

Town of Rowley 2020



Annual Report

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
2019 Town of Rowley Census 6,338

REGISTERED VOTERS: as of January 14, 2020

Democrat 833
Libertarian 16
Republican 784
Other 41
Unenrolled 3,471
Total Registered Voters 5,145
Inactive Status Voters 281
Total Active Voters 4,864

ASSESSED VALUATION: as of January 1, 2020

Real Estate 1,192,249,400
Personal Property 17,447,709

TAX RATE FOR FY21:

All classes of property 15.58

TOWN OFFICES:

The Town Hall and Town Hall Annex have 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

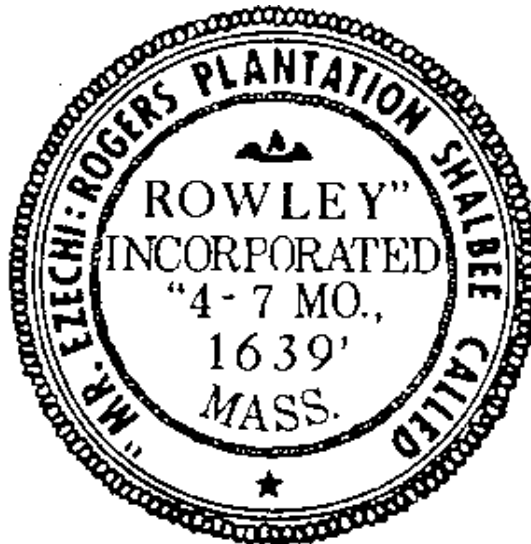
STATE REPRESENTATIVE: Brad Hill 978-356-9008

1639

2020

Three Hundred Eighty First

*Annual Report
of the
Town of Rowley*



For the year ending December 31

2020

COVER PHOTO DESCRIPTION

The cover photographs show the newly constructed Pingree Farm Boardwalk over the Mill River.

The Pingree Farm Conservation Area is divided by the Mill River and consists of two land parcels - 29 Boxford Road (27.5 acres) and 60 Pingree Farm Road (41.9 acres). The new elevated Boardwalk, constructed as a joint effort between the Rowley Conservation Commission and Open Space Committee, provides a connection between the Georgetown-Rowley State Forest and Bay Circuit Trail on the western side of the Mill River and the eastern portion of the Pingree Farm Conservation Area.

The Boardwalk creates a safe and passable pathway for pedestrians and bicyclists to cross over the Mill River via a woodland trail. The Mill River is impassable by foot under normal conditions creating a physiological division between the properties. The two parcels were acquired by the Town of Rowley in 1999 and 2002, respectively, for the purpose of conservation and passive outdoor recreational use and are protected by two Conservation Restrictions. The land protects part of the Town's drinking water supply and extends a regional wildlife corridor that provides a variety of habitats including grasslands, woodlands, and wetlands. The western parcel provides connectivity to the Bay Circuit Trail that abuts the 500-acre Georgetown-Rowley State Forest of which 297 acres are located within the Town of Rowley.

Construction of the Boardwalk fulfills one of the original 2002 long-term goals of the Rowley Land Use Management Committee and increases accessibility of existing open spaces for recreational use to residents and visitors. The Boardwalk, which is approximately 300 feet in length and 36 inches wide, was built as a continuous curve along a historic farmer's ford of the Mill River previously altered and disturbed by frequent horse and historic cart traffic. Southern Yellow Pine treated with Alkaline Copper Quaternary (ACQ), a water-based, non-arsenic-containing wood preservative was used to ensure durability.

Two funding sources came together to fund the Boardwalk construction: a \$10,000 Trails Grant awarded by the Massachusetts Department of Conservation and Recreation, and a \$16,800 Rowley Community Preservation Act Grant approved at the 2020 Annual Town Meeting. The Grants were used to cover the cost of materials, construction oversight, posts driven by a contractor, and equipment rental. A significant volunteer effort was undertaken to supply the construction labor. A total of 20 volunteers contributed 190 hours of time to bring this project to fruition.

(Cover photo courtesy of Open Space and Recreation Committee member Brooke Ten Eyck)

IN MEMORIAM



G. Robert Merry
1944-2020

**Board of Selectmen
Deputy Chief of the Rowley Fire
Department
Rowley Municipal Light Department
Manager
Auxiliary Police Officer for the Rowley
Police Department
Cemetery Commissioner
Rowley Municipal Light Plant Lineman
Cannoneer
Forest Fire Warden
Skin Diver
Militiamen
Cable TV Advisory Committee
Assistant Wiring Inspector
Historic District Commission/Historical
Society
Oil Spill Response Team
Computer Use Committee
Town Government Planning Committee**

**Fire Engineers
Fuel Tank Study Committee
Rowley Civil Defense
DPW Consolidation Study Committee
Rowley House Number Review
Committee
Rowley Emergency Management Agency
Center School Restoration & Use
Committee
Local Emergency Planning Commission
Election Warden, Clerk and Counter
Community Preservation Committee
Library Building Committee
Board of Light Commissioner
Bradstreet Land Use Committee
375th Anniversary Committee
Northern Essex Regional Emergency
Planning Committee
Zoning Review Committee**

(Photo courtesy of the Merry Family)



BARBARA DIMENTO
1937-2020

Assistant Town Clerk for 32 years
Board of Registrars

(Photo courtesy of the DiMento Family)



HAZEN BOYD
1931-2020

Board of Library Trustees
Rowley Historical Society

(Photo courtesy of the Boyd Family)



MARY BRIGHT
1933-2020

Rowley Cultural Council
Council on Aging
Rowley Public Library
Election Worker

(Photo courtesy of the Bright Family)



NINA GYNAN
1932-2020

Board of Library Trustees
Council on Aging Volunteer



ROBERT PIETRILLO
1942-2020

Board of Library Trustees

(Photo courtesy of the Pietrillo Family)

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ELECTED OFFICIALS OF THE TOWN OF ROWLEY
Per June 16, 2020 Election

Board of Selectman

Clifford M. Pierce (2021)
David C. Petersen (2022)
Deana Peabody Ziev (2022)
Robert L. Snow (2023)
Joseph J. Perry (2023)

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

Jami L. Snow (2021)
Diane L. D'Angeli (2022)
Donald Thurston (2023)

Regional School Committee

Rowley:

Nerissa R. Wallen (2021)
Paul L. Lees (2022)
Constatina Tzortzis (2023)

Newbury:

Paul Goldner (2021)
Maureen Heffernan (2022)
Paul Goldner Myette (2023)

Salisbury:

Linda M. Litcofsky (2021)
Erin Berger (2022)
Caitlin Hunter (2023)

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 (2021)
Jacqueline O. Trojan (2021)
Mary Clare Condon-Dalzell (2021)
Thomas Glenn Blakney (2022)
Elizabeth G. Cullen (2022)
Karen Ziemiak (2022)
Janet Peabody (2023)
Jeffrey Bard (2023)
Melinda Patrick (2023)

Rowley Housing Authority

State Appointee: Robert Cianfrocca
Kathryn Olmsted (2021)
Maryellen MacDonald (Appt'd)
Jack L. Cook (2024)
Joseph J. Perry (2025)

Municipal Light Board

Rosemond Whitmore (2021)
Mark W. Cousins (2022)
Bryan DiPersia (2023)

Municipal Water Board

John P. Manning, Jr. (2021)
Bernard J. Cullen (2022)
Mark R. Emery (2023)

Shellfish Commissioners

Rachel Dailey (2021) – *resigned April 2020*
Paul L. Lees (2022)
Ronald D. Kneeland (2023)

Cemetery Commissioners

David C. Petersen (2021)
Jack L. Cook (2022)
Kathryn E. Olmsted (2023)

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 Melcher | 6/30/2023 |
| Jennette Loring - <i>Alternate as of June 13, 2019</i> | 6/30/2023 | | | |
| George Pacenka | 6/30/2023 | | Board of Registrars <i>one year term</i> | |
| Elizabeth Tucker | 6/30/2021 | | Gordon Densmore | 6/30/2021 |
| Barry Moore - <i>Alternate as of June 13, 2019</i> | 6/30/2022 | | Susan Hazen, Town Clerk | 6/30/2021 |
| Peter Lomas | 6/30/2022 | | Deborah S. Grundstrom | 6/30/2021 |
| Barrett Bacall | 6/30/2022 | | | |
| 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> | |
| | | | Ken Ward | 6/30/2021 |
| Animal Control Officer <i>one year term</i> | | | Sam Joslin, Alternate | 6/30/2021 |
| Reed Wilson | 6/30/2021 | | | |
| Carol Laroque Alt. | 6/30/2021 | | Cannoneer <i>one year term</i> | |
| | | | Deana Ziev | 6/30/2021 |
| Principal Assessor | | | | |
| Sean McFadden | | | Community Preservation Committee <i>three year term</i> | |
| | | | Joseph Perry, Housing Authority | 6/30/2021 |
| Board of Appeals, Ch. 41 Sec 81 <i>five year term</i> | | | 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 | | Samuel Streiff, Con Com | 6/30/2022 |
| Robert Clewell | 6/30/2025 | | Frank Todd, Hist. Dist. Comm, Chair | 6/30/2022 |
| Donna Thibodeau | 6/30/2021 | | David Jaquith, Pln Brd | 6/30/2021 |
| Kevin Reilley Full member as of June 17, 2019 | 6/30/2024 | | Sonja Vincola, Open Space | 6/30/2022 |
| Guillaume Buell, Associate (<i>appointed 3.4.19</i>) | 6/30/2023 | | | |
| Karla Chafee, Associate (<i>appointed 4.1.19</i>) | 6/30/2023 | | Finance Committee | |
| | | | Dennis Roy | 2022 |
| Zoning Board of Appeals (ZBA) <i>five year term</i> | | | Arthur 'Tom' Corben | 2023 |
| Thomas W. Heidgerd, Vice Chairman | 6/30/2022 | | Lawrence White, Chair | 2023 |
| Donald W. Thurston, Chairman | 6/30/2023 | | Peter Censullo | 2021 |
| Robert Clewell | 6/30/2025 | | Sharon Emery, Vice Chair | 2022 |
| Donna Thibodeau | 6/30/2021 | | David Zizza | 2021 |
| Kevin Reilley | 6/30/2024 | | Pamela Bowen | 2022 |
| Guillaume Buell, Associate (<i>appointed 3.4.19</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. Kehs <i>did not wish to be reappointed</i> | 6/30/2020 | | James R. Merry, Captain | 6/30/2021 |
| Samuel Strieff, Vice Chairman | 6/30/2022 | | Matthew Harney, Firefighter | 6/30/2023 |
| Robert Garner | 6/30/2021 | | Cooper Carifio, Firefighter | 6/30/2023 |
| Howard Vogel | 6/30/2023 | | | |
| Daniel Shinnick, Chairman | 6/30/2022 | | Call Fire Fighters <i>one year term</i> | |
| Howard Terrien | 6/30/2021 | | Joseph R. Merry | 6/30/2021 |
| Ann Witzig | 6/30/2023 | | Robert Serino | 6/30/2021 |
| Jena Haag | 6/30/2023 | | James Chadbourne | 6/30/2021 |
| | | | Ron Agrella | 6/30/2021 |
| Conservation Commission Agent | | | Charles Hazen, Jr. | 6/30/2021 |
| Brent Baeslack | | | Darcie Condelli | 6/30/2021 |
| | | | Jesse T Warren | 6/30/2021 |
| Council on Aging Director | | | John Condelli | 6/30/2021 |
| Brienne Walsh <i>resigned 9.1.20</i> | | | Justin Graham | 6/30/2021 |
| Eleanor Davis <i>as of 11.4.20</i> | | | Donald Duprey | 6/30/2021 |
| | | | Matthew Ross | 6/30/2021 |
| Council on Aging <i>three year term</i> | | | Timothy Shirley | 6/30/2021 |
| Geneva Merry | 6/30/2023 | | Patrick McManus | 6/30/2021 |
| Joan Lyons | 6/30/2023 | | Vincent Gaudenzi | 6/30/2021 |
| George Gallant | 6/30/2021 | | Mark Winfrey | 6/30/2021 |
| Merle Phipps | 6/30/2021 | | Evan Fish | 6/30/2021 |
| Diana Titus | 6/30/2021 | | Brian Sculley | 6/30/2021 |
| Jena Haag (<i>resigned 12.9.20</i>) | 6/30/2021 | | Robert O'Leary | 6/30/2021 |
| Dorothy Johnston | 6/30/2021 | | Joseph Warren | 6/30/2021 |
| | | | Nicolas Scire | 6/30/2021 |
| | | | Christopher Cassidy - <i>resigned 5/13/20</i> | 6/30/2020 |
| | | | Joshua Simpson - <i>resigned 5/13/20</i> | 6/30/2020 |

| | Expiration | | | Expiration |
|--|------------|--|---|------------|
| CPA Administrator one year appointment | | | Fire Chaplain | |
| Karen O'Donnell | 6/30/2021 | | Robert M.J. Hagopian | 6/30/2021 |
| | | | | |
| Eastern Essex Veteran's District one year term | | | Limited Health Agents one year term | |
| Robert Snow | 6/30/2021 | | Susan Hazen, Town Clerk | 6/30/2021 |
| Dave Petersen - Alternate | 6/30/2021 | | Susan Leach - <i>resigned/retired 12.16.20</i> | 6/30/2021 |
| | | | Jeffrey E. Megna - <i>appointed by Board Of Health 8.31.15</i> | 6/30/2021 |
| Fence Viewers one year term | | | | |
| VACANT | | | Limited Lighting Bylaw Enforcement Agent one year term | |
| | | | Kirk Baker | 6/30/2021 |
| Forest Fire Warden & Superintendent of the Fire Alarm one year term | | | | |
| James C. Broderick, Chief | 6/30/2021 | | Local Census Liaison for Federal Census one year term | |
| Mark Emery, Assistant | 6/30/2021 | | Susan Hazen, Town Clerk | 6/30/2021 |
| James R. Merry, Assistant | 6/30/2021 | | | |
| | | | MBTA Advisory Board one year term | |
| Harbormaster one year term | | | Robert Snow | 6/30/2021 |
| William DiMento | 6/30/2021 | | | |
| David S. Kent, Deputy | 6/30/2021 | | Merrimac Valley Planning Commission (MVPC) | |
| Fred Hardy, Assistant | 6/30/2021 | | <i>one year term</i> | |
| Jenna DiMento, Assistant | 6/30/2021 | | Robert Snow | 6/30/2021 |
| Frank Price, Assistant | 6/30/2021 | | Joseph Perry - alternate | 6/30/2021 |
| | | | Mooring Clerk one year term | |
| Health Services & Regulatory Compliance | | | Susan Hazen, Town Clerk | 6/30/2021 |
| Frank Marchegiani | | | Susan Leach <i>resigned/retired 12.16.20</i> | 6/30/2021 |
| | | | | |
| Historic District Commission/ Historical Commission | | | Northern Essex Regional Emergency Planning Committee one year term | |
| Frank Todd, Chairman | 6/30/2021 | | James Broderick, Fire Chief/Emergency Management Director | 6/30/2021 |
| Sara Bourque, Clerk | 6/30/2021 | | Scott Dumas, Police Chief | 6/30/2021 |
| John Cardillo | 6/30/2022 | | Patrick Snow - Highway Surveyor | 6/30/2021 |
| Barbara Breaker | 6/30/2022 | | Deborah Eagan - Town Administrator | 6/30/2021 |
| Len Charney | 6/30/2021 | | Brienne Wakh COA Director <i>resigned 9.1.20</i> | 6/30/2021 |
| Stephen Cabitt | 6/30/2021 | | TBD, Chairman Board of Selectmen | 6/30/2021 |
| Holly Gagne, Alternate | 6/30/2021 | | TBD, Vice Chairman Board of Selectmen | 6/30/2021 |
| | | | Matthew Brown - Light Plant Manager | 6/30/2021 |
| Library Director | | | Frank Marchegiani, Health Agent | 6/30/2021 |
| Pamela Jacobson | | | Bill DiMento, Harbormaster | 6/30/2021 |
| | | | Robert Gray, Water Superintendent | 6/30/2021 |
| Open Space Committee one year term | | | | |
| Sonja Vincola - Co- Chair | 6/30/2021 | | Rowley Cultural Council - local regs: minimum 5, max 22 members; 3 year term | |
| Brooke Ten Eyck - Clerk | 6/30/2021 | | Deborah Streiff - <i>did not wish to be reappointed</i> | 6/30/2020 |
| Howard Vogel | 6/30/2021 | | Mary Bright - <i>did not wish to be reappointed</i> | 6/30/2020 |
| Alyssa King Co-Chair | 6/30/2021 | | Barbara Nelson | 6/30/2021 |
| Russ Leibe | 6/30/2021 | | Sharon Hydren | 6/30/2021 |
| | | | N. Dana Nelson | 6/30/2022 |
| Parks and Recreation Committee three year term | | | Janet Peabody | 6/30/2022 |
| Joe Haley, Chairman <i>as of 5.22.20</i> | 6/30/2021 | | Kathleen Petrowicz | 6/30/2023 |
| Tim Southall, Vice Chairman | 6/30/2021 | | | |
| Laurence Kendal - Secretary - <i>no longer Chair as of 5.22.20, resigned 12.7.20</i> | 6/30/2021 | | Rowley Municipal Lighting Plant | |
| Michael Quinn | 6/30/2023 | | Matthew Brown | |
| Kurt Annen | 6/30/2023 | | | |
| Michael Killion | 6/30/2023 | | Town Administrator/Personnel Officer | |
| Ryan Gallant | 6/30/2023 | | Deborah Eagan | |
| | | | | |
| Parking Clerk one year term | | | Town Clerk, Assistant one year term | |
| Susan Hazen, Town Clerk | 6/30/2021 | | Catherine McClenaghan | 6/30/2021 |
| Susan Leach - <i>resigned/retired 12.16.20</i> | 6/30/2021 | | | |
| | | | Town Counsel one year term | |
| Personnel Advisory Committee | | | Thomas A. Mullen & Judy Pickett | 6/30/2021 |
| Larry White, Finance Committee | 6/30/2021 | | | |
| MaryAnn Levasseur - Resident Representative | 6/30/2021 | | | |
| David Petersen, Board of Selectmen | 6/30/2022 | | | |

| | Expiration | | | | Expiration |
|--|----------------|--|---|--|------------|
| Town Planner | | | Police Department <i>three year term</i> | | |
| Kirk Baker | | | Scott Dumas, Police Chief | | 6/30/2021 |
| Planning Board | | | | | |
| Kevin Moriarty, Associate | 6/30/2021 | | David P. Sedgwick, Captain | | 6/30/2023 |
| | | | | | |
| Plumbing and Gas Inspector, three yr term, 1 yr for alternate | | | David MacMullen, Sergeant | | 6/30/2023 |
| Harry Bennett | 6/30/2021 | | Matthew Ziev, Sergeant | | 6/30/2023 |
| William Wendt, Alternate | 6/30/2021 | | Charles Hazen, Jr., Sergeant | | 6/30/2023 |
| | | | | | |
| Police Chaplain <i>three year term</i> | | | Robert Adams, Detective | | 6/30/2023 |
| Robert M.J. Hagopian | 6/30/2021 | | | | |
| | | | Christopher Ottani, Patrolman | | 6/30/2023 |
| Keeper of the Rowley Police Station | | | R. Perry Collins, Patrolman | | 6/30/2021 |
| Lockup facility as required under | | | John J. Raffi, Patrolman | | 6/30/2022 |
| MGL Ch. 40, Sec 35 one year term | | | | | |
| Scott Dumas | 6/30/2021 | | Gavin Forni, Patrolman | | 6/30/2023 |
| | | | Stephen M. Levesque, Patrolman | | 6/30/2023 |
| | | | | | |
| Records Access Officer | | | | | |
| | | | Joshua Spoonhour, Reserve Patrolman | | 6/30/2021 |
| Susan Hazen | 6/30/2021 | | Andrew Lawrence, Patrolman - resigned 5/8/20 | | 6/30/2021 |
| | | | | | |
| | | | Jessie Mazze, Reserve Patrolman | | 6/30/2021 |
| Rowley Emergency Management Agency | | | Mark Smith, Reserve Patrolman | | 6/30/2021 |
| (REMA) one year term | | | Lucas Tubbs, Reserve Patrolman | | 6/30/2023 |
| James Broderick, Fire Chief/ Emergency Management Director | 6/30/2021 | | Carolyn Lynch, Reserve Patrolman | | 6/30/2023 |
| Scott Dumas, Police Chief | 6/30/2021 | | Ronald Knuuttila, Reserve Patrolman | | 6/30/2023 |
| TBD, Chairman, Board of Selectmen | 6/30/2021 | | Timothy LeBlanc, Reserve Patrolman | | 6/30/2021 |
| TBD, Vice Chairman, Board of Selectmen | 6/30/2021 | | Oceana Golliday, Reserve Patrolman | | 6/30/2021 |
| Brienne Walsh COA Director | 6/30/2021 | | Christopher Cassidy, Reserve Patrolman - resigned 1/5/20 | | 6/30/2022 |
| Patrick Snow - Highway Surveyor | 6/30/2021 | | | | |
| Frank Marchegiani - Health Agent | 6/30/2021 | | | | |
| Deborah Eagan - Town Administrator | 6/30/2021 | | Dorothy M. Tobin, Assistant to the Chief / Matron | | 6/30/2023 |
| Matthew Brown - Light Plant Manager | 6/30/2021 | | | | |
| Bob Gray - Water Superintendent | 6/30/2021 | | Sheri A. David, Full Time Dispatcher / Matron - resigned as Lead Dispatcher and appt'd as FT Dispatcher 9.16.19 | | 6/30/2023 |
| | | | Lynne M. Neary, Full Time Dispatcher / Matron. | | 6/30/2023 |
| Sandy Point Committee Member | | | Marc Pelletier, Full Time Dispatcher | | 6/30/2023 |
| William DiMento | 6/30/2021 | | Pamela A. Lutes, Full Time Dispatcher / Matron | | 6/30/2021 |
| John Manning | 6/30/2021 | | | | |
| | | | Jessie Mazze, Regular Reserve Dispatcher | | 6/30/2023 |
| Sanitary Health Agent | | | Juliana Paulette, Reserve Dispatcher | | 6/30/2022 |
| Edward Gallagher resigned 6.30.20 | | | Christopher Cassidy, Reserve Dispatcher - resigned 1/5/20 | | 6/30/2020 |
| | | | Helen Infante, Reserve Dispatcher | | 6/30/2020 |
| Shellfish Constable | | | Grace Cohen, Reserve Dispatcher | | 6/30/2023 |
| Travis Kneeland | 6/30/2021 | | | | |
| | | | Veteran's Agent | | |
| Shellfish Constable (Deputies) | | | Karen Tyler | | |
| William DiMento | 6/30/2021 | | | | |
| Fred Hardy | 6/30/2021 | | Water Department Superintendent | | |
| Richard MacDonald did not wish to be re-appointed | 6/30/2020 | | Robert Gray | | |
| David Kent | 6/30/2021 | | | | |
| Frank Price | 6/30/2021 | | Wiring Inspector <i>three yr term, 1 yr for alternate</i> | | |
| Jenna DiMento | 6/30/2021 | | David Levesque | | 6/30/2021 |
| | | | James Cotter, Alternate | | 6/30/2021 |
| Town Veterans Committee | | | | | |
| Robert Snow (Selectmen's Representative) | 6/30/2021 | | Zoning Review Committee | | |
| Robert Breaker Chairman (Registered Voter in Rowley) | appt'd 12/9/19 | | Kirk Baker, Town Planner | | 6/30/2021 |
| William Kelly Vice Chairman (Registered Voter in Rowley) | appt'd 12/9/19 | | Ken Ward Building Inspector | | 6/30/2021 |
| Donald Dupray Clerk (Fire Department Representative) | appt'd 12/9/19 | | Donald Thurston ZBA Rep. | | 6/30/2018 |
| David MacMullen (Police Department Representative) | appt'd 12/9/19 | | Thomas Heidgerd ZBA Rep. | | 6/30/2018 |
| Jenny Penton | appt'd 2/10/20 | | Cliff Pierce BOS Rep. | | 6/30/2021 |
| | | | Deana Ziev BOS Rep. | | 6/30/2021 |
| | | | David Jacquith - PB Rep. | | 6/30/2021 |
| | | | Chris Thornton - PB Rep. | | 6/30/2021 |

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

Health Secretary

Debra Holland

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 *resigned/retired 12.16.20*

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
ANNUAL TOWN MEETING MINUTES
June 22, 2020

- COVID-19 Public Health Emergency:
 - Meeting originally scheduled for May 4, 2020 postponed by the Board of Selectmen to May 26, 2020 and then further postponed to June 22, 2020
 - Location of the meeting was moved to Triton Regional High School Auditorium due to the Social Distancing requirements
 - Traditional Quorum of 100 reduced to 20 per vote of the Board of Selectmen under the Governor's Emergency legislation.
- Counters: Karen O'Donnell, 190 Haverhill St., Janet B. Peabody, 41 Bradford St., Gene Discipio, 38 Rowley Country Club Rd., and Thomas Maher, 46 Rowley Country Club Rd.
- Quorum minimum reached and certified by the Board of Registrars at 6:30 pm
- Annual Town Meeting of June 22, 2020 called to order by Moderator Joan Petersen at 6:30pm
 - Moderator Petersen announced to Town Meeting participants the various COVID-19 related protocols that must be followed for this Annual and Special Town Meeting
 - Masks must be worn at all times
 - Social Distancing will be observed at all times
 - Microphones will be brought to those wishing to speak or ask a question
 - Microphones will be cleaned between speakers, please be patient.
 - Due to concern of contamination, she asked for the audience's support in not requesting the need for paper ballots at either the STM or ATM.

Moderator Petersen also made a motion to allow various non –resident department heads the opportunity to Speak at this meeting if necessary. Motion passed by Voice Unanimous vote.

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 22nd day of June, 2020 at 6:30 p.m., then and there to act on the following articles:

MOTION: Madame Moderator, I move to suspend further reading of the June 22, 2020 Annual Town Meeting Warrant because present Town Meeting members have a copy of this warrant
Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:35pm.

ARTICLE 1. To hear and act on reports of Committees and Boards.

Inserted by the Board of Selectmen

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:36pm.

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 Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:37pm.

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:

| Elective Officer | Requested | <u>Finance Committee Recommends</u> |
|--|------------------|--|
| Moderator | \$100 | \$100 |
| Board of Selectmen (each member) | \$3,000 | \$3,000 |
| Board of Assessors (each member) | \$2,456 | \$2,456 |
| Town Treasurer/Collector of Taxes | \$92,800 | \$92,800 |
| Town Clerk | \$57,300 | \$57,300 |
| Planning Board (each member) | \$0 | \$0 |
| Surveyor of Highways | \$80,617 | \$80,617 |
| 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 Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:39pm.

ARTICLE 4. General Omnibus Budget. To see what sums of money the Town vote to raise and appropriate, or transfer and appropriate, from available funds, including Overlay and free cash, to defray the expenses of the Town for the forthcoming fiscal year, including Bonds, Notes, Interest.

Inserted by the Finance Committee

| Line | | Expended | Appropriated | Requested | FinCom Rec. |
|-------------|---|-----------------|---------------------|------------------|--------------------|
| Item | Description | FY 2019 | FY 2020 | FY 2021 | FY 2021 |
| | <u>General Government</u> | | | | |
| | Town Moderator | | | | |
| 1 | Moderator Stipend | 100 | 100 | 100 | 100 |
| | Board of Selectmen | | | | |
| 2 | Selectmen Stipends | 10,382 | 11,155 | 15,000 | 15,000 |
| 3 | Town Administrator/Pers. Officer salary | 113,182 | 125,840 | 132,887 | 132,887 |
| 4 | Assistant Town Administrators Salaries | 62,725 | 72,797 | 83,971 | 83,971 |
| 5 | Administrative Assistant Wages | 11,943 | 14,386 | 15,033 | 15,033 |
| 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 | 2,500 | 2,500 | 2,500 | 2,500 |
| 9 | Expenses | 24,066 | 14,117 | 25,437 | 25,437 |
| 10 | Rev. 9-1-1 communication system | 4,777 | 4,800 | 4,800 | 4,800 |
| 11 | Copier/Fax Expenses | 6,612 | 7,420 | 0 | 0 |
| 12 | Audit & Actuarial Expenses | 18,000 | 18,000 | 21,750 | 21,750 |
| 13 | Sealer of Weights & Measurers Exp | 2,000 | 3,000 | 3,000 | 3,000 |
| 14 | Collective Bargaining Reserve | 0 | 58,978 | 0 | 0 |
| 15 | Pine Grove School Expenses | 1 | 1,000 | 1,000 | 1,000 |
| 16 | Stormwater Compliancy Expenses | 2,700 | 20,000 | 30,000 | 30,000 |
| 17 | Landfill Testwell Monitoring | 18,840 | 20,000 | 20,000 | 20,000 |
| 18 | Website Social Media Archiving | 2,388 | 5,000 | 0 | 0 |
| 19 | Prospect Hill Access Road | 0 | 2,000 | 2,000 | 2,000 |
| 20 | Alarm Monitoring | 0 | 4,620 | 5,000 | 5,000 |
| 21 | Pictometry | | | 3,474 | 3,474 |
| | Finance Committee | | | | |
| 22 | Secretary Wages | 996 | 1,732 | 1,802 | 1,802 |
| 23 | Expenses | 3 | 379 | 379 | 379 |
| 24 | Reserve Fund | 0 | 100,000 | 100,000 | 100,000 |
| | Town Accountant | | | | |
| 25 | Accountant Salary | 57,521 | 59,603 | 72,654 | 72,654 |
| 26 | Assistant Accountant Wages | 18,973 | 21,686 | 28,623 | 28,623 |
| 27 | Expenses | 5,472 | 5,622 | 5,622 | 5,622 |
| | Board of Assessors | | | | |
| 28 | Assessors Stipends | 7,368 | 7,368 | 7,368 | 7,368 |
| 29 | Principal Assessor Salary | 88,475 | 98,346 | 101,142 | 101,142 |
| 30 | Administrative Assistant Wages | 26,258 | 27,317 | 28,375 | 28,375 |
| 31 | Consultant | 500 | 0 | 0 | 0 |
| 32 | Professional Services | 12,325 | 13,773 | 15,347 | 15,347 |
| 33 | Expenses | 3,787 | 4,746 | 4,746 | 4,746 |
| | Treasurer/Tax Collector | | | | |
| 34 | Treasurer/Collector Salary | 79,021 | 91,000 | 92,800 | 92,800 |
| 35 | Assistant Treasurer Salary | 45,939 | 54,557 | 55,278 | 55,278 |
| 36 | Assistant Collector Wages | 18,910 | 19,109 | 19,341 | 19,341 |
| 37 | Expenses | 34,143 | 35,800 | 35,800 | 35,800 |
| 38 | Tax Title | 7,068 | 10,517 | 10,517 | 10,517 |
| 39 | Debt Fees & Charges | 3,685 | 5,000 | 5,000 | 5,000 |
| | Town Counsel | | | | |
| 40 | Professional Fee | 40,897 | 62,600 | 62,600 | 62,600 |
| 41 | Litigation | 2,924 | 52,000 | 52,000 | 52,000 |
| | Personnel Advisory Committee | | | | |
| 42 | Expenses | 267 | 399 | 399 | 399 |
| | Information Services | | | | |
| 43 | Expenses | 19,735 | 22,422 | 22,422 | 22,422 |

| | | | | | |
|----|--------------------------------------|------------------|------------------|------------------|------------------|
| 44 | IS Coordinator Stipends | 2,000 | 2,000 | 2,000 | 2,000 |
| | Town Clerk | | | | |
| 45 | Town Clerk Salary | 55,515 | 56,197 | 57,300 | 57,300 |
| 46 | Wages | 13,096 | 16,800 | 37,910 | 37,910 |
| 47 | Expenses | 3,938 | 4,003 | 4,048 | 4,048 |
| | Elections | | | | |
| 48 | Wages | 4,065 | 3,657 | 6,549 | 6,549 |
| 49 | Expenses | 8,352 | 6,200 | 8,800 | 8,800 |
| | Registrar of Voters | | | | |
| 50 | Stipends | 1,725 | 2,300 | 2,300 | 2,300 |
| 51 | Expenses | 3,591 | 3,862 | 4,400 | 4,400 |
| | Conservation Commission | | | | |
| 52 | Conservation Agent Salary | 57,575 | 63,456 | 65,742 | 65,742 |
| 53 | Secretary Wages | 8,607 | 9,385 | 9,577 | 9,577 |
| 54 | Expenses | 2,050 | 2,050 | 2,050 | 2,050 |
| | Planning Board | | | | |
| 55 | Planner Salary | 47,892 | 53,265 | 55,170 | 55,170 |
| 56 | Planner Consultant | 3,480 | 5,769 | 5,769 | 5,769 |
| 57 | Merrimack Valley Planning Comm. | 2,137 | 2,245 | 2,300 | 2,300 |
| 58 | Expenses | 1,225 | 3,670 | 1,170 | 1,170 |
| | Zoning Board of Appeals | | | | |
| 59 | Administrative Assistant Wages | 10,223 | 10,547 | 10,757 | 10,757 |
| 60 | Expenses | 1,670 | 1,680 | 1,680 | 1,680 |
| | Agricultural Commission | | | | |
| 61 | Expenses | 2,330 | 2,500 | 2,000 | 2,000 |
| | Town Hall | | | | |
| 62 | Town Hall/Annex Janitor Wages | 13,885 | 16,501 | 16,803 | 16,803 |
| 63 | Expenses | 25,665 | 20,400 | 22,200 | 22,200 |
| | Town Hall Annex | | | | |
| 64 | Expenses | 26,427 | 19,200 | 23,000 | 23,000 |
| | General Government Subtotal | 1,056,931 | 1,392,376 | 1,436,692 | 1,436,692 |
| | Public Safety | | | | |
| | Police Department | | | | |
| 65 | Police Chief Salary & Other Earnings | 119,457 | 133,647 | 137,921 | 137,921 |
| 66 | Wages | 1,304,619 | 1,346,882 | 1,400,885 | 1,400,885 |
| 67 | Expenses | 141,910 | 157,345 | 157,345 | 157,345 |
| 68 | Police Cruiser | 34,695 | 37,448 | 45,072 | 45,072 |
| | Constables | | | | |
| 69 | Wages and Expenses | 510 | 300 | 300 | 300 |
| | Fire Department | | | | |
| 70 | Fire Chief Salary | 89,603 | 97,300 | 99,078 | 99,078 |
| 71 | Firefighter Wages | 189,154 | 316,520 | 337,303 | 337,303 |
| 72 | Call Firefighter Wages | 92,277 | 108,000 | 110,160 | 110,160 |

