to thank all the private contractors and employees of the Town of Rowley for all their hard working during the 2019 winter season. We recognize and appreciate the residents for clearing the sidewalks in front of their property and beyond, we thank you.

The Highway Department wishes to thank all Town Officials, Boards, Committees, and Departments, as well as the residents for their continued support and teamwork that makes Rowley a great community to work in and live in.

The Highway Department staff wishes everyone to have a safe and happy year.

Respectfully submitted: Patrick Snow - Highway Surveyor

REPORT OF THE WATER DEPARTMENT

In July 2019, the Board of Water Commissioners proposed and the Board of Selectmen appointed Robert Gray as Rowley's Water Superintendent. Bob has been with Rowley's Water

Department (RWD) since 2014. Bob previously served as Water Superintendent for a much larger system in Rochester, New Hampshire.

RWD experienced **5** main breaks and **7** service leaks. We also added **19** new residential services.

In 2019, we began and successfully completed the renewal of our 20 year Water Permit. We can continue to withdraw water from our wells at existing levels of withdrawal. The Department can now pump our full State permitted quota of 151,065.00 million gallons per year.

In March, 2019, we completed the planned reconditioning of Well #3 and Well Field #5, which consists of 6 individual wells.

As of July 2019, and after careful consideration of current and future sales and expenses, we reduced our water rates as follows:

Tiers	OLD - FY19 \$ per 1000 gallons	NEW - FY20 \$ per 1000 gallons	% Change
1 to 3,000	\$20.13	\$18.00	-10.6%
3,001 to 30,000	\$24.18	\$22.00	-9.0%
30,001 plus	\$26.88	\$25.00	-7.0%

During the summer months Georgetown ran into difficulties with its system and asked if Rowley could provide emergency back-up supply. We negotiated an agreement with Georgetown and supplied them with a limited volume of water on an as needed basis. Discussions are ongoing to create a more permanent interconnection between the two towns in case of future needs.

Annually, RWD conducts leak detection surveys to reduce the amount of lost water and meet State standards. To improve our internal capabilities in this area, RWD acquired new leak detection equipment that will increase our ability to detect and locate leaks in mains and service lines.

In September, the State conducted its triennial Sanitary Survey where State Inspectors do a site visit and examine the operation of our system and our compliance with State regulations and reporting requirements. The report identified **no** deficiencies and **no** improvement suggestions. This strongly positive report is due to the excellent work and professionalism of Bob Gray and Rob Swiniarski.

In November, with the help of our engineers, Tata and Howard, we completed the mapping, rationalization and reconfiguration of valves and pipes at the foot of Prospect Hill. This project was long overdue and removed a major obstacle to the efficient and rapid addressing of maintenance and service issues along this stretch of Haverhill Street. Georgetown Water Department provided assistance by helping to maintain the pressure in our system and supplying

us with water when we had to isolate our water tank in order to replace some key gates and valves at the bottom of Prospect Hill.

In December, RWD purchased an all-terrain vehicle that will allow access to our Storage Tank on Prospect Hill for maintenance and sampling during winter months when the very steep hill is covered with snow and ice. This tracked vehicle will be available for use by Police, Fire and Light Departments for access to remote locations throughout the year.

Through most of 2019, RWD continued to operate with a reduced work force. Despite being short-handed, we maintained our commitment to courteous and responsive customer service. In June, we added Keith McDonald to the Department with the plan of his filling the secondary operator position in Distribution when he obtains the required State licenses. During the year, Ryan McDonald qualified as a Secondary Treatment Operator. With Bob Gray becoming the Water Superintendent, we are planning to hire a fully licensed Primary Distribution Operator.

REPORT OF THE BOARD OF HEALTH

The Board of Health is pleased to present to you our activities during this past year. The Board of Health and the Department staff implement and oversee the laws, policies and regulations of the Town, the Massachusetts Department of Public Health, and the Massachusetts Department of Environmental Protection. The Board of Health Department, in part under State mandate, responds to emergency planning requirements, issues permits and licenses in addition to conducting inspections for approximately 150 individual licensees and associated multiple licensing and inspection requirements for septic installers, sewage haulers, solid waste haulers, retail/wholesale food establishments, mobile food, food service establishments, residential kitchens, retail tobacco, public swimming pools, hotels, motels, children's recreational camps, private drinking water wells, funeral directors, portable toilets, stables, body art, farmer's market and body tanning. Additionally, the Board of Health stores and administers vaccines, addresses concerns of public nuisance, air quality, noise control, indoor air quality, outdoor hydronic heaters, limited animal/insect control including beaver and mosquito management concerns, food protection, housing complaints, Title 5 compliance, and communicable disease reporting and follow-up investigation, or any other issues affecting the public health. The Board of Health provides services and support to citizens including senior wellness clinic, influenza vaccine clinics, medical sharps collection, mercury recovery collection, hazardous household waste collection, electronics and e-waste collection, and white goods/Freon collection.

The Board of Health partnered with CVS Pharmacy to provide flu clinics for residents. The clinic was held at the Annex building and Fire Department during the day and early evening to maximize access for as many seniors, residents, and first responders as possible. The Board of Health did receive a small amount of vaccine to provide flu shots to the uninsured. The Health Nurse provided flu vaccine to several homebound seniors. Throughout the season the Board of Health staff and Health Nurse were available to answer questions and respond to concerns. No person was refused a vaccination by the Board of Health.

The Septic Loan Program continues to be a success using the competitive rate of two percent for new loans. The Health Services Coordinator continues to execute the administrative

responsibilities of the loan program. This includes the loan paperwork, quarterly and annual reports, database management, and other requirements as dictated by the State regulation governing the loan program. As of December 2019, 102 loans have been approved totaling \$2,188,303.16 loaned out. Fifty-three loans have been paid in full totaling \$1,019,456.87 received back into the program. A total of \$1,168,846.29 is currently outstanding for the 49 active loans. The current success of this program encourages residents to replace failed septic systems. The Board of Health will continue participation in this program and use of funds from the Massachusetts Water Pollution Abatement Trust.

The Board of Health sponsored the fourteenth annual Household Hazardous Waste Day held in the Town on November 16, 2019. The turnout of 150 cars shows there is a consistent need for household hazardous waste removal from the Town. Tradebe Environmental Services was hired to remove the following hazardous waste materials: oil based paint; waste fuels, including solid/liquid waste material including waste motor oil; aerosols; acid, base, and oxidizer type chemicals; liquid and solid pesticides; mercury; household batteries; and fluorescent bulbs. In addition, the Board of Health contracted the removal of 14 televisions, CRT's, and computer monitors; 3,542 pounds of mixed electronics; 11 large and 12 small propane tanks and helium tanks; 5 car batteries; and 84 automobile tires. The thirteenth annual White Goods / Light Metal and Electronics Recycling Event was held on April 27, 2019. Winfield Alloy, Inc. was contracted to remove for recycling the following: 11,800 pounds of metal/light iron and material/items with Freon (refrigerators, air conditioners); and 4,200 pounds of computer scraps, printers and PCs, CRTs and TVs that were generated by the Town. The Board of Health plans to continue holding these types of events because of the continued public interest shown this year.

The Board of Health is continuing to work at the local and regional level on emergency response planning relative to infectious disease emergencies, bioterrorist events, and natural disasters. The Rowley Board of Health is a participant in the Regional Emergency Planning Committee, a cooperative effort with area Police and Fire Departments, through joint training and planning. Rowley also is an active participant in Region 3A Northeast Public Health Coalition, a coalition of 14 surrounding cities and towns working together to develop emergency plans and mutual aid. The Board of Health Members and staff have completed trainings required for emergency response planning and participated in training exercises. The Medical Reserve Corps coordinator has been working with the member towns, including the Rowley Board of Health, to recruit volunteers and increase participation and training locally and regionally in connection with the Northern Essex County Medical Reserve Corps. The Board of Health is participating in local water quality testing in cooperation with the Parker River Clean Water Association. Water quality testing sites continue to be included to ensure cumulative data for review is collected throughout Rowley's waterways.

The Health Department has increased outreach by providing services valued by the local population. The Board of Health continues its cooperation with the Pine Grove School, Triton Regional School District and the Town of Rowley Parks and Recreation Committee to provide adequate protection from mosquito and tick infestations in public areas frequented by children and families. The Board of Health works with Northeast Massachusetts Mosquito Control to refine and implement an effective Vector Management Plan and Arbovirus Surveillance and Response Plan. Continued support is provided to the wellness clinic through the Council on

Aging. The Board of Health continues to work closely with the Council on Aging, TRIAD, and other community groups to provide assistance to residents of Rowley. The program to collect and properly dispose of lancets, needles and medical sharps is in place for the thirteenth year and has been very successful. Residents continue to express their appreciation for the programs in place to help with specialized waste disposal. The Board of Health also has recovery collection programs in place for mercury containing items including batteries, thermostats, light bulbs and thermometers. The Board of Health worked with the Healthy Communities Tobacco Control Program to improve current local tobacco sales regulations. This included updating the definition of tobacco products to cover vaping products and to raise the minimum age of sale to 21. The Board continues to contract with the Program to provide education and regulatory compliance checks at the local retail level.

Goals for calendar year 2020 include maintaining quality service and professionalism in the office and in the field. The Board of Health will work with other Town departments to ensure compliance with cross-connection control to ensure safe drinking water. It is a priority to maintain the existing services and programs that are necessary and useful to the local populations. Offering and expanding services and programs needed by the local population are also a top consideration. The staff and Board members will continue to meet the high expectations for communication on public health issues and address public health concerns with the proficiency that residents have come to expect from the Board of Health. The Members of the Board and staff wish to thank the residents and various Boards for their support and will continue to expand the capacity in which the Town is served.

Respectfully submitted: Charles T. Costello - Chairman; Susan Elwell – Clerk; John Melcher - Member

REPORT OF THE COUNCIL ON AGING / SENIOR CENTER

2019 was a busy and dynamic year at the Senior Center with exciting times, friendship and a focus on closing the decade with joy and learning! Our various events and trips were very successful and well attended. We enjoyed having The Murphy School of Irish Dance with us for St. Patrick's Day, graciously sponsored by the Friends of the Rowley COA. The COA Annual BBQ with food from the All American BBQ and entertainment by the Rockin' Daddios, sponsored by the Smith Fund, was the perfect way to kick off our summer. Other events during the year included celebrations revolving around the many holidays on the calendar, delicious Traveling Chef Luncheons, sponsored luncheons by Avita of Newburyport, Riverbend of Ipswich, and Edgewood of North Andover as well as learning and educational programming such as Fuel Assistance, the ins and outs of Hospice Care and Palliative Care, a Fall Risk event focusing on Fall Prevention and Education, a Genealogy Seminar presented by the Massachusetts Genealogical Society, Musical Bingo with Brian from AB Music, Musical Performances by the Ukululu's, a Student to Senior Tech Class Series, a Baseball Experience Day with Dick Flavin and Billy Conigliaro of the Boston Red Sox and so much more! We strive to offer innovative, informative, fun and engaging programming to help our senior patrons thrive!

