

MINUTES OF THE BOARD OF SELECTMEN

April 25, 2022

Town Hall, 139 Main Street, Rowley, MA
6:00 p.m.

MEMBERS PRESENT: Chairman Cliff Pierce; Vice Chairman Deana M.P. Ziev (ABSENT until 6:25 p.m.); Clerk Robert Snow; Joseph Perry; David Petersen (Town Administrator Deborah Eagan; Assistant Town Administrator Amy Lydon)

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 6:04 p.m. He said the meeting is being audio and video recorded by Rowley Community Media.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

EXECUTIVE SESSION

To discuss strategy with respect to collective bargaining concerning Teamsters Local 170 Fire pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3) as having the discussion in open meeting may have a detrimental effect on the bargaining position of the Town

Chairman Pierce called for a motion to discuss strategy with respect to collective bargaining concerning Teamsters Local 170 Fire pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3) as having the discussion in open meeting may have a detrimental effect on the bargaining position of the Town and to return to Open Session. Bob Snow so moved, Joe Perry second, all in favor – roll call vote: Bob Snow – aye, Joe Perry – aye, Dave Petersen – aye, Cliff Pierce – aye. Deana Ziev – ABSENT.

Executive Session opened at 6:05 p.m. and adjourned at 6:17 p.m. Open Session resumed at 6:25 p.m.

Deana Ziev joined Selectmen's table at 6:25 p.m.

6:30 P.M. TO 6:35 p.m. PUBLIC COMMENT

Chairman Pierce read the email received from resident Katherine Chattan. He said the Town doesn't have options to hold a remote Town Meeting as this is regulated by the State and they haven't allowed remote Town Meetings. He said Representative Town Governments are allowed to hold remote Town Meeting. He said if residents want to vote, they need to go to Town Meeting to vote.

6:30 p.m. APPOINTMENT Town Planner Kirk Baker to discuss State requirements for Multifamily Zoning in proximity to the MBTA train station

Town Planner Kirk Baker said in December Chairman Pierce briefed the Board of Selectmen on these guidelines. He read the Chapter 40A 3A zoning requirements for MBTA communities. He said this zoning will be by right, but allows for site plan review. He said multi-family properties need to be without age restrictions and suitable for

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families with children. He said the density has to be 15 units per acre within a half mile of the MBTA station and the minimum threshold is 750 units. He said adopting this will allow the Town to be eligible for certain grants such as the Complete Streets grant. He said in order to establish interim compliance, the Town needs to submit the Community Information Form by May 2nd and discuss the creation of a zoning district that would pass DCHD requirements. He said we don't have to create a new zoning district, rather an overlay can be added to an existing district. He said a project would need to meet the 15 units per acre density requirement, which would be like the Millwood Apartments, but with more units. He said there is a large area available for this, and any overlay proposal would need to go to Town Meeting.

Snow said the density requirement would be 2.5 times the density of the Pinewood development. He said there is a lot of push back on this in the newspapers. Baker said we need to explain to communities the cost of not doing this and the need for it. Pierce asked if the Didax property is large enough. Baker said it is only 15 acres, so it isn't large enough alone. He said he provided a map showing a sample area. Pierce said the process is between September and December for the ZRC to start talking to nail the district down and at the end of the year to provide a status report to the State showing the action plan. Baker said yes, and the action plan needs to be approved by the DCHD by June of 2023. Snow said the MBTA line for Beverly and Newburyport is a single track and doesn't move as many people as the double track lines. Baker said Representative Belsito was at meetings expressing concerns like this and there is some flexibility built into the requirements, such as allowing for example 25 acres next to the MBTA to be used along with another location that has pedestrian access to the MBTA. Perry asked when the form is due. Eagan said we would like to get this done this week if the Board of Selectmen agrees to do this. She said the requirements are "one size fits all" for all communities with MBTA stations. She said hopefully pressure is put on the State to make adjustments to allow for additional flexibility. She said the Town is looking to apply for a Community One Stop grant and if we don't agree to this, the Town will be excluded from grants.