| | | | | | |
|-----|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
| 73 | Expenses | 124,711 | 166,025 | 167,596 | 167,596 |
| 74 | Station & Equipment Lease | 16,469 | 0 | 0 | 0 |
| | Inspection Department | | | | |
| 75 | Salaries | 58,355 | 63,813 | 65,843 | 65,843 |
| 76 | Wages | 12,100 | 15,132 | 15,343 | 15,343 |
| 77 | Expenses | 6,839 | 6,880 | 7,685 | 7,685 |
| | Emergency Management | | | | |
| 78 | REMA Director Stipend | 4,000 | 5,000 | 5,000 | 5,000 |
| 79 | Expenses | 2,289 | 2,530 | 2,530 | 2,530 |
| | Animal Inspector | | | | |
| 80 | Salary | 2,918 | 3,099 | 3,190 | 3,190 |
| 81 | Expenses | 0 | 200 | 200 | 200 |
| 82 | Rabid Animal Control | 542 | 1,853 | 1,853 | 1,853 |
| | Animal Control Officer | | | | |
| 83 | Salary | 15,846 | 17,284 | 17,914 | 17,914 |
| 84 | Expenses | 1,266 | 2,122 | 2,122 | 2,122 |
| | Tree Warden | | | | |
| 85 | Salary | 8,009 | 8,329 | 8,804 | 8,804 |
| 86 | Expenses | 14,442 | 15,000 | 15,000 | 15,000 |
| | Harbormaster | | | | |
| 87 | Harbormaster Salary | 7,175 | 7,816 | 9,756 | 9,756 |
| 88 | Deputy Harbormaster Wages | 1,976 | 2,000 | 2,000 | 2,000 |
| 89 | Assistant Harbormasters Wages | 3,382 | 3,687 | 3,884 | 3,884 |
| 90 | Pumpout Boat Wages | 7,825 | 9,034 | 8,500 | 8,500 |
| 91 | Expenses | 4,212 | 4,212 | 5,100 | 5,100 |
| 92 | Town Landing | 500 | 500 | 500 | 500 |
| | Shellfish Commission | | | | |
| 93 | Commissioner Stipends | 1,500 | 1,500 | 1,500 | 1,500 |
| 94 | Commissioner Expenses | 239 | 1,200 | 1,200 | 1,200 |
| | Shellfish Constable | | | | |
| 95 | Constable Wages | 650 | 650 | 800 | 800 |
| 96 | Constable Expenses | 350 | 1,200 | 1,500 | 1,500 |
| | Public Safety Subtotal | 2,267,820 | 2,536,508 | 2,635,884 | 2,635,884 |
| | Schools | | | | |
| 97 | Whittier Vocational Assessment | 347,734 | 382,976 | 421,421 | 421,421 |
| 98 | Whittier Capital Assessment | 25,134 | 25,562 | 25,487 | 25,487 |
| 99 | Triton Regional Assessment | 10,137,192 | 10,547,555 | 11,013,307 | 11,013,307 |
| 100 | Triton Capital Assessment | 168,400 | 141,951 | 118,298 | 118,298 |
| 101 | Essex Agricultural Technical School | 121,442 | 120,768 | 138,344 | 138,344 |
| | Schools Subtotal | 10,799,902 | 11,218,812 | 11,716,857 | 11,716,857 |
| | Public Works | | | | |
| | Highway Department | | | | |
| 102 | Highway Surveyor Salary | 76,733 | 79,035 | 80,617 | 80,617 |

| | | | | | |
|-----|---|----------------|----------------|----------------|----------------|
| 103 | Wages | 173,682 | 251,702 | 269,568 | 269,568 |
| 104 | Expenses | 114,718 | 118,426 | 118,426 | 118,426 |
| | Snow & Ice Removal | | | | |
| 105 | Expenses | 182,676 | 185,000 | 185,000 | 185,000 |
| | Recycling | | | | |
| 106 | Wages | 2,009 | 0 | | |
| 107 | Expenses | 19,472 | 0 | | |
| | Fire Hydrants | | | | |
| 108 | Expenses | 14,400 | 14,400 | 14,400 | 14,400 |
| | Street Lighting | | | | |
| 109 | Expenses | 0 | 29,043 | 31,852 | 31,852 |
| | Town Land Maintenance | | | | |
| 110 | Expenses | 2,727 | | | |
| | Cemetery Commissioners | | | | |
| 111 | Commission Chair Stipend | 1,000 | 500 | 500 | 500 |
| 112 | Wages | 30,512 | 33,113 | 50,843 | 50,843 |
| 113 | Expenses | 6,608 | 6,800 | 10,300 | 10,300 |
| | Public Works Subtotal | 624,537 | 718,019 | 761,506 | 761,506 |
| | Health & Human Services | | | | |
| | Board of Health | | | | |
| 114 | Health Director | 65,138 | 71,175 | 73,760 | 73,760 |
| 115 | Health Agent Wages | 11,299 | 12,378 | 49,859 | 49,859 |
| 116 | Secretary Wages | 45,295 | 49,587 | 14,479 | 14,479 |
| 117 | Public Health Nurse Salary | 5,230 | 5,485 | 11,284 | 11,284 |
| 118 | Expenses | 7,188 | 6,900 | 6,900 | 6,900 |
| | Council on Aging | | | | |
| 119 | Senior Director Salary | 38,158 | 43,712 | 53,234 | 53,234 |
| 120 | Wages | 68,231 | 77,116 | 78,783 | 78,783 |
| 121 | Elder Services of Merrimack Valley | 0 | 294 | 294 | 294 |
| 122 | Expenses | 14,896 | 19,904 | 19,904 | 19,904 |
| | Veterans Affairs | | | | |
| 123 | Veterans Benefits | 28,978 | 52,000 | 52,000 | 52,000 |
| 124 | Eastern Essex Veterans District | 26,237 | 28,430 | 30,628 | 30,628 |
| | ADA Compliancy | | | | |
| 125 | Expenses | 0 | 190 | 190 | 190 |
| | Health & Human Services Subtotal | 310,650 | 367,171 | 391,315 | 391,315 |
| | Recreation/Historic | | | | |
| | Rowley Public Library | | | | |
| 126 | Library Director Salary | 56,977 | 66,601 | 69,091 | 69,091 |
| 127 | Wages | 124,485 | 142,384 | 171,958 | 171,958 |
| 128 | Expenses | 104,630 | 108,682 | 115,661 | 115,661 |
| | Recreation Committee | | | | |
| 129 | Wages | 0 | 3,896 | 0 | 0 |

| | | | | | |
|-----|-------------------------------------|----------------|----------------|----------------|----------------|
| 130 | Expenses | 187 | | | |
| 131 | Field Maintenance & Expenses | 33,884 | 35,838 | 50,838 | 50,838 |
| | Historical | | | | |
| 132 | Historical Commission | 0 | 332 | 332 | 332 |
| 133 | Historic District Commission | 0 | 70 | 70 | 70 |
| | Other | | | | |
| 134 | Town of Rowley Veterans Committee | 944 | 1,800 | 1,800 | 1,800 |
| 135 | Bradstreet & Dodge Properties | 631 | 8,000 | 8,000 | 8,000 |
| | Recreation/Historic Subtotal | 321,738 | 367,603 | 417,750 | 417,750 |
| | Debt | | | | |
| 136 | Landfill Capping Principal | 30,000 | 25,000 | | |
| 137 | New Well Land Principal | 10,000 | 8,000 | | |
| 138 | Library Principal | 85,000 | 80,000 | 80,000 | 80,000 |
| 139 | Hunsley Hills Land Principal | 55,000 | 50,000 | | |
| 140 | Bridge Repair Principal | 30,000 | 30,000 | 30,000 | 30,000 |
| 141 | Capital Equipment Principal IV | 30,000 | | | |
| 142 | Capital Equipment Principal V | 40,000 | 35,000 | 35,000 | 35,000 |
| 143 | Capital Equipment Principal VI | 13,100 | 10,000 | | |
| 144 | Capital Equipment Principal VII | 43,000 | 40,000 | 40,000 | 40,000 |
| 145 | PGS Feasibility Study Principal | 5,500 | 10,000 | 10,000 | 10,000 |
| 146 | Highway Truck Principal | 30,000 | 30,000 | | |
| 147 | Fire Ladder Truck Principal | 140,000 | 140,000 | | |
| 148 | PGS Renovation Principal | 35,100 | 90,000 | 95,000 | 95,000 |
| 149 | Fire & Police Stations Principal | 61,300 | 155,000 | 165,000 | 165,000 |
| 150 | PGS Renovation II | | 67,000 | 334,729 | 334,729 |
| 151 | Fire & Police Stations Principal II | | 28,000 | 125,272 | 125,272 |
| 152 | Landfill Capping Interest | 1,100 | 500 | | |
| 153 | New Well Land Interest | 360 | 160 | | |
| 154 | Library Interest | 4,900 | 3,200 | 1,600 | 1,600 |
| 155 | Hunsley Hills Land Interest | 2,100 | 1,000 | | |
| 156 | Bridge Repair Interest | 7,650 | 6,750 | 5,850 | 5,850 |
| 157 | Capital Equipment IV Interest | 750 | | | |
| 158 | Capital Equipment V Interest | 2,475 | 1,444 | 482 | 482 |
| 159 | Capital Equipment VI Interest | 1,363 | 250 | | |
| 160 | Capital Equipment VII Interest | 5,030 | 3,848 | 2,708 | 2,708 |
| 161 | PGS Feasibility Study Interest | 20,293 | 13,431 | 12,932 | 12,932 |
| 162 | Highway Truck Interest | 1,500 | 600 | | 0 |
| 163 | Fire Ladder Truck Interest | 7,000 | 2,800 | | 0 |
| 164 | PGS Renovation Interest | 162,835 | 107,829 | 103,204 | 103,204 |
| 165 | Fire & Police Stations Interest | 276,358 | 182,890 | 174,890 | 174,890 |
| 166 | Pine PGS Renovation II Interest | | 797,340 | 542,442 | 542,442 |
| 167 | Fire & Police Stations II Interest | | 317,856 | 205,403 | 205,403 |
| 168 | PGS Renovation III Interest | | 135,000 | 99,000 | 99,000 |

| | | | | | |
|-----|--|-------------------|-------------------|-------------------|-------------------|
| 169 | Fire Truck BAN Interest | | | 6,000 | 6,000 |
| | Debt Subtotal | 1,101,714 | 2,372,898 | 2,069,512 | 2,069,512 |
| | <u>Insurance & Benefits</u> | | | | |
| 170 | Unemployment | 647 | 12,000 | 12,000 | 12,000 |
| 171 | Blanket Insurance | 148,974 | 255,000 | 302,000 | 302,000 |
| 172 | Essex Regional Retirement | 931,666 | 983,780 | 1,060,534 | 1,060,534 |
| 173 | Health, Life Ins, Medicare & Benefit | 548,540 | 492,675 | 552,497 | 552,497 |
| | Insurance & Benefits Subtotal | 1,629,827 | 1,743,455 | 1,927,031 | 1,927,031 |
| | <u>GRAND TOTAL</u> | 18,113,119 | 20,716,842 | 21,356,547 | 21,356,547 |

Motion by David Petersen, seconded by Joseph Perry, passed voice unanimous at 6:49pm.

ARTICLE 5. Water Department Budget. Move the Town will to appropriate by transfer from the Water Department Enterprise Fund the sum of \$2,129,873 to fund the FY 2021 Water Department budget, as shown below.

Inserted by Board of Water Commissioners

Board of Selectmen Recommends

Finance Committee Recommends

| | FY2021 Water Department Budget | | | |
|------|---------------------------------------|----------------|------------------|------------------|
| Line | | FY 19 | FY20 | FY21 |
| Item | Description | Actual | Budget | Request |
| | <u>Wages/Salaries</u> | | | |
| 1 | Water Superintendent | 0 | 95,246 | 93,020 |
| 2 | Water Department Wages | 249,293 | 344,655 | 335,400 |
| 3 | Overtime/Standby | 43,954 | 52,909 | 51,913 |
| 4 | Health Insurance/Medicare* | 16,252 | 69,735 | 72,742 |
| 5 | Retirement Health Insurance (OPEB) | 48,998 | 28,429 | 20,000 |
| 6 | Unemployment | 0 | 10,000 | 10,000 |
| | Subtotal Wages/Salaries | 358,497 | 600,975 | 583,075 |
| | <u>Expenses</u> | | | |
| 7 | Water Department Expenses/Maintenance | 512,360 | 538,140 | 567,300 |
| 8 | Engineering / Outside Services | 4,023 | 25,000 | 25,000 |
| 9 | Billing Contract Services | 70,750 | 78,500 | 80,500 |
| | Subtotal Expenses | 578,134 | 641,640 | 672,800 |
| | <u>Other</u> | | | |
| 10 | Capital Plan | 0 | 0 | 0 |
| 11 | Extraordinary & Unforeseen Expense | 0 | 75,000 | 100,000 |
| 12 | Engineer Return | | | |
| 13 | Budgeted Surplus | 0 | 7,887 | 5,490 |
| | Subtotal Other | \$0.00 | 82,887 | 105,490 |
| | TOTAL | 945,632 | 1,325,501 | 1,361,365 |
| | <u>Debt</u> | | | |
| 14 | Pingree Well Principal | 45,000 | 42,000 | |
| 15 | Pingree Well Interest | 1,740 | 840 | |
| 16 | 401 Central Water Building Principal | 10,000 | 10,000 | |

| | | | | |
|----|--|------------------|------------------|------------------|
| 17 | 401 Central Water Building Interest | 400 | 200 | |
| 18 | Water Treatment Design Principal | 60,000 | 60,000 | 60,000 |
| 19 | Water Treatment Design Interest | 30,106 | 28,306 | 26,507 |
| 20 | Water Treatment Plant Construction Principal | 495,290 | 506,054 | 517,053 |
| 21 | Water Treatment Plant Construction Interest | 173,468 | 163,561 | 153,440 |
| 22 | SRF borrowing admin fee | 13,010 | 12,267 | 11,508 |
| 23 | Prospect Hill & Stormwater Principal | 0 | 0 | 0 |
| 24 | Prospect Hill & Stormwater Interest | 0 | 0 | 0 |
| | Sub-total Debt | 829,014 | 823,228 | 768,508 |
| | Total Operating & Debt | 1,774,645 | 2,148,729 | 2,129,873 |
| 25 | Estimate for change in AFSCME contract | | 56 | |
| | Total Operating & Debt & AFSCME | 1,774,645 | 2,148,785 | 2,129,873 |
| | | | | |
| | Article 6 – Overhead* | 64,112 | 67,415 | 82,030 |
| | GRAND TOTAL EXPENSES | 1,838,757 | 2,216,200 | 2,211,903 |
| | Transfer of Free Cash to Stabilization Fund | 653,179 | 604,454 | 622,948 |
| | * Amended to include Health Insurance and Medicare to allow comparisons with FY 20 | | | |

Motion by David Petersen, seconded by Joseph Perry, passed voice unanimous at 6:50pm.

ARTICLE 6. Move the Town vote to transfer from the Water Department Enterprise Fund to the General Fund the sum of \$82,030 for the following items 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 Year 2021.

Inserted by Board of Water Commissioners

Board of Selectmen Recommends

Finance Committee Recommends

| Rowley Water Department FY 21 Overhead Article | | | | |
|---|--------------------------------|---------------------|---------------------|---------------------|
| LINE ITEM | DESCRIPTION | FY 19 ACTUAL | FY 20 BUDGET | FY21 REQUEST |
| 26 | County Retirement | 52,598 | 55,556 | 65,319 |
| 27 | Life Insurance | 41 | 171 | 168 |
| 28 | Accounting | 3,595 | 3,918 | 4,262 |
| 29 | Treasurer/Collector | 5,403 | 5,295 | 7,335 |
| 30 | Board of Selectmen / Personnel | | | 2,471 |
| 31 | Audit | 2,475 | 2,475 | 2,475 |
| | TOTAL | 64,112 | 67,415 | 82,030 |

Rowley Water Department Revenue Statement – For Informational Purposes

| | FY19 | FY20 | FY21 |
|--|----------------------|----------------------|-----------------------|
| <u>Revenues</u> | <u>Actual</u> | <u>Budget</u> | <u>Request</u> |
| <u>Commitment Rate</u> | 2,480,812 | 2,250,000 | 2,250,000 |
| <u>Rate Discounts</u> | -92,791 | -100,000 | -100,000 |
| <u>Rate Abatements</u> | -5,319 | -4,000 | -5,000 |
| <u>New Customer Services</u> | 52,095 | 48,000 | 37,500 |
| <u>Capital Improvement fee</u> | 0 | 0 | 0 |
| <u>Service Charges</u> | 0 | 0 | 0 |
| <u>Service Charge Abatements</u> | -150 | 0 | 0 |
| <u>Interest & Demand</u> | 5,810 | 6,000 | 6,000 |
| <u>Bank Interest</u> | 3,262 | 1,800 | 3,003 |
| <u>Registry fee Record liens</u> | 6,888 | 0 | 6,000 |
| <u>Miscellaneous</u> | 0 | 0 | 0 |
| <u>Hydrant rentals</u> | 14,400 | 14,400 | 14,400 |
| <u>Total Revenues</u> | 2,465,007 | 2,216,200 | 2,211,903 |
| <u>Grand Total Expense Budget</u> | 1,838,757 | 2,216,200 | 2,211,903 |
| <u>Excess / (shortfall)</u> | 626,250 | 0 | 0 |

Motion by David Petersen, seconded by Joseph Perry, passed voice unanimous at 6:51pm

ARTICLE 7. Move the Town vote to transfer \$622,948 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: Expenditures from the Water Department Stabilization Fund can only be authorized by Town Meeting in accordance with Mass. General Laws Chapter 40§5B

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:51pm

ARTICLE 8. Move the Town vote to transfer and appropriate the sum of \$120,000 from the Water Department Stabilization Fund for the purpose of removing the deteriorating water tank at the Prospect Hill site.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article requires two-thirds vote. The abandoned tank is located about half way up Prospect Hill. It was totally abandoned at the time of the installation of the new and much larger tank at the top of the hill. While still largely intact, the condition of the exterior of the tank is deteriorating and because of its size and location presents a potential safety hazard

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:52pm.

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 \$30,000 to complete the new Risk Assessment updates, required by the Department of Environmental Protection and the Environmental Protection Agency.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article re-purposes the balance of the funds of a 2016 article that funded DEP sanitary survey compliancy measures of the water system. The Water Department is in compliance with the DEP findings, and these funds can be used for other projects. Every five years the Water Department has to re-submit a Risk Assessment and Emergency Response Plan that conforms to revised DEP requirements. The

*project will create detailed planning and procedural manuals that have to be submitted to the DEP and the EPA and, once agreed to, used by the Water Department in the case of incidents and emergencies.
Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:53pm.*

ARTICLE 10. Move the Town vote to transfer and appropriate the sum of \$30,000 from the Water Department Stabilization Fund for the purpose of inspecting and cleaning the internal solid waste residual basins.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article requires two-thirds vote. Over the last five years the inside residual basin/holding tanks at the Water Treatment Plant have accumulated a significant volume of material that needs to be removed to allow for an inspection of these inside holding tanks. This process will likely need to be repeated on a four or five year cycle to maintain the performance of the plant.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:53pm.

ARTICLE 11. Move the Town vote to appropriate by transfer the sum of \$65,000 from the Water Department Stabilization Fund to fund cyber resilience and Water Department information technology infrastructure hardening initiatives or take any other action relative thereto.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article requires two-thirds vote. These cyber resilience improvements will upgrade and strengthen the Water Department's backup and data storage to prevent and deter cyberattacks. The major component of this article is to upgrade the Water Treatment Plant software and the equipment it runs on. This upgrade will require consulting services as the system is highly customized.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:54pm

ARTICLE 12. Move the Town vote to transfer and appropriate the sum of \$50,000 from the Water Department Stabilization Fund to purchase a hybrid utility vehicle to meet the needs of a fully staffed department.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

Explanatory Note: Passage of this article requires two-thirds vote. The Water Department expects to be fully staffed (5 full-time licensed employees) in FY21 and will need an additional utility vehicle suitable for basic maintenance activities. The Water Department replaces its vehicles on a 10-year cycle or as warranted by usage and condition.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:54pm

ARTICLES 13 –16 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 funds to be expended by the Board of Assessors.

Inserted by the Board of Assessors

Finance Committee Recommends

ARTICLE 16. Move the Town vote to transfer and appropriate the sum of \$63,364 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 Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:55pm

ARTICLE 17. 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 2021:

| | Name of Account | Balance Information | Expenditures Not to Exceed |
|-----------|---|--|-----------------------------------|
| 1 | Council on Aging | Beginning balance \$118; Income \$120; Expense \$0; Ending balance on 2/29/20 \$238 | \$5,000 |
| 2 | Board of Health | Beginning balance \$41,941; Income \$7,158; Expense \$7,799; Ending balance on 2/29/20 \$41,300 | \$20,000 |
| 3 | Parks & Recreation Committee and Board of Selectmen Facilities | Beginning balance \$14,801; Income \$17,285; Expense \$3,958; Ending balance on 2/29/20 \$28,128 | \$30,000 |
| 4 | Board of Selectmen - Home Composting Bins | Beginning balance \$526; Income \$0; Expense \$0; Ending balance on 2/29/20 \$526 | \$2,000 |
| 5 | Highway Department | Beginning balance \$33; Income \$0; Expense \$0; Ending balance on 2/29/20 \$33 | \$12,000 |
| 6 | Shellfish Department | Beginning balance \$17,563; Income \$520; Expense \$1,242; Ending balance on 2/29/20 \$16,841 | \$6,000 |
| 7 | Zoning Board of Appeals and Board of Appeals | Beginning balance \$18,305; Income \$1,516; Expense \$763; Ending balance on 2/29/20 \$19,058 | \$4,000 |
| 8 | Board of Cemetery Commissioners | Beginning balance \$14,172; Income \$1,256; Expense \$3,793; Ending balance on 2/29/20 \$11,635 | \$20,000 |
| 9 | Library | Beginning balance \$2,454; Income \$1,511; Expense \$372; Ending balance on 2/29/20 \$3,593 | \$2,500 |
| 10 | Agricultural Commission | Beginning balance \$3,626; Income \$60; Expense \$0; Ending balance on 2/29/20 \$3,686 | \$5,000 |
| 11 | Harbormaster | Beginning balance \$0; Income \$0; Expense \$0; Ending balance on 2/29/20 \$0 | \$30,000 |
| 12 | Board of Selectmen & Parks and Recreation Community Events | Beginning balance \$5,255; Income \$0; Expense \$0; Ending balance on 2/29/20 \$5,255 | \$20,000 |
| 13 | Records Access | Beginning balance \$0; Income \$0; Expense \$0; Ending balance on 2/29/20 \$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 17 will be voted under one consent motion.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:57pm

ARTICLE 18. Move the Town vote to appropriate from the PEG (Public-Education-Government) Access and Cable Related Fund the sum of \$71,311 for wages and \$30,600 for expenses to support the cable television PEG access services and programming, 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 Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:57pm

ARTICLE 19. Move the Town vote to appropriate or reserve from the Community Preservation Fund Fiscal Year 2021 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 \$32,432.74
- Creation and Support of Historical Preservation \$10,539.30

Appropriations

- Debt Service for Bradstreet Farm land acquisition \$198,412.50
- Debt Service for Dodge Reservation Property \$124,800.00
- Administration - 5 % \$ 31,143.71

Inserted by the Community Preservation Committee

Finance Committee Recommends

Explanatory Note: The Town expects to realize approximately \$632,874.28 in Community Preservation Act (CPA) funds comprised of real estate tax receipts (\$532,371.18), 17% matching funds from the State (\$90,503.10) and interest income (\$10,000) in Fiscal Year 2021. 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 2021 or to be carried over to Fiscal Year 2022.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 6:59pm

ARTICLE 20. Move the Town vote to adopt the Stretch Energy Code General Bylaw as printed below.

Stretch Energy Code

General Bylaw

1. Definitions - International Energy Conservation Code (IECC) – The International Energy Conservation Code (IECC) is a building energy code created by the

International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code – Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

2. Purpose - The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.
3. Applicability - This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 115.AA, as indicated.
4. Stretch Code - The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Town of Rowley General Bylaws.

The Stretch Code is enforceable by the Building Inspector effective as of the date the Attorney General approves this bylaw.

Inserted by the Board of Selectmen

Finance Committee Recommendation Not Required

Explanatory Note: Passage of the bylaw is one of the eligibility requirements of the Town's application to become a Massachusetts Green Community. If the Town achieves Green Community status from the State, the Town will be eligible to receive grant funding for a variety of energy efficient projects. Adoption of the Stretch Code only impacts new construction and major gut renovations. It does not impact additions, renovations and repairs.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 7:02pm

ARTICLE 21. Move the Town vote to amend the General Bylaws by deleting Section 4 of the Town Meeting Bylaw, which reads as follows:

Section 4. Notice of every Town Meeting shall be given by posting attested copies of the warrant thereof in at least seven (7) public places in the town not less than fourteen days before the day fixed for such meeting. The minimum seven (7) places for posting shall be Town Hall, Town Hall Annex, Rowley Pharmacy, Inc., the Public Library, Knowles Filling Station, First National Bank of Ipswich/Rowley Office and Market Basket. Bylaws and other documents approved by a Town Meeting and designated for posting shall be in the same seven (7) places. (ATM 5/18/09, Article #19)

and replacing it with a new Section 4 which reads as follows:

Section 4. Notice of every Town Meeting shall be given by posting copies of the warrant thereof in at least three (3) public places in the town and on the Town website not less than fourteen (14) days before the date fixed for the meeting. The minimum three (3) places for public posting shall be the Town Hall, Town Hall Annex and the Rowley Public Library. Bylaws and other documents approved by a Town Meeting and designated for posting shall be posted in the same manner.

Inserted by the Town Clerk

Finance Committee Recommendation Not Required

Explanatory Note: In this Internet driven 21st Century society, it seems less useful to continue to post information on bulletin boards in locations that the Town has no control over, such as banks, gas stations and grocery stores. The Town Clerk is proposing physical posting in three town-owned buildings. The entire warrant will be posted on the newly-designed Town website, www.townofrowley.net
Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 7:03pm

ARTICLE 22. 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: These funds will be used to procure future capital projects.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 7:04pm

ARTICLE 23. Move the Town vote to re-accept G.L. c. 32B, § 20, and establish an Other Post-Employment Benefits Liability Trust Fund (OPEB Fund), effective immediately.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: In 2016 the Legislature re-wrote G.L. c.32B§20, concerning municipalities' authority to create OPEB trust accounts. The Town Counsel has recommended that the Town vote to re-accept the provisions of G.L. c. 32B, § 20 and establish an OPEB trust fund. These funds will be used to offset the future health insurance costs of retired Town employees.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 7:04pm

ARTICLE 24. Move the Town vote to appropriate by transfer from Free Cash the sum of \$100,000 to the Other Post-Employment Benefits Liability Trust Fund (OPEB Fund) established under G.L. c. 32B, § 20.

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 Town employees. The Town's financial advisors and auditors recommend the Town pay into this Trust Fund each year. The net liability as of June 30, 2020 is \$3,912,047. This appropriation excludes the Water Department and Rowley Municipal Light Plant portions of their retiree health insurance contributions; these are funded through their own budgets.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 7:05pm

ARTICLE 25. Move the Town vote to appropriate by transfer from Free Cash the sum of \$100,000 to the Stabilization Fund.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: Setting aside funds in the Stabilization Fund each year is recommended by the Town's auditors and financial advisors.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 7:05pm

ARTICLE 26. And to meet in Saint Mary's Church (rear), Route 1A, in said Rowley on Tuesday, June 16, 2020 at 12:00 NOON to act on the following:

| | |
|-------------------------------------|--------------------|
| Two Selectmen | 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 |
| <u>For Regional School District Committee</u> | |
| One Newbury Member | three years |
| One Rowley Member | three years |
| One Salisbury Member | three years |

Moderator Petersen: As this Annual Town Election has already been held, no such motion need be made.

MOTION: Move the Town vote to adjourn the June 22, 2020 Annual Town Meeting.

Motion by Clifford Pierce, seconded by Joseph Perry, passed voice unanimous at 7:06pm

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 4th day of June in the year two thousand twenty.

*Clifford Pierce, Chairman
Joseph Perry, Vice Chairman
Robert Snow, Clerk
David C. Petersen
Deana M. P. Ziev*

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 Brookline Bank, formerly known as First National Bank of Ipswich - Rowley Office.

Richard C. MacDonald Constable, Rowley

June 6, 2020

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 the June 22, 2020 Town of Rowley Annual Town Meeting are true and accurate according to documents maintained by this office.*

*Susan G. Hazen, Town Clerk
Town of Rowley
July 10, 2020*

Town of Rowley, Commonwealth of Massachusetts
SPECIAL TOWN MEETING MINUTES
June 22, 2020

- COVID-19 Protocols still in place
 - Meeting originally scheduled for May 4, 2020 postponed by the Board of Selectmen to May 26, 2020 and then further postponed to June 22, 2020
 - Location of the meeting was moved to Triton Regional High School Auditorium due to the Social Distancing requirements
 - Traditional Quorum of 100 reduced to 20 per vote of the Board of Selectmen under the Governor's Emergency legislation.
 - Special Town Meeting called to order by Moderator Joan Petersen at 7:07pm
 - Quorum as certified by the Board of Registrars at 6:30pm considered to be still in effect
 - Moderator Petersen announced to Town Meeting participants the various COVID-19 related protocols that must be followed for this Annual and Special Town Meeting
 - Masks must be worn at all times
 - Social Distancing will be observed at all times
 - Microphones will be brought to those wishing to speak or ask a question
 - Microphones will be cleaned between speakers, please be patient.
 - Due to concern of contamination, she asked for the audience's support in not requesting the need for paper ballots at either the STM or ATM.
- Counters: Karen O'Donnell, 190 Haverhill St., Janet B. Peabody, 41 Bradford St., Gene Discipio, 38 Rowley Country Club Rd., and Thomas Maher, 46 Rowley Country Club Rd.

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 22nd day of June, 2020 at 6:30 p.m., then and there to act on the following articles:

MOTION: Madame Moderator, I move to suspend further reading of the June 22, 2020 Special Town Meeting Warrant because present Town Meeting members have a copy of this warrant
Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:07pm.

MOTION: Move to allow the non-resident Town Employees, and school, local, and state officials to speak, if called upon, during the June 22, 2020 Special Town Meeting. These individuals will now raise their hands.
Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:08pm

ARTICLE 1. To hear and act on reports of Committees and Boards.
Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:08pm

ARTICLE 2. Move the Town vote to transfer and appropriate the sum of \$6,000 from Line 173 (Unemployment) of Article 4 of the May 6, 2019 Annual Town Meeting to be added to Line 9 (Selectmen's Expense) of Article 4 of the May 6, 2019 Annual Town Meeting to pay for the expenses incurred to hold the June 22, 2020 Annual and Special Town Meetings.

Inserted by the Board of Selectmen

Finance Committee Recommends

June 22, 2020 Special Town Meeting Warrant

Explanatory Note: This article provides the funds to pay for the June 22, 2020 Annual and Special Town Meetings.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:09pm

ARTICLE 3. Move the Town vote to transfer and appropriate the sum of \$26,000 from Line 14 (Collective Bargaining Reserve) of Article 4 (FY 20 Operating Budget) of the May 6, 2019 Annual Town Meeting to Line 66 (Police Department Wages) of Article 4 (FY 20 Annual Operating Budget) of the May 6, 2019 Annual Town Meeting for the purpose of funding the cost items of the first year of a collective bargaining agreement between the Town and the Massachusetts Coalition of Police Local 360 covering the period of July 1, 2019 to June 30, 2022.

Inserted by the Board of Selectmen

Finance

Committee Recommends

Explanatory Note: These funds were budgeted by the Board of Selectmen in Fiscal Year 2020 in anticipation of funding a successor agreement with the Massachusetts Coalition of Police Local 360 Union. The Town and the Police Union have signed a Memorandum of Agreement. Passage of this article funds the first year of this collective bargaining agreement.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:11pm

ARTICLE 4. Move the Town will appropriate \$152,383 from Insurance Proceeds over \$150,000 Receipts Reserved to be transferred to Article 20 of the May 1, 2017 Annual Town Meeting (Renovation of Pine Grove School).

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: These are insurance claim funds resulting from a mold claim at the Pine Grove School. The mold was remediated in the building and the cost was paid through the project budget. These funds will be applied to reduce the project cost.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:11pm

ARTICLE 5. Move the Town will appropriate \$100,000 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 Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:14pm

ARTICLE 6. Move the Town will appropriate the sum of \$8,500 from the unexpended proceeds of bonds of the Town which were issued for police HVAC purposes under Article 18, Paragraph 3 of the May 4, 2015 Annual Town Meeting and transferred to the repair and replacing of the Highway

garage lifts under Article 15 of the May 30, 2018 Special Town Meeting, which project is now complete, and for which no further liability remains, to pay costs of painting the Highway Garage and facilities, including the payment of all costs incidental and related thereto.

Inserted by the Board of Selectmen

Finance

Committee Recommends

Explanatory Note: Passage of this article appropriates \$8,500 of prior capital project funding to be used to pay for the painting of the Highway Department facilities.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:15pm

ARTICLE 7. Move the Town will appropriate the sum of \$1,250.83 from the unexpended proceeds of a serial note of the Town which was issued for the purchase of an outboard motor and related equipment for the Shellfish Department under Article 23, Paragraph 4 of the May 1, 2017 Annual Town Meeting, which project is now complete, and for which no further liability remains, to pay costs of purchasing portable radios for the fire department, including the payment of all costs incidental and related thereto.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: The cost to purchase the Shellfish Department outboard motor and related equipment came under budget. The balance of the funds will be used to purchase portable radios for the Fire Department with additional funds from the Capital Budget, Article 11 below.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:16pm

ARTICLE 8. Move the Town will appropriate the sum of \$45,694.89 from the excess bond and note premium received by the Town upon the issuance of various bonds and notes of the Town 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 May 1, 2017 (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: Passage of this article applies these funds towards the reducing the Pine Grove School renovation project.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:18pm

ARTICLE 9. Move the Town will transfer and appropriate the sum of \$3,150 from Article 3 of the May 6, 2019 Special Town Meeting (Library HVAC) to be used to purchase and install an assistive sound system for the Library.

Inserted by the Board of Library Trustees

Finance Committee Recommends

Explanatory Note: Passage of this article re-purposes the balance of funds used to correct uneven heating and cooling zones in the Library's HVAC system. These funds will be used towards the purchase of a new assistive sound system which will be installed in the Community Meeting Room. The system will tie into the existing speakers and include additional microphones to make meetings and programs more accessible to hearing impaired individuals. The estimated cost of this system is \$10,500. The balance of funds will come from State Library Aid.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:18pm

ARTICLE 10. Move the Town vote to appropriate by transfer the sum of \$8,158.44 from Article 17 (Records Archiving) of the May 4, 2015 Special Town Meeting to be used for the proper classification and archival of Town records.