Additionally, our 2019 trip season was filled with amazing excursions to destinations such as a day trip to NYC, riding the Downeaster Train to Portland Maine, sailing along on the Indian Princess in Webster MA, a weekend Christmas getaway to the White Mountain Hotel, and seeing a Broadway production of “White Christmas” in Boston. All trips are led by Denise Gilman, Activities Director, who so wonderfully keeps our seniors active and engaged both in the Center and in the community. Our 27th year of our Pen Pals Program brought another class of Pine Grove students to the Senior Center. After a welcome meet up in October and corresponding during the school year, our seniors and students enjoyed an end of school year trip to Prince Pizza and Fenway Park! The annual Veteran’s Supper was repeated in 2019 and grew in size, as more and more veterans attended. We were thankful once again to have a wonderful hostess in Diana Titus. Everyone enjoyed the sit down meal featuring Appetizers, Fresh Garden Salad, Italian Pasta Bake, Homemade Garlic Bread, and Pumpkin Gingerbread Trifle. We thank our volunteers for all their assistance in making the meal a success!

Senior wellness clinics were offered monthly both here and at the Plantation Senior Housing. Blood pressure checks as well as health questions and assistance were done on a weekly basis as well. Many hours were spent with seniors sorting out the very confusing maze of insurance changes as well as notices of change from Medicare and numerous insurance plans. Our SHINE Counselor, Maryellen Mighill, helped more seniors than ever before, capping off a successful season of Medicare enrollment assistance and Plan Reviews. The number of Seniors 60 and over continues to grow as the Town’s population increases and baby boomers come of age. Chair Yoga continues to be an integral part of our Wellness journey as well as our continued success with the Enhance Fitness Program, cosponsored by the Ipswich YMCA. These classes feature low impact exercises that have drawn 18 to 25 seniors to each class. We continue to be fortunate enough to have the space donated for Enhance Fitness by the First Congregational Church of Rowley and the space for the Yoga classes donated by the Rowley Housing Authority. We thank the Ipswich YMCA Staff, the First Congregational Church, the Rowley Housing Authority and our Yoga instructor, Mary Hargraves, for their dedication and support of Rowley seniors.

The “Meals on Wheels” program, which is funded by a grant from the Executive Office of Elder Affairs, client contributions, and citizen donations, served approximately 5,200 meals in Rowley. The program remains viable due to the dedication of faithful volunteers who give their time every week to deliver the meal to a client’s door five days a week. Without this volunteer component, the program could not exist. We wish to specifically thank our tireless local volunteers, Nancy and John Lilly, Joe Sergi, Tom Corben, Dan and Beth LaRochelle. Nancy and John Lilly retired from MOW this year after almost 20 years! We thank them so much for their service and help to our senior community!

The Monday meal served at the Center is also staffed by volunteers. The estimated value of volunteer services in 2019 at the Center was over \$80,000. We are grateful to all of our weekly volunteers especially Madlyn Sullivan and Joan Petersen! Your contributions make our work possible! We are also thankful to our many other volunteers that help during the year, especially our N.E.E.T. drivers for medical appointments and our Tax Credit Program Workers that work so tirelessly for us, Marie Grover, Marguerite Hanson and Paula Warden. We would also like to thank Joan Lyons, our Volunteer Receptionist and Book Coordinator every Friday for the last 16 years! We also said goodbye to one of our most tireless volunteers and supporters this year in

Gerry Robertson. Gerry was a member of our Friends Board for many years as well as a constant attendee of our programming and a long- time volunteer.

This year also saw our Outreach Coordinator, Tim Morris, able to connect with more seniors than ever! Weekly house to house visits on various streets in Rowley have allowed us to bring our mission of helping the seniors of Rowley in all capacities! Fuel assistance and the Good Neighbor fund, both programs run by our Outreach department, were steady and helped our seniors be able to heat their homes and stay warm. Additionally, this year, Tim supervised our first student intern, Will Faughnan. Will is a current undergraduate Sociology student at Salem State University and he helped in many aspects of the day to day operations at the Senior Center. From bringing in his bunnies, to researching topics, answering phones, assisting with outreach and helping bring the COA message to those in need!

The Rowley COA Board accepted the resignation of Mary Bright as Chairwoman in May 2019. Mary served as the COA Board Chair for over 13 years and has been instrumental in guiding the COA to its current place of success and progress. Mary will continue to serve on the Board as a Member. Elections were held by the Board in light of this change. The election results determined that the new COA Board Chair would be George Gallant. George is a long time Rowley resident and COA Board Secretary as well as an ardent supporter, participant and volunteer. Changes in the Board also included Joan Lyons assuming the vacant role of Secretary and Jena Haag taking on the role of Vice Chairwoman. I am always grateful for the Board's support and guidance in all COA matters and am thankful to our Board Members for continuing to serve our senior community.

The Senior Center is also an active part of the TRIAD program in Rowley. The TRIAD program has completed several past projects in Rowley including the "Car- fit" program where seniors are fitted to their vehicle by trained professionals, as well as the "Is Your Number Up Home Safety Program." While our TRIAD program has seen a reduction in numbers, we were able to have a wonderful First Responders Event in June 2019. This event brought Rowley Police, Fire and local ambulance personnel together to provide tours of the emergency facilities in Rowley as well as vehicles such as ambulances and police cars. The presentations given by First Responders were informative and encouraging and allowed for the seniors in attendance to feel well prepared and less anxious about what calling 911 entails and having First Responders coming to their homes for assistance. We are thankful to the RPD, RFD and Action Ambulance for their knowledge, help and service. The Rowley Senior Center was sad to see the departure in the Fall of 2019 of our Community Services Police Liaison, Office Patrick McGettrick. We thank him for his help, his friendship, his calm demeanor and his assistance during the last year. We wish him much success in the North Andover Police Department!

The Senior Center continues to print their own vibrant and informative newsletter and with the help of faithful volunteers, typically our COA Board and Friends Board members, the newsletters are folded and prepared for mailing in a matter of hours. In 2019, newsletter updates to the newsletter included more informative content, more access to community information and a more stream lined format to aid in the ease of readability and enjoyment. Our newsletter continues to be a source of information, social engagement and senior related news for the older adults of Rowley. The newsletter is also available on the Town website as well as via email

distribution where many seniors read it, saving the Senior Center paper and postage. We wish to thank not only our volunteers and our numerous contributors, but also our Editor, Lisa Lozzi, for all her hard work and assistance.

The Senior Center wishes to thank the Town for its unfailing support and for the numerous volunteers who are the backbone and support of all our ventures. We also thank the Friend's Organization for their help and support with all our endeavors.

Respectfully submitted: Brienne Walsh – Director;

The Council on Aging Board: George Gallant - Chairman; Jena Haag Lyons - Vice Chairwoman; Joan Lyons - Secretary; Merle Phipps - Member; Dorothy Johnston – Member; and Diana Titus - Member

REPORT OF THE HISTORICAL COMMISSION & HISTORIC DISTRICT COMMISSION

During the year 2019, the Historic District Commission issued a total of (8) Eight Certificates of Appropriateness, (6) Six Certificates of Non-Applicability, (0) Certificates of Hardship, (0) Demolition Permit, (0) Demolition Delay Enacted. There were a total of (14) Fourteen applications by property owners for proposed renovations, additions and or new construction on their property within the limits of the (2) two established Historic Districts.

Notable new construction and renovation work in the district this year is the completion of projects at 2 Church Street, and 4 Independent Street. The design review process allowed these structures to maintain distinctive characteristics within the district and encourage new construction design to be compatible with existing historic structures, maintaining the unique rural character of Rowley.

The primary mission of the Rowley Historic District Commission is to act as a design review board for projects located within the historic districts. The guidance and recommendations provided by the commission maintain the rural character of our seventeenth century town. Since the passage of the Historic District Bylaw in 1998 the Commission has assisted numerous property owners with the application process for their proposed building additions, alterations, repairs, as well as new building construction. This assistance is provided upon request, or as required when a building permit is applied for within the designated districts.

The Historical Commission meets each month to consider issues concerning preservation and awareness of the historic character, places and artifacts in the Town. Any property owner who has questions or comments of any historical concern such as historical house documentation, house plaque acquisition, inventories of historical sites on file, or other historical matters is invited to attend a regularly scheduled monthly meeting held at the Town Hall Annex, 39 Central Street, on the first Thursday of each month at 7:00 P.M., or to contact the Historic Commission via email: historic@townofrowley.org.

Respectfully submitted: Frank P. Todd - Chair; Sara E. Bourque – Clerk; John Cardillo; Len Charney; Barbara Breaker; Stephen Cabitt; Holly Gagne - Alternate

REPORT OF THE ROWLEY PUBLIC LIBRARY

The Rowley Public Library continues to grow and innovate. Two new collections were started in 2019 –Hot Titles, duplicate copies of bestsellers that are reserved for walk-in browsing only, and the Library of Things, household objects that you only need once in a while and would rather borrow than own (including power monitors courtesy of RMLP!). With the help of many community partners, the staff and trustees also drafted a new strategic plan covering 2021-2025 with specific actions outlined for the first two years. Check out all the news at rowleylibrary.org or sign up for our newsletter to keep informed.

Another focus in 2019 was accessibility. The voter approved ADA door opener was installed to make it easier for all to use the library, and a hearing assistive system for the Meeting Room is being researched. A new mobile app was launched for ease of access to materials – search for MVLIC in your app store to get started. Other online always available materials are Freegal music, Mango language learning, and OverDrive ebooks and downloadable audiobooks, magazines, and videos. Our patrons now have access to all statewide networks' OverDrive collections with the new reciprocal lending agreement. Search for Libby in your app store to get started.

Programming offered was as robust and diverse as ever, with movies, concerts, lectures, story times, crafts, yoga, author visits, book club, knitting, genealogy, Legos, and even a therapy dog for emerging readers to practice with. The Library also hosted a Candidate's Night before the Town Election and a Volunteer Fair for local non-profits. The Friends of the Library held their third Cookie Walk fundraiser, the 8th Annual Basket Raffle, and for the first time two book sales, in the spring and fall. Teen/tween gaming continues to grow in popularity with regular Dungeons & Dragons and Magic: The Gathering sessions, plus throwback board game nights.

Here are the services your library provided by the numbers: Holdings in the collection: 48,511 physical items + 41,606 virtual items ; Items borrowed this year: 46,796 (9% of which was downloaded) ; Program attendance: 4,855 people at 364 events ; Meeting Rooms used: 831 times ; Reference questions answered: 5,889 ; Interlibrary loans processed: 20,487 ; Electronic collections usage: 8,678 sessions ; Patron visits: 40,089 ; Computers used: 306 log-ons plus 120 wifi sessions *every week* ; Registered borrowers: 3,769 ; Museum passes used: 365 ; Volunteers: 88 people volunteered a total of 769 hours.