Pierce read the following:

If the Board is in agreement to complete the MBTA Communication Info Form, Debbie is asking the Board to vote to authorize her and Kirk to complete the form on behalf of the Board.

Dave Petersen made a motion to authorize Eagan and Baker to complete the MBTA Communication Info Form on behalf of the Board, Deana Ziev second, all in favor - aye (5-0).

6:30 P.M. TO 6:35 p.m. PUBLIC COMMENT - continued

Katherine Chattan of 316 Wethersfield Street said that Public Comment was taken up before 6:30 and she would like to hear what was said. Pierce said the Town doesn't have options to hold a remote Town Meeting as this is regulated by the State and they haven't allowed remote Town Meetings. He said Representative Town Governments

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are allowed to hold remote Town Meeting. He said if residents want to vote, they need to go to Town Meeting to vote. Chattan said other people showing up endangers her, and having an in person meeting allows only those who can get there to participate, and limits those who can't climb stairs, drive at night, or those who have children at home. Pierce said the State regulates Town Meeting, and the Board has acted upon the authority given by the State and has reduced the from 100 to 40. He said that is the end of the Town's authority and he is sympathetic, but there is nothing he they can do. Chattan said the sympathy won't make it easier for her to show up and vote, and said the Board could make this a masked event. She said she is asking the Board to come up with a solution to go through the State to allow remote participation for people who can't go to the meeting, such as the elderly or parents. Ziev asked if she is suggesting a hybrid option. Chattan said that is a great option. Ziev said at past Town Meetings, parents have brought their children. She said she is sympathetic and hears what Chattan is saying. She said the Town is following the regulations put forth by the State, and the Board of Health advised for masks to be optional and to provide masks and sanitizer at the meeting. She said she isn't sure if the Town has the authority to mandate masks at this point in the pandemic, and there are technology issues if the meeting was hybrid. She said she is happy to meet with Chattan and explore options, such as ride sharing and offering childcare. She said she wishes they could make this a safer experience for Chattan but there hands are tied for this Town Meeting, but options can be discussed after this Town Meeting. She said other times of the day or days of the week could be discussed as options. Eagan said many parents have children with activities on the weekend. She said the COA has a van for rides to Town Meeting and Elections for anyone over 60 years of age, and they also have NEET drivers.

Chattan said there is a blatant disrespect in the community for immunocompromised people and the elderly, with a lot of talk about caring, but nobody does anything. She said she doesn't have a lot of family and doesn't want to move. Pierce said Town Meeting is one week from tonight, we can't do a remote meeting, and we could have a mask mandate, but that is controversial. He said the Board did reduce the quorum. He said he suggests Chattan comes to Town Meeting, wearing a high quality mask, and try to social distance as much as possible.

6:45 p.m. APPOINTMENT Mark Emery for appointment to the position of Fire Chief

Chairman Pierce read the following:

The Board held a comprehensive interview session with Mark Emery on April 20 for the position of Fire Chief. At that meeting, the Board decided to schedule the vote to appoint Mark to the Fire Chief position for tonight's meeting.

Attached is a copy of Mark's resume and certifications.

Petersen said the interview can be listened to on Rowley Community Media. He said he was impressed with Mark's credentials and years of service at the Rowley Fire Department. He said there will be a manpower crisis at the Fire Department over the next two months. He said Mark Emery worked on the FY23 Fire Department budget.

Dave Petersen made a motion to appoint Mark Emery as Fire Chief effective July 1, 2022, Joe Perry second, all in favor - aye (5-0).

Photos were taken of Emery with the Board, Fire Chief, and family.

7:00 p.m. JOINT MEETING WITH THE FINANCE COMMITTEE for the Informational Hearing on the May 2, 2022 Annual Town Meeting Warrant

Chairman Pierce called the Joint Meeting of the Board of Selectmen and Finance Committee to order by a roll call vote of the Board of Selectmen. Bob Snow so moved, Joe Perry second, all in favor – roll call vote: Bob Snow – aye, Joe Perry – aye, Dave Petersen – aye, Cliff Pierce – aye, Deana Ziev – aye.