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: *This article broadens the purpose of previously appropriated funds. The previous purpose was for the funds to be used for records archiving and for storing the records on microfilm. Passage of this article funds the professional inventorying and classification of records in accordance with the Municipal Records Retention Schedule from the Secretary of the Commonwealth of Massachusetts. Once properly classified, records will be either archived or disposed, if obsolete, in accordance with the Municipal Records Retention Schedule.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:19pm

ARTICLE 11. Move the Town will transfer and appropriate the sum of \$137,297.62 from Free Cash and to transfer and appropriate the sum of \$1,302.38 from Article 17 (FY 19 Capital Spending) of the April 30, 2018 Special Town Meeting to be expended by the following departments as listed below for the purpose of undertaking the following capital purchases and improvements:

1. \$17,000 for technology for the following: purchasing and installing computers, software programs, and other related peripherals for the following departments: Highway, Selectmen's Office, Library, and Police Departments.
2. \$85,600 for the purchase of departmental equipment as follows: portable radios, repeater and turnout gear for the Fire Department; Portable Radios and Tasers for Police Department, sign boards for the Council on Aging
3. \$36,000 for facilities upgrades as follows: paving of Town landing; and replacing Annex carpet; and painting the interior of the Annex

Inserted by the Board of Selectmen

Finance Committee Recommends

Explanatory Note: *These capital purchases and improvements are part of the Town's Capital Plan.*

Questions: Several questions were asked specific to the cost and effectiveness of the Police Department Tasers. Police Chief Scott Dumas answered all questions and offered his opinion that Tasers were a vital part of modern policing. A suggestion was made that this article be reduced by the cost of the Tasers (approximately \$2500) and more research be done. No motion was made to support that suggestion and the motion passed.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:32pm

ARTICLE 12. Move the Town vote to transfer and appropriate the sum of \$25,000 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 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 procure services to cut or trim dead or sick Town trees or to remove dead branches from otherwise healthy Town trees.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:33pm

SENATOR BRUCE TARR: *Moderator Petersen acknowledged that Senator Bruce Tarr had just entered the auditorium and asked if he'd like to say a few words. Senator Tarr spoke briefly about these unprecedented times and how they are affecting state funding, including Chapter 70. He also said that he had not doubt that the State Budget would not be available by July 1st 2020 due to a variety of COVID related circumstances and various federal mandate but they were working diligently on it and it would be available as soon as possible.*

ARTICLE 13. Move the Town vote to transfer and appropriate from Free Cash the sum of \$10,000 to be used by the Cemetery Commissioners for the purpose cutting, trimming and maintaining trees within the Cemetery.
Inserted by the Cemetery Commissioners **Finance Committee Recommends**

***Explanatory Note:** All of the trees in the Cemetery are very old and have been deteriorating over time. The trees have dead limbs and splitting trunks due to heavy branches. The trees pose a safety issue and need general arbor maintenance. These funds will be used to cut trees and trim branches to prevent tree limbs from falling onto cars, people, and gravestones.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:38pm

ARTICLE 14. Move the Town vote to transfer and appropriate from the Cemetery Lots and Graves Account, the sum of \$9,000 to be used by the Cemetery Commissioners for the purpose of purchasing a new mower and a storage cabinet.

Inserted by the Cemetery Commissioners **Finance Committee Recommends**

***Explanatory Note:** The Cemetery Department is in need of a new mower and will use these funds, with additional funds from Article 15 below, to purchase a zero turn mower, which is easier to use in an area such as the Cemetery. The cabinet will be used to store gasoline and related products.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:38pm

ARTICLE 15. Move the Town vote to authorize the Board of Cemetery Commissioners to sell two Bobcat Cemetery Department mowers and to place the proceeds of the sale into Cemetery Lots and Graves account.

Inserted by the Board of Cemetery Commissioners **Finance Committee Recommends**

***Explanatory Note:** The Cemetery Department has two “walk behind” Bobcat mowers; one is a 2003 model and the other is a 2006 model. These mowers do not have zero turn capability. Due to the age of these mowers, 17 years old and 14 years, it is cost prohibitive to repair and maintain them. The new zero turn riding mower models have replaced these older “walk behind” mowers. The funds generated by the sale of these mowers will be used to offset the cost of the new zero turn mower requested in Article 14.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:39pm

ARTICLE 16. Move the Town vote to transfer and appropriate from the Cemetery Commission account, “Expand Sections G & H” Article 15 of the May 14, 2007 Annual Town Meeting, the sum of \$3,682.94 and to transfer and appropriate the sum of \$20,000 from the Cemetery Commission account “Section G & H Paving” Article 18 of the May 6, 2013 Special Town Meeting to a new article “Construct, Maintain and Expand Cemetery Roads” or take any other action related thereto.

Inserted by the Board of Cemetery Commissioners **Finance Committee Recommends**

***Explanatory Note:** This funding will be used to construct new roads in Sections G & H and to create and maintain other Cemetery roads. Passage of this article closes these two Cemetery accounts and combines the funds from these accounts into one new account.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:40pm

ARTICLE 17. Move the Town vote to amend the General Bylaws by inserting the following language in Section 12 of the Cemetery Bylaw as shown in **bold underline** typeface:

Section 12. Cemetery lots shall be used only for the burial of the human dead. **To prevent grave settlement, concrete vaults are required for all burials except for cremations.**

Inserted by the Board of Cemetery Commissioners

Finance Committee Recommendation Not Required

Explanatory Note: This bylaw change will keep the graves from collapsing.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:41pm

ARTICLE 18. Move the Town vote to appropriate or reserve from the Community Preservation Fund Fiscal Year 2020 annual revenues the amounts recommended by the 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 | \$17,477.78 |
| Reserve: Creation and Support of Historical Preservation | \$17,477.78 |

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

***Explanatory Note:** Rowley's revenue expectations for the fund were based on a 17% match from the State. This year the actual State Match was 44% or \$199,367. The Rowley Tax Surcharge will collect \$519,386.52 in CPA Funds in Fiscal Year 2020, plus interest income of \$10,000.00. 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. Passage of this article will increase the funds allocated to Affordable Housing and Historical Preservation, as required with the increase in the State match. 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 Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:44pm

ARTICLE 19. Move the Town vote, pursuant to Massachusetts General Laws Chapter 44B, to transfer and appropriate the sum of \$17,500 from the Community Preservation Act Historical Preservation Fund to be used by the Historic District Commission for the purchase and installation of signs to designate the entering and leaving of each of the two historic districts in the Town.

Inserted by the Historic District Commission and the Community Preservation Committee

Finance Committee Recommends

***Explanatory Note:** This project will be done in two phases. The first phase will include four signs that need to be replaced either due to damage or wear, and a new sign in the area at Glen Mills on Glen Street. The second phase will include the installation of two signs on Wethersfield Street and Cross Street.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:45pm

ARTICLE 20. Move the Town vote, pursuant to General Laws Chapter 44B, to transfer and appropriate the sum of \$16,800 from the Community Preservation Act Undesignated Fund to be used by the Conservation Commission to start and complete a boardwalk on the Pingree Farm Conservation Area to provide walking access to the State Forest.

Inserted by the Conservation Commission and the Community Preservation Committee

Finance Committee Recommends

***Explanatory Note:** The original article requested \$9,700 to complete this project. Due to compacted subsurface soil conditions, the use of a small manned tracked excavator to auger 76 holes for vertical supports is required as well as the increase in cost for both labor and materials an additional \$16,800 is required. These additional funds will allow the work to be done in an efficient manner.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:46pm

ARTICLE 21. Move the Town vote to appropriate \$85,000 from the Community Preservation Act Undesignated Fund to be used by the Board of Selectmen upon recommendation of the Parks & Recreation Committee to enable the Town of Rowley to renovate the basketball court in front of Pine Grove School. Inserted by the Board of Selectmen, Parks and Recreation Committee & Community Preservation Committee

Finance Committee Recommends

***Explanatory Note:** This funding if approved would be used to renovate the Pine Grove basketball court. The existing court is deteriorated and is not a full size court. It hasn't had any substantial improvements for many*

years. The renovated court would include all new pavement, lines, backboards, nets/hoops, team benches and portable grandstand seating for parents. The existing ¾ court would be expanded to a full court. Other than baseball and soccer fields, the Town doesn't have any other outdoor athletic facilities. This project would create a safe place for residents to practice and have fun playing basketball outdoors.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:46pm

ARTICLE 22. Move the Town vote to appropriate \$6,500 from the Community Preservation Act Undesignated Fund to be used by the Board of Selectmen upon recommendation of the Parks & Recreation Committee to enable the Town of Rowley to purchase and install a batting cage at Eiras Park.

Inserted by the Board of Selectmen, Parks and Recreation Committee & Community Preservation Committee

Finance Committee Recommends

Explanatory Note: Unlike many of the surrounding towns, Rowley does not have batting cages for Little Leaguers. The proposed batting cage would be professionally installed and be roughly 70 feet by 20 feet by 15 feet, made of heavy gauge steel and would include a removable batting mat. The batting cage would be used by all ages of children in Rowley who are involved in baseball and softball.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:47pm

ARTICLE 23. Move the Town vote to appropriate \$7,760 from the Community Preservation Act Undesignated Funds to be used by the Board of Selectmen upon recommendation of the Parks & Recreation Committee to enable the Town of Rowley to purchase and install home run fencing at Eiras Park Field 1.

Inserted by the Board of Selectmen, Parks and Recreation Committee & Community Preservation Committee

Finance Committee Recommends

Explanatory Note: Rowley does not have permanent home run fencing at Eiras Park Field 1. Rowley Youth Baseball has been purchasing and installing plastic temporary fencing at their expense, and it requires constant maintenance during the season. The field is incomplete without a permanent home run fence.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 7:48pm

ARTICLE 24. Move the Town vote to amend the Rowley Protective Zoning Bylaw by adding language in **bold underline** and by deleting language in ~~striketrough~~ in Section 2.0, Section 4.6 and in Section 4.7 pm [ages 6 and 7 pf the June 22, 2020 Special Town Meeting Warrant.

As written in the Warrant: To see if the Town will vote to amend the Rowley Protective Zoning Bylaw adding the language in **bold underline** and deleting the language in ~~striketrough~~ as follows:

- a. in Section 2.0, "Definitions," by adding the underlined text and deleting the ~~text marked with strike throughs~~ in the following definition:

"Solar Photovoltaic (SPV) Installation, Large Scale: A solar photovoltaic system with an output of 100kW or more and that covers more than ten thousand (10,000) square feet of area."
- b. in Section 4.6, concerning the Retail District, by adding the following subsections (h) and (i) after Section 4.6.2(g):

"h) Large-scale solar photovoltaic (SPV) installations which may serve as the primary use or as a use which is accessory to a primary commercial use, subject to Site Plan Review approval by the Planning Board and pursuant to the requirements specified under Zoning Bylaw Sections 8.9.2 through 8.9.5 excepting that commercial SPVs under this section are by-right uses subject to Site Plan Review and not the Special Permit review specified under Section 8.9.1.

"i) Solar Photovoltaic (SPV) research laboratories and facilities."

- c. in Section 4.7, concerning the Business / Light Industry District, by adding the following subsections (g) and (h) after Section 4.7.2(f):

“g) Large-scale solar photovoltaic (SPV) installations which may serve as the primary use or as a use which is accessory to a primary commercial use, subject to Site Plan Review approval by the Planning Board and pursuant to the requirements specified under Zoning Bylaw Sections 8.9.2 through 8.9.5 excepting that commercial SPVs under this section are by-right uses subject to Site Plan Review and not the Special Permit review specified under Section 8.9.1.

“h) Solar Photovoltaic (SPV) research laboratories and facilities.”

Inserted by the Planning Board

Finance Committee Recommendation not required.

***Explanatory note:** Passage requires a two-thirds vote. This article will amend the zoning bylaw to allow for by-right permitting (approval with site plan review by the Planning Board) of Solar Photovoltaic (SPV) installations in the commercial (Retail or Business Light Industry) zoning districts, and will also permit the by-right installation of Solar Energy Research Laboratories and Facilities in the Retail and Business Light Industry zoning districts. Please note that general use Research Laboratories and Facilities will remain as options in both district with Special Permit approval by the Planning Board.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 8:02pm

ARTICLE 25. Move the Town vote to amend Section 8/6 of the Rowley Protective Zoning Bylaws by adding language in **bold underline** and deleting language in ~~strickethrough~~ as shown in Article 25 on pages 6-11 pf the June 22, 2020 Special Town Meeting Warrant.

As written in the Warrant: to see if the Town will vote to amend Section 8.6 of the Rowley Protective Zoning Bylaws by adding the language in **bold underline** and deleting the language in ~~strickethrough~~ as follows:

8.6 Outdoor Illumination Standards, Including Standards for Illuminated Signs

8.6.1 Purpose: The purpose of this section is to establish standards pertaining to the outdoor illumination of commercial and industrial uses, and multi-family dwellings, so as to **minimize light trespass and glare visible from abutting parcels and the public right-of-way, to** promote traffic and pedestrian safety, **to** protect property values, and **to enhance** foster the aesthetic appearance of the town **by minimizing light pollution throughout the town.**

8.6.2 Definitions

“Lumen”: The basic unit of measurement for light at its source. For the purposes of this bylaw, the lumen output shall be the initial lumen rating listed by the bulb manufacturer’s specification data sheet at the rated voltage and power (watts).

~~“Footcandle”(fc): A measurement of the amount of light reaching an object. A footcandle is the measurement of the intensity of one lumen of light falling on one square foot of surface area one foot away from the source.~~

“Luminaire”: A complete lighting unit or fixture, consisting of a lamp or lamps, ballast (when applicable), and any part designed to distribute the light, position the unit, protect the lamps (housing), and connect lamps to the power supply.

“Full cut-off fixture design (fully shielded)”: A luminaire which is designed, constructed, and installed so that no light is emitted at an angle above the horizontal plane through the lowest light emitting part (including refractors, reflectors, or other devices) of the luminaire.

“Light Trespass”: Illumination from a luminaire on a property with a commercial or multifamily use where the light is emitted, without shielding, filtering, or refraction, pointed directly skyward, or pointed directly into the space beyond the luminaire and which then ~~that goes beyond the parcel lot lines on which the luminaire is located, to~~ abutting parcels with an residential use or into the public right-of-way. ~~at a footcandle level greater than the original (natural) illumination level as measured at the lot line in a horizontal and vertical plane.~~

“Glare”: A level of illumination from a property with a commercial or multifamily use which projects directly into the public right-of-way, or projects directly onto an abutting property with a residential use, which impairs or interferes with visual performance, or results in a nuisance.

8.6.3 Application

- 8.6.3.1 Except as provided in section 8.6.3.2, the illumination standards established by this section apply to any outdoor luminaire, or to any outdoor illuminated sign, that is maintained by or in connection with, or for the purpose of illuminating or promoting, any commercial or industrial use, or any multi-family residential dwelling, in the Town of Rowley.
- 8.6.3.2 Any outdoor luminaire or outdoor illuminated sign that was in existence prior to February 13, 2001 shall be exempt from the standards established by this section, until such time as the luminaire or sign is replaced or redesigned. A luminaire or sign shall be considered to have been replaced if any part of the luminaire or sign (e.g., starter, mounting arm, reflector, hardware, wiring, sign structure) is replaced, except that a replacement of any bulb used in a luminaire or sign will not by itself be considered a replacement of such luminaire or sign.

8.6.4 Standards Pertaining to Luminaires

- 8.6.4.1 Any **Free-standing** ~~luminaire with a lamp or lamps rated at a total of 2000 or more initial lumens,~~ shall be installed in a horizontal orientation and shall utilize full cut-off fixture design **so that the focal area of the light source is directed generally downward, and illumination levels lessen the further you get from the center of the luminaire focal area.**
- 8.6.4.2 ~~Any w~~ Wall-mounted (wall-pack) luminaire ~~with a lamp or lamps rated at a total of 2000 or more initial lumens~~ shall utilize full cut-off fixture design.
- 8.6.4.3 Free-standing and wall-mounted luminaires shall not exceed thirty (30) feet in height.
- 8.6.4.4 Light trespass **or glare** onto residential property is prohibited.
- 8.6.4.5 When a commercial or industrial use is closed for business, illumination levels for general parking or pedestrian areas shall be reduced from the above specified levels to a partial level required for security. For any activity not addressed by this section, luminaries shall be designed and maintained so that the average illumination level does not exceed the average illumination level published for such activity by the IESNA Handbook.

8.6.4.6 ~~Luminaires shall be designed and maintained so that the average illumination levels for general parking and pedestrian areas and vehicle use areas, during hours of the day when a commercial or industrial use is open for business, will not exceed the following:~~

| | Level of Activity | Footcandles on Pavement –Average |
|---|-------------------|-------------------------------------|
| <u>General Parking and Pedestrian Areas</u> | High | 3.6 |
| | Medium | 2.4 |
| | Low | 0.8 |
| <u>Vehicle Use Areas</u> | High | 2.0 |
| | Medium | 1.0 |
| | Low | 0.5 |

High: major regional shopping center, malls, athletic events

Medium: community shopping centers, transportation parking lots, office parks

Low: neighborhood shopping, industrial employee parking[†]

8.6.4.7 No luminaire shall be installed or maintained so that its light output is aimed, directed, or focused at motor vehicle or pedestrian traffic.

8.6.4.8 **In regards to the E**external illumination of displays, buildings, and architectural features shall be performed with a luminaire or luminaires rated at a total of less than 2000 initial lumens. ~~L~~ lighting shall be specifically targeted at **the** particular architectural or landscape features, and shall not project beyond such features.

8.6.4.9 Search light or laser light skyward display is prohibited.

8.6.5 Standards Pertaining to Illuminated Signs

8.6.5.1 Sign illumination may be permitted subject to a design review and the issuance of a special permit by the Planning Board, and subject to compliance with the illumination standards established by section 8.6.5.

8.6.5.2 All sign illumination shall be turned off after closing time.

8.6.5.3 No off-premises illuminated signs are allowed.

8.6.5.4 Externally-illuminated, free-standing signs shall be illuminated from the top pointing downward (luminaires mounted from below the sign are not permitted) except that the Planning Board may waive this requirement and permit a free-standing sign to be illuminated from the bottom pointing upward if the Board finds that the proposed fixtures comply with section 8.6.5.5 and are otherwise consistent with the intent of the Zoning Bylaw.

8.6.5.4.1 Building-mounted facade signs may be illuminated from the bottom of the sign under the following conditions: (a) the sign must be mounted on the building at least eight (8) feet above ground level (as measured from the bottom of the sign), but below the roof line; (b) only fluorescent tube lighting with concentric metallic opaque shielding is allowed; and (c) the luminaire or luminaires must be shielded to direct the light onto the sign only with no projection beyond the building face.

8.6.5.5 The fixtures used to illuminate externally-illuminated signs must be fully shielded to prevent glare to pedestrian and vehicular traffic - i.e., such fixtures must be designed to insure that motorists and pedestrians in the area do not have a direct view of the light source.

~~8.6.5.6 The average illumination level on the surface of an externally illuminated sign shall not exceed 20 footcandles for white or light-colored backgrounds, and 50 footcandles for black or dark-colored backgrounds.²~~

8.6.5.7 Box signs (luminous element signs) shall utilize a dark (density) translucent or opaque background color (not white) with lighter (color and density, not clear) translucent or opaque lettering, and/or graphics.

~~8.6.5.8 Internally lighted signs shall not exceed the following average levels of illuminance.~~

| <u>Areas of Application</u> | <u>Luminance-candelas/ft</u> |
|--|------------------------------|
| Lighted facades & fascia signs | <u>20</u> |
| Bright fascia signs as in shopping centers | <u>32</u> |
| Low brightness areas/dark surroundings | <u>55</u> |
| Average commercial environment | <u>80</u> |

8.6.5.9 Animated or motion signs are prohibited.

8.6.6Verification of Compliance

The lighting enforcement agent, under supervision by the zoning enforcement agent specified under section 7.3.1 of the zoning bylaw, shall verify compliance of luminaires associated with Special Permit and Site Plan approvals for commercial, industrial, or multi-family uses and shall otherwise enforce the terms of this Section 8.6. ~~The owner of any lot or property on which a luminaire or sign subject to this bylaw is located or proposed to be located shall have the burden of demonstrating that the existing or proposed luminaire or sign complies with the standards established by this section. The manufacturer's specification data (cut) sheet may be used to establish the lumen level of a luminaire and, if required, to verify the use of full cut-off fixture design. Illumination levels may be verified through the use of a manufacture's photometric data sheet and/or photometric site drawing, or through on site calibrated light level meter readings.~~

8.6.7 Enforcement

Upon lighting enforcement agent determination that luminaire is non-compliant, the agent shall then send written notice of the violation to the property owner who shall then have 90 days to bring said luminaire into compliance. If violator fails to correct violation in 90 days, then said property owner shall be subject to penalties specified under Section 7.7.1 of the zoning bylaw.

Inserted by the Planning Board

Finance Committee Recommendation Not Required

***Explanatory Note:** Passage requires a two-thirds vote. This article will amend Section 8.6 of the Rowley Protective Zoning Bylaw ("Zoning Bylaw") pertaining to outdoor illumination standards by removing language pertaining to physical measurements of illumination levels on commercial use properties which require specialized equipment, training and expertise to apply, and instead, uses more objective criterion involving determining whether there is excessive glare from, unshielded, and/or unfiltered lighting fixture located on a commercial property, which is directly observable from the public right-of-way, or from an abutting residential use property. It also introduces text which ties enforcement of the new lighting standards to the existing enforcement procedures of Section 7.7.1. It should be noted that these standards only apply only to commercial use lighting fixtures and not to residential use lighting fixtures.*

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 8:03pm

ARTICLE 26. Move the Town vote to amend the Rowley Protective Zoning Bylaw Section 6/1/3/1 by inserting new text in **bold underline** as shown in Article 26 on pages 11 and 12 of the June 22, 2020 Special Town Meeting Warrant.

As written in the Warrant: To see if the Town will vote to amend the Rowley Protective Zoning Bylaw Section 6.1.3.1 by inserting new text in **bold underline** as follows:

6.1.3 Yard Area

6.1.3.1 In all districts, except the Retail District or the Business/Light Industry District, nothing other than fences, walks, public and private utilities and utility lines, septic systems, water supplies, and driveways shall be built on any lot nearer than fifty (50) feet to street lines and fifteen (15) feet to other lot lines, except with permission of the Board of Appeals which will take into consideration the alignment of existing adjacent structures, **or, also excepting that in the Central Zoning District, with Special Permit approval from the Board of Appeals, that no building, structure, or parking area need have a front setback that is greater than the average of the setbacks on the lots on either side. In the case where an abutting lot is a vacant lot, or a lot occupied by a building setback more than the required front yard depth, each abutting lot shall be considered as though occupied by a building at the required setback.**

6.1.3.2 Minimum Setback Areas in the Retail District or the Business/Light Industry District.

6.1.3.2.1 Except as permitted by Section 6.1.3.2.4, nothing shall be built or installed on any lot in the Retail District or the Business/Light Industry District within the minimum setback area (MSA) measured from street lines and other non-street, lot lines.

6.1.3.2.2 The MSA measured from street lines shall be calculated as follows:

(a) for buildings which do not exceed one hundred and fifty (150) feet in length on the side facing the street, the MSA shall be fifty (50) feet from the street line;

(b) for buildings which exceed one hundred and fifty (150) feet in length on the side facing the street, the MSA shall be equal to the length of the building on the side facing the street divided by three (3); and

(c) , for buildings that are stepped back from the street one or more times, separate MSAs shall be calculated, using the criteria stated above, for the length of the building closest to the street, and for each length of the building stepped back from the street.

6.1.3.2.3 The MSA measured from non-street, lot lines shall be fifteen (15) feet.

6.1.3.2.4 The provisions of Section 6.1.3.2.1 are subject to the following exceptions:

(a) fences, walks, utilities, utility lines, septic systems, water supplies, and signs may be built or installed in an MSA ;

(b) parking spaces may be located within an MSA measured from a street line, provided that in no event will parking spaces be allowed within fifty (50) feet of the street line, or within a distance from the street line of one-half (1/2) of the MSA calculated for that street line, whichever distance is greater; and

(c) a site access road may be built across an MSA measured from a street line, except that, within the distance described by Section 6.1.3.2.4 (b) above, the site access road shall run perpendicular, or nearly perpendicular, to the setback line; a site access road may not, within this distance, serve as a portion of a perimeter road running adjacent or parallel to the structure.

Inserted by the Planning Board

Finance Committee Recommendation Not Required

Explanatory Note: Passage requires a two-thirds vote. This article proposes to amend the Rowley Protective Zoning Bylaw Section 6.1.3.1 to allow the Board of Appeals to grant a Special Permit to properties in the Central Zoning District that would reduce the required 50-foot front MSA to conform to the average of the actual building front setbacks located on either side of the subject parcel. In the event an abutting building setback is greater than the required setback or the abutting property is vacant, the bylaw will treat the abutting property as if they were occupied with buildings located at the required zoning setback.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 8:04pm

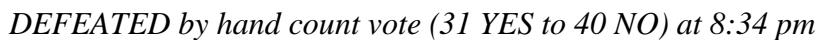
ARTICLE 27. Move the Town vote to rezone the approximately 3.6-acre portion of the property located at 275 Main Street (Rowley Assessor's Map 26, Lot 25-3) shown on the attached map exhibit from Outlying District to Central District, with the result that the entire 5.14-acre parcel shall lie within the Central District.

Inserted by Citizen Petition

Finance Committee Recommendation Not Required.

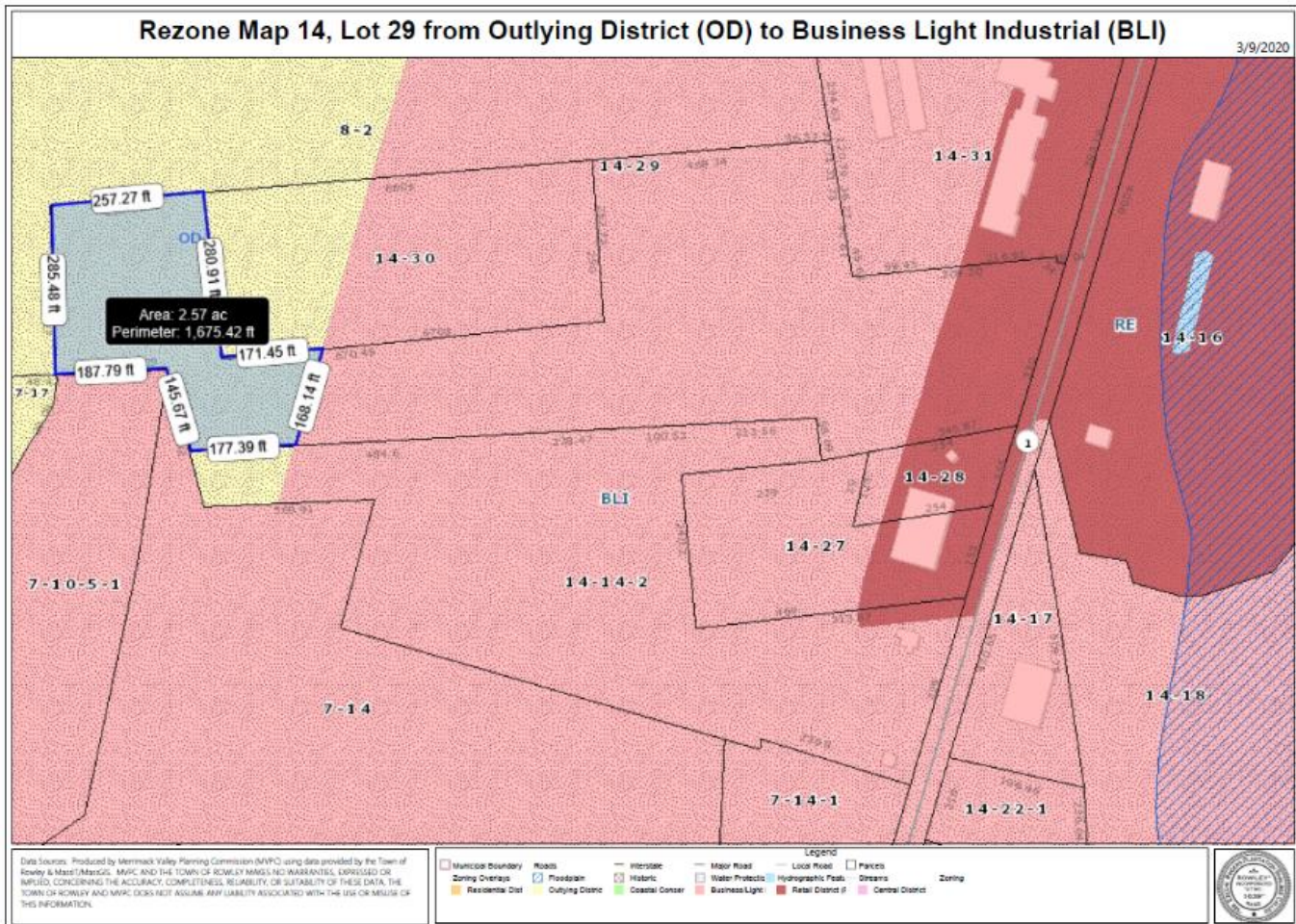
Explanatory Note: Passage requires a two-thirds vote. Currently the 5.14-acre parcel located at 275 Main Street (Rowley Assessor's Map 26, Lot 25-3) is split-zoned so that the eastern portion that consists of approximately 3.66 acres in the Outlying (OD) zoning district, and the western portion that consists of approximately 1.31 acres in the Central (CenD) zoning district. This article proposes to amend the Town Zoning Map so that the entire property is rezoned Central (CenD) zoning district.

*Motion
by Frank
Todd,
seconded
by
Cheryl
Draper,*



Inserted by Citizen Petition

Explanatory Note: Passage requires a two-thirds vote. This article proposes to modify the Town Zoning Map so that the approximately 2.75 acre portion of land located in the rear of the property located at 124 Newburyport Turnpike (Rowley Assessor's Map 14, Lot 29) is changed from the Outlying (OD) zoning district to the Central (CenD) zoning district, resulting that of the total 11.46 acre parcel, that the approximately 10.0 acres rear portion is located in the Business Light Industry (BLI) zoning district, and the approximately 1.46 acre front portion with frontage on Route 1/Newburyport Turnpike is located in the Retail (RE) zoning district.



MOTION: I move that Article 28 be referred to the Planning Board for further review due to a flaw in the text of the article pertaining to the Zoning District.

Motion by Brady P. Otey, seconded by Bonni Berkowitz, Motion to Table passed voice unanimous at 8:36pm.

ARTICLE 29. Move the Town vote to accept as public ways, as laid out and reported by the Board of Selectmen, Cindy Lane and Belle Circle, as shown on a plan entitled “Street Acceptance Plan / Cindy Lane & Bell [sic] Circle / Rowley, Mass.” by Hayes Engineering, Inc. dated March 21, 2019, last revised May 12, 2020, a copy of which is on file with the Town Clerk; and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate in connection therewith.

Inserted by the Board of Selectmen

Finance Committee Recommendation Not Required

Motion by Joseph Perry, seconded by Clifford Pierce

Board of Selectmen Chairman Cliff Pierce recommended passage of this Article, Planning Board Chair Chris Thornton did not, although Mr. Thornton stated clearly that this was his opinion as a private citizen as opposed to representing the opinion of the Planning Board. – debate followed and motion for an amendment was made:

MOTION TO AMEND ARTICLE 29:

I move that the Town amend Article 29 of the Special Town Meeting warrant as follows, by adding the following language to the end of the Article:

“; provided that such acceptance shall be conditional upon the developer of the Meetinghouse Subdivision, namely the Trustees of the Abuzahra Family Trust, or other pertinent landowner, granting within ninety (90) days of approval of this Article, an easement, in the location described in the next sentence, to the Town of Rowley for public passage by vehicles and in person, and for the placement of all utilities, and for all other purposes for which public ways in the Town may be used, such easement to be in the form acceptable to the Rowley Board of Selectmen and to the Rowley Planning Board. The location of

June 22, 2020 Special Town Meeting Warrant

the easement shall begin at the "Limit of Street Acceptance" shown on sheet C-1 of the above street acceptance plan referenced in this article, as such limit is bounded by Lot 1A to the West and Lot 20 to the East on said plan, and run in a generally northerly direction to land of the abutting owner, presently the Trustees of Farmhouse Lane Realty Trust, under declaration of trust dated March 30, 1994, recorded in the Essex South District Registry of Deeds in Book 12506, Page 97, as if the paved road at the same width had continued to the edge of said abutting land; or to take any other action relative thereto."

Motion to amend by Chris Thornton, seconded by Nicole Thornton.

The Motion for the Amendment was taken up first: passed by hand count (36 YES – 22 NO) at 9:05pm

The Main Motion under Article 29, as so amended, passed by voice unanimous vote at 9:09pm.

Amended Article 29 will read as follows: Move the Town vote to accept as public ways, as laid out and reported by the Board of Selectmen, Cindy Lane and Belle Circle, as shown on a plan entitled "Street Acceptance Plan / Cindy Lane & Bell [sic] Circle / Rowley, Mass." by Hayes Engineering, Inc. dated March 21, 2019, last revised May 12, 2020, a copy of which is on file with the Town Clerk; and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate in connection therewith; provided that such acceptance shall be conditional upon the developer of the Meetinghouse Subdivision, namely the Trustees of the Abuzahra Family Trust, or other pertinent landowner, granting within ninety (90) days of approval of this Article, an easement, in the location described in the next sentence, to the Town of Rowley for public passage by vehicles and in person, and for the placement of all utilities, and for all other purposes for which public ways in the Town may be used, such easement to be in the form acceptable to the Rowley Board of Selectmen and to the Rowley Planning Board. The location of the easement shall begin at the "Limit of Street Acceptance" shown on sheet C-1 of the above street acceptance plan referenced in this article, as such limit is bounded by Lot 1A to the West and Lot 20 to the East on said plan, and run in a generally northerly direction to land of the abutting owner, presently the Trustees of Farmhouse Lane Realty Trust, under declaration of trust dated March 30, 1994, recorded in the Essex South District Registry of Deeds in Book 12506, Page 97, as if the paved road at the same width had continued to the edge of said abutting land; or to take any other action relative thereto."

ARTICLE 30. Move the Town vote to adopt the following amendments to the Triton Regional School District Agreement by adding the language in **bold underline** and deleting the language in ~~strike through~~ as follows:

AMENDED AGREEMENT FOR THE TRITON REGIONAL SCHOOL DISTRICT

Current Draft as of:
April 2, 2020

| | |
|--------------------------------------|--------------|
| Original Agreement Adoption Date: | 1966 |
| Amended Agreement Adoption Date: | 1993 |
| Reviewed Agreement Date: | 1997 |
| Amended Agreement Adoption Date: | 2006 |
| Anticipated Amendment Adoption Date: | Spring, 2020 |

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AGREEMENT OVERVIEW:

This agreement is entered into pursuant to Chapter 71 of the General Laws of Massachusetts, as amended (**MGL**), between the Towns of Newbury, Rowley and Salisbury, hereinafter sometimes referred to as member towns **to form** the Triton Regional School District hereinafter sometimes referred to as the District. In consideration of the mutual promises herein contained it is hereby agreed as follows:

SECTION I: THE REGIONAL DISTRICT SCHOOL COMMITTEE

- A. COMPOSITION:** The powers and duties of the District shall be vested and exercised by a Regional District School Committee, hereinafter sometimes referred to as the Committee. The Committee shall consist of three members from each **member** town.

Nominations for membership on the Committee shall be made in accordance with the procedures prescribed by law for nomination of town officers in the **member** town in which the nominee resides. Town Clerks in each member town will certify election results to each other as soon as possible after the district wide election, but in no case later than forty-eight (48) hours after the polls close. Town Clerks will administer the oath of office to the duly elected Committee members from their respective towns. Members serve a three-year term on a staggered basis. **One member from each member town is elected district-wide with residency requirements pursuant MGL Chapter 71, Section 14E(3), except that the election shall be held annually on the second Tuesday in May in accordance with Chapter 390 of the Acts and Resolves of 1993.**

- B. VACANCIES:** Any vacancy occurring on the Committee for any cause shall be filled by the local Board of Selectmen and the remaining Committee members from the **member** town in which the vacancy occurs. Such replacement shall serve until the next scheduled Committee **district-wide** election at which time a candidate shall be elected to fill the remainder of the term.