The staff and trustees are grateful for the volunteers, the support of the Friends of the Rowley Library, the Rowley Cultural Council, and all of our community members, both users and non-users. We look forward to implementing our new strategic plan as well as its mission statement: "The Rowley Public Library enables and encourages opportunities for personal and intellectual growth in all members of the community."

REPORT OF THE PARKS AND RECREATION COMMITTEE

The Rowley Parks and Recreation Committee met throughout the year during 2019. The current Committee met many challenges this past year while improving the condition of numerous

fields. Larry Kendall has been serving in the role of Chairman and Tim Southall to serving as Vice-Chair.

Significant improvements were managed by the Committee this past year which included completing renovation and replacements at Eiras Park to Field #1. The Committee met several times with the many youth sports organizations in the area to ensure adequate and safe environments were available to all participants. The Committee identified needed upgrades, solicited bids from numerous vendors and completed them throughout 2019. The Committee worked on the improvement of new land to add additional fields for all of Rowley. As always, we are trying to incorporate more family events into our service.

The sub-committee chairperson for each committee is: Ryan Gallant - User Fees Committee; Mike Quinn - Budget & Finance Committee; Kurt Annen - CPA Committee; Tim Southall - Field Maintenance Committee. The Board also includes members Mike Killion and Joe Haley. Each Committee has three members and meets on an as needed basis. They are all open to your suggestions and ideas for improvement. We would like to thank the residents of Rowley for their support to make all our improvements possible.

REPORT OF THE ROWLEY HOUSING AUTHORITY

The Rowley Housing Authority (RHA) is being managed by the Danvers Housing Authority. For information, call the Rowley office at 978-948-2371 or call the Danvers office directly at 978-777- 0909. The RHA Board meetings are held on the first Friday of each month at 9am in the Plantation Drive office and are open to the public.

The twelve units of family housing located at Depot Way and the forty-two units of elderly housing at Plantation Drive are occupied. The waiting lists are open and the RHA is now part of the centralized Common Housing Application for Massachusetts Public Housing system. Interested applicants, can pick up an application outside the Rowley office, or fill one out online by going to <https://publichousingapplication.ocd.state.ma.us/>. Applications can also be downloaded via the RHA website www.RowleyHousing.org.

The RHA received a \$260,000 grant from the Department of Housing and Community Development as a match to the CPC award to replace the windows, roofs and wood siding at Orchard Circle. This project is currently being designed and is estimated to go out to bid next spring.

The RHA has also been approved for funds from DHCD to begin replacing the siding on buildings 1 and 2 at Depot Way.

This past year, the RHA installed a generator in the community room at Plantation Drive.

Joseph Perry was elected as Chair at the RHA's annual election in June 2019. The other members of the Board are Robert Cianfrocca, Mary Ellen MacDonald, Jack L. Cook and Kathy Olmsted.

The RHA would like to thank all Town Boards and Officials for their assistance and cooperation during the past year.

Respectfully submitted: Cynthia Dunn, Acting Executive Director.

REPORT OF THE ROWLEY COMMUNITY MEDIA (RCM)

RCM is Rowley's PEG Access TV Channel and website. On Verizon channel 26/Comcast 9 and online at www.tightrope.townofrowley.org, residents can find out what goes on in Town. The staff, under the direction of the Board of Selectmen, include Director Janet Morrissey and Production Technicians: Rollie Madden, Ethan Lally.

Watch Selectmen's Meetings every Monday night at 7pm (Summer schedule every other Monday). Also live on RCM: Conservation Commission, Planning Board, Zoning Board of Appeals, Light Commission, Board of Health, Community Preservation Committee, Annual/Special Town Meetings. Water Commission, Pine Grove School, Fire/Police Safety Building Committees and other informational meetings are recorded and can be viewed on the RCM website. See meetings category online for full list. Various events are also on TV and available on demand online such as annual events including Memorial Day and Fourth of July Celebrations; Rowley Public Library authors, demonstrations and activities; Historical Society presentations. You can also watch other shows produced here in Essex County.

We invite members of our community, unfamiliar with our programming, to tune in or log in. Rowley residents are also encouraged to produce using home equipment or by borrowing production equipment. Staff will teach and provide technical support. RCM is funded through contract negotiations between the Town and cable providers. No taxpayer money is used to facilitate this resource.

Below is breakdown of RCM shows. A detailed list of programs is available: email Janet@townofrowley.org or search for show categories online at tightrope.townofrowley.org. Click search shows tab. Bulletin board content which deserves “airtime” is not included in programming total time.

Schedule Report for Rowley Community Media January 1, 2019 until January 1, 2020

Total Runs

Total Shows	Average Show Length	Total Runs	Total Run Time	Average Run Length
517	01:00:48	6844	6727:18:30	00:58:58

Category Breakdown

Informational

Total Shows	Average Show Length	Total Runs	Average Run Length
9	00:41:42	265	00:45:34

Artistic Impression

Total Shows	Average Show Length	Total Runs	Average Run Length
7	00:14:40	187	00:15:15

Triton High School

Total Shows	Average Show Length	Total Runs	Average Run Length
81	00:51:07	1069	00:58:53

Library

Total Shows	Average Show Length	Total Runs	Average Run Length
25	01:00:26	497	01:02:27

History

Total Shows	Average Show Length	Total Runs	Average Run Length
20	00:59:25	411	00:54:22

Essex County Bikes

Total Shows	Average Show Length	Total Runs	Average Run Length
111	00:54:58	1575	00:51:56

Town Meetings

Total Shows	Average Show Length	Total Runs	Average Run Length
224	01:10:28	2277	01:11:22

Fillers

Total	Average Show	Total	Average Run Length
4	00:06:26	104	00:07:09

PSAs

Total Shows	Average Show Length	Total Runs	Average Run Length
1	00:01:06	34	00:01:06

Whittier

Total Shows	Average Show Length	Total Runs	Average Run Length
10	00:58:22	123	00:59:15

Special Events

Total Shows	Average Show Length	Total Runs	Average Run Length
5	00:45:33	71	00:42:20

Sports

Total Shows	Average Show Length	Total Runs	Average Run Length
5	01:37:16	59	01:47:57

Music

Total Shows	Average Show Length	Total Runs	Average Run Length
7	01:29:36	70	01:25:28

PGS

Total Shows	Average Show Length	Total Runs	Average Run Length
2	00:20:48	22	00:19:41

Religion

Total Shows	Average Show Length	Total Runs	Average Run Length
1	01:07:04	11	01:07:04

State Fed Govt

Total Shows	Average Show Length	Total Runs	Average Run Length
1	01:07:23	5	01:07:23

REPORT OF THE CEMETERY DEPARTMENT

The Mission Statement of the Board of Cemetery Commissioners states that we are responsible for the managing and caretaking of the Rowley Cemetery.

At the annual Town Election in May, Board Member Peter Dalzell did not run for reelection. The Commissioners would like to commend Peter for his many years of service to the Town as a Cemetery Commissioner. He remains a valuable resource for the Board due to his long service and has assisted as needed since leaving.

Former Commissioner, Jack Cook was elected to the Board to replace Peter Dalzell and we welcome his return to the Board of Cemetery Commissioners.

In June, Cemetery Supervisor Larry Ronai resigned his position to become a full time Rowley Highway Department employee. The Board thanks Larry for the wonderful work he did for the cemetery in his tenure here. Larry also has been an excellent resource after leaving.

In July, the position of part time cemetery supervisor was filled by Matt Nadeau who also started working part time with the Highway Department. Matt has learned the cemetery operation very quickly and is doing an excellent job. Finally, the Board thanks the part time seasonal employees, Tricia McNeil, Al Kulakowski, and Lee Dalzell for their excellent work throughout the summer and fall.

Cemetery staff were responsible for:

- 23 burials, consisting of 12 cremations and 11 full burials
- Snow plowing, mowing, trimming and maintaining the grounds as needed
- Maintaining and repairing cemetery equipment

The Cemetery Commissioners meet monthly on the third Tuesday of each month at 1:30PM in the Rowley Public Library meeting room. The meetings are posted as required by law and the public is welcome to attend.

The Commissioners would like to thank all those Town Departments who assist us on a regular basis, including the Town Administrator and her staff, The Town Clerk, the Town Treasurer, and the Town Accountant. Also, thanks to the Great Marsh Garden Club, the Rowley Boy and Girl Scouts, and the Rowley Veterans Association. Finally, special thanks to the Highway, Water, and Light Departments for their assistance.

Respectfully submitted: David C. Petersen, Chairman; Kathy Olmsted, Clerk; and Jack Cook, Member

REPORT OF THE EASTERN ESSEX DISTRICT DEPARTMENT OF VETERANS SERVICES

Veterans Services is charged under Massachusetts General Laws Chapter 115 with providing services to Veterans, dependents, and widows. The Town funds this program for their resident Veterans, dependents, and widows, and is subsequently reimbursed 75% by the Commonwealth. It is the responsibility the Department to follow the process dictated by the Department of Veteran Services so that the Town receives the fully allowed reimbursement. The Department is also tasked with the responsibility of assisting Veterans and their families with VA benefits; ensuring that each Veteran and/or family member receives all benefits that are available to them.

Goals achieved/large projects accomplished:

- The District Director earned accreditation from the National Association of Veteran Service Officers. The accreditation training was four days long and the test consisted of 100 questions.
- The Department created and launched a new website and linked it to the Town of Hamilton website. We worked with CivicPlus for three months developing the website.

Once completed, we received training on how to maintain the website in-house.
www.eessexvets.com

- We set up monthly office hours in each of the Towns to increase convenient accessibility for Veterans and surviving spouses. Veterans can also schedule office visits at our Ipswich office.
 - o The Town of Rowley is the 1st Monday of the month at the Council on Aging.
- We processed 83 VA Claims for Veterans and surviving spouses in the District. These benefits include: Service-Connected Disability, Aid and Attendance, Pension, Death Benefits, Burial, Education, and more.
- We have increased home visits by having the office staffed by a part-time administrative assistant. The District Director and Assistant to the Director are now able to conduct home visits without compromising coverage at the office. We now have staff that can handle phone calls and walk-ins; therefore, providing our Veterans and surviving spouses with dependable service.

Priorities for 2020:

- Increase Outreach by attending Veteran Collaboratives, Health Fairs, Veteran Events, Veteran Resource Fairs, and all available forms of networking.
- Quarterly Newsletter, which will include articles about Veteran Benefits, current Veteran issues, an interview “Vet to Vet”, upcoming events, contacts, and more. It will be posted to the website, distributed electronically, and printed to ensure it reaches a wide audience.
- Help organize a POW/MIA Chair of Honor Ceremony for Hamilton/Wenham.
- Collaborate with local towns and Veteran leaders to discuss Veteran engagement.
- Veteran Resource Fair on the Northshore, which will include Veteran-related vendors, Veteran Groups, different programs available to Veterans, and more.