Chairman Larry White called the Finance Committee Meeting to order. He then called the Joint Meeting of the Finance Committee and Board of Selectmen to order by a roll call vote of the Finance Committee. Dennis Roy so moved, Sharon Emery second, all in favor – roll call vote: Larry White – aye, Dennis Roy – aye, Sharon Emery – aye, Peter Censullo – aye; Tom Corben– aye, Pamela Bowen– aye. Chip Sheerin - ABSENT.

Joint Meeting opened at 7:07 p.m.

Chairman Pierce briefly read each warrant article. There were no questions on any non-zoning articles.

Town Planner Kirk Baker reviewed Article 40. He said this article will add the 10% affordable housing requirement into the OSRD bylaw and will also give the developer an option to make a cash donation to the affordable housing trust in lieu of constructing affordable units. He said the cash donation option language is also being added to the Multi-family and New England Development sections of the bylaws.

Danby Whitmore of Glen Street asked if the affordable housing trust says that a certain percentage of the cost of the development goes to the trust. Baker said the Trust Committee would meet to help decide the cash contribution required based on the number of units and the value of the units. Whitmore said the bylaw is pretty loose. Baker said the bylaw doesn't get into the amounts because it depends on the market value at the time. He said the Trust Committee and Planning Board will come up with the reasonable cash equivalent for 10 units.

Chris Harlow of 22 Dodge Road said his read is that most Massachusetts municipalities are deficient on affordable housing units and Rowley is in that mix. He asked how far behind Rowley is. Baker said Rowley's affordable housing stock is about 4% and we need approximately 350 units to catch up. Harlow asked how we plan to catch up. Baker said this bylaw is part of the plan to try to catch up. He said most developments in Town are OSRD developments and only a few affordable units have been added. He said this bylaw will make it a requirement for OSRD developments to have affordable

housing. Harlow said it sounds like Rowley will never reach a zero deficit. Baker said it depends on future projects, it will be hard to catch up, but we can show the State that we are making improvements each year. He said the Town won't be safe against unfriendly 40Bs while in deficit of the 10% requirement. Pierce said the only way to catch up is to build large apartment complexes for renter that can have a 100% affordable housing credit for all of the units. He said there has been some interest in Rowley to do this.

Baker explained article #41. He said the Building Inspector proposed this article for residential districts to have a principal use to be in operation. He said this bylaw excludes certain districts. Tom Summit of Central Street asked if home offices would be a violation. Baker said the bylaw is meant to give the Zoning Officer discretion. He said in residential districts, residential is the primary use, but a property can have other accessory uses. He said grandfathering would apply as prescribed under State law. Pierce said this shouldn't affect home occupations. Ellie Davis of 9 Central Way said wouldn't the principal use in a residential district already be residential? She said this shouldn't be a choice in residential districts. Baker said this refers to districts that are mainly residential, such as the Outlying and Coastal Conservation districts.

Baker explained article #42. He said the State requires us to update the Flood Plain Bylaw language in accordance with DCR guidelines. Conservation Agent Brent Baeslack said this attempts to bring State and municipal language in line with national language under FEMA, and refer to current operative FEMA maps.

Chairman Pierce called for a motion to close the Joint Meeting of the Board of Selectmen and Finance Committee. Joe Perry so moved, Bob Snow second, all in favor – roll call vote: Bob Snow – aye, Joe Perry – aye, Dave Petersen – aye, Cliff Pierce – aye, Deana Ziev – aye.

Chairman Larry White called for a motion to close the Joint Meeting of the Board of Selectmen and Finance Committee. Dennis Roy so moved, Tom Corben second, all in favor – roll call vote: Larry White – aye, Dennis Roy – aye, Sharon Emery – aye, Peter Censullo – aye; Tom Corben– aye, Pamela Bowen– aye. Chip Sheerin - ABSENT.