- C. ORGANIZATION:** Annually, at the first Committee meeting held after the district wide election, the Committee shall organize and elect **by ballot** a chairperson **and** vice-chairperson from its own membership. At this organizational meeting, the Committee shall fix the time and place for its regular meetings, provide for the calling of special meetings upon notice to all its members, choose such other officers as it deems advisable, and prescribe the powers and duties of these officers. **The Committee shall also appoint the secretary on an annual basis and the district treasurer on an annual basis or by multi-year contract as determined by the Committee.**

- D. QUORUM:** A quorum to conduct business shall consist of five **Committee** members except where a two-thirds (six members) vote of the **Committee** is required **by law or as stipulated elsewhere in this agreement.** A number less than five may adjourn.

- E. **VOTES AND GOVERNANCE** The intent of full regionalization is to expand existing programs **and/or** to install new programs in the elementary schools to address inequities rather than to reduce or eliminate programs in any elementary school. **Closing an elementary school, or reconfiguring or eliminating the grades with an elementary school, shall require the approval of two-thirds of the Committee members from the affected member town(s) in addition to the approval of the Committee.**

The Committee shall be responsible for maintaining a policy manual for the operation of the Regional Schools, the organization of the administrative staff, and the governance of the District as an educational entity **in accordance with MGL Chapter 71.**

SECTION II: TYPE OF REGIONAL DISTRICT

- A. The District shall include all grades from PK – 12.
- B. The high school shall serve students in grades 9 – 12.
- C. The middle school shall serve students in grades 7 – 8.
- D. The elementary schools shall serve students in grades PK – 6.

SECTION III: LOCATION OF SCHOOLS

- A. The District middle and high school buildings shall be located on the site currently owned by the District in the Town of Newbury.
- B. There shall be not less than one elementary school in each member town. Students in grades PK - 6 shall attend schools in their towns of residence, except in cases of emergency, **children attending district-wide programs, or intra-district school choice in accordance with District policy.**
- C. At the time of full regionalization, all equipment, supplies, and materials in each elementary school were turned over to the District. The Town of Newbury shall **continue to** make the land and building presently known as the Newbury Elementary School available to the District. The Town of Rowley shall **continue to** make the land and building presently known as Pine Grove School available to the District. The Salisbury Elementary School is owned by the District. The Town of Salisbury shall **continue to** make the land for the site presently known as Salisbury Elementary School available to the District. Should a member town withdraw from the District, **the member town's elementary school** facility shall be **returned to the member town.**

SECTION IV: FACILITIES: CAPITAL DEVELOPMENT AND RENEWAL PLAN

The Committee shall develop, maintain, and update annually a five year capital development plan that will enable the District and the member towns to anticipate and make budgetary provision for significant expenditures on facilities, including, but not limited to, the development and maintenance of buildings, major systems, hardscape, and athletic facilities.

SECTION V: APPORTIONMENT & PAYMENT OF COSTS INCURRED BY THE DISTRICT

CLASSIFICATION OF COSTS: For the purpose of apportioning costs among the member towns costs shall be divided into two categories: capital costs **as defined below** and operating costs.

A. CAPITAL COSTS:

B. Secondary Schools: Capital costs shall include all expenses in the nature of capital outlay for the middle/high school such as the cost of acquiring land, the cost of constructing, reconstructing, and adding to buildings, and the cost of remodeling or making extraordinary repairs to a school building or buildings, including without limitation the cost of the original equipment and furnishings for such building or additions, plans, architects' and consultants' fees, grading and other costs incidental to placing school buildings and additions and related premises in operating condition. Capital costs shall also include payment of principal of and interest on bonds, notes or other obligations issued by the District to finance capital costs.

Elementary Schools: Capital costs including all expenses in the nature of capital outlay for the elementary schools such as the cost of acquiring land, the cost of constructing, reconstructing, and adding to buildings, and the cost of remodeling or making extraordinary repairs to a school building or buildings, including without limitation the cost of the original equipment and furnishings for such building or additions, plans, architects' and consultants' fees, grading and other costs incidental to placing school buildings and additions and related premises in operating condition as well as payment of principal of and interest on bonds, notes or other obligations issued by a member town(s) to finance capital costs shall be the responsibility of the town(s) in which the elementary school(s) is located. **Payment for the debt on Salisbury Elementary School was budgeted by the District but was paid for by the Town of Salisbury.**

District-wide: Capital costs shall include all expenses in the nature of capital outlay for acquiring any equipment or vehicles to be used throughout the District on a regular basis, including without limitation the cost of consultants' fees, customization, and other incidental costs. Capital costs shall also include payment of principal of and interest on bonds, notes or other obligations issued by the District to finance capital costs.

~~C.B.~~ **OPERATING COSTS:** Operating costs shall include all costs not included in capital costs as defined in Subsection V(B), but including interest on temporary notes issued by the District in anticipation of revenue.

~~D.C.~~ **APPORTIONMENT OF CAPITAL AND OPERATING COSTS:**

Capital Cost Apportionment: Each member town's share of the secondary school and district-wide capital costs shall be apportioned by determining each town's total portion of the foundation enrollment for the current fiscal year, calculated as a percentage.

Operating Cost Apportionment: Each member town's share of the operating costs shall be determined by a two-step formula. The first step of this process is completed by initially assessing each member town's minimum required local contribution as determined by the Massachusetts Department of Education (DESE) in accordance with MGL Chapter 70, Section 6. Following the first step, each member town's share of amounts in excess of the combined minimum required local contributions (MRLC) shall be calculated by determining each member town's total portion of the foundation enrollment for the current fiscal year, calculated as a percentage, and each member town being assessed said percentage of the amount above their MRLC.

A member town's total operating assessment shall be the total from both steps 1 and 2.

- Step 1: Town's MRLC as determined by the state
- Step 2: Town's portion above combined MRLC apportioned by student share
- Total Calculation = Step 1 + Step 2

Total Assessment: Each member town's total assessment shall be the sum of the capital costs and operating costs apportioned to that member town per the calculations detailed above.

D. TIMES OF PAYMENT OF APPORTIONED COSTS: Each member town shall pay to the District in each year its proportionate share, certified by the **District treasurer** as provided in Subsection C of section VI the capital and operating costs. The annual share of each member town shall be paid monthly. Such payment will be one twelfth of the total assessment.

Payments are due on the 15th day of each month. Payments not received within thirty days of the due date may be subject to an interest charge at a rate of 1 % per month.

SECTION VI: BUDGET

A. TENTATIVE CAPITAL AND OPERATING BUDGET: On or before February 12th of each year, the Committee shall prepare a tentative **capital** and operating budget for the ensuing fiscal year, including therein provision for any installment of principal or interest to become due in such year on any bonds, notes or other obligations of the District and any other capital costs to be apportioned to the member towns in such year.

The budget shall be in reasonable detail reflective of DESE Function Code classification of expenses as outlined below:

1000 - Administration

2000 - Instruction

3000 - Student Services

4000 - Operation and Maintenance of Plant

5000 - Fixed Charges

6000 - Community Service (if applicable)

7000 - Acquisition, Improvement and Replacement of Fixed Assets

8000 - Debt Retirement and Debt Service

9000 - Programs with Other Districts and Private Schools

~~A. The budget shall be in reasonable detail including the amounts payable under the following classification of expenses and such other classifications as may be necessary:~~

~~B. 1. Administration~~

~~C. 2. Instruction~~

~~D. 3. Other School Services~~

~~E. 4. Operation and Maintenance of Plant~~

~~F. 5. Fixed Charges~~

~~G. 6. Community Service~~

~~H. 7. Acquisition of Fixed Assets~~

~~I. 8. Debt Retirement and Debt Service~~

~~J. 9. Programs with Other Districts and Private Schools~~

Copies of such tentative budget shall be provided to the **chairperson** of the finance or advisory committee, the **chairperson** of the board of selectmen, and Town Manager / **Administrator** where applicable of each member town on or before February 28th.

~~D. B.~~ Prior to adopting the Final Capital and Operating Budget for the ensuing fiscal year, the Committee shall hold a Public Hearing in accordance with the provisions of MGL Chapter 71, Section 38N. After the Committee adopts the Final Capital and Operating budget by a two-thirds vote of all members, said budget shall be determined and apportioned between the member towns in accordance with the assessment formula defined in Section V(D) of this Agreement. Copies of such final total budget shall be delivered to the chairperson of the finance and advisory committee, to the chairperson of the

board of selectmen, and the Town Manager / **Administrator** where applicable of each member town on or before March 15.

C. CERTIFICATION OF APPORTIONMENT: The amounts so apportioned for each member town shall, prior to March 15th of each year preceding the fiscal year to which said budget relates, be certified by the District treasurer to the treasurers of the member towns. **Each member** town shall, at its next annual town meeting, **decide whether or not to** appropriate the amounts so certified to it.

~~E.~~

F. D. APPROVAL OF BUDGET BY MEMBER TOWNS: Approval by the member towns of the budget is governed by **MGL**, Chapter 71, Section 16B as it exists or may hereafter be amended.

SECTION VII: INSURANCE

A. HIGH / MIDDLE / SALISBURY ELEMENTARY SCHOOLS: The District shall provide at its expense and keep in full force and effect during this Agreement, the following insurance:

1. "All Risk" property insurance in an amount satisfactory to cover real and personal property from all physical loss or damage on a replacement cost basis.
2. General liability insurance for bodily injury or property damage to third parties and which names each of the member towns as additional insured.

B. NEWBURY ELEMENTARY / PINE GROVE SCHOOLS: The District shall provide at its expense and keep in full force and effect during this Agreement, the following insurance:

1. "All Risk" property insurance in an amount satisfactory to cover contents only from all physical loss or damage on a replacement cost basis.
2. General liability insurance for bodily injury or property damage to third parties and which names each of the member towns as additional insured.

The District shall deliver certificates of the insurance required herein to the member towns at the beginning of each fiscal year. Further, the district or its agent shall notify the member towns of any material change to the insurance provided under this section. Such notice must be given thirty days prior to such change.

SECTION VIII: INDEMNITY

- A.** The District shall defend, indemnify and hold harmless the member towns from and against any and all liability, damage, penalties, liens or judgments arising from injury to any person or property resulting from any actual or alleged act or omission of the district or the District's officers, agents, servants, employees, contractors, or sub-contractors of any tier or any person for whom the District may be legally liable.
- B.** Each member town shall defend, indemnify and hold harmless the District from and against any and all liability, damage, penalties, liens or judgments arising from injury to any person or property resulting from any actual or alleged act or omission of the respective member town, or its officers, agents, servants, employees, contractors, or sub-contractors of any tier or any person for whom the member town may be legally liable.

SECTION IX: TRANSPORTATION

School transportation shall be provided by the District and the cost thereof shall be apportioned to the member towns as an operating cost **in step 2 of the calculation as outlined under section V(D) of this agreement.**

SECTION X: AMENDMENTS

- A. LIMITATION:** This agreement may be amended from time to time in the manner hereinafter provided, but no amendment shall be made which shall substantially impair the rights of the holders of any bonds or notes or other evidences of indebtedness of the District then outstanding or the rights of the District to procure the means for payment thereof, provided that nothing in this section shall prevent the admission of a new town or towns to the District and the reapportionment accordingly of capital costs of the District represented by bonds or notes of the District then outstanding and of interest thereon.
- B. PROCEDURE:** Any proposal for amendment, except a proposal for amendment providing for the withdrawal of a member town (which shall be acted upon as provided in Section XII), may be initiated by a two-thirds vote of all members of the Committee or by petition signed by 10 percent of the registered voters of any one of the member towns. In the latter case, said petition shall contain at the end thereof a certification by the Town Clerk of such member town as to the number of registered voters in said town according to the most recent voting list and the number of signatures on the petition which appear to be the names of registered voters of said town and said petition shall be presented to the secretary of the Committee. In either case, the secretary of the Committee shall mail or deliver a notice in writing to the board of selectmen of each of the member towns that

a proposal to amend this agreement has been made and shall enclose a copy of such proposal (without the signatures in the case of a proposal by petition). The selectmen of each member town shall include in the warrant for the next annual or a special town meeting called for the purpose an article stating the proposal. Such amendment shall take effect upon its acceptance by **the Commissioner of DESE and by** all of the member towns, acceptance by each town to be by a majority vote at a town meeting as aforesaid.

SECTION XI: ADMISSION OF ADDITIONAL TOWNS TO THE DISTRICT

By an amendment of this agreement adopted under and in accordance with Section X above any other town or towns may be admitted to the District upon adoption as therein provided of such amendment and upon acceptance by the town or towns seeking admission of the agreement as so amended and also upon compliance with such provisions of law as may be applicable and such terms as may be set forth in such an amendment. **The admission of any new member town may only occur on July 1 and only after the Commissioner of DESE and the member towns have approved the amendment by the previous December 31.**

SECTION XII: WITHDRAWAL OF MEMBER TOWNS

- A. LIMITATIONS:** The withdrawal of a member town from the District may be **effected** by an amendment to this agreement in the manner hereinafter provided by this **Section**. Any member town seeking to withdraw shall, by vote at an annual or special town meeting, request the Committee to draw up an amendment to this agreement setting forth the terms by which such town may withdraw from the District, provided (1) that the town seeking to withdraw shall remain liable for any unpaid operating costs which have been certified by the District treasurer to the treasurer of the withdrawing town, including the full amount so certified for the year in which such withdrawal takes effect; (2) **other liabilities incurred during all times that the withdrawing town was a member of the District including, but not limited to, other post-employment benefits liabilities (MGL Chapter 32B); and (3)** that the said town shall remain liable to the District for its share of the indebtedness of the District outstanding at the time of such withdrawal, and for interest thereon, to the same extent and in the same manner as though the town had not withdrawn from the District.
- B. PROCEDURE:** The clerk of the town seeking to withdraw shall notify the Committee in writing that such town has voted to request the Committee to draw up an amendment to the agreement (enclosing a certified copy of such vote). Thereupon, the Committee shall draw up an amendment to the agreement setting forth such terms of withdrawal as it deems advisable, subject to the limitation contained in Subsection XII(A).

The secretary of the Committee shall mail or deliver a notice in writing to the board of selectmen of each member town that the Committee has drawn up an amendment to the agreement providing for the withdrawal of a member town (enclosing a copy of such amendment). The selectmen of each member town shall include in the warrant for the next annual or special town meeting called for the purpose an article stating the amendment. **Acceptance by the member towns shall be by majority vote at a town meeting as aforesaid. Such amendment shall take effect on July 1, provided that the Commissioner has approved the amendment by December 31 of the year prior.**

C. CESSATION OF TERMS OF OFFICE OF WITHDRAWING TOWN'S MEMBERS:

Upon the effective date of withdrawal the terms of office of all members serving on the Committee from the withdrawing town shall terminate and the total membership of the Committee shall be decreased accordingly.

D. PAYMENTS OF CERTAIN CAPITAL COSTS MADE BY A WITHDRAWING TOWN:

Money received by the District from the withdrawing town for payment of funded indebtedness or interest thereon shall be used only for such purpose and until so used shall be deposited in trust in the name of the District with a Massachusetts bank or trust company having a combined capital and surplus of not less than \$5,000,000.

~~D.~~

E. APPORTIONMENT OF CAPITAL COSTS AFTER WITHDRAWAL: The withdrawing town's annual share of any future installment of principal and interest on obligations outstanding on the effective date of its withdrawal shall be fixed at the percentage prevailing for such town at the last annual apportionment made next prior to the effective date of the withdrawal. The remainder of any such installment after subtracting the shares of any town or towns which have withdrawn shall be apportioned to the remaining member towns in the manner provided in Subsection V (D) or as may be otherwise provided in the amendment providing for such withdrawal.

SECTION XIII: STUDENTS

A. STUDENTS ENTITLED TO ATTEND THE REGIONAL DISTRICT SCHOOLS: The District shall accept all children who reside in the District and who meet age and any other requirement prescribed by law.

B. VOCATIONAL AND TRADE SCHOOL STUDENTS: Any **student** residing in a member town who is desirous of attending a trade or vocational school outside the District shall have all the privileges of attending such a school as are now or may be hereafter provided for by law and the cost of tuition for attending such a school and the cost of transportation, when necessary, shall be borne by the town wherein the student resides **or where otherwise determined by law.**

- C. **ADMISSION OF STUDENTS RESIDING OUTSIDE THE DISTRICT:** The Committee may accept for enrollment in the District schools' **students** from towns other than the member towns in accordance with the Massachusetts General Laws.

SECTION XIV: ANNUAL REPORT

The Committee shall submit in **November of each year** an annual report to each of the member towns containing a detailed financial statement **for the preceding fiscal year**, and a statement showing the method by which the annual charges assessed against each town were computed together with such additional information relating to the operation and maintenance of the **District schools** as may be deemed necessary by the Committee or by the selectmen of any member town.

SECTION XV: COMMUNICATION COMMITTEE

A committee chaired by the Chairperson of the School Committee or the chairperson of a member town's board of selectmen on a rotating basis, and comprised of representatives from each member town consisting of at least one selectperson, at least one finance committee member, town managers/administrators, school committee members, and the superintendent of schools and/or his or her designees shall be organized for the purpose of establishing a means for member town/District communication. This committee is for the exchange of information and discussion. Meetings shall be convened on a minimum of a quarterly basis. **Any of the parties to this Agreement may call a meeting of the Communication Committee through the Chairperson of the School Committee.**

SECTION XVI: INCURRING OF DEBT

The Committee may vote to incur debt consistent with the terms and conditions of MGL, Chapter 71, Section 16, as amended. At the time of taking action to incur debt, and except for the incurring of temporary debt in anticipation of revenue, the Committee, by two-thirds vote, will choose either the process that appears in MGL Chapter 71, Section 16 (d) or MGL Chapter 71, Section 16 (n), as amended. The default method to incur debt outlined in subsection 16(d) will be used in the event the choice of subsection 16(d) or 16(n) is not approved by a two-thirds vote of the Committee. For purposes of Chapter 71, Section 16(d), if a member town holds a town meeting which approves the amount of the debt authorized by the Committee, but such approval is contingent upon the town's voting to approve a proposition 2 1/2 debt exclusion referendum question at a town election, the said town meeting vote shall be deemed to be a vote disapproving the amount of the debt if the referendum is not passed by two thirds of the Town Meeting voters or if the said debt exclusion referendum is not passed by a majority of those voting within 90 days after such town meeting vote. Not later than seven days after the date on which the School Committee authorizes the incurring of debt, other than temporary debt in anticipation of revenue to be

received from member towns, written notice of the date of said authorization, the sum authorized, and the general purpose or purposes for authorizing such debt, shall be given to the Selectmen in each member town. **Debt may be incurred by the District, if approved by the member towns in accordance with the Committee's chosen method.**

SECTION XVIII: JURISDICTION

The jurisdiction of the Committee shall include all **students** in all grades PK-12 commencing on July 1, 1994.

SECTION XIX: SEVERABILITY OF SECTIONS

According to **MGL** Chapter 71, Section 16 in the event that any provision of this District Agreement shall be held invalid in any circumstance, such invalidity shall not affect any other provisions or circumstances.

SECTION XX: ENFORCEABILITY OF SECTIONS

Failure of the District or any of the member towns to enforce any section of this **agreement** in a given instance shall not waive that party's right to enforce that section in a future instance.

SECTION XXI: ROUTINE REVIEW OF ENTIRE AGREEMENT

This agreement shall be reviewed by the parties to it every five years or as necessitated by circumstances or statute. Any town that is a party to the agreement or the Committee may request an interim review.

SECTION XXII: ENACTING AGREEMENT SIGNATORIES

For the Triton Regional School District

(SCHOOL COMMITTEE CHAIR)

(DATE)

For the Town of Newbury

(TOWN CLERK)

(DATE)

For the Town of Rowley

(TOWN CLERK)

(DATE)

For the Town of Salisbury

(TOWN CLERK)

(DATE)

For the Department of Elementary & Secondary Education

(COMMISSIONER OF ELEMENTARY AND
SECONDARY EDUCATION)

(DATE)

Inserted by the Board of Selectmen and Triton Regional School Committee

Finance Committee Recommendation Not Required

Explanatory Note: *The Triton Regional Agreement documents the formal arrangement between the three member towns of Newbury, Rowley, and Salisbury that establishes and governs the regional school district. Last updated in 2006, the current agreement is at odds in certain areas with new and updated Massachusetts General Laws (MGL) and the practices and procedures that our towns and the district have followed for many years. While the review has been ongoing for many years among town and district officials, the group has been working since 2016 to formally identify these areas and propose the amendments to the agreement as presented in this article in all three communities this spring.*

The proposed changes were agreed by all involved in the review to provide greater clarity and understanding, without changes to existing protocols and practices. Notable changes include new language requiring a five (5) year capital development plan, clarification on approval/assessments of certain capital costs, an update to match new MGL requirements on how the regional agreement may be changed in the future, a change to the language on incurring debt to align with current town practice, removal of a section specific to a Salisbury military installation that closed in the 1990's, and a new requirement that the Agreement should be reviewed every five (5) years at a minimum. For those interested, a full redline marked up version of the edited agreement is available by contacting the Superintendent of Schools at (978) 465-2397 or by email at Brian.Forget@tritonschools.org.

If all three member towns approve the articles at their respective Town Meetings, the updated Agreement would go into effect on June 30, 2021.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 9:20pm

MOTION: Move the Town vote to adjourn the June 22, 2020 Special Town Meeting.

Motion by Joseph Perry, seconded by Clifford Pierce, passed voice unanimous at 9:

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 4th day of June in the year two thousand twenty.

*Clifford Pierce, Chairman
Joseph Perry, Vice Chairman
Robert Snow, Clerk
David Petersen
Deana M. P. Ziev*

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 Brookline Bank, formerly known as First National Bank of Ipswich -Rowley Office.

Richard C. MacDonald
Constable of Rowley

6/6/20
Date

Certification: *I, Susan G. Hazen, duly elected and qualified Town Clerk for the Town of Rowley do hereby certify that the statements contained above regarding the Town of Rowley June 22, 2020 Special Town Meeting are true and accurate according to documents maintained by this office.*

*Susan G. Hazen, Town Clerk
Town of Rowley
July 18, 2020*

REPORT OF THE TREASURER/COLLECTOR

To the Honorable Board of Selectmen:

Tax Report 2020

| | | |
|-----------------------|------------------------------|--------------|
| Real Estate: | Taxes Committed | \$17,964,898 |
| | Taxes Collected | 17,855,020 |
| | Taxes Abated and Exempted | 52,854 |
| | Subsequent Tax Taking | 51,053 |
| | Uncollected as of 12/31/2020 | \$5,971 |
| Personal Property: | Taxes Committed | \$268,138 |
| | Taxes Collected | 266,739 |
| | Taxes Abated and Exempted | 504 |
| | Uncollected as of 12/31/2020 | \$895 |
| Motor Vehicle: | Taxes Committed | \$1,054,269 |
| | Taxes Collected | 973,056 |
| | Taxes Abated and Exempted | 20,435 |
| | Uncollected as of 12/31/2020 | \$60,788 |

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 have been able to provide most services for the office during the COVID 19 pandemic. 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, 2020

| | | | | |
|--|--------------------------|----------------------|----------------------------------|-------------------|
| General Fund | Principal Balance | | | |
| Purpose | December 31, 2020 | Year of Issue | Year of Maturity | |
| | | | | |
| Short term - less than 5 years | | | | |
| (Bond Anticipation Notes & Capital Notes) | | | | |
| Pine Grove School Renovation | 5,000,000 | 2020 | 2021 | |
| Capital Equipment VII | 75,000 | 2017 | 2022 | |
| Total outstanding principal | 5,075,000 | | | |
| | | | | |
| | | | | |
| Long term (Bonds) | | | | |
| Library | 80,000 | 2001 | 2021 | |
| MWPAT (Septic Repair) | 37,500 | 2006 | 2026 | |
| MWPAT (Septic Repair) | 142,110 | 2010 | 2030 | |
| Bridge repair | 195,000 | 2012 | 2026 | |
| MWPAT (Septic Repair) | 357,500 | 2013 | 2033 | |
| MWPAT (Septic Repair) | 150,000 | 2015 | 2035 | |
| Municipal Purpose Loan #1 | 9,060,000 | 2017 | 2042 | |
| Municipal Purpose Loan #2 | 18,730,000 | 2018 | 2043 | |
| Total outstanding principal | 28,752,110 | | | |
| | | | | |
| Capital Equipment VII | | | Municipal Purpose Loan #1 | |
| | | | | |
| Technology | 7,950 | | Pine Grove Feasibility | 400,000 |
| Departmental Equipment | 14,200 | | Pine Grove Repair | 3,215,000 |
| Facilities Upgrades | 37,890 | | Public Safety Project | 5,445,000 |
| Vehicles | 14,960 | | Departmental Equip & Tech | - |
| Total | 75,000 | | Total | 9,060,000 |
| | | | | |
| | | | Municipal Purpose Loan #2 | |
| | | | | |
| | | | Pine Grove Repair | 13,584,252 |
| | | | Public Safety | 5,145,748 |
| | | | Total | 18,730,000 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Water General Fund | Principal Balance | | | |
| Purpose | December 31, 2020 | Year of Issue | Year of Maturity | |
| | | | | |
| Long term (Bonds) | | | | |
| Water Treatment Plant (non SRF) | 870,000 | 2014 | 2032 | |
| Water Treatment (State Revolving Fund) | 7,671,998 | 2018 | 2033 | |
| | | | | |
| | | | | |
| Community Preservation Fund | Principal Balance | | | |
| Purpose | December 31, 2020 | Year of Issue | Year of Maturity | |
| | | | | |
| Long term (Bonds) | | | | |
| Bradstreet Land | 1,220,000 | 2008 | 2027 | |
| Girl Scout Camp - Dodge Reservation | 240,000 | 2015 | 2022 | |

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

| | <u>FY2021</u> | | | <u>FY2022</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> | | | | | | |
| Bridges | 30,000.00 | 5,850.00 | 35,850.00 | 30,000.00 | 4,950.00 | 34,950.00 |
| Capital V | 35,000.00 | 481.25 | 35,481.25 | - | - | - |
| Capital VII | 40,000.00 | 2,707.50 | 42,707.50 | 40,000.00 | 1,567.50 | 41,567.50 |
| TOTAL General Fund | | | 114,038.75 | | | 76,517.50 |
| <u>Debt paid by Override</u> | | | | | | |
| Library | 80,000.00 | 1,600.00 | 81,600.00 | - | - | - |
| PGS Feasibility | 10,000.00 | 12,931.26 | 22,931.26 | 15,000.00 | 12,306.26 | 27,306.26 |
| PGS I | 95,000.00 | 103,203.76 | 198,203.76 | 100,000.00 | 98,328.76 | 198,328.76 |
| Public Safety I | 165,000.00 | 174,890.00 | 339,890.00 | 170,000.00 | 166,515.00 | 336,515.00 |
| PGS II | 334,728.99 | 542,441.46 | 877,170.45 | 352,438.97 | 530,878.91 | 883,317.88 |
| Public Safety II | 125,271.01 | 205,402.30 | 330,673.31 | 127,561.03 | 195,764.85 | 323,325.88 |
| PGS III & Pumper Truck | - | 88,371.88 | 88,371.88 | | 56,627.08 | 56,627.08 |
| TOTAL Overrides | | | 1,938,840.66 | | | 1,825,420.86 |
| GRAND TOTAL DEBT | | | 2,052,879.41 | | | 1,901,938.36 |
| Overrides as a % of Total Debt | | | 94.44% | | | 95.98% |
| General Fund as a % of Total Debt | | | 5.56% | | | 4.02% |

Town of Rowley
June 16, 2020 Annual Election

Ballots Cast: 343

| <i>Two Selectmen - 3 year term</i> | |
|------------------------------------|-----|
| Joseph J. Perry | 306 |
| Robert L. Snow | 309 |
| Write-ins | 8 |
| Blanks | 63 |

| <i>Board of Assessors - 3 year term</i> | |
|---|-----|
| Donald W. Thurston | 299 |
| Write-ins | 4 |
| Blank | 40 |

| <i>Planning Board - 5 year term</i> | |
|-------------------------------------|-----|
| Write-in: Kevin Moriarty | 23 |
| Write-in: Bonni Berkowitz | 5 |
| Write-in: Mark Savory | 2 |
| Write-in: Tony Brancalone | 2 |
| Other Write-ins | 17 |
| Blank | 294 |

| <i>Housing Authority - 5 year term</i> | |
|--|-----|
| Joseph J. Perry | 302 |
| Write-ins | 4 |
| Blank | 37 |

| <i>Municipal Light Board - 1 yr nexpired term</i> | |
|---|-----|
| Write-in: Rosamond Whitmore | 28 |
| Write-in: Rachel Anderson | 6 |
| Other Write-in | 11 |
| Blank | 298 |

| <i>Municipal Light Board - 3 year term</i> | |
|--|-----|
| Bryan DiPersia | 300 |
| Write-ins | 3 |
| Blank | 40 |

| <i>Shellfish Commission - 3 year term</i> | |
|---|-----|
| Ronald D. Kneeland | 312 |
| Write-ins | 1 |
| Blanks | 30 |

| <i>Municipal Water Board - 3 years</i> | |
|--|-----|
| Mark R. Emery | 298 |
| Write-ins | 3 |
| Blanks | 42 |

| <i>Cemetery Commission - 3 year term</i> | |
|--|-----|
| Kathryn E. Olmsted | 311 |
| Write-in | 2 |
| Blank | 30 |

| <i>Trustees for The Library - 3 yr term - Vote for Three</i> | |
|--|-----|
| Janet B. Peabody | 323 |
| Write-in: Jeffrey Bard | 25 |
| Write-in: Melinda Patrick | 23 |
| Other Write-in: | 14 |
| Blank | 644 |

| <i>Regional School District Committee</i> | |
|---|-----|
| <i>NEWBURY member - 3 year term</i> | |
| Write-in: Paul Myette | 26 |
| Write-in: Sam Densmore | 3 |
| Write-in: Normand Hamond | 3 |
| Other Write-ins: | 5 |
| Blank: | 306 |
| <i>ROWLEY member - 3 year term</i> | |
| Write-in: Tina Tzortzis | 37 |
| Write-in: Anya Ciaramitaro | 11 |
| Other Write-ins: | 5 |
| Blank | 290 |
| <i>SALISBURY member - 3 year term</i> | |
| Caitlin P. Hunter | 223 |
| Write-ins: | 1 |
| Blanks | 119 |

| <i>Regional School Committee Results:</i> | |
|---|------|
| <i>Newbury:</i> | |
| Paul Myette | 145 |
| Normand Hamond | 65 |
| Other Write-ins: | 50 |
| Blanks | 2058 |
| <i>Salisbury:</i> | |
| Caitlin P. Hunter | 1083 |
| Write-ins | 8 |
| Blanks | 1247 |
| <i>Rowley:</i> | |
| Constantina Tzortzis | 80 |
| Anya Ciaramitaro | 11 |
| Write-ins: | 22 |
| Blanks | 2205 |

Presidential Primary

March 3, 2020

Ballots Cast: 1929

DEMOCRATIC

Ballots Cast: 1395

PRESIDENTIAL PREFERENCE

| | |
|----------------------|-----|
| Deval Patrick | 3 |
| Amy Klobuchar | 19 |
| Elizabeth Warren | 242 |
| Michael Bennet | 0 |
| Michael R. Bloomberg | 177 |
| Tulsi Gabbard | 14 |
| Cory Booker | 0 |
| Julian Castro | 0 |
| Tom Steyer | 6 |
| Bernie Sanders | 362 |
| Joseph R. Biden | 522 |
| John K. Delaney | 0 |
| Andrew Yang | 5 |
| Peter Buttigieg | 38 |
| Marianne Williamson | 1 |
| No Preference | 6 |
| Write-ins | 0 |
| Blanks | 0 |

STATE COMMITTEE MAN

| | |
|-------------------|-----|
| Thomas E. Lawnsby | 966 |
| Write-ins | 3 |
| Blanks | 426 |

STATE COMMITTEE WOMAN

| | |
|----------------------|-----|
| Carla C. Christensen | 993 |
| Write-ins | 3 |
| Blanks | 399 |

DEMOCRATIC TOWN COMMITTEE

| | |
|-------------------------|------|
| Group | 688 |
| Stephen M Cabitt | 777 |
| Terri Davidson Cabitt | 794 |
| Sieglunde Aigner-Crooks | 629 |
| John R. Dalphin | 742 |
| Laura K. DiPersia | 853 |
| Rosamond D. Whitmore | 780 |
| Bryan F. DiPersia | 784 |
| Write-ins | 6 |
| Blanks | 1484 |

GREEN-RAINBOW PARTY

Ballots Cast: 1

PRESIDENTIAL PREFERENCE

| | |
|----------------|---|
| Dario Hunter | 0 |
| Skcm Curry | 0 |
| Kent Mesplay | 1 |
| Howard Hawkins | 0 |
| No Preference | 0 |
| Write-ins | 0 |
| Blanks | 0 |

STATE COMMITTEE MAN

| | |
|-----------|---|
| Write-ins | 0 |
| Blank | 1 |

STATE COMMITTEE WOMAN

| | |
|-----------|---|
| Write-ins | 0 |
| Blanks | 1 |

TOWN COMMITTEE

| | |
|-------------|----|
| Written-ins | 0 |
| Blanks | 10 |

REPUBLICAN

Ballots Cast: 531

PRESIDENTIAL PREFERENCE

| | |
|--------------------|-----|
| William F. Weld | 40 |
| Joe Walsh | 3 |
| Donald J. Trump | 479 |
| Rocky de La Fuente | 1 |
| No Preference | 5 |
| Write-ins | 2 |
| Blanks | 1 |

STATE COMMITTEE MAN

| | |
|------------------|-----|
| Richard A. Beker | 338 |
| Jeffrey R. Yall | 145 |
| Blanks | 0 |
| Write-ins: | 48 |

STATE COMMITTEE WOMAN

| | |
|------------------------|-----|
| Amanda Kesterson | 240 |
| Laura Sapienza-Grabski | 220 |
| Blank | 2 |
| Write-ins: | 69 |

TOWN COMMITTEE (10)

* No Candidates listed

| | |
|------------|------|
| Blanks | 5242 |
| Write-ins: | 68 |

LIBERTARIAN

Ballots Cast: 2

PRESIDENTIAL PREFERENCE

| | |
|--------------------------|---|
| Arvin Vohra | 0 |
| Vermin Love Supreme | 0 |
| Jacob George Hornsberger | 1 |
| Samuel Joseph Robb | 0 |
| Dan Behrman | 0 |
| Kimberly Margaret Ruff | 0 |
| Kenneth Reed Armstrong | 0 |
| Adam Kikesh | 0 |
| Jo Jorgensen | 0 |
| Max Abramson | 0 |
| No Preference | 1 |
| Write-in | 0 |
| Blanks | 0 |