Significant statistics:

VA Awarded Benefits:

- Veteran Compensation: 70 Veterans total \$1,004,115
- Veteran Pension: 3 total \$27,176
- Dependency & Indemnity Compensation: 3 widows/widowers total \$54,756
- Death Pension: 1 widow \$12,264
- Total Awards 77 Veterans/Widows/Widowers for \$1,108,320
- Ch115 Benefits approx. \$17,934

Personnel Changes and Acknowledgements:

The Department hired a new Part-Time Administrative Assistant for 19.5 hours per week. She previously worked at Endicott College for 27 years; her last role was Director of Web Operations. She brings a great deal of technical, media design, and communications experience to the job. She is highly motivated to participate in our mission to better serve our Veterans. She is the wife of a Vietnam Veteran and a member of the Hamilton American Legion Auxiliary Post 194 and the Danvers Chapter of DAR

Department staff and Board of Directors:

Karen Tyler, District Director/Veteran Service Officer
Kathleen Collins, Assistant to the Director
Jeanne Commette, Part-Time Administrative Assistant

Robert Snow, Board Member, Chairman of the Board:

Michael Flynn, Board Member, Essex
Doug Dawes, Board Member, Georgetown
Jeffrey Hubbard, Board Member, Hamilton
Linda Alexson, Board Member, Ipswich
Michael Doyle, Board Member, Newbury
John Clemenzi, Board Member, Wenham
Robert Janes, Board Member, West Newbury

Karen Summit, Treasurer, Rowley

**REPORT OF WHITTIER REGIONAL VOCATIONAL
TECHNICAL HIGH SCHOOL**

Whittier offers 23 vocational technical career areas designed to provide the necessary training and skills for further education or work force success.

Whittier's academic program is designed to offer students the fundamental skills through its core curriculum in English, Math, Science and Technology, Social Studies, World Languages, Physical Education/Health, and Elective subjects. Courses are aligned with the Massachusetts Curriculum Frameworks in order to achieve success on the MCAS.

Courses are offered in a sequential format and are integrated with the vocational-technical areas, wherever practicable and mutually beneficial. All academic courses offer advanced sections for students who desire to further their education. We offer honors courses in English, science, and math to lead toward advanced placement courses. Moreover, a Tech Prep program is offered to eleventh and twelfth grade students which parallels the College Prep program and provides students with the opportunity to earn college credit and/or advanced college placement.

Since all programs are open to both females and males, we encourage our students to explore and to specialize in non-stereotyped, non-traditional vocational-technical areas and to strive for the maximum realization of their goals and potential.

Whittier Regional Vocational Technical High School is entering its forty sixth year. To date we have graduated 11,883 students from the day school.

The enrollment for the Evening School from Rowley: 7

The October 1, 2018 Day School Enrollment:

	Boys	Girls
Grade 9	7	1
Grade 10	2	2
Grade 11	6	1
Grade 12	1	3

Total – 23

2019 Graduates – 4

The cost to Rowley for the school year 2018-2019 was \$372,869.00.

Respectfully yours: David Irving, Rowley Representative; Maureen Lynch, Superintendent

REPORT OF TRITON REGIONAL SCHOOLS

What We Believe

District Vision:

We are a community of learners known for our unwavering commitment to meeting the needs of all students. Through the adoption of best practices and our active partnership with families and the wider community who are united in supporting the development of engaged, successful, responsible, resilient learners, students will be well-prepared to be ethical, empathetic, and contributing citizens.

Core Values

Respect for Self and Others: We will...

- Honor the inherent dignity of all people.
- Promote a culture where individuals are appreciated for their uniqueness.
- Work cooperatively to achieve mutual goals.
- Take responsibility for words and actions.

Integrity in Words and Actions: We will...

- Demonstrate fairness in judgments and actions.
- Hold true to our individual principles when facing peer pressure.
- Consistently embrace high ethical standards.
- Stand up for what we believe.

Excellence for All: We will...

- Support a learning environment in which continuous improvement is expected, measured, sustained, and demonstrated at all levels.
- Instill a sense of school and community pride through traditions that honor accomplishments.
- Develop skills to think critically, learn independently, and communicate effectively.
- Provide opportunities where students are encouraged, supported, and challenged to maximize their individual potential.

For more information about our Vision, Core Values, and a more detailed look at our Strategy for Improvement, please view the 2019/2020 District Strategy for Improvement (DSI) on our district website at www.tritonschools.org or contact Superintendent Brian Forget at Brian.Forget@tritonschools.org.

Celebrating Our Success

We are thrilled to share with you the many ways our schools are providing students with opportunities to excel both in and out outside the classroom. On the following pages you will find information highlighting specific successes at each of our schools, followed by more specific information about student performance and our instructional practices geared towards improving their success. The following pages are in no way comprehensive but give a snapshot of the some of the areas each school is most proud of as we look back to the 2018/2019 school year.

As a PK through grade 12 school, our success is achieved as the culmination of 13+ years of education for our students as the graduate crosses the stage to receive her or his diploma. While not every student is committed to and focused on attending college beyond high school, we encourage all students to complete a rigorous application process. The listing below notes the institutions where members of the Triton Class of 2019 were accepted. While many factors contribute to a student's decision on college attendance, acceptance into an institution is a clearer message of achievement.

Where did our graduates get accepted?

The following is a complete listing of all two or four year colleges and universities that accepted one or more students from Triton's Graduating Class of 2019.

Albany College of Pharmacy AIC, American University, Amherst, Anna Maria, Arizona State, Assumption, Auburn, Babson, Bates, Bay Path, Bay State College, Baylor University, Becker, Belmont University, Beloit, Bentley, Berklee College of Music, Boston College, Boston University, Bowdoin, Brandeis, Bridgewater, Brown, Bryant, Carnegie Mellon, Castleton, Champlain, College of Charleston, Clark, Clarkson, Clemson, Coastal Carolina, Colby, Colby-Sawyer, Colorado State, Connecticut College, Cornell, Curry, Dalhousie, Dartmouth, Dean, DePaul University, Drexel, Duke, Duquesne, East Carolina, Elmira, Elms, Elon, Embry Riddle, Emerson, Emmanuel, Endicott, Fairfield, Fisher, Fitchburg, FIT, Flagler, Florida Gulf Coast, Florida State, Fordham, Framingham, Franklin Pierce, George Mason, George Washington, GIT, Gonzaga, Gordon, Goucher, Hampshire, Highpoint, Hobart & William Smith, Hofstra, Holy Cross, Houghton, Indiana State, Ithaca, James Madison, Johns Hopkins, Johnson and Wales, Kansas State, Keene, LaSalle, Lehigh, Lesley, Lindenwood, LSU, Loyola Marymount, Loyola Chicago, Loyola New Orleans, Maine Maritime, Maine College of Art, Mass Maritime, Marist, Mary Washington, Mass College of Art, MCLA, McGill, MCPHS, Mercyhurst, Merrimack, Miami U.-Ohio, Michigan State, Middlebury, Montserrat, Mount Holyoke, New England College, Newbury College, NYU, Nichols, NC State, Northeastern, Northwestern, Norwich, Ohio State, Oregon State, Pace, Penn State, Pepperdine, Plymouth State, Providence, Purdue, Quinnipiac, Radford, Regis, Rensselaer, Rhode Island, RISD, Rivier, Rochester Institute of Tech, Roger Williams, Rutgers, Sacred Heart, St. Andrews, St. Anselm, St. Lawrence, St. Michael's, Salem State, Salve Regina, Savannah College of Art, Sciences Po, Seton Hall, Siena, Simmons, Skidmore, Southern New Hampshire, Springfield, Stonehill, Stony Brook, Suffolk, SUNY, Syracuse, Temple, Thomas, Tufts, Tulane, US Air Force Academy, US Coast Guard Academy, University of Aberdeen, University of Alabama, University of Arizona, UC Berkeley, UC Davis, UC San Diego, University of Colorado, University of Connecticut, University of Delaware, University of Florida, University of Georgia, University of Hartford, University of Iowa, University of Maine, University of Massachusetts, University of Maryland, University of Miami, University of Michigan, University of Minnesota, University of Mississippi, University of Montana, University of North Carolina, University of New England, University of New Hampshire, University of New Haven, Union College, Unity, University of Pittsburgh, University of Rhode Island, University of Rochester, University of San Diego, University of South Carolina, University of Southern Maine, University of Tampa, University of Tennessee, University of Texas, UVM, University of Virginia, Utica, University of Wisconsin, Villanova, Virginia Tech, Wake Forest, Washington College, Wentworth, Wesleyan, West Virginia, Westfield, Western New England, Wheaton (MA), Wheelock, Worcester Polytech, Worcester State

Class of 2019 Statistics

COLLEGE ATTENDANCE

- Four Year College: 66%
- Two Year College: 17%
- Other schooling: 3%
- Total Further Ed: 86%
- Military: 3 students

SAT MEAN Scores (200-800):

- ERW: 563
- Math: 569
- Participation: 78%

ADVANCED PLACEMENT

EXAMINATIONS (May 2019)

- 15 AP Courses Offered
- 109 Students Tested
- 76% received score of 3+ (out of 1-5)
- 199 Exams Administered
- 33 Perfect Scores (17%)
- 13 AP Scholars

Pine Grove School: A Year In Review

Pine Grove School began the 2018-2019 school year with a major change as our new Assistant Principal, Nicole LaPerriere, began her tenure in this new role. Prior to this change, Mrs. LaPerriere had spent a total of 23 years in education, with her prior 8 years as a teacher at PGS. She has brought many new and invigorating initiatives to PGS including our newest staff member, Tracker. Tracker is a licensed therapy golden Labrador Retriever who is 7 years old and owned by Mrs. LaPerriere. Tracker has brought many smiles to the faces of our students, staff, and visitors to our school.

The renovation began in April 2018 and Pine Grove School is now a completely renovated building which has been brought into the 21st century. Aside from the renovated classrooms, the newly renovated amenities include a state of the art kitchen and cafeteria, several extended learning areas, a brand new playground inspired by the rivers and estuaries in the Rowley area, a fully refurbished gymnasium with a Triton Viking logo in the center of the gym, a STEAM (Science, Technology, Engineering, Art, and Mathematics) lab fully equipped for science experiments, and a cutting edge library media center equipped with a great deal of technology, books, soft seating and serene surroundings that make you want to curl up and read a book. This renovation also brought 21st century technology into all learning areas in the building promoting technology rich classrooms that support instruction and student learning to help provide every child 21st century skills. This renovation was made possible by the generous support of the town leaders and residents of Rowley, and we are so appreciative of their commitment to having a state of the art education facility. This is a facility that everyone in the Town of Rowley can be proud of and will be able to enjoy for many years to come!

Our Committee For a Positive School Culture continues to meet on a regular basis throughout the year. This committee aims to focus on the social and emotional well-being of all students and staff including PBIS which is a proactive, positive behavior support system for schools. We also use Merrell's Strong Kids, a social and emotional curriculum that teaches social-emotional competence – the foundation of school and social success. This curriculum focuses on ten-twelve lessons throughout the school year.