Joint meeting closed at 8:02 p.m.

Chairman Larry White called for a motion to adjourn the meeting of the Finance Committee. Sharon Emery so moved, Tom Corben second, all in favor – roll call vote: Larry White – aye, Dennis Roy – aye, Sharon Emery – aye, Peter Censullo – aye; Tom Corben– aye, Pamela Bowen– aye. Chip Sheerin - ABSENT.

Finance Committee meeting adjourned at 8:02 p.m.

GENERAL BUSINESS

1. Letter of resignation from Parks and Recreation Committee Chairman Joseph Haley Bob Snow made a motion to accept this resignation with regrets, Joe Perry second, all in favor - aye (5-0).

2. Letter of resignation from Rowley Community Media Production Technician Stefan Jandrisevits

Bob Snow made a motion to accept this resignation with regrets, Deana Ziev second, all in favor - aye (5-0).

3. Approve donation to the Police Department

Chairman Pierce read the following:

Police Chief Scott Dumas has provided the Board with the attached sheet showing a monetary donation to the Police Department. In accordance with State law, G.L. c.44 §53A, the Board needs to vote to approve this donation, which will be deposited into the Police Department donations account.

Joe Perry made a motion to approve this donation to the Police Department, Bob Snow second, all in favor - aye (4-0). Deana Ziev - ABSTAINED

4. Approve donation to the Council on Aging

Chairman Pierce read the following:

COA Director Ellie Davis has provided the Board with the attached sheet showing a monetary donation to support the COA programs. In accordance with State law, G.L. c.44 §53A, the Board needs to vote to approve this donation.

Bob Snow made a motion to approve this donation to the Council on Aging, Deana Ziev second, all in favor - aye (5-0).

5. Request from Ronald Huth to be appointed to the Veterans Committee and a recommendation from Veterans Committee Chairman Robert Breaker to appoint Ronald Huth to the Veterans Committee

Bob Snow said Ron has been helping Bob Breaker with the flags and Ron would be an asset to the Committee.

Bob Snow made a motion to appoint Ronald Huth to the Veterans Committee through June 30, 2022, Deana Ziev second, all in favor - aye (5-0).

6. Request from the Boy Scouts to use the Town Common for Scouting Open House on May 15, 2022 from 12:00 p.m. to 3:00 p.m.

Chairman Pierce read the following:

This request was sent to relevant department heads for review. Health Director Frank Marchegiani did not have any comments or concerns about this application.

We have received these comments, which we have sent to the applicant to respond to:

Police Chief Scott Dumas: Where are people going to be directed to park? Is there an anticipated number? So long as parking is managed the Police Department has no concerns.

Highway Surveyor Patrick Snow: The Highway Department requests the trash from the event be removed by the event host.

Acting Fire Chief Mark Emery spoke to the scout leaders about the gas grill and the fire ring. Mark is requiring them to have a 5lb ABC extinguisher near the gas grill and after the discussion with them on the fire ring, they have decided to withdraw the fire ring.

If the Board wishes to approve this request, then the Board should require at a minimum the following conditions:

1. *The applicant submit a parking plan that is satisfactory to Police Chief Scott Dumas*
2. *The applicant be responsible for setting up their own trash receptacles and removing them at the end of the event*
3. *The applicant keep an operable 5lb fire extinguisher next to the gas grill at all times*
4. *The use of a fire ring at this event is prohibited.*

Joe Perry made a motion to approve this request with the conditions listed, Bob Snow second, all in favor - aye (5-0).

7. Issue proclamations for: Jack Cook and Diane D'Angeli for many years of service to the Town

Chairman Pierce read the following:

The Board needs to vote issue proclamations for Jack Cook and Diane D'Angeli for their many years of service to the Town and to authorize Chairman Pierce to sign the proclamations. Chairman Pierce will read each proclamation into the record.

The Board of Assessors will be presenting the proclamation to Diane at an upcoming meeting. Dave Petersen will be presenting Jack Cook with his proclamation.