STATE COMMITTEE MAN

| | |
|-----------|---|
| Write-ins | 1 |
| Blanks | 1 |

STATE COMMITTEE WOMAN

| | |
|-----------|---|
| Write-ins | 0 |
| Blanks | 2 |

TOWN COMMITTEE

| | |
|----------|----|
| Write-in | 1 |
| Blanks | 19 |

State Election
November 3, 2020
St. Mary's Hall, Main St., Rowley
 Ballots Cast: 4237

Electors of President and Vice President

| | |
|---------------------|------|
| Biden and Harris | 2180 |
| Hawkins and Walker | 21 |
| Jorgensen and Cohen | 58 |
| Trump and Pence | 1942 |
| Write-in: Comley | 6 |
| Write-ins: | 20 |
| Blank | 10 |

Senator in Congress

| | |
|---------------------|------|
| Edward J. Markey | 2168 |
| Kevin J. O'Connor | 1947 |
| Write in: Dr. Shiva | 30 |
| Write-ins: | 2 |
| Blank | 90 |

Representative in Congress

| | |
|-----------------|------|
| Seth Moulton | 2294 |
| John Paul Moran | 1822 |
| Write-ins: | 4 |
| Blank | 117 |

Councillor

| | |
|----------------|------|
| Eileen R. Duff | 2794 |
| Write-ins: | 83 |
| Blank | 1360 |

Senator in General Court

| | |
|---------------|------|
| Bruce E. Tarr | 3357 |
| Write-ins | 53 |
| Blank | 827 |

Representative in General Court

| | |
|------------------|------|
| Bradford R. Hill | 3298 |
| Write-ins | 43 |
| Blank | 896 |

Register of Probate

| | |
|----------------------|------|
| Pamela Casey O'Brien | 2492 |
| Write-ins: | 60 |
| Blank | 1685 |

Questions

| | | |
|---------------------|-------|------|
| 1 - Right to Repair | Yes | 3117 |
| | No | 990 |
| | Blank | 130 |
| 2 - Ranked Voting | Yes | 1480 |
| | No | 2592 |
| | Blank | 165 |

State Primary
September 1, 2020
 Ballots Cast: 1729

| | |
|--|-------------|
| DEMOCRATIC Ballots: | 1214 |
| <u>SENATOR IN CONGRESS</u> | |
| Edward J. Markey | 700 |
| Joseph P. Kennedy, III | 505 |
| Write-ins | 3 |
| Blanks | 6 |
| <u>REPRESENTATIVE IN CONGRESS</u> | |
| Seth Moulton | 895 |
| Jamie M. Belsito | 175 |
| Angus G. McQuilken | 109 |
| Write-in | 0 |
| Blank | 35 |
| <u>COUNCILLOR</u> | |
| Eileen R. Duff | 959 |
| Write-in | 1 |
| Blank | 254 |
| <u>SENATOR IN GENERAL COURT</u> | |
| Write-in | 158 |
| Blank | 1056 |
| <u>REPRESENTATIVE IN GENERAL COURT</u> | |
| Write-in | 132 |
| Blank | 1082 |
| <u>REGISTER OF PROBATE</u> | |
| Pamela Casey O'Brien | 916 |
| Write-ins | 3 |
| Blank | 295 |

| | |
|--|------------|
| REPUBLICAN Ballots: | 510 |
| <u>SENATOR IN CONGRESS</u> | |
| Shiva Ayyadurai | 193 |
| Kevin J. O'Connor | 305 |
| Write-ins | 5 |
| Blank | 7 |
| <u>REPRESENTATIVE IN CONGRESS</u> | |
| John Paul Moran | 451 |
| Write-ins | 5 |
| Blank | 54 |
| <u>COUNCILLOR</u> | |
| Write-ins | 34 |
| Blank | 476 |
| <u>SENATOR IN GENERAL COURT</u> | |
| Bruce E. Tarr | 480 |
| Write-ins | 3 |
| Blank | 27 |
| <u>REPRESENTATIVE IN GENERAL COURT</u> | |
| Bradford R. Hill | 477 |
| Write-in | 5 |
| Blank | 28 |
| <u>REGISTER OF PROBATE</u> | |
| Write-ins | 29 |
| Blank | 481 |

| | |
|--|----------|
| LIBERTARIAN Ballots: | 4 |
| <u>SENATOR IN CONGRESS</u> | |
| Write-ins | 3 |
| Blanks | 1 |
| <u>REPRESENTATIVE IN CONGRESS</u> | |
| Write-in | 4 |
| Blank | 0 |
| <u>COUNCILLOR</u> | |
| Write-in | 2 |
| Blank | 2 |
| <u>SENATOR IN GENERAL COURT</u> | |
| Write-in | 2 |
| Blank | 2 |
| <u>REPRESENTATIVE IN GENERAL COURT</u> | |
| Write-in | 2 |
| Blank | 2 |
| <u>REGISTER OF PROBATE</u> | |
| Write-ins | 2 |
| Blank | 2 |

| | |
|--|----------|
| GREEN-RAINBOW Ballots: | 1 |
| <u>SENATOR IN CONGRESS</u> | |
| Write-ins | 1 |
| Blanks | 0 |
| <u>REPRESENTATIVE IN CONGRESS</u> | |
| Write-in | 1 |
| Blank | 0 |
| <u>COUNCILLOR</u> | |
| Write-in | 1 |
| Blank | 0 |
| <u>SENATOR IN GENERAL COURT</u> | |
| Write-in | 1 |
| Blank | 0 |
| <u>REPRESENTATIVE IN GENERAL COURT</u> | |
| Write-in | 1 |
| Blank | 0 |
| <u>REGISTER OF PROBATE</u> | |
| Write-ins | 0 |
| Blank | |

PHOTO HIGHLIGHTS OF 2020



On this page are photos taken on August 21, 2020 during the repaving of the Town Landing Boat Ramp. The timing of the repaving project was coordinated with an astronomical low tide to allow the full length of the ramp to be paved. The ramp width allows for 2 boats to be launched simultaneously.

(Photos courtesy of Harbormaster Bill DiMento)



On this page are photos taken on November 15 of volunteers helping to construct the Pingree Farm Boardwalk. In all, a total of 20 volunteers contributed 190 hours of time to bring this project to fruition. A completion photo of the Boardwalk, as well as a summary of the project, is included on the cover of this Town Report.

(Photos courtesy of Conservation Agent Brent Baeslack)

SALARIES AND WAGES TOWN EMPLOYEES

| | Base Pay & Other Earnings | | | Base Pay & Other Earnings |
|----------------------------|--------------------------------------|--|----------------------------|--------------------------------------|
| Accounting | | | Harbor Master | |
| Susan Bailey | \$ 66,161.93 | | William DiMento | \$ 12,694.00 |
| Carrie Kennedy | \$ 25,764.75 | | Jenna DiMento | \$ 2,376.54 |
| Administration | | | Frederick Hardy | \$ 1,468.32 |
| Deborah Eagan | \$ 129,744.90 | | David Kent | \$ 2,377.96 |
| Amy Lydon | \$ 54,551.45 | | Frank Price | \$ 446.88 |
| Natalie Lovett | \$ 23,133.81 | | Coleman Nicholson | \$ 5,957.67 |
| Elaine Pagliarulo | \$ 13,364.76 | | Trevor Quigley | \$ 6,690.29 |
| Cliff Pierce | \$ 2,615.52 | | Highway Department | |
| David Petersen | \$ 2,615.52 | | Patrick Snow | \$ 87,723.08 |
| Joseph Perry | \$ 2,615.52 | | Lorant Ronni | \$ 67,822.43 |
| Robert Snow | \$ 2,615.52 | | Kirk Salvatore | \$ 57,228.66 |
| Deanna Ziev | \$ 2,615.32 | | Robert Diehl | \$ 56,301.58 |
| Ronald Jenkins | \$ 25,843.06 | | Matthew Nadeau | \$ 13,909.84 |
| Janet Morrissey | \$ 35,763.64 | | Krista Cuddy | \$ 7,312.98 |
| Ethan Cohen | \$ 309.12 | | Anton Keene | \$ 35,687.04 |
| Ethan Lally | \$ 13,638.15 | | Dean Matthews | \$ 6,961.77 |
| Reed Wilson | \$ 20,602.89 | | | |
| Ronald Madden | \$ 11,891.16 | | Library | |
| Theresa Coffey | \$ 1,549.55 | | Pamela Jacobson | \$ 67,427.26 |
| | | | Amy Roderick | \$ 48,096.12 |
| | | | Richard Cormier | \$ 10,034.80 |
| Assessor | | | Anne Jerome | \$ 7,014.72 |
| Sean McFadden | \$ 99,092.41 | | Nancy Anderson | \$ 6,035.49 |
| Rosemary Restuccia | \$ 27,806.69 | | Teri Bennett | \$ 39,781.59 |
| Diane D'Angeli | \$ 2,456.04 | | Patricia Dwyer | \$ 953.44 |
| Donald Thurston | \$ 2,455.92 | | Sergei Franson | \$ 2,470.08 |
| Jamie Snow | \$ 2,456.04 | | Jean Haggerty | \$ 7,598.10 |
| Board of Health | | | Tracy Larabee | \$ 4,515.61 |
| Frank Marchegiani | \$ 72,565.29 | | Heather Karp | \$ 390.72 |
| Edward Gallagher | \$ 6,483.40 | | Tanya Magliozzi | \$ 1,540.99 |
| Debra Holland | \$ 550.72 | | Marypat Pomaranski | \$ 11,856.81 |
| Deborah Ketchen | \$ 40,709.19 | | Amelya Sabatini | \$ 1,360.78 |
| Mary Ellen Mighill | \$ 13,632.86 | | Michelle Shinnick | \$ 5,456.28 |
| Cemetery Department | | | Catherine Woodall | \$ 2,241.81 |
| Matthew Nadeau | \$ 28,043.33 | | Travis Yacovitch | \$ 312.12 |
| Alan Kulakowski | \$ 3,547.14 | | Leah Zaroulis | \$ 2,538.91 |
| Tricia McNeil | \$ 3,361.51 | | Light Department | |
| Jonathan Maher | \$ 1,776.00 | | Matthew R. Brown | \$ 147,133.64 |
| John McCarthy | \$ 1,776.00 | | Mark Anderson | \$ 155,014.32 |
| Dave Petersen | \$ 500.00 | | Mark Bixby | \$ 944.00 |
| Council on Aging | | | Dan Folding | \$ 887.90 |
| Eleanor Davis | \$ 7,176.48 | | Eric Grover | \$ 88,847.48 |
| Denise Gilman | \$ 31,477.65 | | Brian Herdman | \$ 127,603.71 |
| Dennis Donoghue | \$ 2,550.12 | | Sean LaBelle | \$ 142,696.59 |
| Timothy Morris | \$ 18,362.61 | | Dennis Morrison | \$ 129,056.27 |
| Lisa Lozzi | \$ 24,142.32 | | Sandra Naugler | \$ 71,722.84 |
| Stephen Prendergast | \$ 3,299.23 | | Jeffrey Valley | \$ 80,359.20 |
| Brienne Walsh | \$ 30,843.92 | | Shellfish Constable | |
| Town Clerk | | | Travis Kneeland | \$ 3,635.51 |
| Susan Hazen | \$ 58,888.92 | | Ronald Kneeland | \$ 250.00 |
| Catherine McClenaghan | \$ 2,948.48 | | Rachel Dailey | \$ 250.00 |
| Susan Leach | \$ 9,095.42 | | Paul Lees | \$ 250.00 |
| Board of Registrars | | | Town Planner | |
| Susan Hazen | \$ 287.50 | | Kirk Baker | \$ 53,587.17 |
| Deborah Grundstrom | \$ 287.50 | | ZBA | |
| Gordon Densmore | \$ 287.50 | | Lisa Lozzi | \$ 10,523.60 |
| | | | | |

| | <u>Base Pay & Other Earnings</u> | | | <u>Base Pay & Other Earnings</u> |
|---------------------------------------|---|--|---------------------------------|---|
| <u>Elections</u> | | | <u>Water Department</u> | |
| Philip Collyer | \$ 362.75 | | Robert Gray | \$ 90,372.93 |
| Kathleen Cousins | \$ 374.84 | | Robert Swiniarski | \$ 86,550.98 |
| William Cousins | \$ 461.80 | | Katherine Bento | \$ 47,077.91 |
| Arleen Damon | \$ 176.88 | | Ryan McDonald | \$ 56,064.77 |
| Dennis Donoghue | \$ 616.33 | | Keith McDonald | \$ 40,699.21 |
| Michelle Ford | \$ 187.70 | | Robert Walsh | \$ 12,552.70 |
| Anne Ganzenmuller | \$ 162.73 | | John Harrington | \$ 14,441.49 |
| William Ganzenmuller | \$ 162.73 | | Matthew Nadeau | \$ 699.46 |
| Jennifer Ganet | \$ 1,097.43 | | <u>Fire Department</u> | |
| Anne Girard | \$ 99.05 | | James C. Broderick | \$ 102,966.00 |
| Nancy Glynn | \$ 277.20 | | Mark Emery | \$ 96,668.11 |
| Anne Jerome | \$ 268.85 | | James R. Merry | \$ 97,101.33 |
| Robert Johnson | \$ 1,112.50 | | Matthew Harney | \$ 68,258.27 |
| Maryann Levasseur | \$ 370.71 | | Cooper Carifio | \$ 62,443.13 |
| Mary MacDonald | \$ 701.23 | | <u>Call Fire Fighter</u> | |
| Richard MacDonald | \$ 1,476.36 | | Ronald Agrella | \$ 4,611.54 |
| Maryellen Mighill | \$ 646.05 | | James Chadbourne | \$ 2,360.74 |
| Maura Mastrogiovanni | \$ 169.80 | | Darci Condelli | \$ 573.12 |
| Joan Petersen | \$ 2,374.78 | | John Condelli | \$ 1,234.24 |
| Kinberly Perilli | \$ 885.61 | | Donald Dupray | \$ 9,014.80 |
| Jay Scheuer | \$ 162.73 | | Evan Fish | \$ 19.56 |
| Linda Snow | \$ 1,235.13 | | Vincent Gaudenzi | \$ 1,647.50 |
| Mackenzie Snow | \$ 268.85 | | Charles Hazen Jr. | \$ 1,087.36 |
| Jeanette Southall | \$ 233.48 | | Patrick McManus | \$ 82.66 |
| Kimberly Wright | \$ 1,309.99 | | Joseph Merry | \$ 5,778.08 |
| <u>Treasurer/Collector</u> | | | Robert O'Leary | \$ 4,884.08 |
| Karen Summit | \$ 92,325.02 | | Matthew Ross | \$ 390.38 |
| Karen O'Donnell | \$ 56,089.95 | | Nicholas Scire | \$ 1,506.96 |
| Brigida Longo | \$ 33,392.14 | | Brian Sculley | \$ 4,281.00 |
| <u>Inspections</u> | | | Robert Serino | \$ 1,050.46 |
| Kenneth Ward | \$ 34,445.45 | | Timothy Shirley | \$ 143.22 |
| Chia Vitello | \$ 11,898.20 | | Jesse Warren | \$ 2,493.33 |
| David Levesque | \$ 15,343.38 | | Joseph Warren | \$ 5,778.06 |
| Harry Bennett | \$ 14,747.31 | | Mark Winfrey | \$ 1,166.32 |
| <u>Conservation Department</u> | | | | |
| R. Brent Baeslack | \$ 69,165.44 | | | |
| Deborah Cunningham | \$ 14,743.65 | | | |

| | <u>Base Pay & Other Earnings</u> | <u>Detail Pay</u> |
|---------------------------------|---|--------------------------|
| <u>Police Department</u> | | |
| Scott Dumas | \$ 135,026.57 | |
| Robert Adams | \$ 91,096.59 | \$ 424.00 |
| Christopher Cassidy | \$ 1,603.56 | \$ 945.00 |
| Grace Cohen | \$ 1,835.40 | |
| Perry Collins | \$ 131,416.46 | \$ 34,059.50 |
| Sheri David | \$ 39,545.84 | |
| Gavin Forni | \$ 87,631.61 | \$ 6,875.00 |
| Oceana Golliday | \$ 3,878.72 | |
| Charles Hazen Jr | \$ 99,830.70 | \$ 220.00 |
| Hellen Infante | \$ 4,908.30 | |
| Ronald Knuuttila, Jr. | \$ 19,142.29 | \$ 2,976.00 |
| Andrew Lawrence | \$ 32,002.14 | \$ 2,941.50 |
| Timothy LeBlanc | \$ 5,154.06 | |
| Stephen Levesque | \$ 86,834.01 | \$ 440.00 |
| Pamela Lutes | \$ 41,389.12 | |
| Carolyn Lynch | \$ 16,374.23 | \$ 5,195.50 |
| David MacMullen | \$ 102,906.31 | \$ 9,536.50 |
| Jessie Mazzie | \$ 58,552.48 | \$ 1,700.00 |
| Patrick McGettrick | \$ 291.22 | |
| Lynne Neary | \$ 48,966.12 | |
| Christopher Ottani | \$ 78,112.24 | \$ 4,182.00 |
| Juliana Paulette | \$ 376.36 | |
| Marc Pelletier | \$ 52,072.42 | |
| John Raffi | \$ 100,548.66 | \$ 16,337.00 |
| David Sedgwick | \$ 119,673.34 | \$ 4,846.00 |
| Mark Smith | \$ 10,208.20 | \$ 664.00 |
| Joshua Spoonhour | \$ 4,505.15 | \$ 742.50 |
| Dorothy Tobin | \$ 62,198.02 | |
| Lucas Tubbs | \$ 70,351.64 | \$ 6,603.50 |
| Matthew Ziev | \$ 120,137.64 | \$ 3,904.00 |
| | | |
| Total In Town Detail | \$ 92,374.00 | |
| Out of Town Detail | \$ 10,218.00 | |
| | | |
| Grand Total: | \$ 5,337,518.81 | |

SALARIES TRITON REGIONAL SCHOOL DISTRICT

SCHOOL COMMITTEE MEMBERS

| Name | FTE | Stipend |
|-----------------------|-----|----------|
| N – PAUL GOLDNER | 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 – LINDA LITCOFSKY | 1.0 | 1,250 |
| S – CAITLIN HUNTER | 1.0 | 1,250 |
| S – ERIN BERGER | 1.0 | 1,250 |

ADMINISTRATION

| Name | FTE | Salary |
|---|-----|------------|
| SUPERINTENDENT | 1.0 | \$ 179,000 |
| ASSISTANT SUPERINTENDENT | 1.0 | 137,957 |
| SCHOOL BUSINESS ADMINISTRATOR <i>(total paid: transition year w/interim for a portion)</i> | 1.0 | 105,500 |
| ADMINISTRATOR OF SPECIAL EDUCATION | 1.0 | 127,936 |

REPORT OF THE BOARD OF SELECTMEN

The Board of Selectmen thanks you for allowing us to serve you over the past year. And a memorable year it was! While the pandemic played a prominent role throughout 2020, there was also a lot accomplished this year.

This year began with the sad passing of long-time Selectman and Rowley employee G. Robert 'Bob' Merry on March 14. Bob loved the Town of Rowley and served the community in many different facets. He began his service to the Town as an employee in 1968 as an Auxiliary Police Officer and retired as an employee as the Rowley Municipal Light Plant Manager in 1999. After his retirement, he was elected as a Selectman in 1998 and as a Board of Light Commissioner in 2006, and served in these capacities for many years until 2019. He was also appointed to numerous other committees over his fifty years of service to the Town. Bob's historical knowledge, willingness to help the Town in any way that he could, and friendly smile will be greatly missed.

On March 17, due to the COVID-19 pandemic, and with orders from Governor Baker, Town Hall was closed to the public and many non-essential employees were required to work from home in order to meet social distancing requirements. An Executive Order from the Governor allowed public boards to conduct their meetings virtually, provided that certain requirements were met. On April 6, the Board of Selectmen held its first remote public meeting, and the Board continued to meet remotely throughout the year. In July, after the restrictions were eased, we were able to reopen Town Hall and Town Hall Annex to the public, with the Annex being by-appointment only. The pandemic also affected the timing and location of the Annual Town Meeting. Originally scheduled for May 4, Town Meeting was postponed to June 22 and held at the Triton Regional High School Auditorium, in order to comply with social distancing requirements. As we head into 2021, the COVID-19 pandemic continues to affect some Town operations, however the Town Departments and staff have adapted in order to provide our residents with the quality of services that they expect.

The dangerous intersection of Route 1 and Central Street and Glen Street continues to be a top priority for the Board. In June, the Massachusetts Department of Transportation completed an Alternative Analysis, which showed several re-design alternatives for the intersection. The options presented included: 1) installing a rotary and 2) installing 4-way stop and a traffic signal at the intersection. The second option, which is preferred by the Town, has been estimated to cost \$1.1 million. The redesign construction may be completed by the State as soon as 2021/2022.

The Board of Selectmen voted to create a Rowley Town Veterans Committee, which began to meet in earnest this year. The purpose of this new Committee is to promote and support Veterans events and other activities in Town. The 6-member Committee consists of a representative from the Board of Selectmen, Police Department, Fire Department, as well as 3 registered voters of the Town. The creation of this Committee was spearheaded in great part by Rowley resident

Robert Breaker, who retired from the US. Coast Guard. The first Annual Report of the Committee is included within this 2020 Town Report.

In 2019, the Board of Selectmen voted to begin the process of becoming designated as a Green Community. This designation, which is granted through the Massachusetts Department of Energy Resources (DOER), provides the Town with a plan to reduce its energy use and costs as well as make the Town eligible to apply for competitive grants from DOER. Over the course of this year, staff worked with the State and the Town's consultants to complete each of the five Green Communities designation criterion: 1) Town Meeting adoption of as-of-right zoning for renewable energy generation or manufacturing, 2) Implement expedited permitting for facilities allowed by-right in Criterion #1, 3) Create an energy use baseline and Energy Reduction Plan showing a 20% reduction in municipal energy use within 5 years of the baseline year, 4) Adopt a municipal Fuel Efficient Vehicle Policy, and 5) Town Meeting adoption of a Stretch Energy Code. To help meet the requirements in Criteria #3, the Town was awarded a Municipal Energy Technical Assistance (META) grant to hire a contractor to complete energy audits of 3 of the Town's buildings. The remaining building audits were completed by a National Grid Project Expeditor. In addition, the Merrimack Valley Planning Commission (MVPC) received District Local Technical Assistance (DLTA) funds to provide services to assist the Town in compiling and submitting its Green Communities designation application. In December 2020, MVPC submitted the Town's application for designation to DOER. Once approved, the Town will receive a designation grant which will be used to implement its first energy conservation measures.

The Town was also awarded a Planning Grant from the Executive Office of Energy and Environmental Affairs (EOEEA) to complete a Municipal Vulnerability Plan. The purpose of the Plan is to help the Town to identify its extreme weather and climate-related hazards, identify existing and future vulnerabilities and strengths, develop and prioritize actions for the municipality and broader stakeholder networks, and identify opportunities for the municipality to reduce risks and build resilience. The Town contracted with MVPC to conduct the workshops and compile the Final Report. Throughout the year, several workshops to gather input into the plan were held, with representatives that included government officials, members of the community, and representatives from area organizations. Due to the COVID emergency, the workshops were held remotely. In the first workshops, stakeholders discussed the Town's natural hazards, projected climate change impacts, infrastructure, and societal issues. The second workshop built on the discussions from the first workshop and focused on developing action plans and short and long term strategies. With the workshops completed, MVPC worked with the Town's staff to compile all of the input received into the Final Report. The final report was submitted to EOEEA in October.

Finally, in September the Town was notified that the Town's Mill Road Bridge was severely deteriorated and was being closed by the State Department of Transportation. With a home located beyond the bridge, the immediate reconstruction of the bridge was necessary to maintain emergency access for these residents. Working with MassDOT, Representative Brad Hill, and Senator Bruce Tarr, funding was identified by the State to pay the full cost of the bridge replacement. The contractor repaired the bridge by excavating down 10 inches and installing a new deck with low-peak concrete. The entire project was completed over a period of

approximately three weeks, beginning in November. The Board is grateful for all of the help from the State in expediently completing this project at no cost to the Town.

We look forward to continuing to serve the Town of Rowley.

REPORT OF THE FINANCE COMMITTEE

The Finance Committee is comprised of seven members who are appointed by the Town Moderator for a term of three years and serve as advisors to the Town Meeting making recommendations on the town budget. The Finance Committee has no financial authority or auditing capacity, but has the duty to make recommendations on the department budgets and Town Meeting spending articles. The budget of each department is reviewed months before the Town Meeting.

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. We review requests for transfers from the Reserve Fund (a ‘rainy day fund’ for unexpected expenditures).

The Rowley Finance Committee consults with other Towns, particularly Newbury and Salisbury as part of the Triton Tri-Town Committee to make recommendations to the Triton school budget. The Committee also polls other Towns regarding their budgeting procedures and other recommendations they may have.

With the advent of the Capital Plan in the Rowley budget, a look ahead as to each requirement for the next five years, the Finance Committee assists in evaluating the longer term potential needs and budgeting for those. This includes planned obsolescence and replacement of police cruisers, fire apparatus, computers and software, interior and exterior renovations and compliance with federal and state laws and mandates.

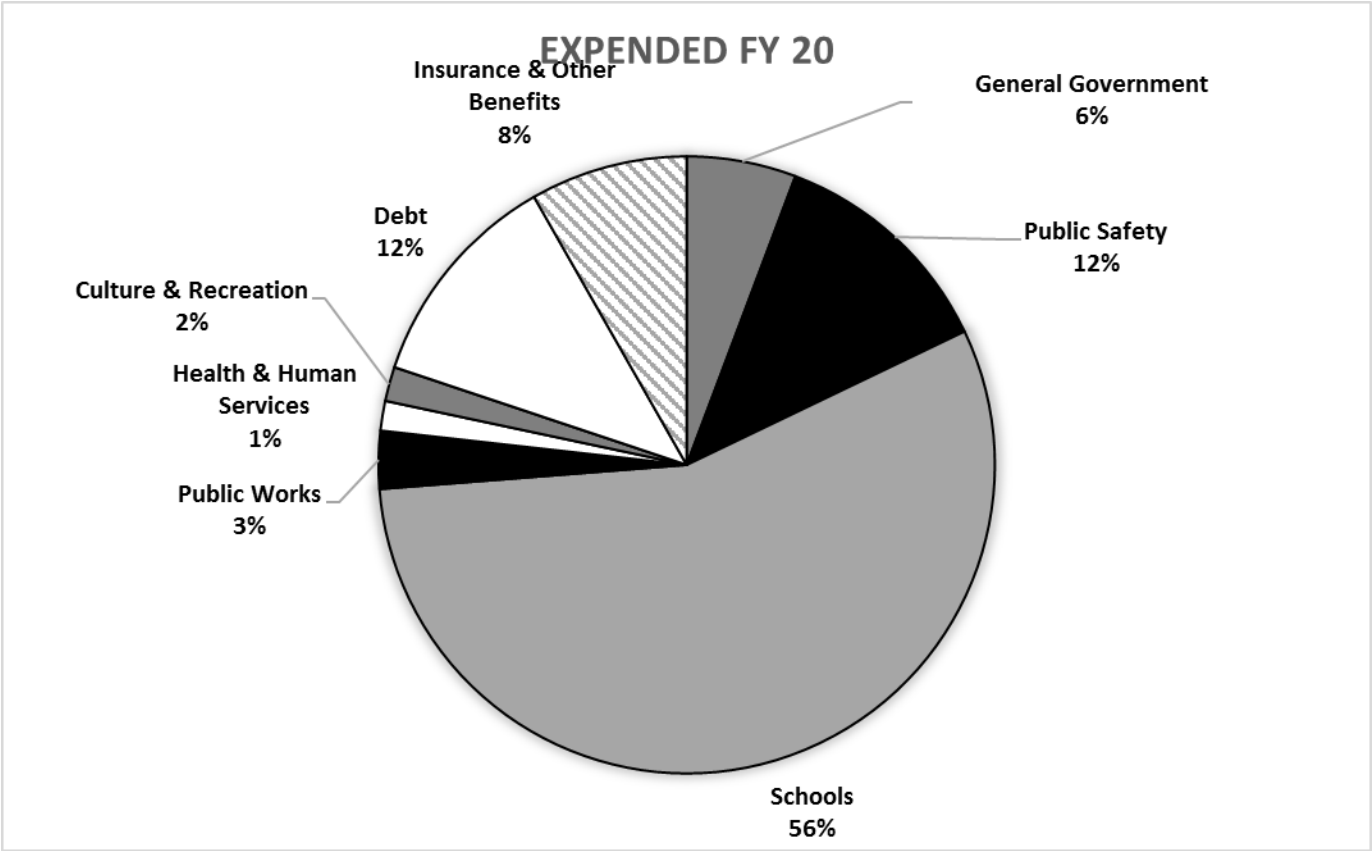
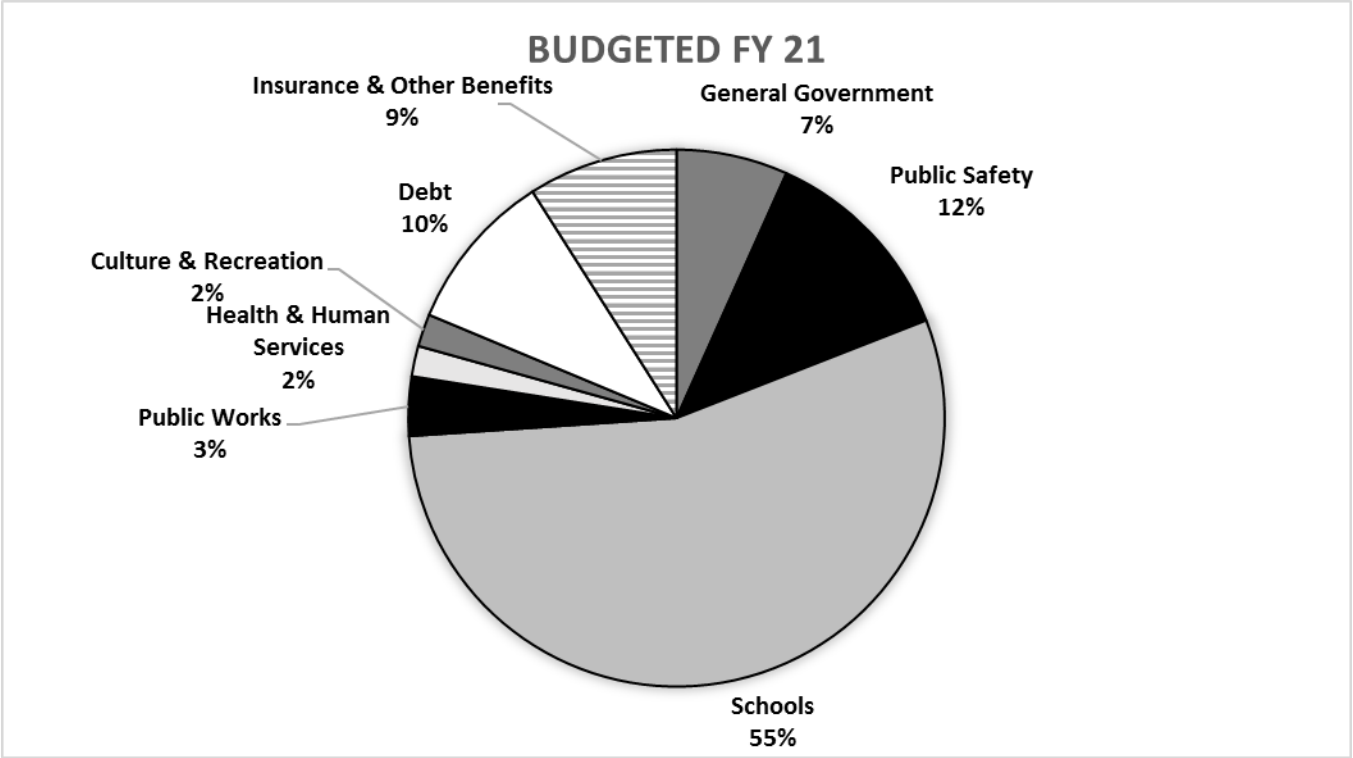
A member of the Finance Committee also serves on the Personnel Advisory Committee (reviewing position job descriptions, personnel policies, wages and salaries, and other employment benefits and compensation).

This year has been very challenging, the Covid-19 virus and mutations have affected many departments and budgets. We are assisting every department with this year’s upcoming budgets and planning for the unknown.