PGS has a very active Student Council giving back to the wonderful communities that make up the Triton Regional School District. This past year, Cinderella's Closet took place which is an opportunity for families to visit a boutique in the school to obtain free student dresses for the Pumpkin Ball and Holiday season. Through the student council, Holiday Meals for the needy fed 50 families in the Triton district. Helping hands also assisted PGS families in need with food and clothing during the Holiday season and winter months.

Several traditions that are unique to Pine Grove School include Mr. Collyer's Pen Pals. The students write letters back and forth to the members of The Council on Aging ending their year with a trip together to Fenway Park with their pen pals. Two very special assemblies are held each year to honor and support our veterans as well as those who serve in the armed forces on both Veterans Day and Memorial Day. These assemblies are very somber, and parents are invited to attend. This past year, we honored 35 veterans on stage and then had them join in our parade around the school in front of the entire student body and staff. In April, an All School Art Show takes place where every student in grades K-6 had one piece of framed artwork in the show provided by Artome, LCC and families came in to purchase their child's artwork.

Pine Grove School has a very strong and active PTA. The PTA continues to fundraise to support teaching and learning. Several assemblies and community events have taken place for the students funded by the PTA. These include: Laser Light Show, BMX Bike Show, Bubble Day for Kindergarten, Fall Festival on the Common, The Pumpkin Ball, Ice Cream Social, PGS Read-A-Thon and author Eric Ode. A huge thank you to the PTA for all the hard work and effort, as all of the students and teachers at Pine Grove benefit from the programs and opportunities they have provided.

Website: www.tritonschools.org/pinegrove
Phone: (978) 948-2520
Principal: Christine Kneeland, Christine.Kneeland@tritonschools.org

Building Stats:
Total Size: 90,852 sq. feet
Built in 1954, Renovation September, 2019

Triton Middle School: A Year In Review

The 2018-2019 school year was a year of change for Triton Regional Middle School, as we successfully implemented a new, aligned schedule with the high school. This change was many years in the making and brought some challenges, but also many new opportunities. Taking advantage of this schedule, we were able to increase offerings for 8th graders by adding Drama and Video Production classes taught by high school teachers. Over 50 students attended those classes during the school year, with more opportunities being developed for 8th graders during the 2019/2020 year.

We were also able to add new classes in 7th grade by introducing four rotating classes that every 7th grader experienced. Computer Science was very popular as students learn the very basics of programming and coding. Our Language and Culture classes had students learning about how language has developed and its impact on different cultures around the globe. All 7th graders learned what it means to be healthy, both physically and emotionally, through the addition of a new Wellness class. This new curriculum also provides a sexual education component for our students. Lastly, we added Writing Lab classes to help our students improve how they interpret text and write using evidence from what they read.

Our new Math curriculum, Math in Focus, reached full implementation and we saw continued improvement in our MCAS math scores during the 2018/2019 school year for our students. The program will continue to be monitored and strengthened as we gain even greater mastery with the curriculum. This past year also marked our second year of utilizing the Next Generation Science Standards, and the adoption of StemScopes science curriculum. During professional development our science teachers worked hard to learn and utilize Stemscopes in their classrooms to better meet these new standards. We were able to see the fruit of their labor in our most recent Science MCAS scores.

We were able to add one Chromebook cart, and with the use of technology in the classroom on the increase, we have a goal of 1 cart for every two classrooms. To that end, at the end of the school year we received two additional Chromebook carts that will be dedicated to a brand new 8th grade Social Studies curriculum in the 2019/2020 school year. We are very excited to have Civics be the focus for our 8th graders going forward. Additionally, for the first time, we were able to do our online MCAS testing using only our own devices. Previously we needed to borrow from the high school. We also were able to dedicate a cart to our Writing Lab classes.

Several new structures were adopted over the course of the school year to generate a positive school climate. We put back in place a very active Student Council group who were able to take on some school wide initiatives; including hosting fundraisers for trips and painting the 8th grade bathrooms. The 7th grade teachers started an orientation week for the start of school that focused on acclimating students to the new building, but also focusing on building student relationships with their peers from the other elementary school. Also of note, we began nominating deserving students each month for a "Student of the Month" program which culminated in a year-end breakfast for all who were chosen.

The Middle School athletic teams had a great year as well, with over 150 students participating throughout the year. Both our boys and girls Cross Country teams were dominant once again capturing the Cape Ann League title. Our boys and girls basketball teams also demonstrated great success during the winter months and in the spring, our Track and Field teams won the state championship for the 3rd year in a row. One of our 8th grade student athletes achieved an impressive milestone as he completed his entire middle school career undefeated in all of his running events, during all seasons.

There were quite a few positive changes that took place at the Middle School over the last year, and we are proud of our students and staff for their positive attitude and hard work. The changes put into place were done with an eye towards increasing student choice and opportunities, and we are confident that it will yield great results in the coming years. But change is difficult for all involved, and we want to acknowledge the efforts of all teachers and students. We look forward to taking advantage of more opportunities to improve as we move into 2020 and beyond.

Website: www.tritonschools.org/middle
Phone: (978) 463-5845
Principal: Alan MacRae, Alan.MacRae@tritonschools.org

Building Stats:
Combined MS/HS Area: 335,670 sq. feet
Built in 1971 - Renovated/Addition in 2000

Triton High School Year In Review

We are incredibly proud of the work of our students and staff during the 2018-2019 school year. In many ways, the last year marked a time of reflection as we considered our practices and began thinking about what our vision would be into the future. The 2018-2019 school year will also be marked as one of transition, with the hiring of two new building administrators, Mr. Patrick Kelley as the Principal and Mr. Timothy Alberts as the Athletic Director. Both leaders began their tenure in the summer of 2019.

During the 2018-2019 school year, Triton had 109 students take 199 AP exams. This was spread across 15 courses. 76% of our students scored 3 or higher on their exams. Additionally, we had 33 perfect scores and 13 students who qualified as AP scholars. Triton had two students whose PSAT score qualified them as National Merit Scholars Commended Students, meaning they scored in the top 3% of students nationally.

This year we are excited to have a new program at our school designed to help students who are attempting to transition back to school following significant hardship. The program is called LIFT (Learning Individualized for Transitions) and is associated with the BRYT network. The development of the program was a multi-year process to analyze student data and current trends and is now fully operational in the 2019-2020 school year.

Throughout the year, the guidance department and librarian hosted several different college fairs for students. Additionally, we also held our first annual vocational career fair which was well attended by local area businesses and organizations that provide additional training or schooling in the trades. This inaugural event was very well received by both students and businesses and will certainly continue into the future.

We also had many significant accomplishments within our various academic departments. Triton's Science department developed a new AP Environmental Science course. Throughout the year students in environmental science classes had a number of unique experiences: collaborating with the University of New Hampshire on dune restoration, working alongside Mass Audubon to remove invasive plant species from dunes, as well as touring iFarm, an organic permaculture farm in Boxford and the Covanta Energy from Waste Facility in Haverhill. With each of these opportunities, students developed a deeper understanding of what it means to be a scientist.

Triton's Journalism classes successfully published 32 editions of the Triton Voice and 800 articles on their website, with 22 student-journalists recognized nationally for articles they had written. Additionally, one student had an article picked up by the Newburyport Daily News and was subsequently interviewed by the Boston Globe for a story on teen vaping.

Our Visual and Performing Arts Department thrived during the 2018-2019 school year. Several student artists displayed work in the Newburyport Art Association Young and Budding Artists Show. Two students won awards as recognition for having outstanding pieces. The Triton theater group performed Our Town, Spamalot, and an original production titled Lights, Camera, Murder as their festival entry. Our marching band had a terrific showing at the state competition winning a gold medal for music and a silver medal overall. Winterguard also had a tremendous season finishing in 3rd place in all of New England.

The Triton World Language department provided outstanding immersion opportunities with both trips abroad and homestay exchange opportunities. Last year there were successful trips to Peru and to Vendee, France. We also happily hosted over twenty French students.

Our students thrived in their extracurricular activities. The robotics team won first place for the second year in a row at the WPI Savage Soccer Robotics tournament and we had a student finish in first place in the statewide DECA stock market challenge. The Triton Softball and Girls Cross Country teams both won league titles and the Boys Track team won a State Championship. There are many wonderful things happening at Triton High School.

Website: www.tritonschools.org/high
Phone: (978) 462-8171
Principal: Patrick Kelley, Patrick.Kelley@tritonschools.org

Building Stats:
Combined MS/HS Area: 335,670 sq. feet
Built in 1971 - Renovated/Addition in 2000

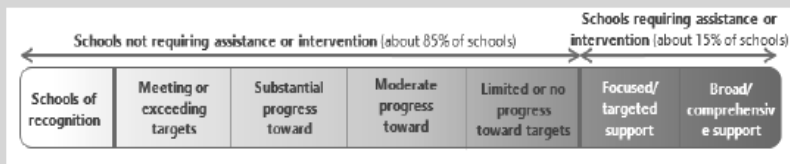
Student Performance

Along with all other schools in Massachusetts, we participate in the Massachusetts Comprehensive Assessment System (MCAS) to measure what students know and are able to do at the end of each grade level. While this is not the single and best measure of a student's progress, this assessment has been updated over the past few years to better align with state standards. The assessment, now called the "Next Generation MCAS" assessment and completed online, builds upon the best aspects of previous state assessments and includes innovative test items to assess the Massachusetts learning standards. Students in grades 3-8 and grade 10 participate in the English Language Arts and Math MCAS assessment. Additionally, students in grades 5 and 8 are assessed in Science, Technology and Engineering and students in grade 9 are assessed in Biology. Students in the state of Massachusetts must receive a passing score in all subject areas in order to be eligible to graduate.

The MCAS results inform the community at large how the district is performing based on several indicators. These indicators include the following: achievement, student growth, chronic absenteeism, English Language proficiency, high school completion, and percentage of students completing at least one advanced course work. From these indicators the state generates targets and puts the district and schools into a category based on the number of targets met. The Triton School District met 74% of its annual criterion-referenced targets putting us in the category of "Substantial Progress Toward Targets," but only a single point away from the "Meeting or Exceeding Targets" performance level. In addition to this district wide success, Newbury Elementary received the high honor of being placed in the category called "Schools of Recognition" after meeting 94% of its annual criterion targets, and honored specifically for their growth over the past year.

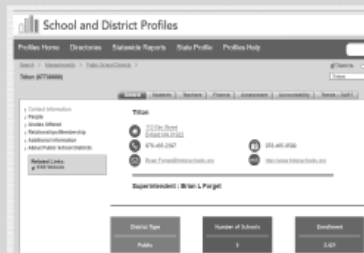
State Categories

Schools are placed into categories that describe how they are doing and what kind of support they may require from the state to perform well.