Bob Snow made a motion to issue proclamations for Jack Cook and Diane D'Angeli, Joe Perry second, all in favor - aye (5-0).

Pierce read the proclamations.

NEW BUSINESS

1. Request from Parks and Recreation Committee to extend contract with Elm Services, Inc. for lawn maintenance

Chairman Pierce read the following:

The Parks and Recreation Committee is requesting the Board of Selectmen vote to extend the Town's Lawn Maintenance Contract with ELM Services, Inc. for the third and final option renewal period, which expires on November 30, 2022. The contract price for this period is \$10,870, which is the same amount for the initial and second terms.

The Board needs to vote to exercise its option to extend the current contract for an additional season, which runs through November 30, 2022. The staff will send a notice to ELM Services Inc. informing them the Board exercised its option to extend the current contract for the third period.

Joe Perry made a motion to exercise its option to extend the current contract with ELM Services, Inc. for lawn maintenance for an additional season, which runs through November 30, 2022, Bob Snow second, all in favor - aye (5-0).

2. Request from Parks and Recreation Committee to extend contract with TruGreen for turf maintenance

Chairman Pierce read the following:

The Parks and Recreation Committee is requesting the Board of Selectmen vote to extend the Town's Turf Maintenance Contract with TruGreen Limited Partnership for the third and final option renewal period, which expires on November 30, 2022. The contract price for this period is \$10,040, which is the same amount for the initial and second terms.

The Board needs to vote to exercise its option to extend the current contract for an additional season, which runs through November 30, 2022. The staff will send a notice to TruGreen informing them the Board exercised its option to extend the current contract for the third period.

Bob Snow made a motion to exercise its option to extend the current contract with TruGreen for turf maintenance for an additional season, which runs through November 30, 2022, Deana Ziev second, all in favor - aye (5-0).

3. Request from Highway Surveyor Patrick Snow to deficit spend the Snow and Ice Account

Chairman Pierce read the following:

The Snow and Ice account is over budget by \$17,105.44. The Department of Revenue requires that the Board of Selectmen vote to approve the overspending of snow and ice

accounts, pursuant to Chapter 44 Section 31. This is the only Town budget line that can be overspent in a fiscal year.

The Board needs to vote to approve overspending the snow and ice account and to authorize Debbie to report the Board's approval to the Department of Revenue.

Perry said he appreciates the work done by the Highway Surveyor and the plow crews, who do an excellent job keeping the streets safe and passable.

Joe Perry made a motion to approve overspending the snow and ice account and to authorize Debbie to report the Board's approval to the Department of Revenue, Bob Snow second, all in favor - aye (5-0).

4. FY 23 MIIA Property & Casualty & Worker's Compensation Insurance Premium Renewal

Chairman Pierce read the following:

Debbie is working on the Town's insurance policy renewals. She is asking the Board of Selectmen to authorize her to renew the policies for the upcoming fiscal year.

The Board needs to vote to authorize Debbie to renew the Town's insurance policies.

Bob Snow made a motion to authorize Debbie to renew the Town's insurance policies, Joe Perry second, all in favor - aye (5-0).

5. Authorize employment contract renewal – Police Chief Scott Dumas

Chairman Pierce read the following:

The police chief's contract is ready for approval by the Board of Selectmen.

The Board needs to vote to approve and to sign the contract. The contract will be signed after the meeting.

Joe Perry made a motion to approve and sign the employment contract for Police Chief Scott Dumas, Dave Petersen second, all in favor - aye (5-0).

6. Discuss Merrimack Valley Planning Commission contract for Municipal Separate Storm Sewer System (MS4) compliance services

Chairman Pierce read the following:

Conservation Agent Brent Baeslack is asking the Board to renew the contract with MVC for MS4 Compliance assistance. The contract is for \$2,500 and will be paid for out of the Stormwater Budget. The Scope of Work is attached.

If the Board is in agreement, the Board will need to vote to approve the contract and authorize Chairman Pierce to sign it. It will be signed after the meeting.