Omnibus Distribution FY 16 – FY 21

| Department | <u>Expended FY 16</u> | | <u>Expended FY 17</u> | | <u>Expended FY18</u> | |
|----------------------------|-----------------------|-----|-----------------------|-----|----------------------|-----|
| General Government | \$1,112,234 | 7% | \$986,152 | 6% | \$971,699 | 6% |
| Public Safety | \$2,157,335 | 14% | \$2,181,395 | 13% | \$2,274,064 | 14% |
| Schools | \$9,173,668 | 58% | \$9,746,100 | 60% | \$10,193,166 | 62% |
| Public Works | \$602,489 | 4% | \$674,064 | 4% | \$710,177 | 4% |
| Health & Human Services | \$323,760 | 2% | \$297,862 | 2% | \$297,729 | 2% |
| Culture & Recreation | \$314,805 | 2% | \$305,749 | 2% | \$320,852 | 2% |
| Debt | \$528,504 | 3% | \$534,304 | 3% | \$563,265 | 3% |
| Insurance & Other Benefits | \$1,474,564 | 9% | \$1,522,136 | 9% | \$1,240,000 | 7% |
| TOTAL | \$15,687,359 | | \$16,247,762 | | \$16,750,952 | |

| Department | <u>Expended FY 19</u> | | <u>Expended FY 20</u> | | <u>Budgeted FY 21</u> | |
|----------------------------|-----------------------|-----|-----------------------|-----|-----------------------|-----|
| General Government | \$1,038,297 | 6% | \$1,153,808 | 6% | \$1,436,692 | 7% |
| Public Safety | \$2,267,819 | 13% | \$2,439,175 | 12% | \$2,635,884 | 12% |
| Schools | \$10,799,902 | 61% | \$11,223,668 | 56% | \$11,716,857 | 55% |
| Public Works | \$624,537 | 4% | \$607,865 | 3% | \$761,506 | 4% |
| Health & Human Services | \$310,650 | 2% | \$311,657 | 2% | \$391,315 | 2% |
| Culture & Recreation | \$321,738 | 2% | \$361,617 | 2% | \$417,750 | 2% |
| Debt | \$1,101,714 | 6% | \$2,335,319 | 12% | \$2,069,512 | 10% |
| Insurance & Other Benefits | \$1,284,968 | 7% | \$1,657,295 | 8% | \$1,927,031 | 9% |
| TOTAL | \$17,749,625 | | \$20,090,404 | | \$21,356,547 | |



REPORT OF THE TOWN ACCOUNTANT

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2020 (Unaudited)

| | Governmental Fund Types | | | Proprietary Fund Types | Fiduciary Fund Types | Account Groups | Totals (Memorandum Only) |
|---|-------------------------|--------------------|---------------------|---------------------------|-------------------------|-------------------|--------------------------------|
| | General | Special Revenue | Capital Projects | Enterprise | Trust and Agency | Long-term Debt | |
| ASSETS | | | | | | | |
| Cash and cash equivalents | 4,582,350.19 | 3,269,146.56 | 2,045,162.39 | 3,539,995.92 | 1,475,736.76 | | 14,912,391.82 |
| Investments | | | | 4,527,320.48 | 4,273,998.10 | | 8,801,318.58 |
| Receivables: | | | | | | | |
| Personal property taxes | 3,122.34 | | | | | | 3,122.34 |
| Real estate taxes | 152,056.24 | | | | | | 152,056.24 |
| Allowance for abatements and exemptions | (129,366.20) | | | | | | (129,366.20) |
| Special assessments | | 699,084.46 | | | | | 699,084.46 |
| Tax liens | 49,650.13 | | | | | | 49,650.13 |
| Tax foreclosures | 44,864.01 | | | | | | 44,864.01 |
| Motor vehicle excise | 80,823.07 | | | | | | 80,823.07 |
| Other excises | 1,254.00 | | | | | | 1,254.00 |
| User fees | | | | 564,181.73 | | | 564,181.73 |
| Due from other governments | | 4,521.34 | | | | | 4,521.34 |
| Due to/from other funds | | | | | | | 0.00 |
| Foreclosed properties | 374,028.53 | | | | | | 374,028.53 |
| Prepays | | | | 1,405,714.89 | | | 1,405,714.89 |
| Inventory | | | | 248,551.34 | | | 248,551.34 |
| Fixed assets, net of accumulated depreciation | | | | 20,804,996.42 | | | 20,804,996.42 |
| Amounts to be provided - payment of bonds | | | | | | 31,117,974.00 | 31,117,974.00 |
| Total Assets | 5,158,782.31 | 3,972,752.36 | 2,045,162.39 | 31,090,760.78 | 5,749,734.86 | 31,117,974.00 | 79,135,166.70 |
| LIABILITIES AND FUND EQUITY | | | | | | | |
| Liabilities: | | | | | | | |
| Accounts payable | | | | 292,638.15 | | | 292,638.15 |
| Warrants payable | 119,715.99 | 70,410.27 | | 381,152.68 | | | 571,278.94 |
| Accrued payroll and withholdings | 135,198.02 | 4,729.47 | | 34,738.90 | | | 174,666.39 |
| Accrued claims payable | | | | 4,403,685.84 | | | 4,403,685.84 |
| Other liabilities | 114.24 | | | | | | 114.24 |
| Agency Funds | | | | | 29,297.65 | | 29,297.65 |
| Deferred revenue: | | | | | | | |
| Real and personal property taxes | 25,812.38 | 5,957.15 | | | | | 31,769.53 |
| Tax liens | 49,650.13 | | | | | | 49,650.13 |
| Tax foreclosures | 44,864.01 | | | | | | 44,864.01 |
| Motor vehicle excise | 80,823.07 | | | | | | 80,823.07 |
| Other excises | 1,254.00 | | | | | | 1,254.00 |
| Due to other governments | | | | | | | 0.00 |
| Due to/from other funds | | | | | | | 0.00 |
| Bonds payable | | | | 8,541,998.44 | | 31,117,974.00 | 39,659,972.44 |
| Notes payable | | | 5,295,000.00 | | | | 5,295,000.00 |
| Total Liabilities | 457,431.84 | 81,096.89 | 5,295,000.00 | 13,654,214.01 | 29,297.65 | 31,117,974.00 | 50,635,014.39 |
| Fund Equity: | | | | | | | |
| Reserved for encumbrances | 627,898.12 | 793,077.27 | | 258,368.73 | | | 1,679,344.12 |
| Reserved for expenditures | 1,725,000.00 | 3,098,578.20 | | 622,948.00 | | | 5,446,526.20 |
| Reserved for petty cash | 834.79 | | | 690.00 | | | 1,524.79 |
| Reserved for snow and ice deficit | | | | | | | 0.00 |
| Reserved for premiums | 28,671.52 | | | | | | 28,671.52 |
| Reserved fund balance | | | (3,249,837.61) | | 5,720,437.21 | | 2,470,599.60 |
| Undesignated fund balance | 2,318,946.04 | | | | | | 2,318,946.04 |
| Unreserved retained earnings | | | | 4,291,531.46 | | | 4,291,531.46 |
| Investment in capital assets | | | | 12,263,008.58 | | | 12,263,008.58 |
| Total Fund Equity | 4,701,350.47 | 3,891,655.47 | (3,249,837.61) | 17,436,546.77 | 5,720,437.21 | 0.00 | 28,500,152.31 |
| Total Liabilities and Fund Equity | 5,158,782.31 | 3,972,752.36 | 2,045,162.39 | 31,090,760.78 | 5,749,734.86 | 31,117,974.00 | 79,135,166.70 |

| Report of the Town Accountant | | | |
|---|----------------|----------------|----------------|
| Article Balances as of 2/19/2021 | | | |
| | Current Year | Current Year | Balance |
| Article | Budgeted | Expenditures | Remaining |
| General Fund | | | |
| Hunsley Hills Management SA20 5/01 | 2,338 | 0 | 2,338 |
| Stormwater 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 | 52,615 | 23,888 | 28,726 |
| Capital Projects IX SA7 5/19 | 50,055 | 15,909 | 34,146 |
| Pay Equity Study SA13 5/19 | 19 | 19 | 0 |
| OSHA Compliance SA14 5/19 | 20,000 | 0 | 20,000 |
| New Town Website SA15 5/19 | 3,500 | 2,500 | 1,000 |
| Classification & Archiving of Records SA10 6/20 | 8,158 | 0 | 8,158 |
| Capital Projects FY21 SA11 6/20 | 138,600 | 51,310 | 87,290 |
| Recertification 5/16 5/17 5/18 5/19 | 183,501 | 1,398 | 182,104 |
| Recertification A15 6/20 | 30,000 | 0 | 30,000 |
| Records Archiving II SA17 5/15 | 921 | 0 | 921 |
| Town Hall Ceiling & Elevator SA13 5/13 | 5,000 | 1,140 | 3,860 |
| Expand/Pave Annex SA5 5/15 | 990 | 44 | 946 |
| Fire Station Design A26 5/04 | 11,845 | 0 | 11,845 |
| Fire Gear & Clothing SA10 5/17 | 516 | 516 | 0 |
| Shade Tree Maintenance SA12 6/20 | 21,002 | 17,098 | 3,904 |
| Municipal Waterways A14 5/19 | 139 | 139 | 0 |
| Municipal Waterways A14 6/20 | 3,338 | 28 | 3,310 |
| 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 | 10,707 | 480 | 10,227 |
| Perpetual Care A13 5/17 & A14 4/18 | 590 | 0 | 590 |
| Cemetery Water Lines SA5 5/19 | 18,847 | 0 | 18,847 |
| Cemetery Tree Maintenance SA13 6/20 | 10,000 | 8,341 | 1,659 |
| Cemetery Mower & Shed SA14 6/20 | 9,000 | 8,633 | 367 |
| Cemetery Roads SA16 6/20 | 23,683 | 7,900 | 15,783 |
| Handicap Access / Bathroom A66 5/89 | 3,217 | 0 | 3,217 |
| Library Assistive Sound System SA9 6/20 | 3,150 | 0 | 3,150 |
| MWPAT (Septic Betterments) Principal A16 6/20 | 63,364 | 63,364 | 0 |
| Total General Fund | 716,755 | 202,706 | 514,049 |

| ARTICLE BALANCES (CONTINUED) | | | |
|---|----------------|----------------|----------------|
| Community Preservation Fund | | | |
| Plantation Windows & Roofs SA21 5/19 | 260,000 | 260,000 | 0 |
| Field @Veterans Park SA18 10/14 | 146,494 | 0 | 146,494 |
| Girl Scout Camp Conservation Restriction SA19 10/14 | 15,000 | 0 | 15,000 |
| Purchase 221R Main St A27 5/17 | 314 | 0 | 314 |
| Pingree Boardwalk SA24 4/18 | 9,700 | 8,707 | 993 |
| Pingree Boardwalk II SA20 6/20 | 16,800 | 9,467 | 7,333 |
| Renovate PGSchool Basketball Court SA21 6/20 | 85,000 | 0 | 85,000 |
| Batting Cage at Eiras Park SA22 6/20 | 6,500 | 0 | 6,500 |
| Home Run Fence SA23 6/20 | 7,760 | 0 | 7,760 |
| 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 | 143,426 | 11,305 | 132,121 |
| Town Hall Handicap Ramp SA28 4/18 | 47,900 | 0 | 47,900 |
| Town Vital Records SA22 5/19 | 11,089 | 0 | 11,089 |
| Historic District Signs SA19 6/20 | 17,500 | 0 | 17,500 |
| Total Community Preservation Fund | 793,077 | 289,479 | 503,599 |
| Water Enterprise Fund | | | |
| Pall Filtration Modules A9 5/16 | 33,000 | 0 | 33,000 |
| Water Treatment Plant Access Rd A10 5/16 | 3,900 | 3,900 | 0 |
| DEP Survey Compliance SA15 11/16 | 980 | 0 | 980 |
| Pall Filtration Modules A9 5/17 | 21,000 | 0 | 21,000 |
| Pick-Up Truck A8 4/18 | 2,862 | 0 | 2,862 |
| Prospect Hill Tank Valves SA17 5/19 | 30,566 | 0 | 30,566 |
| Distribution Main Valves SA19 5/19 | 58,650 | 0 | 58,650 |
| Exhaust Ventilation A8 5/19 | 27,000 | 0 | 27,000 |
| Mobile Compressor A9 5/19 | 3,398 | 380 | 3,018 |
| Water Source Study A10 5/19 | 6,200 | 4,200 | 2,000 |
| Utility Vehicle A12 5/19 | 2,219 | 0 | 2,219 |
| Remove Storage Tank A8 6/20 | 120,000 | 27,500 | 92,500 |
| Risk Assessment Plan A9 6/20 | 30,000 | 6,275 | 23,725 |
| Clean Residual Basins A10 6/20 | 30,000 | 14,520 | 15,480 |
| Cyber Resilience A11 6/20 | 65,000 | 0 | 65,000 |
| Hybrid Utility Vehicle A12 6/20 | 50,000 | 48,847 | 1,153 |
| Total Water Enterprise Fund | 484,776 | 105,622 | 379,154 |

REPORT OF THE TOWN ACCOUNTANT
STATEMENT OF BUDGET VS. ACTUAL REVENUES AND EXPENDITURES

YEAR ENDED JUNE 30, 2020
UNAUDITED

| | FINAL BUDGET | ACTUAL EXPENDITURES | CARRIED FORWARD | VARIANCE FAVORABLE (UNFAVORABLE) |
|--|-----------------|------------------------|--------------------|--|
| REVENUES: | | | | |
| Real estate and personal property | | | | |
| net of reserve for abatements | 17,461,024 | 17,512,342 | | 51,318 |
| Excise taxes | 1,072,600 | 1,287,068 | | 214,468 |
| Intergovernmental | 762,700 | 731,156 | | (31,544) |
| Departmental fees, fines and charges | 580,000 | 611,611 | | 31,611 |
| Interest | 54,481 | 99,513 | | 45,031 |
| Total Revenues | 19,930,806 | 20,241,690 | | 310,885 |
| EXPENDITURES: | | | | |
| General Government | 1,918,197 | 1,265,051 | 477,018 | 176,128 |
| Public Safety | 2,709,008 | 2,550,252 | 36,417 | 122,339 |
| Public Works | 998,572 | 779,159 | 108,596 | 110,818 |
| Human Services | 370,396 | 311,658 | 3,388 | 55,350 |
| Culture and Recreation | 380,341 | 361,616 | 5,256 | 13,469 |
| Education | 11,224,668 | 11,223,668 | | 1,000 |
| Pension | 928,224 | 711,226 | | 216,998 |
| Debt Service - Principal | 861,439 | 861,439 | | 0 |
| Debt Service - Interest | 1,579,898 | 1,537,318 | | 42,580 |
| State and County charges | 109,744 | 110,105 | | (361) |
| Employee Benefits | 495,604 | 428,415 | | 67,189 |
| Other expenditures | 248,475 | 244,959 | | 3,516 |
| Total Expenditures | 21,824,566 | 20,384,866 | 630,675 | 809,025 |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | (1,893,761) | (143,176) | (630,675) | 1,119,910 |
| OTHER FINANCING SOURCES (USES): | | | | |
| Transfers in | 75,889 | 75,889 | | 0 |
| Transfers out | (650,000) | (650,000) | | 0 |
| Total Other Financing Sources (Uses) | (574,111) | (574,111) | | 0 |
| NET CHANGE IN FUND BALANCE | (2,467,872) | (717,287) | (630,675) | 1,119,910 |
| BUDGETARY FUND BALANCE, Beginning of Year | 5,418,614 | 5,418,614 | | |
| BUDGETARY FUND BALANCE, End of Year | 2,950,742 | 4,701,327 | (630,675) | 1,119,910 |

REPORT OF THE BOARD OF ASSESSORS

In fiscal year 2021, 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 fiscal year 2021, interim adjustment the Rowley Assessor's Office reviewed the calendar 2019 sales, for the single family and condominiums classes. However, for all other classes, sales that occurred during the period of January 1, 2018 through December 31, 2019 were reviewed along with, when applicable, income and expense data.

Below is a table of the fiscal year 2021 parcel counts, valuations and taxes for the main property classes in Town:

| <i>FISCAL YEAR 2021</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> | 2331 | 991,729,195 | 15.58 | \$15,451,140.86 | 81.9816% |
| <i>Open Space</i> | 39 | 106,600 | 15.58 | \$1,660.83 | 0.0088% |
| <i>Commercial</i> | 226 | 98,816,845 | 15.58 | \$1,539,566.45 | 8.1687% |
| <i>Industrial</i> | 30 | 39,886,560 | 15.58 | \$621,432.60 | 3.2972% |
| <i>Personal Property</i> | 333 | 17,447,709 | 15.58 | \$271,835.31 | 1.4423% |
| <i>Exempt</i> | 285 | 61,710,200 | | | 5.1013% |
| <i>Total</i> | <u>3244</u> | <u>1,209,697,109</u> | | \$17,885,636.04 | <u>100.0000%</u> |

The Board reported \$13,936,709 in New Growth Value to the Department of Revenue, which was certified during the fiscal year 2021 tax rate setting process. The tax rate in the Town did not change from fiscal year 2020 and remains at \$15.58 per \$1,000 for fiscal year 2021.

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

Wow, what a year! The Town Clerk's office is always kept busy 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 but no one was prepared for the COVID-19 Pandemic! We were faced with dealing with mandatory masks and social distancing, working from home, building lock-downs during a Presidential Election cycle. We learned to be creative. Although many, if not most, things could be done online or through the mail, we all had to learn to adapt and I personally learned how to take Marriage intentions and issue Marriage licenses in the parking lot of Town Hall!

Although, the Town of Rowley generally draws genealogists from all over the country, this was one area where we noticed a huge drop. We were able to do a lot of research online, but with travel, accommodations and dining being so limited, we had almost literally no genealogists visit us over the past year. We missed them!

2020 Population Demographics (as of 1/15/2021)

| | | |
|-------------------------|-------------------------------|------|
| Dates of Birth between: | 1/1/1900 and 12/31/1910 | 0 |
| | 1/1/1911 and 12/31/1920 | 1 |
| | 1/1/1921 and 12/31/1930 | 40 |
| | 1/1/1931 and 12/31/1940 | 202 |
| | 1/1/1941 and 12/31/1950 | 573 |
| | 1/1/1951 and 12/31/1960 | 1121 |
| | 1/1/1961 and 12/31/1970 | 991 |
| | 1/1/1971 and 12/31/1980 | 661 |
| | 1/1/1981 and 12/31/1990 | 740 |
| | 1/1/1991 and 12/31/2000 | 735 |
| | 1/1/2001 and 12/31/2010 | 565 |
| | 1/1/2011 and 12/31/2020 | 439 |
| | Population Total: 6068 | |

Comparative Vital Statistics (as of 1/15/21)

| | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> |
|-------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <i>Births</i> | 53 | 62 | 47 | 49 | 47 |
| <i>Deaths</i> | 38 | 67 | 50 | 49 | 52 |
| <i>Marriages</i> | 28 | 12 | 10 | 20 | 25 |

Births: Forty-seven (47) babies were born to Rowley parents, 22 boys and 25 girls, and single births, no multiples.

Deaths: Fifty-two (52) deaths, were recorded in 2020, twenty-five (25) males and twenty-seven (27) females and included fourteen (14) veterans: three of whom fought in World War II, three in Korea and six in Vietnam and 2 listed a Peace time. Of the 52, thirteen were over 90 and the oldest was 104. The average age at time of death was 81½ years of age – up almost 3 years from last year's report!

Marriages: Twenty-five (25) Marriage Licenses were issued in 2020. Only three of the weddings took place in a church, seven of the weddings took place here in town. twelve were officiated by Clergy, four by a Justice of the Peace, and nine by One Day Solemnizers!

Town Clerk's Revenue Report – 2020

| | |
|-------------------------------|---------------------|
| Bylaw Non-Criminal Violations | 605.00 |
| Cemetery Lots | 4,500.00 |
| Dog and Kennel Licenses | 6,950.00 |
| General Fees | 4,040.00 |
| Parking Violations | 500.00 |
| Ramp and Mooring Permits | 23,270.00 |
| Records Request Fees | 95.36 |
| Shellfish Permits | <u>6,035.00</u> |
| | \$ 45,995.36 |

Cemetery Lots Sold – There were sixteen (16) lots sold in 2020, seven (7) regular and nine (9) cremation lot sold @ \$250 each to Rowley residents and \$750 to non-residents.

Dog Licenses – We issued six hundred forty-three (643) Dog Licenses and nine (9) Kennel Permits in 2020.

General Fees – General Fees covers 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 – We processed forty-nine (49) Records Requests during 2020, resulting in responses ranging from 'no responsive documents' to hundreds of pages of responsive documents.

Ramp and Mooring Permits – This office issued 425 Ramp and Mooring permits in 2020.

Shellfish Permits – We processed seventy-nine (79) Shellfish Applications. including 17 Commercial (8 free), 5 Jr. Commercial, 46 Resident Non Commercial (19 free) and 5 'Other' permit classifications.

My personal thanks to retired Administrative Assistant Sue Leach who worked tirelessly to make this office pleasant as well as efficient. Regretfully, Sue decided it was time to retire during the COVID pandemic. Sue started in this office in 2008 as a Senior Tax Credit volunteer and then was hired as the Administrative Assistant when it came available in 2011. We will miss her sunny personality, her extraordinary knowledge of the dogs and dog owners around town and the sharing of her many Disney experiences. We hope this pandemic runs out of steam soon and Sue will be able to resume her beloved Disney trips.

Regretfully, we lost long-time Assistant Town Clerk and member of the Board of Registrars, Barbara DiMento who passed away last summer. Barbara had worked for the Town of Rowley since being appointed to the Board of Registrars in 1986! We honor Barbara's long and dedicated career with the Town of Rowley.

After an extensive interview process – an interesting challenge during a pandemic! – I am pleased to introduce Catherine 'Catie' McClenaghan of Rowley as your new Assistant Town

Clerk. Catie comes to us with an impressive of business background and she seems to be settling right in – again training has been an interesting experience when Social Distancing rules disallows us both to be in the office at the same time!

As some of you may have heard, I have decided not to pursue re-election when my term expires in May. I have been your Town Clerk for 21 years and have enjoyed immensely *almost* every moment of it. I thank you for having the confidence in me to let me do a job I truly loved and for allowing me to get to know so many of you personally. I regret that the current health crisis will probably prohibit me from being able to shake your hand and thank you personally for your support but eventually this will be behind us and we'll be able to re-connect! I've loved serving you, I love the Town of Rowley and I look forward to seeing you all around Town after this crisis has passed.

In Memoriam - I would also like to take this opportunity to remember long-time Town Cannoneer, Selectmen, Historian, Election Warden and Friend G. Robert (Bob) Merry who passed away early in 2020. Bob and I worked together for many years and I think of him often. In this office, not a week goes by when I'm not asked a Town history related question and immediately think: 'Bob would know the answer!' We miss his historical knowledge, his sense of humor and his gentlemanly ways. The Town of Rowley has lost a true friend. Rest in Peace, Bob!

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

REPORT OF THE BOARD OF REGISTRARS

The Board of Registrars is directed by Mass General Law to be responsible for maintaining accurate voter registration lists and presiding over elections. 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. Generally, 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. Pandemic year 2020 turned out to be an exception to this rule, however, as COVID-19 and Social Distancing protocols re-wrote all the rules and forced us to re-think how to complete the census, run elections or hold Town Meetings. We thank you all for your patience during this time and look forward to serving you in person once again in the, hopefully, near future.

Voter Registration as of 1/15/21

| | | |
|---|-----------|-------------|
| Unenrolled (<i>a/k/a Independent</i>) | (U) | 3471 |
| Democrat | (D) | 833 |
| Republican | (R) | 784 |
| United Independent Party | (UIP) | 24 |
| Libertarian | (L) | 16 |
| Other | 17 | |
| Registered Voters | | 5145 |
| <u><i>Voters listed as INACTIVE</i></u> | | <u>-281</u> |

****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:

Presidential Primary Tuesday, March 3, 2020 1929 Ballots Cast
1395 Democratic Ballots, 531 Republican Ballots, 2 Libertarian, 1 Green Rainbow

Annual Town Election Tuesday, June 16, 2021 343 Ballots Cast
Of 343 Ballots cast 230 were voted via Absentee Ballots due to the Pandemic

- Town Election postponed from May 12th to June 16th due to COVID restrictions

Annual/Special Town Meetings Mon., June 22nd – Quorum certified at 70

- Originally scheduled for 6/4/20, date changed first to May 26th and then June 22nd due to continuing COVID pandemic restrictions
- Site of Meeting moved to Triton Regional HS Auditorium due to COVID
- Quorum requirements reduced from 100 to 20 due to Capacity concerns

State Primary Tuesday, Sept. 1, 2020 1729 Ballots Cast
1214 Democratic Ballots, 510 Republic Ballots, 4 Libertarian, 1 Green Rainbow

Presidential Election Tuesday, Nov. 3, 2020 4237 Ballots Cast

| | |
|--|--------------|
| In Person Early Voting (Oct. 17 – Oct. 30) | 1081 Ballots |
| Absentee/No Fault Vote by Mail | 1537 Ballots |
| Election Day In-person Voting | 1619 Ballots |

Congratulations and Thank you! With tremendous gratitude to the public who, by and large, was gracious dealing with the exceedingly tedious process of merging Election Law and Pandemic Protocols and to the citizens who reached out to me to volunteer to leave the relative safety of the Stay-at-home order to work with the public – exactly what no one wanted to do! They trained, counted, stuffed and filed, then trained a little more and finally actually worked on Election Day. I am proud to say that both the Town of Rowley and the Commonwealth of Massachusetts took tremendous care providing for the safety and health of both election workers and voters. I never heard even a rumor of anyone involved with the elections getting sick as a result and for this I am personally and profoundly relieved. It wasn't easy essentially asking citizens to put their lives on the line and I congratulate all who chose to participate in this historic election cycle. It wasn't easy but we did it – we worked together amidst an ever changing landscape of election laws and public health related edicts – we adapted and forged ahead and we all should be proud.

2020 Election Workers:

Kathleen Cousins, 11 Cross St.
Robert Johnson, 28 Brook St.
Jeannette Southall, 1 Leslie Rd.
Mary Ellen MacDonald, 52 Summer St.

Kim Waring-Wright, 20 Green Needle Lane
Arleen Damon, 7 Glynn St.
Dennis Donoghue, 73 Cross St.
Anne Ganzenmuller, 72 Central St.

Mary Ellen Mighill, 76 Central St.
Joan Carol Petersen, 25 Newbury Rd.
Linda Snow, 111 Leslie Rd.
Kim Perilli, 269 Dodge Rd
Michelle Ford, 51 Hammond St.
William Cousins, 11 Cross St.
Jennifer Genet, 10 Country Club Rd

Bill Ganzenmuller, 72 Central St.
Anne Girard, 100 Leslie Rd
Maryanne Levasseur, 6 Leslie Rd
Maura Mastrogiovanni, 188 Central St.
Jay Scheuer, 188 Wethersfield St.
MacKenzie Snow, 111 Leslie Rd.
Anne Jerome, 128 Central St.

And Volunteers – Tim Young, Ethan Young, David Masher, Barbara Breaker, Susan Sheuer and Alex Scheuer.

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. Special thanks as well to the Board of Health's Frank Marchigiani, Charlie Costello and Maryellen Mighill for making time to meet – endlessly - with me to address my considerable pandemic protocol concerns. Our thanks as well to St. Mary's Family Parish for allowing us to continue to hold our elections in their hall during this difficult time, the custodial staff at Triton for working with us to make Town Meeting work within the Social Distancing parameters. Special thanks to David Zizza of Bradford St. for handling – and continually sanitizing – the 'citizen input' microphone! He got quite a workout! And thanks as well to Janet Morrissey and staff of Rowley Cable Media and Jared Samuelson of the PRS Group for helping us all to learn how to operate in the whole new world of **Zoom** and **Go-to-Meeting!!**

Upcoming 2021 Election and Town Meeting Information:

| | |
|--|-------------------------------------|
| Special/Annual Town Meeting | Monday, May 3rd |
| Triton High School Auditorium @ 6:30PM | |
| Annual Town Election | Tuesday, May 11th |
| St. Mary's Hall, Main St. from Noon to 8PM | |

Respectfully submitted by the Board of Registrars: Susan G. Hazen; Gordon R. Densmore;
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 two full-time employees, and seven part-time new employees in 2020. 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 worked 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 results of the study are planned to be implemented in FY22.

The Town was awarded a Community Compact grant from the State in the amount of \$15,000 to be used to develop a workplace safety program in order to comply with the OSHA requirements that apply to municipalities under the Massachusetts Workers' Safety legislation. The Personnel Department staff is in the process of finding a consultant who can help the Town to develop this program.

REPORT OF THE AGRICULTURAL COMMISSION

The Farmers' Market had a successful 15th season despite the pandemic. We are grateful to the Rowley Board of Health for their assistance in developing safe guidelines for running the market. Reports from vendors were extremely positive and we were delighted to hear that most did the best they have ever done. Customers were pleased and we thank them for their patronage and cooperation with the COVID guidelines. We continue to try and expand the number and variety of vendors.

The Bradstreet Community Garden continues to be popular with residents. Again, we would like to thank the Rowley Board of Health for their help in formulating COVID safe guidelines. We had 17 people who worked a total of 32 plots at the Bradstreet Community Garden this past season. The Commission is also 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 three times in FY2020 (9/26/2019, 3/12/2020, 5/14/2020) The Community Preservation surcharge for FY 2020 was \$511,569.00, plus the additional 44% State matching portion of \$199,367.00.

Projects submitted and approved in Fiscal Year 2020 were as follows:

1. Basketball Courts Upgrade at Pine Grove School \$85,000.00
2. Batting Cages at Eiras Park \$6,500.00
3. Home Run Fence at Eiras Park \$7,760.00
4. Additional Funding Pingree Farm Bridge \$16,800.00
5. Historic District Signs \$17,500.00

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 186 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.

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, 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 Town Planner serves as staff for the Planning Board and administers the day-to-day functions of the Planning Board office. The Town Planner position is a full-time 35 hours per week position who 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 9am 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.

As with other Town departments, in response to the COVID-19 global pandemic, the Planning Board adapted its operations so as to continue providing the same above-cited services by holding remote meetings starting April 29, 2020 until the present time. Despite the challenges of the pandemic, the Planning Board held a consistent level of activity comparable to the previous year. Here is a summary of the Planning Board activities during 2020:

- Held twenty-four (24) public meetings (20 public meetings in 2019)
- Conducted twenty-four (24) new public hearings (17 in 2019)
- Reviewed eleven (11) Special Permit/Site Plan Review applications (13 in 2019)
- Reviewed four (4) Approval-Not-Required (ANR) subdivision plans, (6 in 2019)
- Reviewed four (4) definitive subdivision plans, three of which are Open Space Residential Development (OSRD) plan and the other being a New England Village Development (NEVD) (reviewed 2 definitive plans in 2019)
- Sponsored zoning bylaw amendments pertaining to allowing solar photovoltaic facilities in the commercial zoning districts, making setback requirements in the Central district more flexible, and simplifying the outdoor lighting requirements.

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.town.rowley.ma.us/common> for updated office hours.

Respectfully submitted: Chris Thornton, Chairman; David Jaquith, Vice Chairman; Troy Spaulding, Member; John Urbaczewski, Member; Kevin Moriarty, 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 Amended 2020), and the Town of Rowley Stormwater Management and Erosion Control Bylaw (2007). At the May 2020 Annual Town Meeting the Town accepted an Amended Town of Rowley Wetlands Protection Bylaw allowing the Commission to revise fees for Wetlands Permits. The Massachusetts Attorney General Office approved this Amendment.

The Commission meets remotely every three weeks on Tuesday evenings at 7:30 p.m. 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: Vice Chairman Samuel Streiff (16 1/4 years), Robert Garner (12 3/4 years), Howard Vogel (5 1/4 years), Chairman Daniel Shinnick (3 1/2 years), Howard Terrien (1 year), Jennifer Haag (appointed to serve in January), and Ann Witzig (appointed to serve in September). The Conservation Commission is represented by Sam Streiff on the Community Preservation Committee and Howard Vogel on the Open Space Committee.

Commissioner Judith Kehs, when she retired, had 40 years of service to the Town of Rowley. The Commission would like to acknowledge and sincerely thank Judy for such exemplary service and commitment to protecting the Town's natural resources.

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, 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 56 Permit Applications and related documents that consisted of:

- 2 Notices of Resource Area Delineation to determine wetland boundaries
- 10 New and Amended Notice of Intent Applications for new homes, subdivisions, and other building projects
- 13 Requests for Determination of Applicability, which permit less complicated projects
- 18 Requests for Certificates of Compliance/Completion, the final declaration of project completion

- 4 Stormwater Management Permits, managing project drainage and erosion controls
- 9 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 48 Building Permit Requests, numerous information requests, and provided the Health Department with input on 41 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 subcommittee of the Conservation Commission, included the following members: Sonja Vincola (Co-Chair), Alyssa King (Co-Chair), Brooke Ten Eyck (Clerk), Russ Leibe (appointed to serve in October), and Commission Representative Howard Vogel. Member Vincola represented the OSC on the Community Preservation Committee. The OSC was awarded a Mass. Trails Grant of \$10,000 to partially fund construction of a 290-foot boardwalk crossing the wetlands and the Mill River on the Pingree Farm Conservation Areas (east & west). The boardwalk fulfills the goal of dry foot passage from the Boxford Road parking area to Pingree Farm Road through the Georgetown-Rowley State Forest. Construction started in November with local contractors and equipment operators installing the vertical supports. Thanks to the generous time and effort of citizen volunteers, the boardwalk was completed in January 2021. The Conservation Commission and Open Space Committee wishes to thank and acknowledge the time and effort of dedicated volunteers who made the completion of the boardwalk possible.

The Commission accepted ten acres of forested open space containing vernal pool habitat at the rear of the former 50 Newbury Road location in the Hart's Way Condo project. The conservation area includes limited parking and a public trail that allows access to previously conserved forested back land. 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 (16 1/2 years), Conservation Secretary Deborah Cunningham (4 1/4 years), and Senior Service person Jean Blanchard (13 years). The Conservation Commission office is located in Room 4 at Town Hall Annex. The office may be contacted at 978-948-2330 or conservation@townofrowley.org. The public is invited to visit the Commission's webpage at www.townofrowley.org for meeting dates, forms, and general information.

In March of 2020, due to the COVID 19 pandemic, the Commission and its staff began working by remote access as a means to handle the work of the Commission. With the Town Hall Annex

unavailable to the public, the staff worked with property owners to address questions, review building permit applications, hold site inspections, and schedule hearings while maintaining recommended safety protocols. The Commission began using remote software to hold meetings through internet and telephone access in order to continue the work of reviewing applications and allowing public access to deliberations. Despite Executive Orders from the Governor's Office authorizing tolling of time to hold hearings and issue permits, the work of the Commission continued in a timely manner.

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 Vogel; Jennifer Haag; Ann Witzig; Howard Terrien

REPORT OF THE CULTURAL COUNCIL

For the 2020 grant period, the Rowley Cultural Council received 20 applications for grant request totaling over \$12,000. Unfortunately, we had 20 applicant requests and only \$5308 to award. All requests were excellent and we regret that we could not honor all. Due to Covid-19, monies not used in the 2020 grant year were extended until September 30, 2021. Several of the programs moved to an online platform to deliver their program.

We added 1 new member, for a total of six members. The RCC would like to increase the number of board members in 2021.

Also due to the COVID-19 pandemic, the 2021 Grant Awards application deadline was extended to December 16, 2020. Thus, grants will be awarded in mid-February, 2021.

2020 Grant Awardees

| |
|---|
| Newburyport Chamber Music Festival |
| Council on Aging: The Haverston Mills Town Meeting (play) |
| Newburyport Choral Society |
| Rowley Public Library: Dino-Adventure, Murder á la Carte, Magic Fred, Velveteen Rabbit (Gordon College Dept. of Theatre Arts) |
| Triton Music Parents Organization (TMPO) Scholarships |
| Triton Middle and High School Intern Program, Workshop Arts, Inc. |
| Express Yourself, Inc. Solstice School |
| Newburyport Film Festival |
| Spring Birdwatching Walk Rowley, Mass Audubon's Ipswich River Wildlife Sanctuary |

The Rowley Cultural Council members during the 2020 Grant Award Year: Sharon Hydren, Chair; Barbara Nelson, Secretary; Debra Streiff, Treasurer; Mary Bright; and Dana Nelson

We thank Mary Bright and Debra Streiff for Their dedication to the RCC. Both finished their terms June 30, 2020.

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 2020, the Board had six cases before them. The Board continued one hearing from 2019 and opened five new hearings, rendering Decisions in four 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. Due to the COVID crisis, meetings are held virtually. 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

Rowley Police Department Mission Statement

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

I think the year 2020 is one many of us are happy to put in the rear view mirror. There were many challenges we faced, and still face, but I’m happy to report the men and women of the Rowley Police Department rose to the occasion. Everyone worked together in an effort to assure the citizens of Rowley maintained the service they are accustomed and deserve. I truly appreciate all the adjustments we have made in our lives with the realization these events have not been seen in many of our lifetimes. While it has not always been easy or smooth, as a department, as a town, we were resilient and will come out stronger. I am honored to lead such a dedicated group of men and women employed at the Rowley Police Department and am equally honored to continue to serve the citizens of Rowley.

Every year we see some faces come and some faces go. In May, Officer Andrew Lawrence resigned his position with the Rowley Police Department. While we never like to see officers move on, it generally presents an opportunity for one of our reserve officers to move to the full-time ranks. Officer Lucas Tubbs was hired as a full time officer in July. He began his full time academy training in September. Even with the challenges of the pandemic, Officer Tubbs is scheduled to complete the academy and be on the streets of Rowley in March. The Department also added 3 new reserve officers to our ranks, Reserve Officer Joshua Spoonhour in July, and Reserve Officers Timothy Leblanc and Oceana Golliday in September. We enjoy a great group of reserve police officers and these three new officers have to date demonstrated they fit that mold.