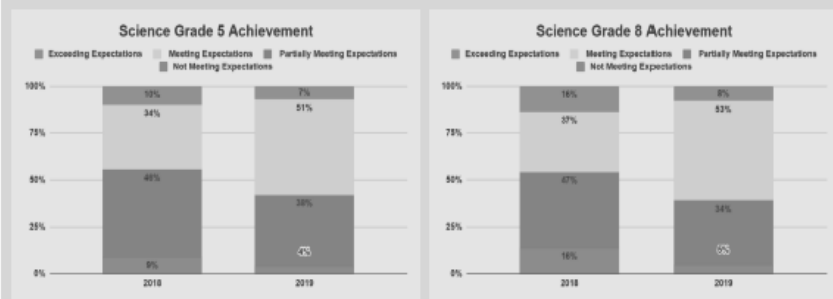
- Triton School District: Substantial progress toward targets. Met 74% of its annual criterion-referenced targets.
- Triton High School: Substantial progress toward targets. Met 64% of its annual criterion-referenced targets.
- Triton Middle School: Substantial progress toward targets. Met 65% of its annual criterion-referenced targets.
- Pine Grove Elementary: Substantial progress toward targets. Met 69% of its annual criterion-reference target.
- Newbury Elementary: School of Recognition. Met 94% of its annual criterion referenced targets.
- Salisbury Elementary: Substantial progress toward targets. Met 71% of its annual criterion referenced targets.

We are very proud of all of our students and staff for their continued efforts to increase their achievement and growth in all subject areas.



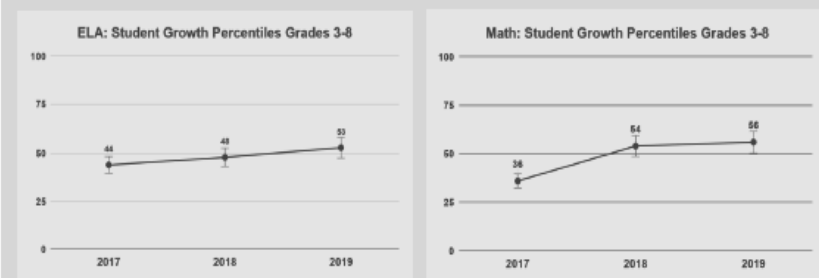
For a full breakdown of all our statistics and performance data, please visit the Massachusetts Department of Elementary & Secondary Education website at <http://profiles.doe.mass.edu/>. After clicking this link, select "Essex County" and then choose one of the three Triton towns to get to the Triton profile. This page provides information at the district level as well as a breakdown of data by school. If you have questions about this data or information on our performance overall, please contact a building principal or our Assistant Superintendent, Kimberly Croteau at Kimberly.Croteau@tritonschools.org.

In regards to our performance on specific subjects areas, one where the district saw a high level of growth was Science. Over the past few years, we have implemented two new science programs aligned with the 2016 Science, Technology and Engineering curriculum framework. Inspire Science supports instruction in grades K-2 and STEMscopes in grades 3-8. Both programs are based upon a "5 E" model of inquiry and implementation that has included professional development for teachers and instructional assistants. The impact of this work can be seen across the district with the high level of engagement and learning focused around science. Triton as a whole is currently above the state level of achievement in the area of Science.



Another area in which Triton outperforms the state is in English Language Arts. The Triton students have and continue to make substantial growth in the area of English Language Arts. Most recently we have adopted a supplementary writing program called Empowering Writers in grades K-8. Adding this resource to our curriculum is going to enhance students' reading and writing abilities. Our growth percentiles, as shown in the graph below, increased from 44 to 53 in two years.

Lastly, in the area of Math, the district began implementing a program called Math in Focus which is based on Singapore Math during the 2015-2016 school year. Singapore Math is a method that focuses on mastery. The key features of the approach include CAP (Concrete, Pictorial, Abstract). Instead of pushing through rote memorization, the students learn to think mathematically and rely on the depth of knowledge gained from previous lessons. Making the transition to this style of teaching has been a challenge, as it means less teacher directed learning and more student-centered learning. The teachers and instructional assistants continue to receive professional development provided by our talented math specialists as well as an outside consultant at some schools. The graph below shows a 10 point growth over two years.



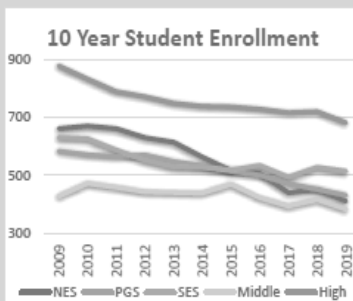
The district acknowledges that accountability assessments are part of the big picture but are certainly not the ENTIRE picture when it comes to our students. At Triton we take pride in making sure our students are well balanced and have the necessary building blocks to become a happy, healthy, and contributing member of our society. Our breadth of programming both in school and out are a testament to our ongoing commitment to educating the WHOLE child. We look forward to our continued growth and achievement in all domains.

Our Students

The district is comprised of one elementary school in each town ranging in enrollment from 411 to 515 students in Preschool through grade 6. Upon completing the sixth grade, students attend the Triton Middle School which houses approximately 383 students in grades 7 and 8. Sharing the same campus in Byfield, the Triton High School houses roughly 684 students in grades 9 through 12. The total student population of the district is approximately 2,565 students from Preschool through the 12th grade. The District Office is located on the Middle and High School Campus, at 112 Elm Street in Byfield, MA.

Student enrollment has been decreasing over the past decade, which is a trend that many rural and suburban districts are experiencing, while urban populations continue to soar. This trend holds true for other schools in our area as well. Ultimately, demographers studying the issue in our area point to families aging in place rather than moving from their homes in retirement, which would make room for families with school aged children. After a small blip up in 2018, we continued in 2019 with our downward trend, which can be seen outlined below by school over the past decade.

Group (and % Students)	District	State
First Language not English	3.4	21.9
English Language Learner	1.0	10.3
Students With Disabilities	17.0	18.1
Economically Disadvantaged	20.3	31.2



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
NES	877	832	788	771	748	738	736	728	716	719	681
PGS	583	571	564	570	547	533	514	500	471	451	431
SES	630	626	587	552	529	527	518	534	494	528	515
Middle	428	472	459	443	441	439	423	394	416	363	363
High	877	832	788	771	748	738	736	728	716	719	681
Total	3,179	3,171	3,059	2,966	2,879	2,800	2,753	2,692	2,515	2,565	2,421

Triton Regional School District provides comprehensive services and programming for students with disabilities. Our belief is that all students can learn and that the purpose of special education is to minimize the impact of disability and maximize the opportunities for children with disabilities to have access to the general curriculum. As such, we have prioritized high quality programming for our most at risk learners in all our schools. We continue to see an increase in the occurrence of Autism and related disorders, children born addicted to drugs, and children and adolescents with life experiences that cause significant trauma and anxiety. These students are able to be successful in our schools, but they require intensive resources that can have a major impact on our overall operation. The District was responsible for educating 453 students with disabilities both in the district and in out of district placements during the 2018/2019 school year. This represents approximately 18% of all registered students. To learn about our Special Education programming, please contact David Magee at David.Magee@tritonschools.org.

	Disability Codes	# of Students 2013-2014	# of Students 2014-2015	# of Students 2015-2016	# of Students 2016-2017	# of Students 2017-2018	# of Students 2018-2019
01	Intellectual	19	25	21	17	17	24
02	Sensory/Hard of Hearing or Deaf	6	7	5	4	6	4
03	Communication	54	54	51	54	62	62
04	Sensory/Vision Impairment or Blind	4	2	2	2	1	3
05	Emotional	36	35	35	41	52	48
06	Physical	16	19	17	9	6	8
07	Health	69	76	73	67	58	51
08	Specific Learning Disabilities	86	96	114	106	115	124
10	Multiple Disabilities	15	15	14	13	12	14
11	Autism	47	45	46	52	56	58
12	Neurological	22	25	18	16	13	19
13	Developmental Delay (ages 3-9 only)	26	25	33	38	47	39
	Total	400	424	430	420	445	453

Our Faculty & Staff

As an educational institution, the majority of our funding is invested in personnel. We believe that the buildings, instructional materials, and curricula used to educate our students are important, but the educators and other adults within our buildings are our greatest asset. The district is dedicated to hiring the best and brightest candidates for openings, and to that end have worked hard to be viewed as a high-quality employer. Attracting quality educators requires offering both salary and benefits that are comparable across our region, without necessarily being the highest or lowest in any comparison. The result is our work force of over 435 individuals who are dedicated to the success of all Triton students, regardless of their role, and who show that passion each and every day.

As noted on previous pages, our overall student enrollment has continued to decrease over the past decade plus. Obviously, that change in student enrollment has an impact on our staffing levels. It would be a logical assumption that we would expect to see a commensurate decrease in staffing levels along with student numbers declining. However, the reality is that our student demographics have also changed. The table on previous pages shows the breakdown of our student population by category, including those with disabilities, English language learners, and economically disadvantaged. The state has adjusted reporting categories and indicators for this data set, so it's hard to show a snapshot of 10 years ago on an apples-to-apples comparison. However, one indicator that does stand out with a measure that has remained consistent is our students with special needs, which has increased from 11.8% in 2008 to a current level of 17.0% for this past year.

Title	Employees
Adjustment/Guidance: Counselor	2
Administrative Support - District	10
Administrative Support - School	11
Administrator - District	5
Administrator - School	13
Cafeteria Staff (All Schools)	23
District Wide Technology	5
Early Childhood: Instructional Assistant	15
Early Childhood: Teacher	15
English Language Learner - Teacher (All Schools)	4
Intervention/Specialist: Teacher	13
Library: Instructional Assistant	5
Library: Library Media Specialist	4
Maintenance: Custodian	16
Professional Staff - District	5
Regular Education: Teacher	142
Regular Education: Teacher (Music)	1
School Health: Nurse	5
Social Worker/Guidance: Counselor	9
Special Education: Instructional Assistant	98
Special Education: Related Services & Support (All Schools)	10
Special Education: Teacher	38
Title 1 Math/Reading: Teacher	5
Grand Total	454

The theme of staffing levels in our schools, and across all schools in our state and region, is that we are shifting funding from classroom teachers to other support staff, including special education teachers and assistants, reading and math interventionists, and school social workers. Comparing our staffing today to 15 years ago, we have close to 60 fewer 'traditional' classroom teachers, while at the same time have added roughly the same number of educators in these roles of specialists, instructional assistants, and mental health professionals. Our students live in a rapidly changing world, with an onslaught of pressures from the use of technology, commitments outside the classroom, and an increasing focus on their academic performance. This shift of personnel has allowed us to keep class sizes quite favorable, with the majority of elementary classrooms in the upper teens to very low twenties and secondary classrooms in the low and mid-twenties. The staffing in other locations and in support roles allows us to provide more focused and targeted instruction to all learners, regardless of their ability. In the majority of these support scenarios, we provide a much lower student to teacher ratio. This has resulted in a work force that is almost as large as it was 15 years ago, but with a greater ability to more effectively meet the social, emotional, and academic needs of our students.

Our District Facilities

The district currently operates four distinct locations, with an elementary site in each member town and a regional campus that houses the Middle School, High School, and Superintendent's office in Byfield. The age of the buildings vary, most having been renovated at some point in their history. The only facility which was completely rebuilt in the recent past is Salisbury Elementary, which was built at a new location from the previous school (Memorial School) and was completed and brought online in 1999. All other facilities were remodeled and additional space was added to the footprint. The Pine Grove School in Rowley finished a major remodel during the summer of 2019.