Dave Petersen made a motion to approve the MVPC MS4 contract and to authorize Chairman Pierce to sign it, Deana Ziev second, all in favor - aye (5-0).

7. Request from Bradford Tavern of 87 Haverhill Street for One-Day Entertainment License for a comedy dinner show on April 28, 2022 from 5:00 p.m. to 9:30 p.m.

Chairman Pierce read the following:

This One-day Entertainment License application was sent to relevant department heads for review. The Police Chief, Health Director and Town Planner do not have any comments or concerns about this application.

Acting Fire Chief Mark Emery said, "My only concern is that they follow the crowd management regulations."

Building Inspector Ken Ward says that restaurants are allowed in the Central District without live entertainment, however since this is a one-day request, and the Board has granted the licenses for other similar establishments in the Central District, he is not opposed to it. He recommends that the zoning bylaw be changed if the Board wants to continue to allow this on a regular basis in the Central District.

Does the Board wish to approve this request with the requirement that they follow the crowd management regulations as requested by the Acting Fire Chief? If so, the Board needs to vote to issue and sign the license.

Dave Petersen made a motion to approve this request with the requirement that they follow the crowd management regulations as requested by the Acting Fire Chief, Bob Snow second, all in favor - aye (5-0).

8. Discuss meeting schedule

Chairman Pierce read the following:

Debbie has spoken with Chairman Pierce about setting a meeting schedule for the next couple of months. The suggested meeting dates and times are as follows:

May 2, 2022 – 10:00 a.m. This meeting will be held if there are pressing items that need to be addressed. There is no evening meeting because of Town Meeting.

May 9, 2022 - 6:00 p.m. – This is Dave's last meeting

*May 16, 2022 6:00 p.m. – A new Selectman will be joining the Board at this meeting.
The Board normally re-organizes at the first meeting following the Annual Town Election
May 23, 2022 - 6:00 p.m.*

May 30, 2022 – MEMORIAL DAY – No Meeting

SUMMER MEETING SCHEDULE STARTS

June 6, 2022 – 6:00 p.m.

June 20, 2022 – 6:00 p.m.

July 4, 2022 – INDEPENDENCE DAY – No meeting

July 11, 2022 – 6:00 p.m.

July 25, 2022 - 6:00 p.m.

August 8, 2022 – 6:00 p.m.

August 22, 2022 – 6:00 p.m.

Bob Snow made a motion to approve the meeting schedule as presented, Deana Ziev second, all in favor - aye (5-0).

OLD BUSINESS

1. Discuss Merrimack Valley Regional Transit Authority Ring and Ride Program

Snow said they were supposed to meet last week, but Noah Berger contacted him and they are meeting this Friday. He said the traffic light at the intersection of Central Street and Route 1 project may be moved up. He said he will update the Board after Wednesday's MPO meeting.

2. Renew Highway Department road materials and services contracts

Chairman Pierce read the following:

Highway Surveyor Pat Snow has requested that the Board of Selectmen extend the following contracts for the Highway Road Materials and Services vendors:

Item 1 Bituminous Concrete (In Place)- BitCon Corporation

Item 2 Bituminous Concrete (FOB) At Plant – Brox Industries

Item 3 Bituminous Concrete Disposal – Brox Industries

Item 4 Bituminous Excavation by Cold Planer – P.J. Albert, Inc.

Item 5 Roadway Reclamation – Murray Paving & Reclamation, Inc.

Item 7 Adjustment, Rebuild and Remodeling of Structures – BitCon Corp.

This will be the third and final renewal for these contracts.

Please vote to extend the Highway Road Materials and Services for year 3 of the contracts. The contracts will be signed after the meeting.

Joe Perry made a motion to extend the Highway Road Materials and Services for year 3 of the contracts, Bob Snow second, all in favor - aye (5-0).