Last year I spoke at length about the professional and unsung Rowley Communications Center staff and their responsibility and role as first responders. We have a dedicated group of Communications Specialists. From the most junior with four years of experience, to our most senior with 32 years of experience, we are fortunate in the Town of Rowley that our Communications Center averages just under 18 years of experience. That combination of experience and “new blood” compliments itself and is necessary to keep up with the ever changing technology and ever increasing demands of an Emergency Communications Center. As I also discussed last year, the difficulty in finding willing, qualified, part-time employees to assist with the workload and time off requirements is exceedingly difficult. We are fortunate to have hired Grace Cohen as a part-time Communications Specialist. Grace lives locally and is a full time Specialist for a larger agency close to Boston. Through a grant, her full time experience has enabled her to take on a much needed role as our in-house training coordinator for the state 911 system.

There has been a great deal of discussion, nationally and on the state level, regarding police reform. Despite what is generally reported, I do not believe there is another profession that polices itself better than law enforcement. That being said, every entity, every profession can improve and we embrace the Legislature’s and Governor’s effort in reform as another step forward in the transparency of our profession. Being an accredited agency is one of the requirements in the new reform law. The Rowley Police Department has been an accredited agency since 2002 and was one of the first agencies in the state to achieve state accreditation. Much of what has been outlined in the reform law has been a practice of this agency for nearly two decades. We are scheduled for a re-accreditation assessment again in May of 2021. Any necessary additions to training and/or policies have been implemented and we will again be re-accredited as an agency.

Each year we work with the Triton Regional School District and each of the district Police Departments to update and upgrade school safety. The District continues to embrace The ALICE program. The LEAD program taught at the Pine Grove School was put on hold last year for a variety of reasons, not the least of which was COVID-19. The pandemic still poses an obstacle in continuing this program but we remain dedicated to having a role with our youngest of citizens and look forward to working with Pine Grove staff and administration to see what that may look like moving forward.

Looking Ahead

The year 2020 presented many challenges for us as an agency and as a Town. It appears 2021 will pick up where 2020 left off, at least in the near term in regards to the pandemic. With the vaccine here we may be on the road to more normalcy, whatever that may look like now.

As mentioned earlier, the Police Reform Bill will be met here locally with minimal impact in regards to training and policy development. There is one area in the police reform legislation that will impact us here at the Police Department, and that is in regards to Reserve Police Officers. The new reform legislation appears to phase out “Reserve Police Officers”, replacing them with “full-time certified” Police Officers who may work in a part-time capacity. Additional training is always a good thing; however there are still many unanswered questions as to our current slate of reserve police officers, not just in Rowley, but state wide. Whatever the outcome, the new certification process for police officers will make for a more standardized training throughout the Commonwealth.

You will see from the chart below, most of the criminal activity in town has seen a steady decline. While as an agency I would like to think we had some role in that, it is likely also true the decline can be correlated directly to the pandemic and a lack of mobility during the majority of 2020. There is one item that has shown a marked increase, and that is crimes against property. Identity theft is classified as a crime against property. In 2019, there were 52 crimes against property reported in the Town of Rowley. In 2020 that number of 52, represented the number of identity theft crimes alone reported, or 42% of all crimes against property. The majority of those were fraudulent unemployment claims being filed, but there was also a fair share of scams being reported. Scammers never cease to lack imagination or take advantage of well publicized tragedies in an effort to separate you from your hard earned money. Never give out your personal information over the phone to anyone or any entity. When in doubt, call the police.

I want to thank the citizens of Rowley for their continued support. I hope by our actions we demonstrate that appreciation each and every day.

| Activity Statistics 2019 | | | |
|-----------------------------------|------|------|------|
| | 2020 | 2019 | 2018 |
| Breaking and Entering | 9 | 17 | 13 |
| Weapons Law Violations | 1 | 1 | 3 |
| Liquor law Violations | 6 | 9 | 11 |
| OUI's | 23 | 28 | 32 |
| Drug/Narcotic Violations | 3 | 6 | 7 |
| Destruction of Property/Vandalism | 11 | 5 | 9 |
| Domestic Disturbance/Violence | 28 | 31 | 28 |
| Felony Investigations | 91 | 79 | 118 |
| Medical Emergencies | 439 | 463 | 408 |
| Motor Vehicle Stops or Complaints | 1333 | 1763 | 1838 |

| | | | |
|--|-------|-------|-------|
| Traffic Accidents | 73 | 120 | 122 |
| Traffic Citations/By Law Offenses | 410 | 457 | 257 |
| Total Crimes Against Persons (investigated) | 38 | 37 | 76 |
| Total Crimes Against Property (investigated) | 123 | 52 | 89 |
| Total Crimes against Society (investigated) | 37 | 50 | 54 |
| Total Arrests/Summons | 162 | 218 | 191 |
| Total Log Entries | 18573 | 20455 | 19203 |

| 2019 Revenue Generated | |
|-------------------------------|--------------------|
| Reports and Licensing | \$4,563.50 |
| Private Details | \$4,033.10 |
| Court and RMV Assessments | \$32,415.39 |
| Total | \$41,011.99 |

2019 Police Grants received

State 911 EMD Training Grant \$13,897.44

State 911 Incentive Grant \$30,672.00

State 911 EMD Grant \$332.70

Byrne Justice Assistance Grant (JAG) \$40,000

MIIA Equipment Grant \$8,000

Total \$92,902.14

Respectfully submitted: 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 2020. 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.

2020 has been a challenge due to the Covid-19 pandemic, however the Fire Department was able to continue to provide emergency service to the community. In order to provide social distancing, the Department was able to assist the Board of Health provide flu shots to members of the community this fall.

The Department was also successful in obtaining another federal firefighter assistance grant to purchase portable radios for the Department. This was the second year in a row where the Department received equipment from this federal grant. Between both grants the town saved

over \$500,000.00 in equipment purchases. The Department was also successful in obtaining a Staffing for Adequate Fire and Emergency Response grant from the Federal Government which will pay the salaries for two new full-time firefighters over the next 3 years.

The Fire Department responded to 690 calls from January 1 to Dec 31, 2020. The following is a list of calls for 2019 and 2020 as categorized by the Massachusetts Fire Incident Reporting System:

| Type of Situation | 2019 | 2020 | Type of Situation | 2019 | 2020 |
|--------------------------|-------------|-------------|--------------------------|-------------|-------------|
| Building Fire | 14 | 19 | Service Call | 4 | 4 |
| Cooking Fire | 27 | 32 | Person in Distress | 0 | 0 |
| Burner/ boiler malfunc. | 1 | 0 | Lock-out | 7 | 5 |
| Fire Camper/motor home | 0 | 0 | Ring/jewelry removal | 2 | 1 |
| Passenger Vehicle fire | 10 | 2 | Water evacuation | 2 | 0 |
| Road Freight/Transport | 0 | 0 | Water/Steam Leak | 1 | 0 |
| Forest/woods/wildland | 2 | 2 | Smoke removal | 2 | 1 |
| Brush/grass fires | 5 | 1 | Public Assist | 7 | 5 |
| Outside Fire | 4 | 3 | Assist Police | 4 | 4 |
| Overpressure rupture | 0 | 0 | Assist invalid | 11 | 6 |
| Medical assist EMS | 0 | 0 | Unauthorized burning | 14 | 7 |
| EMS call | 323 | 308 | Cover assignment | 3 | 5 |
| EMS MVA | 53 | 44 | Good Intent other | 8 | 9 |
| Elevator Rescue | 0 | 0 | Dispatched canceled | 130 | 108 |
| Missing Person Search | 0 | 0 | Smoke Scare | 10 | 9 |
| EMS standby | 0 | 0 | Steam Vapor Fog | 1 | 0 |
| Med flight landing | 1 | 0 | Hazmat release invest. | 11 | 10 |
| Hazardous condition | 5 | 0 | Phone malicious false | 3 | 0 |
| Flammable liquid spill | 2 | 2 | System Activation | 43 | 42 |
| Natural gas leak | 7 | 6 | Smoke Det. Malf. | 49 | 15 |
| Chemical Hazard no spill | 0 | 0 | Heat Det Malfunction | 3 | 1 |
| Chemical spill or leak | 0 | 1 | Light Ballast breakdown | 0 | 0 |
| Power line down | 2 | 0 | Unintentional alarm | 1 | 1 |
| Arcing equipment | 4 | 0 | Detector activation | 6 | 29 |
| MVA general cleanup | 2 | 1 | Carbon Monoxide | 8 | 6 |
| Citizens Complaint | 1 | 0 | Lightning strike | 4 | 1 |

Respectfully submitted: 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 2018 International codes, the Massachusetts Plumbing & Gas Code and the 2017 National Electrical Code. On July 1, 2020 we adopted the IECC 2018 Stretch Energy Code. All reports and filings were carried out as required by law.

All inspection department applications are available on the town website. In 2021 we will be converting to an on-line permitting system.

We were open throughout the COVID-19 pandemic; issuing permits and meeting with individuals by appointment, even though our building was officially closed to the public for much of the year.

PERMIT ACTIVITY BUILDING PERMITS

| Type | # of Permits | Construction Value |
|--------------------------------|---------------------|---------------------------|
| Single-Family | 4 | \$1,759,360 |
| Addition/Garage | 8 | \$622,566 |
| Chimney/Woodstove/Pellet Stove | 4 | \$16,892 |
| Outbuilding | 3 | \$306,700 |
| Pool | 12 | \$423,126 |
| Porch/Deck | 4 | \$90,333 |
| Renovation/Alteration | 86 | \$1,740,105 |
| Roofing/Siding | 34 | \$514,878 |
| Commercial | 27 | \$4,437,202 |
| Demolition | 6 | \$57,800 |
| Solar | 7 | \$216,454 |
| Mechanical | 24 | \$516,006 |
| Total | 219 | \$10,707,421 |

Total Building & Mechanical Permit Fees collected for 2020: **\$113,717**

PLUMBING AND GAS PERMITS

| | |
|----------------------------------|------------|
| Plumbing permits issued for 2020 | 89 |
| Gas permits issued for 2020 | 108 |
| Total | 197 |

Total Plumbing and Gas Permit Fees collected for 2020: **\$17,430**

ELECTRICAL PERMITS

Electrical permits issued for 2020 **152**

Total Electrical Permit Fees collected for 2020: **\$23,746**

Total fees received from all permits (building, gas, plumbing, electrical): \$154,893

SUMMARY

- New construction permits for 4 single-family dwellings were issued. The estimated average value of new single-family construction was \$439,840.
- In 2021 we anticipate a significant increase in single family home construction as 49 new lots have been approved for the Open Space Falcon Ridge development off of Wethersfield Street.

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 2020. Mass. General Laws requires all dogs and cat 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

6 loose livestock calls
16 animals hit by vehicles (includes wildlife)
4 cats reported missing
10 loose dogs picked up
35 miscellaneous calls
1 missing dog found and returned

TREE DEPARTMENT REPORT

Maintenance and repairs of all the Department's equipment and tools had been performed throughout the year as scheduled or needed.

Selective pruning and trimming of shade trees throughout the town had been performed during the appropriate season.

A count of 340 Christmas trees had been 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 50 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 Department

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

Where do I start? The 2020 boating season started off very early in March as the result of a very mild winter and warm spring. Who would have ever imagined that a global pandemic would lead families to purchase boats for entertainment verses travelling to remote places on vacation? Rowley residents were no different. They purchased boats, kayaks, canoes, paddleboards, jet skis, Jeeps and pickup trucks to haul them. The great outdoors became the only place that family clusters could isolate from the dangers of Covid-19. The Rowley Harbormaster Department worked hard to help residents maintain the privilege of using our resident only launch ramp in a safe manner by installing signage that insisted on “social distancing” and wearing masks. Overcrowded parking was the topic of conversation this past summer as the launch ramp was busy 7 days a week. With many residents working from home, it quickly became obvious that your cell phone reception determined the location of your remote office! Lack of adequate parking space became the norm most summer weekends and often during the week.

One major accident occurred just over the town line in Ipswich this summer where a young man was ejected from his boat and hit by the propeller. He was airlifted to Boston in critical condition. There were several requests for assistance (911) due to stranding’s and inclement weather breakdowns in areas that US Coast Guard was unable to assist due to low tides. No other injuries to report.

The river was marked with 43 navigational aids placed along the Rowley River Channel solely by Harbor staff this year due to Covid-19 social distancing restrictions. 379 mooring/ slip/ launch permits issued in 2020 generated \$23,106.00. The fee for the resident-only Launch Ramp is currently \$60/ permit, commercial clammers included. Mooring/ Slip permits were \$5.00 per foot for all boats in 2020. 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 financially self-sufficient. The mooring/slip user fee increased by \$1 per foot for the 2020 season to cover inflationary costs of materials and services.

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 Department of Fisheries continues to allow “in-kind” expenses to be reimbursed as well. This has allowed the Town to be fully reimbursed 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 over 6,000 gallons of waste during the 2020 boating season (a 236% increase over 2019) and continues to perform well.

The Town launch ramp was successfully repaved on August 21, 2020. The launch ramp easily accommodates two boats launching at the same time (with experienced operators!). Please be patient & courteous.

A sincere thanks to the many volunteers that continue to help with dock installation and boat maintenance each year. Especially Robert Murrin of Murrin Construction who has volunteered himself and needed equipment to install and remove the town docks for many years now.

Discussions are underway with the MA Division of Conservation Services and the Rowley Conservation Commission to expand parking for town residents, as use of this area has grown considerably. The proposed oyster farm at the end of the river received preliminary approval from the town after extensive discussion in public hearings. The owner is now working to obtain state and federal permits. Unfortunately, Covid-19 precluded the use of willing volunteers to mark and un-mark the river this year. Looking like the same again in 2021. Let us hope for a quick and safe end to this pandemic.

Respectfully submitted: Bill DiMento - Harbormaster

REPORT OF THE SHELLFISH DEPARTMENT

The 2020 shellfish season was definitely one to remember. With Coronavirus in full swing, licenses and permits were difficult to get to fishermen and we apologize for any inconvenience. The weather overall was cooperative, freezing of the river in early winter locked up the Rowley River and all mud flats. Typical rainfall closures occurred in the spring. The summer brought hot, dry conditions but kept the clam flats open through most of the summer. Abnormally warmer fall and early winter also saw productive months of harvesting with few rainfall closures. No red tide was detected this year, either.

No new major updates with the Shellfish Department this year. Rules for 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 Perleys 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. These areas are marked with signs in the river.

Overall, despite Coronavirus shut downs, a coordinated effort with the Harbormaster kept the town boat ramp open and safe for everyone, especially commercial clammers and recreational clammers, and we thank everyone for their cooperation.

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

As always the Shellfish Department wishes to see interest in shellfishing increase. 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

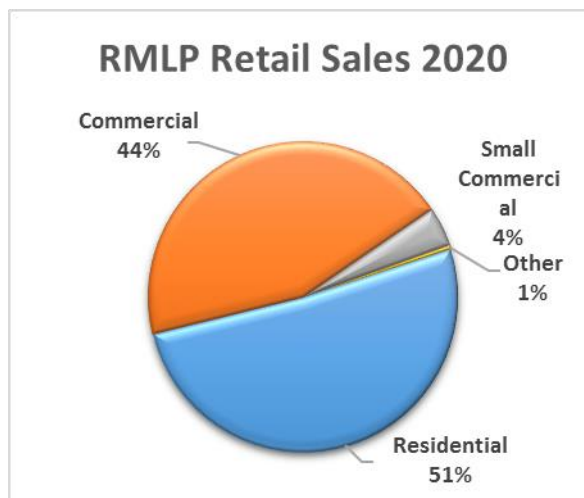
Rmlp.org

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 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: Matthew R. Brown

| | |
|--------------------------------|---|
| Number of staff: | 8 |
| Service territory: | Rowley |
| Number of customers: | 3088 |
| Available capacity: 2020 | 30 MVA |
| Peak demand: 2020 | 12.29 MW occurred on 7/28/20 in hour 16 |
| All-time peak demand: | 12.29 MW |
| Average Load: 2020 | 5.38 MW |
| Total energy consumption: 2020 | 47,239.12 MWH |
| Distribution lines: | 12.7 miles |
| Long term credit rating (S&P) | A+ |



Key accomplishments in 2020

- Completed the Rowley Ready Mix conversion (3 step downs removed from Central street)
- Installed 73 new poles (15 anchors, transferred 45 poles, and removed 66 double poles)
- Completed phase 2 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 Hazardous tree removals on Boxford Rd, Haverhill, and Central Street.
- Interconnected 5 new residential solar customers.
- Issued the first Community Solar credit in November 2020.

Contributions and Services Provided to the Town

- RMLP funded the Rowley street lighting initiative. Additionally, RMLP purchases and maintains all public lighting at no cost to the town.
- RMLP contracted R.F. GOULEY Company to administer Electrical Safety training to our seniors at the Senior Center (a socially distanced event).
- 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: Matthew R. Brown – General Manager

Board of Commissioners: Mark Cousins, Chair; Bryan DiPersia, Member; Danby Whitmore, Clerk

ROWLEY ELECTRIC LIGHT DEPARTMENT COMPARATIVE BALANCE SHEET 2020

| | Balance Beginning of Year | Balance End of Year | Increase or (Decrease) |
|---|---------------------------------|---------------------------|------------------------------|
| ASSETS | | | |
| UTILITY PLANT | | | |
| 101 Utility Plant - Electric | 4,198,931.79 | 4,575,436.10 | 376,504.31 |
| FUND ACCOUNTS | | | |
| 126 Depreciation Fund | 4,002,141.43 | 3,828,518.86 | (173,622.57) |
| 127 Bond Fund | | | |
| 128 Rate Stabilization Fund | 227,929.49 | 885,583.02 | 657,653.53 |
| CURRENT AND ACCRUED ASSETS | | | |
| 131 Cash | 1,621,829.47 | 1,672,364.87 | 50,535.40 |
| 132 Special Deposits | 114,637.01 | 109,547.34 | (5,089.67) |
| 132 Working Funds | 690.00 | 690.00 | 0.00 |
| 142 Customer Accounts Receivable | 403,029.43 | 426,794.26 | 23,764.83 |
| 143 Other Accounts Receivable | 20,599.32 | 20,074.73 | (524.59) |
| 146 Receivables from Municipality | | | |
| 151 Materials and Supplies | 85,034.46 | 99,431.37 | 14,396.91 |
| 165 Prepayments | 1,160,092.25 | 1,141,472.71 | (18,619.54) |
| 174 Miscellaneous Current Assets | 688,388.89 | 1,011,013.52 | 322,624.63 |
| DEFERRED DEBITS | | | |
| 183 Other Deferred Debits | 0.00 | 0.00 | 0.00 |
| Total Assets and Other Debits | 12,523,303.54 | 13,770,926.78 | 1,247,623.24 |
| LIABILITIES | | | |
| SURPLUS | | | |
| 206 Loans Repayments | 2,279,200.00 | 2,359,200.00 | 80,000.00 |
| 207 Appropriations for Construction Repayments | 0.00 | 0.00 | 0.00 |
| 208 Unappropriated Earned Surplus | 5,102,080.17 | 6,102,075.91 | 999,995.74 |
| LONG TERM DEBT | | | |
| 221 Bonds & Notes | 0.00 | 0.00 | 0.00 |
| CURRENT AND ACCRUED LIABILITIES | | | |
| 232 Accounts Payable | 434,043.10 | 452,407.18 | 18,364.08 |
| 235 Customer' Deposits | 114,637.01 | 109,547.34 | (5,089.67) |
| 242 Miscellaneous Current and Accrued Liabilities | 3,076,022.17 | 3,141,183.40 | 65,161.23 |
| 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 | 1,465,214.45 | 1,554,406.31 | 89,191.86 |
| Total Liabilities and Other Credits | 12,523,303.54 | 13,770,926.78 | 1,247,623.24 |

ROWLEY ELECTRIC LIGHT DEPARTMENT STATEMENT OF INCOME FOR THE YEAR 2020

| | Current Year | Increase or (Decrease) from Preceding Year |
|--|---------------------|--|
| OPERATING INCOME | | |
| 400 Operating Revenue | 7,789,967.99 | 20,174.87 |
| OPERATING EXPENSES | | |
| 401 Operation Expense | 6,283,821.85 | (377,384.22) |
| 402 Maintenance Expense | 372,890.98 | (48,300.93) |
| 403 Depreciation Expense | 282,879.87 | 6,586.60 |
| Total Operating Expenses | 6,939,592.70 | (419,098.55) |
| Operating Income | 850,375.29 | 439,273.42 |
| OTHER INCOME | | |
| 415 Income from Merchandising, Jobbing and Contract Work | | |
| 419 Interest Income | 251,168.32 | 14,106.46 |
| 421 Miscellaneous Nonoperating Income | | |
| Total Income | 1,101,543.61 | 453,379.88 |
| 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>1,101,543.61</u> | <u>453,379.88</u> |

| | Debits | Credits |
|--|---------------------|---------------------|
| 208 Unappropriated Earned Surplus (at beginning of period) | | 5,022,080.17 |
| 433 Balance Transferred from Income | | 1,101,543.61 |
| 434 Miscellaneous Credits to Surplus | | |
| 435 Miscellaneous Debits to Surplus | | |
| 436 Appropriations of Surplus | 21,547.87 | |
| 437 Surplus Applied to Depreciation | | |
| 208 Unappropriated Earned Surplus (at end of period) | <u>6,102,075.91</u> | |
| | <u>6,123,623.78</u> | <u>6,123,623.78</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 Cedarwood Lane, Perley Avenue, Allen Avenue and Central Way: full depth reclamation, grading, paving and drainage repairs. Mansion Drive was resurfaced.

All catch basin were dug and cleaned. 5 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 had been 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 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 had been painted during the late summer. Signage consisting of regulatory street name, stop, and speed limit signs and other non-regulatory signs had been repaired or replaced throughout the town most were due to motor vehicle accidents and vandalism and some were replaced due to weathered conditions.

The 2020 winter season was warm and dry with below average snow accumulations. 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 work during the 2020 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

The Water Department wants to thank all of our customers for their patience and support during the COVID-19 Pandemic. We were required to follow the guidelines that were ordered by the Governor of the State of Massachusetts, which meant we had to close our office, which made it more difficult to support the needs of our customers. The Water Department staff had to be

separated and put on alternate shifts in order to protect them from exposure to the virus. As a result we frequently had only a single staff member to cover customer issues and support.

In previous years and again this year, we received complaints from customers that their water bills were difficult to understand and not user friendly. We worked with our billing service at Pennichuck and designed a new bill format which has a more informative layout and is less confusing to use.

We have been and will be working on several significant projects.

- Massachusetts Department of Environmental Protection strongly recommends regularly reviewing and addressing all potential vulnerabilities to our software. A project was proposed and funding agreed to in 2020. This work will be completed by the end of FY21.
- We have a New Water Source Study to look for a new water source in case any of our wells have to be shut down for maintenance or repair. This project is ongoing.
- The removal of the decaying old water tank on Prospect Hill, below the new water tank will be going out to bid and the work should be completed in 2021.
- The proposed Dodge Road Water Main Extension project will improve our ability to maintain water to the Prospect Hill tank from the Water Treatment Facility in the event the water main on Haverhill Street to Route One has to be shut down for any reason. If approved at Town Meeting, this will be a multi-year project from design to completion.

These active and proposed projects are funded by the Water Department's Stabilization Fund as illustrated in the following table.

| Project | Appropriation | States |
|--------------------------------|----------------------|----------------------------------|
| Risk Assessment Plan | \$30,000 | Nearing completion |
| Water Source Study | \$30,000 | On going |
| Prospect Hill Tank Demo | \$120,000 | Out to bid now |
| Dodge St. Water Main Extension | >\$1,500,000 | Subject to Town Meeting approval |

As part of our withdrawal permit, we are required by the Massachusetts Department of Environmental Protection to keep unaccounted for drinking water to 10% of our produced water. For years we have exceeded this level despite our efforts to detect leaks. Again we completed our annual leak detection and we found and fixed several significant leaks. It appears that we are finally getting close to the 10% level.

In 2020, we experienced 4 water main breaks and 5 service line breaks. The Water Department also handled 200 service calls. We provide such services as tracking possible leaks by using a data logger, final readings, meter removals and replacements, water shut offs and turn ons and connecting new customers. Our goal remains to provide prompt, effective and courteous responses to all customer requests.

The Water Treatment facility produced 153,656,000 gallons of safe, clean drinking water in the last fiscal year. The Department of Environmental Services requires that we regularly test our water. For example, we collect Total Coliform samples from our system each fiscal year at 13

approved sample sites. These samples are collected each month for a total of 2,028 samples each year. The test results for these and other samples are summarized in an official Water Quality report available on the Water Department website. In 2020, the results showed our water easily surpassed all State and Federal water quality standards.

The Water Department strives to supply clean and safe drinking water to our customers. However, on occasion, we do experience an event that causes dirty water or air in the water main which degrades the quality of the water. If you are having any issues with your water quality, please contact the Water Department so that we can address the issue as soon as we are able.

There is still a State-wide shortage of qualified water operators for both Treatment and Distribution. We continue to support and train our staff so they can meet the requirements for their State licenses. We still have an opening for a Primary Distribution Operator. We remain under-staffed but our current staff continue to meet all demands but we do need to fill the budgeted position as soon as possible.

REPORT OF THE BOARD OF HEALTH

The Board of Health (BOH) is pleased to present to you our activities during this past year. The Board and its 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 Health Department, under State and local regulations, responds to emergency planning requirements, issues permits, licenses and conducts inspections for approximately 150 businesses and institutions (some of which hold multiple licenses.)

In 2020, the emergence of the COVID-19 global pandemic more than doubled the workload of the department. Restaurants and other food service business/institutions had to be re-inspected as floor plans and outdoor dining changes were mandated by the Commonwealth, and assisted in formulating revised procedures. Board personnel participated in many regional and state-wide virtual meetings detailing new regulations and responses to the pandemic. Our Town Nurse postponed her plans for retirement in order to support the over 200 residents and families who have contracted or been in contact with the virus, and that work continues into 2021. Contact tracing and following up on complaints has consumed a large amount of staff time which will continue well into 2021.

Staffing changes in the department included updates to existing job descriptions and a new Health Department Secretary to assist with administrative duties.

The Board works at the local and regional level on emergency response planning relative to infectious disease emergencies, bioterrorist events, and natural disasters. The BOH participates in joint training and planning with the Regional Emergency Planning Committee, a cooperative effort of area Police and Fire Departments. We actively participate in the Region 3A Northeast Public Health Coalition, a coalition of 14 cities and towns working to develop emergency plans and mutual aid. BOH Members and staff have completed emergency response trainings and exercises. The Medical Reserve Corps coordinator has worked with the member towns, including the Rowley BOH, to recruit volunteers and increase participation and training with the Northern Essex County Medical Reserve Corps.

The BOH continues to address public nuisance concerns, air quality, noise control, indoor air quality, outdoor hydronic heaters, limited animal/insect control including beaver and mosquito management complaints, food protection, housing complaints, Title 5 compliance, and other issues affecting public health. The BOH has continued to provide services and support to citizens including 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 sponsored the fifteenth Household Hazardous Waste Day on November 7, 2020. The turnout of 136 cars shows there is a great need for household hazardous waste removal. ACV 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 BOH contracted for removal of 27 televisions, CRT's, and computer monitors; 2,515 pounds of mixed electronics; 8 large and 15 small propane tanks and helium tanks; 6 car batteries; and 109 automobile tires. No White Goods / Light Metal and Electronics Recycling Event was held. Because of the COVID emergency recyclers are not accepting goods. The BOH hopes to be able to resume these events in the future.

The BOH undertakes local water quality testing in cooperation with the Parker River Clean Water Association. Consistent testing at specific sites was carried out to ensure cumulative data for review over time.

The Septic Loan Program continues to be a success, using funds from the Massachusetts Water Pollution Abatement Trust and offering a low interest rate of two percent. The Health Director administers the loan program, including loan paperwork, quarterly and annual reports, database management, and other requirements of the state program regulations. As of December 2020, 108 loans have been approved totaling \$2,318,104.53. Fifty-seven loans have been repaid in full totaling \$1,140,394.37 received back into the program. A total of \$1,177,710.16 is outstanding for 51 active loans. This program successfully encourages residents to replace failed septic systems. The BOH will continue participating in this program.

We cooperate with Pine Grove School, Triton Regional School District and the Rowley Parks and Recreation Committee to provide protection from mosquito and tick infestations in public areas frequented by children and families. The BOH works with Northeast Massachusetts Mosquito Control to refine and implement an effective Vector Management Plan and Arbovirus Surveillance and Response Plan.

The BOH partnered with CVS Pharmacy to provide flu clinics. Clinics were held at the Fire Department during the day and evening to maximize access for seniors, residents, and first responders. The Board received a small amount of vaccine to provide flu shots to uninsured residents. Throughout the season the Board staff and Nurse were available to answer questions and respond to concerns. No person was refused a vaccination by the Board of Health.

The BOH works with the Council on Aging, TRIAD, and other groups to assist Rowley residents. In its fourteenth year, the program to collect and dispose of lancets, needles and

medical sharps has been very successful. The Board worked with the Healthy Communities Tobacco Control Program to improve local tobacco sales regulations.

Goals for 2021 include assuring that Rowley residents are vaccinated against the COVID-19 virus. The BOH will maintain existing services and strive to expand services and programs to the Town and its people. BOH members and staff will continue to meet expectations for communication on public health issues and actively address public health concerns. The Members of the Board and the Health Department staff thank the residents and other town departments for their support and will continue to expand their capacity to serve the Town.

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

REPORT OF THE COUNCIL ON AGING / SENIOR CENTER

The Council on Aging's 2020 year began with a renewal of favorite programs, continued nutritional and meal offerings, health and wellness support and case management and community resource work. Little did we know that our flexibility and ingenuity would be tested so completely in only 3 months' time.

In March, we hosted our annual and very popular St. Patrick's Day event. 58 folks attended with great food and entertainment by Irish step dancers. Less than a week later, the State released strict COVID guidelines with stay at home orders and cessation of gatherings. Our members were the most vulnerable group. COA staff and volunteers began making phone calls to check in on seniors and gather information about needs. Those calls continue to this day.

Our programs moved outdoors. Bingo, coffee hours, guest speakers, ladies and men's lunches at restaurants with outdoor seating. Our summer BBQ was a huge success! American BBQ provided the food, attendees had a choice of eating at one of two sites or having food delivered. Also during the summer, we held a parade of COA staff along with the Police and Fire Departments through Mill River and Plantation Drive to let people know we were all still here supporting them.

Through it all, our safety net programs grew even stronger. Our weekly family style meal was replaced by a three-day a week delivery of a meal. Once doctors' offices reopened, we continued offering rides to medical appointments. Our staff went from taking folks shopping in our van to shopping for seniors who were too vulnerable to shop for themselves. We assisted members in applying for Fuel Assistance, Medicare re-enrollment, Food Stamps, Affordable Housing and other services either over the phone or in socially distanced one-on-one appointments. Home visits continued for our most vulnerable.

For more home-based support, our puzzle, video and book library began to include home delivery. We delivered over 250 care bags of hygiene products, over 600 pair of gloves, hand sanitizer and masks. At the holidays over 150 stockings with goodies and Market Basket Gift Cards donated by the Friends of the Council on Aging and the Institution for Savings. All the while, we were making regular wellness check phone calls (over 1200) and responding to over

900 calls received for services. In November, Ellie Davis, of Rowley, was hired as COA Director; eager to bring her skills and experience to the team.

2020 could not have been such a success without the hard work of the COA staff and Board or the support of many community partners to whom we are extremely grateful. We are proud to be part of a community that consistently cares for and about the seniors in our town.

Respectfully submitted: Ellie Davis – Director;

The Council on Aging Board: Joan Lyons - Chairman; Geneva Merry – Vice Chair; Jena Haag - Secretary; Merle Phipps - Member; Dorothy Johnston – Member; Diana Titus – Member; Barbara Blanchard - Member

REPORT OF THE HISTORICAL COMMISSION & HISTORIC DISTRICT COMMISSION

During the year 2020, the Historic District Commission issued a total of (5) Five Certificates of Appropriateness, (7) Seven Certificates of Non-Applicability, (0) Certificates of Hardship, (0) Demolition Permit, (0) Demolition Delay Enacted. There was a total of (12) Twelve applications filed 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 the project at 157 Main Street. The design review process allowed this new addition to maintain distinctive characteristics and encouraged the new construction to be compatible with existing historic structures, maintaining Rowley's unique streetscape and rural character.

The Rowley Historic District Commission's primary mission 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, and new building construction. This assistance is provided upon request or required when a building permit is applied for within the designated districts.

The Historic District and Historical Commission meet each month to ensure and implement design guidelines, preservation, and awareness of historical characters, places, and artifacts in the town. Any property owner who has questions or comments on historical issues 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 being held virtually on the first Thursday of each month at 7:00 P.M. For more information, please contact the Historical Commission via email: historic@townofrowley.org.

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

REPORT OF THE ROWLEY PUBLIC LIBRARY

2020 started out strong at the Rowley Library. Patron visits and circulation metrics were up, a large slate of programs were planned, art shows were scheduled in the gallery and display case, and the implementation of a new strategic plan was set to begin on July 1. Read the plan at <http://www.rowleylibrary.org/about-the-rowley-public-library/strategic-plan/>.

Then, on the Ides of March, the Rowley Board of Health issued an order closing the Rowley Public Library to the public until further notice. The novel coronavirus was spreading, and precautions needed to be taken to ensure the health and safety of the library staff and patrons. The public would not be allowed into the Library building for a full six months.

Library staff quickly shifted focus to determine how best to continue to serve the community. While maintaining essential services, the team also worked to determine what services could be offered as alternatives to in-person access. Attention pivoted to remote virtual library resources and focused on enhancing the collections of e-books, downloadable audiobooks, magazines, music and movies, as well as available databases and electronic collections. Education and outreach were provided by phone and email to help patrons access these materials. E-cards were issued to anyone who asked, proof of address no longer required, so that all could still study, learn, read, listen, and view.

Through use of virtual meeting applications, some library programs continued, including the monthly book club for adults and Dungeons and Dragons for teens. Children, families, and students were engaged on our social media platforms with contests, trivia, games, and recommendations for at-home learning and fun.

In May the Commonwealth reopening plan had entered phase one, allowing libraries to offer curbside service of library materials, and staff prepared to return to the building. This was a challenging transition, as social distancing was required. Even with only a few people in the building safety was upmost in all our minds as we rearranged desks and workspaces, secured personal protective equipment, and implemented and modified technology solutions. With staff back on site and curbside pickup allowed, services were expanded to include take and make crafts and literacy activities along with self-guided reading challenges for all ages.

In September, after many more building and workflow modifications, patrons were welcomed back on a limited basis, with occupancy and time parameters imposed. It was a pleasure to see our masked patrons return and to know that they were understanding of the new safety precautions and consequent limitations on access.

Throughout this unprecedented year, 98 new library cards were issued, 1,600 reference questions were answered, public computers were used 5,131 times, and wifi sessions (available throughout the closure from the parking lot) numbered 2,575. When Children's Room access was reinstated by appointment starting in November, 78 families browsed for materials. In total, 9,799 patrons visited the Library in 2020, and 28,446 items were borrowed. Virtual library materials accounted for about 25% of the total items borrowed.

The Library staff and trustees are grateful for the support that was extended from the Town of Rowley, particularly the Board of Health, as well as the Friends of the Library, whose fundraising year was cut short but will be back in action soon. Credit must also be given to the persistent, resilient, flexible, and dedicated Library staff for their tireless and optimistic enthusiasm throughout this pandemic. We are looking forward to a more productive and “new normal” in 2021.