Ownership of the buildings vary between the district and each town, with Salisbury Elementary and the Middle/High School Campus being owned by the district, while Pine Grove and Newbury Elementary are owned by the town. There is work being done with school and town officials to remedy that inequity, ensuring each town owns its own elementary, with the District owning the facility and care thereof for the main regional campus.

A capital facilities assessment funded by the School Committee through Excess & Deficiency funding was completed at the end of the 2018/2019 school year for the regional middle and high school campus. That facility, which spans close to 300,000 square feet, is now over 50 years old. A renovation project was completed in 2000, but that project left many areas of the building with original equipment and infrastructure that now needs to be updated. This assessment, with a final report due by December, 2019, will be the first step in identifying a path forward to bring that campus a new and up-to-date learning environment for our students. As the new Stadium was renovated in 2016, that would not be part of any plans for renovation.

Technology in our Schools

The Triton Schools have not adopted a 1:1 initiative for student devices. Across all our schools, we provide students with access to desktop computers in library and lab environments as well as portable electronic devices, such as Chromebooks, iPads, and/or laptop computers. The device varies by grade level, with more high level functions required in the older grades, with devices such as iPads being more appropriate in the early primary grades. Staff use a combination of Desktop PCs and Chromebooks for all professional responsibilities.

While funding has not kept up with a full and true lease refresh cycle, we have primarily moved away from purchasing technology in favor of a lease that allows for new technology to be refreshed every 3 to 4 years. 2018-2019 saw an uptick of approximately 28% in Chromebook deployments through leases, grants, and Triton Education Fund (TEF) donations district wide, bringing the total number deployed to 1037 devices. This is a jump from 811 during the 2017/2018 school year. The 2019/2020 school year will bring a refreshed look at all technology district wide, starting with the purpose of the tools, before we determine a best way forward regarding the specific devices that work best. The ultimate plan will identify student to device ratio goals, and a funding plan to achieve the desired outcome.

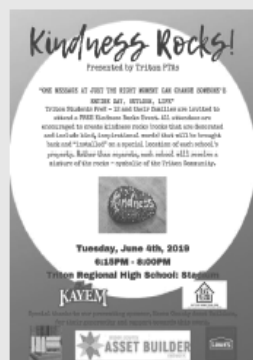
Our Parent Support Groups

We are lucky to have many parent volunteer organizations working to support our students, including smaller groups like our athletics boosters and our larger organizations like our three PTA's from our elementary schools, the Triton Educational Foundation, and the Triton Music Parents Organization (TMPO). These groups work tirelessly to fund

opportunities and materials that cannot be supported through the district budget, including mobile Chromebook labs, equipment for Maker Spaces, and bringing enrichment experiences to our schools with world-renowned artists and performers.

We could not do everything we do without the support of these groups. Our sincerest thanks for their support. If you are interested in getting involved, you can contact these groups by email at the addresses below.

- newburyptainfo@gmail.com
- salisburypta@gmail.com
- pinegroveptaemail@gmail.com
- ttritoneducationfoundation@gmail.com
- tmpto@tritonarts.net



District Finances: A Snapshot

Triton's finances continued to be very challenging in the 2018/2019 school year, though the outlook on funding from the state level seems to be growing more promising. Triton's spending is driven mostly by the same factors affecting all companies, including rising costs for healthcare and other benefits, and funding for the district is primarily local, through the taxpayers in our town, with support from the state and to a lesser extent, the federal governments.

The district is a services-driven organization, and as a result, the budget is largely comprised of human resources costs. The two largest budget drivers for 2018/2019 were:

- Just over \$1M increase in salaries, healthcare, and other benefits for Triton staff
- About \$750,000 in Special Education tuitions and transportation for students whose needs Triton cannot adequately meet with current district programs and are therefore attending school outside of the district

Growth in both of these lines was significantly higher than average, despite a healthcare and benefits contract negotiation that re-aligned plan offerings. This led to an extended budget season and, for two of Triton's member towns, extra Town Meetings and/or ballot votes. The final budget included the loss of 5% of the district staff, with a final increase of 5.02% over 2017/2018 to roughly \$40.7M. The staffing loss was extremely difficult, with cuts of instructional assistants district-wide, class section reductions at the High School, and custodians lost in each building.

In fiscal year 2019, Triton Regional School District did not apply reserves from the fiscal year 2019 Excess and Deficiency Fund to the operating budget. The Excess and Deficiency Fund is the same type of reserve as a Free Cash Fund in a town. Fiscal Year 2019 closed with an operating surplus of \$35,612.

General Fund - Budget to Actual Report - Fiscal Year 2019

	<u>Budget</u>	<u>Actual</u>
Revenues:		
Assessments from Towns – Operating	30,896,646	30,896,655
Assessments from Towns – Capital	928,049	928,049
Use of Excess & Deficiency Fund	100,000	100,000
State Transportation	931,244	848,166
State Chapter 70	8,708,421	8,708,421
State MSBA Reimbursement	1,759,544	1,759,544
Medicaid Reimbursement	200,000	193,017
Investment Earnings	50,000	90,071
Miscellaneous	0	26,484
Sub Total	43,573,904	43,550,407
Expenditures:		
Administration	1,894,718	1,923,876
Instruction	21,855,027	21,657,979
Special Education Tuitions	1,498,000	1,835,355
Other Tuitions (Charter and Choice)	1,131,005	1,195,634
Transportation	2,654,842	2,669,448
Other School Services	748,458	699,233
Student Activities	60,200	63,290
Maintenance & Operations	3,182,088	3,179,167
Acquisitions & Improvements	-	-
Fringe Benefits	7,861,973	7,539,631
Food Service	-	63,589
Debt Service – Principal	2,410,000	2,410,000
Debt Service – Interest	277,593	277,593
Sub Total	43,573,904	43,514,795
Excess (Deficiency) of Revenues over Expenditures		35,612

other state funding mechanisms. Over the last couple decades, the state's funding has lagged behind Triton's spending needs on an annual basis. 2018/2019 was no exception, with a \$71,740 or 0.83% increase in Triton's Chapter 70 funding.

The majority of the district budget is funded through our local towns and taxpayers. Newbury, Rowley, and Salisbury are assessed per the Regional Agreement, which calculates each town's amount based on student enrollment, real estate values, per capita income, and several smaller factors. For the 2018/2019 school year, Newbury's share of the increase was calculated at \$464,268 rising 5.33% over the previous year; Rowley's at \$514,319, rising 5.34%; and Salisbury's at \$627,684, rising 5.68%. Some of these increases were offset somewhat by decreases in capital debt assessments as both Salisbury Elementary School and the Triton Regional Middle School approach the end of their bond periods. The FY19 budget process was quite extended as the process required a downward adjustment to budget approved in March to achieve the numbers noted above.

The chart below details a 10 year summary of our spending and assessments to our member communities, and outlines a particular challenge we are attempting to address in state funding. In column B you will note that the district's overall increase in operating expenditures is at 24.46% over the past decade, or an average of just under 2.5% per year. However, as outlined in the final line of column D, you can see that the overall assessment to our member towns has increased by close to 37%, a delta of over 13%. This is the direct result of Chapter 70 funding not keeping pace with actual spending. With the state increases not keeping pace (only \$71K on close to \$41M in spending for FY19 as noted above) with the actual cost of education, more of the burden has shifted to our local communities.

	A	B	C	D	E	F	G	H	I	J
Fiscal Year	Operating Budget	% Change	Total Assessment	% Change	Newbury	% Change	Rowley	% Change	Salisbury	% Change
FY10	34,128,619	-2.37%	23,835,803	-0.42%	8,403,168	2.35%	7,012,426	-1.88%	8,420,209	-1.86%
FY11	34,051,167	-0.23%	24,566,429	3.07%	8,622,289	2.61%	7,220,827	2.97%	8,723,312	3.60%
FY12	34,761,529	2.09%	25,180,821	2.50%	8,779,165	1.82%	7,463,390	3.36%	8,938,266	2.46%
FY13	35,483,250	2.08%	25,850,545	2.66%	8,915,304	1.55%	7,738,020	3.68%	9,197,221	2.90%
FY14	35,701,725	0.62%	25,999,269	0.58%	8,968,972	-3.88%	7,947,188	2.70%	9,483,109	3.11%
FY15	36,928,734	3.44%	27,039,334	4.00%	8,993,686	4.96%	8,328,862	4.80%	9,716,786	2.46%
FY16	37,824,311	2.43%	27,759,777	2.66%	8,946,255	-0.53%	8,714,645	4.63%	10,098,977	3.93%
FY17	38,472,253	1.71%	28,385,565	2.25%	8,675,353	-3.03%	8,199,643	5.57%	10,510,369	4.08%
FY18	39,033,026	1.46%	29,290,375	3.19%	8,616,575	-0.68%	9,622,873	4.60%	11,050,927	5.14%
FY19	40,786,311	4.46%	30,896,646	5.48%	9,080,843	5.39%	10,137,192	5.34%	11,678,611	5.68%
FY20	42,476,705	4.14%	32,593,273	5.46%	9,386,779	3.37%	10,547,555	4.05%	12,648,939	8.31%
CHANGE	8,348,086	24.46%	8,747,470	36.70%	677,675	8.06%	3,124,766	44.56%	3,258,402	38.70%

The district's Excess & Deficiency balance, which is the equivalent of Free Cash to a city or town and is sometimes also known as the "rainy day fund," was not used toward the 2018/2019 budget. The School Committee has voted to use this as a funding source for tight budget years in the recent past to help offset some of the burden on the towns. However, bond rating agencies, which examine the fiscal soundness of a district or town and help determine the borrowing rate for any capital projects, generally frown on using Excess and Deficiency on an on-going basis to support a district's operating costs. Despite the effort to reduce the drain on that account in this budget year, Triton's bond rating was lowered to A1 from Aa3 with a negative outlook in the fall of 2018 due to the relatively low Excess and Deficiency amount currently held by the district (estimated at \$400K, or 0.98% of the annual final adjusted FY19 budget of \$40,786,311). This was noted in the report that we do not have the recommended 3-5% in reserve, along with the fact that we have historically used E&D as a revenue source toward recurring operating costs, a practice that was discontinued as noted above.

Triton Regional School District 10 Year Excess & Deficiency Fund Data				
Fiscal Year	Certified As Of	Certified E&D Balance	Operating Budget	E&D as % of Operating ¹
FY11	7/1/2010	\$561,846	\$34,209,005	1.64%
FY12	7/1/2011	\$606,601	\$34,761,529	1.75%
FY13	7/1/2012	\$632,324	\$35,483,250	1.78%
FY14	7/1/2013	\$756,954	\$35,701,725	2.12%
FY15	7/1/2014	\$787,787	\$36,928,734	2.13%
FY16	7/1/2015	\$598,497	\$37,824,311	1.58%
FY17	7/1/2016	\$341,999	\$38,517,083	0.89%
FY18	7/1/2017	\$299,077	\$39,033,026	0.77%
FY19	7/1/2018	\$464,942	\$40,786,311	1.13%
FY20	7/1/2019	Estimated \$400,000	\$42,476,705	0.94%

A Look Ahead

The 2018/2019 school year brought many new developments that will positively affect Triton moving forward. These developments reflect the work of individuals in our district, including educators, administrators, and school committee members, as well as leaders from our communities and those at the state level. These accomplishments detailed below reinforce the notion that our effectiveness is truly a product of our collective efforts. The 2018/2019 year was a year in which we made our collective voices heard as a region, and we look forward to the positive outcomes for our students and our towns as a whole in 2019 and in the years to come.