3. Review License Agreement with Rowley Municipal Lighting Plant for three parking spaces to be used for the operation of an electric vehicle charging station

Chairman Pierce read the following:

RMLP General Manager Matt Brown has been working on the electric car charging station in the rear parking lot. Due to ADA compliancy issues the area needed for the car charging station will be larger than originally planned. It will need three parking spaces, rather than two parking spaces. Matt sent the following email message to Debbie and Library Director Pam Jacobson.

From: Matt Brown [<mailto:mbrown@rowleylight.com>]
Sent: Monday, April 4, 2022 11:34 AM
To: Debbie Eagan <debbie@townofrowley.org>; Pamela Jacobson <pjacobson@rowleylibrary.org>
Subject: FW: Message from KM_C458

Good morning Debbie and Pam, I wanted to reach out and give you both the latest on the EV Charger behind Town Hall. Attached is a plan showing the pole locations/designated parking spaces. One Notable mention is that in order to be ADA compliant (Americans with Disabilities Act) we will need three (3) parking spaces. Originally we thought 2 was ok, but because of the grant we have to be ADA Compliant which is why the third is required. My apologies for not catching this earlier. They are shown in the drawing "DETAIL A" 2 green and one blue. A google image was used for the drawing so we had to completely shade the spots to cover up vehicles in the picture so it would be clear. The 2 green spots are for the EV vehicles and the referenced Blue parking spot is the ADA compliant Hatch space as they refer. We would not paint blue like the drawing shows, just stripes at a 45 degree angle. Pretty standard from what you have probably seen elsewhere in your travels. There is also a Licensing agreement for your review. We thought 10 years was appropriate, as industry standard seems to be 10 or 15 years. Please take time to review and reach out with any questions or concerns. I would be happy to attend any meetings if you think it is necessary. Talk soon, Matt Brown

Town Counsel Tom Mullen has reviewed the agreement submitted by Matt and requested a minor few typographical changes be made to the draft. Matt has made the changes as requested. If the Board is in agreement to go forward with this plan, the Board needs to vote to approve and sign the license agreement. The agreement will be signed after the meeting.

Dave Petersen made a motion to approve and sign the license agreement with Rowley Municipal Lighting Plant for three parking spaces to be used for the operation of an electric vehicle charging station, Bob Snow second, all in favor - aye (5-0).

MINUTES

- April 11, 2022 10:00 a.m. meeting

Bob Snow made a motion to approve the April 11, 2022 10:00 a.m. meeting minutes, Deana Ziev second, all in favor - aye (5-0).

- April 11, 2022 5:30 p.m. meeting

Bob Snow made a motion to approve the April 11, 2022 5:30 p.m. meeting minutes, Deana Ziev second, all in favor - aye (5-0).

- April 11, 2022 Executive Session

Bob Snow made a motion to approve the April 11, 2022 Executive Session meeting minutes, Joe Perry second, all in favor - aye (4-0). Deana Ziev - ABSTAINED

ANNOUNCEMENTS

1. The Ipswich-Rowley Rotary is sponsoring a Flags for Heroes project on the Rowley Town Common from June 18 – July 9, 2022. The public is invited to sponsor a “Hero” who may be a veteran, teacher, medical professional, mentor or any person would they like to honor. Up to 100 Flags for Heroes will be placed on the Town Common. For more information on how to sponsor a hero flag, go to ipswichrotary.org.
2. The Town has the following board vacancies:
 - **Conservation Commission.** Interested residents should send a letter of interest to the Board of Selectmen. Position is open until filled.
 - **Open Space Committee.** Interested residents should send a letter of interest to the Board of Selectmen. Position is open until filled.
 - **Parks and Recreation Committee.** Interested residents should send a letter of interest to the Board of Selectmen by May 3, 2022.
3. The Rowley Board of Health would like to remind residents and employees that although COVID-19 cases are minimal right now, some towns have seen outbreaks in populations where close contact is inevitable. We recommend that residents continue to be cautious in resuming their day-to-day activities.
4. Town Meeting will be held on Monday, May 2, 2022 at 6:30 p.m. at the Pine Grove School
5. The Northeast Massachusetts Mosquito Control & Wetlands Management District will conduct helicopter applications of the biological larvicide, VectoBac12AS, to control mosquito larvae over salt marshes in Rowley and neighboring towns during daylight hours from April 1, 2022 through October 31, 2022.