REPORT OF THE PARKS AND RECREATION COMMITTEE

The Parks and Recreation Committee met throughout the year during 2020 remotely. There have been many challenges, new faces, and a number of exciting projects that were planned last year, that are in full swing this year. First, Larry Kendall stepped down as Chairman. Joe Haley replaced Larry Kendall as Chairman of the Parks and Recreation Committee. Tim Southall remains as Vice-Chair.

Our other committee members are still in place and remain active within our group, those members as follows: 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 newest member David Zizza.

Improvements Rowley citizens should begin seeing include: continued work on our little league fields, including the completion of home run fencing for our Majors Diamond. This year will see the arrival of a playground grade batting cage to be located between our 60/90 diamond and our 50/70 diamond. And we have kicked off the site work for the new basketball court that will replace the old court at Pine Grove School. This project is in the beginning stages and we are hoping to break ground in 2021. Our plan for new athletic fields at Pine Grove School adjacent to the soccer fields is an ongoing project as we look to make that an all-purpose field for multiple sports activities. The Pine Grove 40/60 Junior Girls Softball Field is complete and saw some action last year once the sod settled. It should see a significant uptick in use in 2021. Our committee is now focusing most of our attention on the Eiras Park/Solace for Stephanie Playground, getting it refurbished, possibly adding some new amusements, etc. We are also working with the town for better parking and aesthetics surrounding the Upper and Lower Eiras Fields including but not limited to removal and replacement of all storage sheds.

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. For most of 2020 the meetings have been conducted remotely in accordance with the Governor’s Executive Order issued on March 12, 2020.

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 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.

Although much of 2020 was challenging for both residents and staff, the RHA remained fully staffed throughout the year. Restrictions on social visitors was implemented in March, masks were provided to the residents through MEMA, and the RHA assisted in a weekly food distribution program for participating elderly residents.

The RHA received a \$260,000 grant from the Department of Housing and Community Development (DHCD) as a match to the CPC award from the Town of Rowley to replace the windows and roofs, and repair and paint the wood siding at Orchard Circle. This project was awarded to New England Builders this past summer and was completed in November 2020.

The roof at 1-2 and 3-4 Depot Way, and the siding at 3-4 Depot Way was replaced in 2020 using DHCD funds. Additionally, the boilers at Depot Way were replaced just before Thanksgiving with a grant from the LEAN program.

The current members of the RHA Board are Joseph Perry, Chair; Robert Cianfrocca, Vice Chair and State Appointee; Mary Ellen MacDonald, Treasurer; Kathy Olmsted and Jack L. Cook.

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.

Due to COVID-19, RCM has implemented technology for live and recorded coverage of meetings including Annual Town Meeting as well as GoToMeetings and Zoom meetings to our residents. 2019 upgrade to HD quality made this process capable with minimal impact on budget and operations. RCM is covering or getting files to replay Selectmen, Conservation Commission, Planning Board, Zoning Board of Appeals, Light Commission, Board of Health, Community Preservation Committee, Board of Water Commissioners, Historical Commission, Library Trustees and other meetings residents cannot attend at this time due to virus. Meetings can be viewed on the RCM website anytime, anywhere. Also, there is a link to the RCM website on the homepage of the Town of Rowley website. Of course, many events were cancelled this past year as well. New programming is available such as YMCA Fitness and vital information for seniors from regional services. Search for past events and discussions on Rowley history and local artists and authors. All programs are downloadable for free.

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 by emailing Janet@townofrowley.org or searching for show categories online at tightrope.townofrowley.org. To search for show categories, click the ‘search shows’ tab. Bulletin board content, which deserves “airtime,” is not included in the programming total time detailed below.

Schedule Report for Rowley Community Media
July 1, 2019 – July 1, 2020
Category Breakdown

| Total Shows | Average Show Length | Total Runs | Average Run Length |
|---------------------|---------------------|------------|--------------------|
| Artistic Impression | | | |
| 7 | 00:14:40 | 190 | 00:14:34 |
| Informational | | | |
| 7 | 00:47:00 | 284 | 00:50:18 |
| Essex County Bikes | | | |
| 83 | 00:57:16 | 1225 | 00:57:29 |
| Library | | | |
| 20 | 00:59:37 | 322 | 00:59:56 |
| History | | | |
| 21 | 00:52:36 | 503 | 00:51:38 |
| Town Meetings | | | |
| 230 | 01:07:27 | 2461 | 01:05:54 |
| Triton High School | | | |
| 54 | 01:06:03 | 882 | 01:05:57 |
| Whittier | | | |
| 10 | 00:49:24 | 165 | 00:49:44 |

| | | | |
|----------------|----------|-----|----------|
| Music | | | |
| 6 | 01:18:11 | 59 | 01:07:29 |
| Sports | | | |
| 3 | 01:44:41 | 60 | 01:48:51 |
| Special Events | | | |
| 11 | 00:38:00 | 161 | 00:40:16 |
| Fillers | | | |
| 3 | 00:07:16 | 56 | 00:06:50 |
| Religion | | | |
| 1 | 01:07:04 | 11 | 01:07:04 |
| PGS | | | |
| 2 | 00:30:59 | 18 | 00:32:34 |
| State Fed Govt | | | |
| 1 | 01:07:23 | 8 | 01:07:23 |

Total Runs

Statistics

| Total Shows | Average Show Length | Total Runs | Total Run Time | Average Run Length |
|-------------|---------------------|------------|----------------|--------------------|
| 465 | 01:01:30 | 6617 | 6405:29:12 | 00:58:04 |

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 Kathy Olmsted ran and was reelected. The Board congratulates Kathy and thanks her for her continuing service as the Clerk for the Board.

Cemetery Supervisor Matt Nadeau continues in his position that combines with the Rowley Highway Department. The Board thanks Matt for the excellent work he does for the Cemetery. In addition, The Board also thanks the summer employees, Tricia McNeil, Al Kulakowski, Jonathan Maher, and John McCarthy for their effort this past summer in keeping the cemetery in excellent condition.

It has been a busy year in the cemetery with burials more than doubling from 2019. Cemetery staff were responsible for:

- 49 burials, consisting of 32 cremations and 17 full burials
- Snow plowing, mowing, trimming and maintaining the grounds as needed
- Maintaining and repairing cemetery equipment

The Cemetery Department accomplished a lot this year:

- Purchased a new zero turn mower
- Hired a contractor to remove dead and dying cemetery trees
- Hired a contractor to construct a new road in Section H
- Planted four elm trees donated to the Town by the Institution For Savings
- Assisted the Rowley Water Department with installing a new water meter pit

The Cemetery Commissioners meet monthly on the third Tuesday of each month at 1:30PM in the Rowley Public Library meeting room or by virtual (RCM) television meetings as the result of the Covid-19 emergency. 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, and the offices of the Town Treasurer, and Town Accountant. Also, thanks to the Rowley Boy and Girl Scouts assisting with flags with the Rowley Veteran's Committee headed by Bob Breaker. Finally, a 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/Surviving Spouse. The Town funds this program for the Veteran/Surviving Spouse, 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.

Some of the highlights of the past year: We obtained and presented 4 Korean Ambassador for Peace Medals, 1 Vietnam Service Medal, and 2 Medal of Liberty. We prevented 10 people from becoming homeless and assisted in getting 2 Veterans into Rehab. Recorded a 30 Minute Presentation on Veteran Benefits. Served on the Merrimack Valley Veterans Collaborative Vision Committee and the Northshore Veterans Collaborative Committee. We coordinated with Mass Military Foundation and got 25 meals and delivered them to our Veterans. We signed up Veterans for meals at the Food Pantry and helped deliver the meals. We received and distributed

400 masks to local organizations and individual Veterans and families. At Thanksgiving, we partnered with Disabled and Limbless Veterans, Inc; we obtained and delivered 20 full turkey dinners. We were able to get some winter gear from Coats 4 Vets. The trainings and conferences continued all year via ZOOM. Despite the challenge of the Covid-19 Crisis, the Veteran Service Department was, and continues to be, 100% operational.

Unfortunately, Memorial Day and Veterans Day were not celebrated as we have in the past; but we are hopeful that we will be able to go back to normal soon. Rowley has created a town sponsored Veterans Committee. The Veteran Services Department is very excited to collaborate and support the Committee's initiatives. Prior to Covid, the committee had its first coffee social and it was well attended and very successful. As soon as it is possible, we would like to start the socials up again.

Significant statistics: VA Awarded Benefits Rowley Veterans and/or Surviving Spouses: Veteran Compensation: 77 Veterans total \$134,472; Veteran Pension: 3 total \$5,148; Dependency & Indemnity Compensation: 4 surviving spouse \$8,989; Death Pension: 2 surviving spouse \$7,368; Total Awards 86 Veterans/Widows/Widowers for \$115,977; Total Awards for District: 561 Veterans/Surviving Spouses \$15,000,000. Ch115 Benefits approx. \$13,059 (*due to the pandemic the medical costs are down; the VA stopped sending medical bills in March (they will restart in 2021), people were not able to get elective surgery, and no dental bills)

Department staff:

Karen Tyler, District Director/Veteran Service Officer

Kathleen Collins, Assistant to the Director

Jeanne Commette, Part-Time Administrative Assistant (1/1/2020- 6/30/2020)

Personnel Changes: Due to budget constraints, we had to let go of Jeanne Commette on June 30, 2020.

Board of Directors:

Robert Snow, Board Member, Chairman

Michael Flynn, Board Member, Essex

Doug Dawes, Board Member, Georgetown

Linda Alexson, Board Member, Ipswich

Michael Doyle, Board Member, Newbury

William Wilson, Board Member, Wenham

Robert Janes, Board Member, West Newbury

Karen Summit, Treasurer, Rowley

Respectfully submitted,

Eastern Essex District Dept of Veteran Services

Karen Tyler, District Director

REPORT OF THE ROWLEY VETERANS COMMITTEE

The Veterans Committee is pleased to present our activities from this past year. The committee was formed this year with six members from the community.

Mission: To promote, perpetuate and support Veterans ceremonies, events, and other activities in the Town of Rowley. To assist veterans and their families, as appropriate, in cooperation with other organizations and agencies.

Objectives:

- To provide a central platform to exchange and disseminate information and ideas in order to address veterans' interests and needs.
- To plan and organize Memorial Day and Veterans Day ceremonies
- To provide for the maintenance of all veterans memorials within the Town.
- To foster and perpetuate the value of veterans' service to our country and way of life.

On February 22 the committee held a coffee social at the RVA which was attended by 40 veterans from town. Ideas were exchanged and plans for outreach were discussed. Unfortunately due to the pandemic and mandated restriction our plans for veterans ceremonies and events were brought to a halt.

The Committee along with the Boy Scouts marked the graves for Memorial Day with American Flags and then removed the flags for the winter.

The Veterans Committee would like to thank everyone in town hall for their help in our first year.

Troop #15 Scoutmaster George Pacenka, all of the Scouts, and their parents for their help this year.

Rowley Light Dept for placing and maintaining the flags along Main Street for the holidays, and for installing new lighting on the flags on the Town Common and in front of Town Hall

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 seventh year. To date we have graduated 12,198 students from the day school.

The enrollment for the Evening School from Rowley: 13
The October 1, 2019 Day School Enrollment:

| | Boys | Girls |
|----------|------|-------|
| Grade 9 | 7 | 1 |
| Grade 10 | 6 | 1 |
| Grade 11 | 1 | 1 |
| Grade 12 | 6 | 1 |
| Total – | 24 | |

2020 Graduates – 7

The cost to Rowley for the school year 2019-2020 was \$408,538.00.

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

REPORT OF TRITON REGIONAL SCHOOLS

TRITON SCHOOL OFFICIALS

Superintendent of Schools

Brian L. Forget
112 Elm Street
Byfield, MA 01922
978.465.2397
brian.forget@tritonschools.org

Assistant Superintendent

Kimberly Croteau
112 Elm Street
Byfield, MA 01922
978.465.2397
kimberly.croteau@tritonschools.org

School Business Administrator

Kyle Warne
112 Elm Street
Byfield, MA 01922
978.465.2397
kyle.warne@tritonschools.org

Administrator of Special Education

David Magee
112 Elm Street
Byfield, MA 01922
978.465.2397
david.magee@tritonschools.org

Pine Grove School

Principal

Nicole LaPerriere
191 Main Street
Rowley, MA 01969
978.948.2520
nicole.laperriere@tritonschools.org

Pine Grove School

Assistant Principal

Elyse Earls
191 Main Street
Rowley, MA 01969
978.948.2520
elyse.earls@tritonschools.org

Triton Regional Middle School

Principal

Alan MacRae
112 Elm Street
Byfield, MA 01922
978-463-5854
Alan.macrae@tritonschools.org

Triton Regional High School

Principal

Patrick Kelley
112 Elm Street
Byfield, MA 01922
978-462-8171
patrick.kelley@tritonschools.org

SUPERINTENDENT'S REPORT

To the Triton Community,

The 2019/2020 school year opened like any other but certainly finished quite differently as the pandemic upended everyone's lives in early 2020. Schools were not spared in the process, and we too ended up having to close our doors to in-person learning on Friday, March 13th. What was originally planned to be a few weeks of downtime turned into the entirety of the spring of 2020. Students did not return for in-person learning at all for the balance of the school year, and the process of reentry during the 2020/2021 school year has been equally challenging.

There are many memorable moments over the course of this past year, but a few key moments stand out.

Triton High School Class of 2020 - Commencement Exercises:

The Class of 2020 was celebrated on Saturday, June 13th at 7:30 PM in the Hunt Memorial Lot at Salisbury Beach. The evening began at Todd Farm in Rowley with all graduates and families gathered in their cars, and then they paraded up Route 1A through Newbury, and on up into Salisbury. Hundreds of families and community members lined the parade route with signs and Triton gear, proudly cheering and congratulating our graduating seniors. Thank you to all who came out.

The ceremony began at roughly 7:40 and ended a bit over two hours later shortly before 10:00 PM after the traditional speeches, awards, and each graduate walking across the stage to receive their diploma. Special thanks to Patrick Kelley, High School principal, for coming up with the idea in the first place, Kim Wright, Theresa Karol, and Courtney Staffier for their coordination, and the myriad other faculty and staff that worked so hard to make the evening such a success. I also want to thank the Salisbury, Rowley, and Newbury Police, as well as the Salisbury Public Works Department for their coordination of a parade of cars and graduates that spread across over two miles!! From all accounts, social media posts, and follow-up emails, the evening will go down as an all-time great for the Triton community.

Included below are my remarks to the Class of 2020, with the sincerest hope that they emerge stronger than ever from what has been a very challenging spring!

List of College Acceptances:

As we know, there are extensive reasons why a student chooses to attend a particular college or university. To that end, I have routinely shared and celebrated the full listing of colleges and universities where our students were accepted, which is a more accurate measure of their accomplishments. The list below includes 129 institutions where our graduating class of roughly 175 seniors have been accepted for the Fall of 2020.

- | | |
|--|-------------------------------------|
| 1. Alfred University | 30. University of Delaware |
| 2. American University | 31. Drexel University |
| 3. Anna Maria College | 32. East Carolina University |
| 4. Arizona State University-Tempe | 33. Elon University |
| 5. The University of Arizona | 34. Emerson College |
| 6. Assumption University | 35. Emmanuel College – Boston |
| 7. Auburn University | 36. Endicott College |
| 8. Bates College | 37. Fitchburg State University |
| 9. Becker College | 38. Flagler College-St. Augustine |
| 10. Bentley University | 39. Florida Atlantic University |
| 11. Boston College | 40. Florida Gulf Coast University |
| 12. Bowling Green State University | 41. Florida Institute of Technology |
| 13. Brandeis University | 42. Fordham University |
| 14. Bridgewater State University | 43. Framingham State University |
| 15. Bryan University | 44. Franklin Pierce University |
| 16. Castleton University | 45. Georgia State University |
| 17. Champlain College | 46. Gettysburg College |
| 18. Chapman University | 47. Gordon College |
| 19. Clark University | 48. Goucher College |
| 20. Clarkson University | 49. Hamilton College |
| 21. Coastal Carolina University | 50. University of Hartford |
| 22. Colby College | 51. Hawaii Pacific University |
| 23. Colby-Sawyer College | 52. High Point University |
| 24. The College of Saint Rose | 53. Hofstra University |
| 25. University of Colorado Boulder | 54. Iowa State University |
| 26. Colorado State University-Fort Collins | 55. Ithaca College |
| 27. University of Connecticut | 56. Jacksonville University |
| 28. Curry College | 57. Johnson & Wales U, Providence |
| 29. Dalhousie University (Management) | 58. Keene State College |

59. Kutztown University of Pennsylvania
60. Lafayette College
61. Lehigh University
62. Lincoln Land Community College
63. Loyola University New Orleans
64. University of Maine at Farmington
65. University of Maine
66. Manchester Community College
67. Marist College
68. Massachusetts College of Art and Design
69. Mass College of Pharmacy & Health Sciences
70. University of Massachusetts Dartmouth
71. MIT – Mass Institute of Technology
72. Massachusetts Maritime Academy
73. University of Massachusetts – Amherst
74. University of Massachusetts – Boston
75. University of Massachusetts – Lowell
76. Merrimack College
77. Middlebury College
78. University of Missouri-Columbia
79. Monmouth University
80. Neumann University
81. University of New England
82. University of New Hampshire
83. Nichols College
84. North Shore Community College
85. Northeastern University
86. Northern Essex Community College
87. Norwich University
88. Pace University-New York
89. Pennsylvania State University
90. Plymouth State University
91. Providence College
92. Purdue University-Main Campus
93. Quinnipiac University
94. Rensselaer Polytechnic Institute
95. Rhode Island College
96. University of Rhode Island
97. Rochester Institute of Tech
98. Roger Williams University
99. Russell Sage College
100. Rutgers University-Newark
101. Saint Anselm College
102. Saint Joseph's College of Maine
103. Saint Michael's College
104. Salem State University
105. Salve Regina University
106. University of South Carolina
107. University of South Florida
108. University of Southern Maine
109. Southern N.H. University
110. Springfield College
111. St. Lawrence University
112. Suffolk University
113. Suffolk University
114. The University of Tampa
115. American Music & Drama
116. University of Utah
117. Valencia College
118. University of Vermont
119. Virginia Tech
120. University of Virginia
121. University of VI Wise
122. Washington and Lee University
123. Wells College
124. Wentworth Institute of Tech
125. Western N.E. University
126. Western Washington University
127. Westfield State University
128. Wheaton College – Mass
129. Worcester Polytechnic Institute

Facilities Assessment - Plan for Release:

We procured a complete facilities assessment for the Middle/High School campus in the fall of 2019, and the process was completed by Habeeb & Associates, based in Norwell, MA. The architectural and engineering firm completed a full assessment of all phases of the regional campus, including exterior site and all components of the building from the larger scale components of the building envelope (roof/windows/doors/etc.) and major systems (HVAC/electrical/plumbing/etc.), to all fit and finishes to interior spaces such as carpeting and lighting. The full report was scheduled to be presented to the School Committee on April 8, 2020, which would have kicked off a long process of determining how best to address the needed

repairs, updates, and improvements to ensure our facility provides a 21st century learning environment for our middle and high school students. That presentation was delayed due to the pandemic, and that will be scheduled as soon as public meetings return to the full in-person format. More information will be provided following the initial presentation.

HVAC Assessment and Repairs:

As part of a massive reopening effort, we completed a comprehensive assessment of air exchange in every space and room within the district, across all buildings in the summer of 2020. With the clear and documented importance of air exchange in controlling the spread of the COVID virus, we committed to ensuring all spaces had adequate ventilation and filtration. The assessment measured the overall air into and out of each space, documenting a number of complete air changes per hour, reported as an ACH rate. The adequate rating four (4) or more air changes per hour. This exchange rate, in combination with proper filtration, provides the safest solution to minimize viral spread as we know it travels in airborne particles. We have upgraded all filters to a minimum rating of MERV-11 or higher, using the highest filtration level supported by systems to ensure adequate filtration along with maximizing air flow and exchange, the balance of which provides the best and safest solution.

The initial round of baseline assessments was completed on August 31st and we were already underway with repairs and improvements through incremental reporting they provided along the way. The month of September was very busy with replacement of exhaust fans, repairs or replacement of system components and fans, and overall system maintenance. The re-metering was completed this past week, and the improvement has been considerable. There are a handful of rooms across the district where the airflow remains below 4 ACH, and we are continuing to review the cause. In some cases, it is simply a design issue where the system was not intended to change the air at those levels, and others where there are further tweaks we can make. For those areas where we cannot achieve the 4 ACH rating, we will be placing a high capacity HEPA filtration unit in those rooms to ensure the air is further filtered when the desired exchange cannot be achieved.

All rooms where students and staff are learning or working have a full remedy in place, including the HEPA filtration as noted above for spaces not achieving the 4 ACH rating. A full report from the outside contractor performing the assessment was provided to the School Committee on November 4, 2020.

I anticipate that there will be many more stories to share in the coming year as we continue through the challenges of providing an appropriate education during this pandemic. As always, on behalf of all our students and staff, I want to share my thanks and appreciation to the entire Triton Community for the ongoing support, particularly through the many challenges of this last year.

Sincerely,

Brian L. Forget
Superintendent of School

PINE GROVE SCHOOL PRINCIPAL'S REPORT

As the new principal of Pine Grove School, I submit this annual report with great pride and excitement. We continue with perseverance against the unprecedented challenges of the past year and work diligently and collectively toward a common goal: the social, emotional, and academic growth of every child. It is my firm belief that a happy child who feels supported, safe, and validated can be successful in even the most difficult and unfamiliar circumstances.

Pine Grove School (PGS) teachers and staff participate in Professional Learning Communities (PLCs). These meetings provide consistent opportunities for collective leadership where teachers, administrators, instructional assistants, families, and community members all work together to ensure the growth and success of all PGS students. We not only engage in thoughtful, purposeful conversations about teaching and learning but also analyze data through the lens of the whole child. These authentic discussions allow teachers to share effective instructional practices and develop plans for helping our students move forward happily and with success. Dialogue at these meetings also includes the importance of intensifying Tier 1 instruction as a strategy for differentiating instruction for our all learners.

This year, we continue with a focus on improving and refining Tier 1 mathematics instruction with the intent of increasing levels of student growth in this area. This goal for teaching and learning aligns with our School Improvement Plan. Teachers and staff continue to implement Math in Focus and additionally use a variety of support programs like ST Math, i-Ready, and Reflex Math, which promote further mathematical thinking and skill development in our students. This year, school administrators and many teachers have created student learning goals around mathematics achievement and growth. In support of these goals, they will participate in Math in Focus coaching sessions conducted by consultant and author Susan Resnick.

All PGS students are assessed in reading and mathematics three times per year using multiple measures such as i-Ready and Dynamic Indicators of Basic Early Literacy Skills (DIBELS) and progress monitored as appropriate. Using all data collected, teachers participate in monthly individual and grade-level meetings with administrators. At these meetings, we analyze data, review the progress of all students, and make changes in Tier 1 and 2 instruction and intervention. The intervention takes place in our What I Need (WIN) model and includes students performing above, on, and below grade level. We continue to examine trends in benchmarking results annually.

The Pine Grove staff, as well as all of our students, have become quite fluent in the use of technology. Teachers and staff were provided with many professional development opportunities to enhance their expertise when using the district-wide platform Google Classroom as well as other classroom technology. The district purchased Chromebooks for all students, and now all students have access to technology on a daily basis. Webcams and document cameras were purchased by the district for every classroom, and all educators were trained on how to deliver synchronous instruction to the students who were learning from home.

During the 2019-2020 school year, school-based professional development centered around anxiety and Zones of Regulation training for staff to better support our students' social and emotional well-being. Through the district, teachers received training for our new writing

program Empowering Writers. This program continues to be implemented in the area of ELA. This year, the ongoing challenges of the pandemic have made social-emotional support a top priority again, with staff and students alike. At the start of the year, sprinkled into our technology professional development, were mindful moments for staff. Additionally, each Monday afternoon features self-care opportunities for staff. Students are encouraged to meet with trusted adults to discuss their worries, concerns, and fears.

Working with the PTA and our community has always been a top priority for me as an administrator. Before the pandemic, we worked alongside our PTA to offer multiple events for our PGS students and families. Just a few of these events were science shows, laser shows, and participation in a Chaos and Kindness assembly. These events allow our students to learn through fun and engaging activities. The pandemic brought many challenges for community involvement. However, the collaboration between administration and the PTA has remained strong. PGS ran a successful virtual open house and a virtual Jack Frost Jubilee for the winter holidays. We also ran a Valentine's Day bingo night event where over 130 students participated virtually. PTA and PGS Staff put on a drive-by parade for Halloween this year and brought in COVID-safe treats for the students on Valentine's Day. Although we have had to get extra creative this year, students and parents are continuously engaged with the school community.

Our school breakfast and lunch program are top notch! Our kitchen staff works hard every single day to provide our students with a variety of nutritious snacks and meals. Even though this has been a challenging year for them as well, the kitchen remains an inviting place where students interact with the staff and always leave with a smile on their faces.

The PGS Safety Committee continues to meet on a monthly basis to review safety practices and protocols in the event of a lockdown, school intruder, emergency evacuation, or bomb threat. All staff received A.L.I.C.E (Alert, Lockdown, Inform, Counter, and Evacuate) training, and students role-played different scenarios. Protocols continue to be reviewed at faculty meetings, and students are trained on all protocols.

Social-emotional health and learning is a top priority for PGS, especially with the COVID-19 pandemic. PGS continues to implement a PBIS (Positive Behavioral Interventions and Support) management system for school-wide behavior and culture using the acronym PRIDE: P - Positive words; R - Responsibility; I - Integrity; D - Display self-control; and E - Empathy. Additionally, staff and students use the Zones of Regulation to help with the social-emotional health and behaviors of our students. Zones of Regulation helps students communicate their feelings and provides opportunities to learn strategies to self-regulate emotions and reactions. With these two initiatives being implemented across the school, PGS has seen more consistency in approaches to behavior, discipline, and student regulation. PGS has a therapy dog Tracker, who has supported students' social-emotional health and academic confidence. Tracker, the guidance counselor, and I led mobile meets during the shutdown. We went to houses of students and families struggling socially and emotionally. We visited families outside while social distancing and offering support to students. The School Improvement Plan has a social-emotional learning goal, and we continue to research and implement research-based, effective practices in this area.

In closing, Pine Grove School has made many great strides in the past year despite a global pandemic. We continue to look forward and find areas in which we can improve. Our main goal has been, and always will be, to help students grow in all areas, and we strive to meet the commitment of making decisions in the best interest of children each and every day.

TRITON REGIONAL HIGH SCHOOL PRINCIPAL'S REPORT

It is with great pride that we are able to share about the work of the Triton High School students and staff throughout the 2019-2020 school year. The most important thing we were able to do was focus on developing trusting relationships with students and families. During such a tumultuous school year, connecting with the people we serve helped us to effectively respond to the pandemic. The 2019-2020 school year was also one marked by tremendous change, some of which will shift the way in which we educate students going forward.

During the 2019-2020 school year Triton High School added 10 new courses to our Program of Studies, including Travel Literature, Memoirs, Immunology, and Biotechnology. We have continued to add new courses during the 2020-2021 school year to include Audio Storytelling (Podcasting), Introduction to Law, French Film and Cinema, True Crimes and more. We are committed to working with our teaching staff and students to broaden our course offerings allowing for a truly unique high school experience.

Last year Triton High School had 89 students take 178 AP exams. This was spread across 15 courses. 79% of our students scored 3 or higher on their exams. Additionally, we had 32 perfect scores and 25 students who qualified as AP scholars. Triton had one student whose PSAT score qualified them as National Merit Scholars Commended Students, meaning they scored in the top 3% of students nationally.

Triton High School has also moved to a 1 to 1 learning model over the past calendar year. After a year long technology review process, we identified the need for every student to have a device to access and enhance their learning. This transition to put a Chromebook in the hands of every student has provided many additional opportunities during a year that featured periods of remote and hybrid learning. The lessons we have learned from integrating this technology into our teaching practices will last long into the future.

One of our guiding principles at Triton High School is that we need to consistently find ways to increase student agency, specifically student voice and student choice. During the 2019-2020 school year we began monthly student lunch groups to solicit feedback, participated in Shadow a Student days, instituted new procedures that were suggested by students, and brought forward several student-led initiatives to school committee. We have sought out opportunities for students to take ownership over the learning environment.

We have also hosted a variety of opportunities for students to learn more about life after high school. Our guidance department hosted several different college fairs. We also held a vocational career fair which was well attended by local area businesses and organizations that provide additional training or schooling in the trades. Along with this opportunity we have developed programming to support resume writing and interview skills.

There are many wonderful things happening at Triton High School. This is a school community that truly cares about the students, faculty, and families. We hope that you will join us at one of our school wide events to see our Viking Pride!

TRITON REGIONAL MIDDLE SCHOOL PRINCIPAL'S REPORT

The 20-21 school year has been a year of challenges for Triton Regional Middle School. The Covid-19 Pandemic has been extremely difficult on our school community. However, through this difficult time I am extremely proud of the effort that has been put forth by our teachers and students.

In 10 short days to begin the year our teachers learned strategies and technology that many would need months to learn. Additionally, they learned safety protocols and procedures all while dealing with their own fears and tending to their own families. I cannot say enough about how they have stepped up and met these challenges!

Our students should be acknowledged for their efforts as well. They have had to endure shifting schedules, changing models of learning, all while staying socially distant and wearing a mask. They have done so with little complaint and although we have certainly had some struggling students, we also had close to 200 make the honor roll after the first quarter of the school year. That list is composed of all our students including the 51 students who attend every day and our 49 students who are in our fully Remote Academy.

Due to the Pandemic, we were not able to introduce some new things this year, such as our new Math Lab classes. When we have this class in place next year, it will provide much needed intervention time for our most at risk math students, giving them 2 classes of math daily. We were able to implement a new Executive Functioning class this year which has been very successful. We look forward to refining that class as we move forward into September.

One silver lining of the Covid outbreak is that it has moved up our timeline for providing each student with a Chromebook. I look forward to the exciting things we will do with students now that each one will be able to utilize a device in school and at home. Another positive outcome has been that we are now able to use programs and have the expertise to really use technology to increase engagement and learning. As an example, all teachers are now using Google Classroom as a learning platform. I anticipate this continuing long past the end of the Pandemic.

At this writing, Triton Middle School has settled into our hybrid model of learning and, given the circumstances we are under, we have maximized the amount of time students are experiencing in person learning. Our hope is that as we move into the spring those circumstances will change and we will have all our students back in school full time.

Last, I want to thank all the parents and guardians of our member towns for their diligence and patience as we have waded through very uncharted waters this year. We know it has taken a toll on families. All your efforts and support has been greatly appreciated!

ENROLLMENTS AS OF OCTOBER 2020

| <u>Pine Grove School</u> | | | |
|---------------------------------|-------------|--------------|--------------|
| Elementary | Boys | Girls | Total |
| Early Childhood | 20 | 14 | 34 |
| Kindergarten | 19 | 14 | 33 |
| Grade 1 | 30 | 23 | 53 |
| Grade 2 | 21 | 24 | 53 |
| Grade 3 | 20 | 27 | 71 |
| Grade 4 | 23 | 31 | 57 |
| Grade 5 | 21 | 22 | 66 |
| Grade 6 | 32 | 29 | 57 |
| Total | 186 | 184 | 370 |

| <u>Triton Regional Middle School</u> | |
|---|-----------|
| Grade 7 Rowley Students | 43 |
| Grade 8 Rowley Students | 55 |
| Total | 98 |

| <u>Triton Regional High School</u> | |
|---|------------|
| Grade 9 Rowley Students | 43 |
| Grade 10 Rowley Students | 59 |
| Grade 11 Rowley Students | 44 |
| Grade 12 Rowley Students | 53 |
| Total | 199 |

| <u>Other Enrollments as of October 2020</u> | | | |
|--|--|----------------------|------------|
| | | SPED | 9 |
| | | Private | 57 |
| | | Parochial | 20 |
| | | Public | 35 |
| | | Home-Schooled | 15 |
| | | Total | 136 |

| | |
|---|------------|
| Pine Grove School Enrollment | 370 |
| Triton Regional Middle School Enrollment | 98 |
| Triton Regional High School Enrollment | 199 |
| Other Enrollment | 136 |
| Total 2020/2021 Enrollment as of 10/1 | 803 |

General Fund
Statement of Revenues and Expenditures – Budget and Actual
Required Supplementary Information
For the Year Ended June 30, 2020

| | <u>Final Budget</u> | <u>Actual</u> |
|---|---------------------|---------------|
| Revenues | | |
| Assessments to Member Towns | \$ 33,021,859 | \$ 33,021,859 |
| Intergovernmental | 10,800,940 | 10,961,686 |
| Medicaid | 200,000 | 145,377 |
| Investment Income | 90,000 | 64,763 |
| Excess & Deficiency (E&D) | 200,000 | 0 |
| Miscellaneous | 0 | 934 |
| Total Revenues | 44,312,799 | 44,194,619 |
| Expenditures | | |
| Administration | 1,907,052 | 2,124,785 |
| Instruction | 23,761,858 | 23,430,641 |
| Special Education Tuition to Other Districts | 1,489,083 | 1,801,686 |
| School Choice and Charter School Tuition | 1,164,077 | 1,355,927 |
| Transportation | 2,599,806 | 2,374,996 |
| Other School Services | 366,635 | 369,831 |
| Student Activities | 540,834 | 572,566 |
| Operation and Maintenance | 3,246,773 | 2,843,857 |
| Acquisitions and Improvements | 0 | 0 |
| Fringe Benefits | 7,600,586 | 7,601,513 |
| Food Services | | |
| Debt Service: | | |
| Principal | 1,455,000 | 1,455,000 |
| Interest | 181,094 | 181,094 |
| Total Expenditures | 44,312,799 | 44,111,896 |
| Excess (Deficiency) Of Revenues Over Expenditures | | 82,723 |

FY 2020 ASSESSMENTS

| | Operating Budget | Capital Assessment |
|------------------------|-------------------------|---------------------------|
| NEWBURY | \$ 9,386,779 | \$ 126,369 |
| ROWLEY | 10,547,555 | 141,951 |
| SALISBURY | 12,648,939 | 170,266 |
| Total | 32,583,273 | 438,586 |

“NO SCHOOL” ANNOUNCEMENT

The “No School” announcement for the Pine Grove School and Triton Regional Middle/High School (Triton Regional School District) is given over TV stations WBZ (4), WCVB (5), WHDH (7), and FOX (25). In addition to the TV stations, the closures are posted on the district website at www.tritonschools.org and phone calls are made to all families via the district’s auto-dialer (ConnectED).

TOWN OF ROWLEY

TRITON REGIONAL SCHOOL DISTRICT OFFICIALS

Brian L. Forget, Superintendent of Schools

Kimberly Croteau, Assistant Superintendent

Kyle Warne, School Business Administrator

David Magee, Administrator of Special Education

Patrick Kelley, Principal, Triton Regional High School

Alan MacRae, Principal, Triton Regional Middle School

Nicole LaPerriere, Principal, Pine Grove School

Elyse Earls, Assistant Principal, Pine Grove School

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.rmlp.org
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 kt Tyler@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.