- Three education reform bills were filed by Massachusetts legislators, which Triton Administration determined would have an overall negative effect on district finances if passed. Thanks to joint advocacy from Senators DiZogio and Tarr; Representatives Hill, Kelcourse, and Mirra; town officials from Newbury, Rowley, and Salisbury; Triton Administration; the Triton School Committee; and representatives from the Triton Regional Teachers' Association, attention was focused on specific issues in these bills. A new bill, the Student Opportunity Act, was filed in the fall of 2019 and is currently pending before the Legislature. This bill would likely be a small net positive financially for the district and also mandates a number of studies that would pave the way for future, more beneficial legislation. This will continue to be a priority for our attention.
- Triton's new auditor Roselli, Clarke, and Associates began analyzing specific accounts and processes, which resulted in, and will continue to provide recommendations for improvements. The firm has also proposed, and the School Committee has adopted new targeted investment policies for Triton.
- The School Committee and Triton Administration negotiate contracts with unions for both teachers and instructional assistants in the 2019/2020 school year. The Administration will also go out to bid on a busing contract, since the current contract is expiring next year.
- Triton Superintendent Brian Forget was designated as Senator Bruce Tarr's delegate on a statewide commission examining and making recommendations to improve student transportation. This is an important topic as reimbursements are falling short, costs are rising, drivers are scarce, and there are only a handful of bus companies. Representative Hill is also serving on this commission, with the report due at the end of 2019.
- The district has embarked on a full facilities assessment of the Byfield campus, Salisbury Elementary's status has been reviewed jointly by district and town representatives, Pine Grove School in Rowley recently underwent a massive renovation effort, and Newbury is assessing Newbury Elementary's condition. These efforts will culminate in a district capital plan.
- A group comprised of Triton Administration and School Committee members, Select and Finance Board members from all three towns, and Town Managers and Administrators has been reviewing the district's Regional Agreement with the mutual intent of bringing an amended agreement to the Spring 2020 Town Meetings in all three towns.

Much of the work begun in 2018/2019 will continue into 2020 and beyond. As such, this will require that we continue to work together, both here within the district and with our state officials in Boston, to ensure the progress made this past year continues. Thank you to those in our member communities who contributed to our efforts over the past year, collectively improving the outcomes for our students!

If you have questions about the implications of the information and financial data, or any other information within this report, please contact the Superintendent directly at (978) 465-2397 or Brian.Forget@tritonschools.org. He will be very glad to communicate by phone, email, or in person to answer questions about the financial picture and its implications for our schools. We want to ensure complete transparency with our Communities and have taken steps to ensure the efficiency of our operation as our effectiveness in advocating at the state level is only effective if there is a genuine understanding of the fiscal realities at the local level.

ENROLLMENTS AS OF OCTOBER 2019

Enrollment Breakdown of Middle School & High School

Middle School Students – 104

High School Students – 204

Middle School Breakdown “Other Enrollments”

School Choice – 11

Whittier/Essex Tech – 0

Private/Parochial Schools – 13

Home School – 2

High School Breakdown “Other Enrollments”

School Choice – 27

Whittier/Essex Tech – 31

Private/Parochial Schools – 23

Home School – 5

GENERAL INFORMATION

Rowley was incorporated as a Town on September 4, 1639

LOCATION..... 32 miles north of Boston
AREA..... 19.03 square miles
ZIP CODE..... 01969
AREA CODE..... 978

POPULATION:
1960 Federal Census..... 2,783
1970 Federal Census..... 3,006
1980 Federal Census..... 3,860
1990 Federal Census..... 4,452
2000 Federal Census..... 5,500
2010 Federal Census..... 5,854
2018 Town of Rowley Census..... 6,338

REGISTERED VOTERS: as of December 31, 2019
Democrat..... 844
Libertarian..... 19
Republican..... 780
Other..... 43
Unenrolled..... 3,268
Total Registered Voters..... 4,954
Inactive Status Voters..... 276
Total Active Voters..... 4,678

ASSESSED VALUATION: as of January 1, 2018
Real Estate..... 1,172,566,000
Personal Property..... 17,210,424

TAX RATE FOR FY20:
All classes of property..... 15.58

TOWN OFFICES:

The Town Hall and Town Hall Annex has offices for the Accountant, Town Administrator, Assessors, Board of Health, Selectmen, Inspection Department, Conservation Commission, Council on Aging, Planning Board, Town Clerk, Treasurer/Collector, and Rowley Community Media. Mailboxes for departments, boards & committees are located at the Town Hall.
The Fire Station is located on Haverhill Street.
The Highway Garage is located on Independent Street.
The Rowley Free Public Library is located on Main Street next to Town Hall.
The Pine Grove School is located on Main Street.
The Municipal Light Department is located on Summer Street.
The Police Department is located on Haverhill Street.
The Water Department is located on Central Street.

SENATORS IN CONGRESS: Elizabeth Warren 617-286-6715, Edward J. Markey, 617-565-8519

REPRESENTATIVE IN CONGRESS: Seth Moulton 978-224-2270

STATE SENATOR: Bruce Tarr, Room 308, State House, 617-722-1600

STATE REPRESENTATIVE: Brad Hill 978-356-9008

Offices and Departments

Office and meeting hours are subject to change due to any number of factors. **Please call ahead.** Information can also be found at www.townofrowley.net.

- **Accountant:** Town Hall – Monday, Wednesday, and Thurs 9:00 a.m. -3:00 p.m. (978) 948-7908
- **Agricultural Commission:** Meetings second Thursday monthly, 7 pm Annex. In addition, July - September optional meeting Sundays at 10:00am, on the Common at the Farmers' Market
- **Animal Control Officer:** - Call Rowley Police in an emergency.
- **Assessors:** Town Hall - Mon- 8:30 a.m.-8p.m., Tues-Thurs 8:30-4:30 Fri-8:30 a.m.-12p.m. (978) 948-2021. Meetings 2nd & 4th Monday - 6:00 p.m. in Assessors Office
- **Board of Health:** Annex - Mon-Thurs 9:30 a.m. -12:30 p.m. – (978) 948-2231
- **Cemetery Commissioners:** Rowley Cemetery – (978) 948-2885
- **Conservation Commission:** Annex – Mon -Thurs 9:00 a.m.-12:30 p.m. (978) 948-2330 Other times by appt
- **Council on Aging:** Annex- Mon-Thurs 8:30-4:00, Fri 9:00-12:00 – (978) 948-7637
- **Finance Committee:** Meetings as called by Chairman, check postings.
- **Fire Department & Emergency Management:** 475 Haverhill St. - Mon-Fri 8:00 a.m. - 4 p.m. (978) 948-3812- Emergency 911
- **Harbormaster:** Emergencies on the water call VHF channel 16 / No office hours, questions call 508-397-2450 or email bill.dimento@townofrowley.org
- **Highway Department:** Garage, Independent St. – (978) 948-2441 Leave message
- **Historic District Commission:** contact historic@townofrowley.org
- **Housing Authority:** Office, One Plantation Drive 978-948-2371, Weds 9:00 a.m. -3:00 p.m., Thurs 10:00 a.m. – 1:00 p.m. or by appointment by calling 978-777-0909 Meetings 1st Friday of month 9:00 a.m.
- **Inspection Dept:** Annex- Bldg Insp. Office hours – Mon – Thurs 8:00 a.m.-12:00 p.m. (978) 948-2186 Fax number for all inspectors: (978) 948-3796 Plumbing/Gas Inspector - Mon. Weds. & Thurs 7:00 a.m. -8:00 a.m. Wiring Inspector - Mon Weds. & Thurs. 7:00 a.m. – 8:00 am.
- **Library:** 141 Main St-Mon, Tues, Wed, Thurs 10:00 a.m. -8:00 p.m., Sat 10:00 a.m. – 2:00 p.m., closed Friday (978) 948-2850 www.rowleylibrary.org Trustees meetings 3rd Tues of month at Library, Friends of the Library 1st Tuesday alternating months
- **Light Department:** Office, 47 Summer St - Mon-Fri 8:00a.m.-4:30 p.m. (978) 948-3992 www.rowleylight.com Meeting of Light Board 2nd Weds of month 7:00 p.m. at the Town Hall
- **Parks & Recreation:** Check for meeting postings.
- **Personnel Advisory Committee:** Meetings as called by Chairman, check postings. (978) 948-7068 Personnel Officer: (978) 948-2705
- **Planning Board:** Annex – Mon, Weds., Thurs 9 a.m. -12:00 p.m., or by appointment – (978) 948-5549 Meetings at Annex on second Wednesday of every month; other meetings as scheduled
- **Police Department:** 477 Haverhill St. - Business (978) 948-7644 - Emergency 911 Fax 978-948-7087
- **Selectmen/Town Administrator:** Town Hall - Mon - Thurs 9:00 a.m. -4:00 p.m. Fri 9:00 a.m.- noon (978) 948-2372 (978)948-2705 Meetings Mondays 7:00 p.m. Town Hall
- **Town Clerk:** Town Hall-Mon 9 a.m.-8 p.m. Tues, Thurs & Fri 8 a.m.-noon, Wed 8-4:30 – or by appointment by calling (978) 948-2081 townclerk@townofrowley.org
- **Treasurer/Collector:** Town Hall-Mon 8 a.m.-8 p.m., Tues, Weds, Thurs 8-4:30, Fri 8-12 – (978) 948-2631
- **Tree Warden:** Independent St. (978) 948-2441 Leave message.
- **Triton Regional School District:** Pine Grove: 948-2520 Triton Middle: 463-5845 Triton High: 462-8171 Superintendent's Office: 465-2397 School Committee meetings generally held on the second Wednesday of each month at Triton School Library - see Triton's school calendar for dates
- **Veteran's Agent:** Ipswich Town Hall (978) 356-3915 Karen Tyler, VSO kttyler@eessexvets.com Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-12pm
- **Water Department:** 401 Central Street, Mon -Thurs 7:00 am - 3:30 pm Fri 7:00am to 2:00pm closed for lunch daily 12:00p.m.-12:30 p.m. (978) 948-2640. **Customer Service** 1-800-553-5191 billing questions, schedule an appointment or final read
- **Zoning Board of Appeals:** Annex Building – Mon, Tues, Weds 1:30 p.m. to 4:30 p.m. (978) 948-2657. Meetings every third Thursday when scheduled at the Annex.