ADJOURN

Bob Snow made a motion to adjourn, Deana Ziev second, all in favor - aye (5-0).

Meeting adjourned at 8:25 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Written Executive Session Motion
2. Email to Board of Selectmen from Katherine Chattan regarding ATM & protocols
3. Board of Selectmen Public Comment Policy for Public Meetings

4. Meeting memo regarding 6:30 p.m. Appointment: Town Planner Kirk Baker to discuss State requirements for Multifamily Zoning in proximity to the MBTA train station
5. Email from Kirk Baker regarding State Requirements for Multifamily Zoning in proximity to MBTA station dated March 30th
6. Email from Kirk Baker regarding State Requirements for Multifamily Zoning in proximity to MBTA station dated March 31st
7. MBTA Community Information Form
8. Draft Compliance Guidelines for Multi-family Districts Under Section 3A of the Zoning Act
9. Map of Area North of MBTA Station
10. Meeting memo regarding 6:45 p.m. Appointment: Mark Emery for appointment to the position of Fire Chief
11. Application package from Mark Emery for position of Fire Chief
12. Meeting memo regarding 7:00 p.m. Joint Meeting with the Finance Committee for the Informational Hearing on the May 2, 2022 Annual Town Meeting Warrant
13. May 2, 2022 Annual Town Meeting Warrant
14. Meeting memo regarding General Business #1: Letter of resignation from Parks and Recreation Committee Chairman Joseph Haley
15. Letter of resignation from Parks and Recreation Committee Chairman Joseph Haley
16. Meeting memo regarding General Business #2: Letter of resignation from Rowley Community Media Production Technician Stefan Jandrisevits
17. Letter of resignation from Rowley Community Media Production Technician Stefan Jandrisevits
18. Meeting memo regarding General Business #3: Approve donation to the Police Department
19. Letter from Police Chief Scott Dumas regarding Donation Check #2231 from ABZ Storage LLC
20. Letter from ABZ Storage LLC regarding donation to Police Department
21. Meeting memo regarding General Business #4: Approve donation to the Council on Aging
22. Donation list from COA Director Ellie Davis
23. Meeting memo regarding General Business #5: Request from Ronald Huth to be appointed to the Veterans Committee and a recommendation from Veterans Committee Chairman Robert Breaker to appoint Ronald Huth to the Veterans Committee
24. Request from Ronald Huth to be appointed to the Veterans Committee
25. Recommendation from Veterans Committee Chairman Robert Breaker to appoint Ronald Huth to the Veterans Committee
26. Meeting memo regarding General Business #6: Request from the Boy Scouts to use the Town Common for Scouting Open House on May 15, 2022 from 12:00 p.m. to 3:00 p.m.
27. Completed application to use the Town Common from Boy Scouts
28. Meeting memo regarding General Business #7: Issue proclamations for: Jack Cook and Diane D'Angeli for many years of service to the Town

29. Proclamation for Jack Cook
30. Proclamation for Diane D'Angeli
31. Meeting memo regarding New Business #1: Request from Parks and Recreation Committee to extend contract with Elm Services, Inc. for lawn maintenance
32. Agreement with Elm Services, Inc. for lawn maintenance dated April 27, 2020
33. Meeting memo regarding New Business #2: Request from Parks and Recreation Committee to extend contract with TruGreen for turf maintenance
34. Contract extension letter issued to TruGreen dated April 26, 2021
35. Agreement with TruGreen for turf maintenance dated May 28, 2020
36. Meeting memo regarding New Business #3: Request from Highway Surveyor Patrick Snow to deficit spend the Snow and Ice Account
37. Statement of Expenditure from Accounting System for Snow and Ice account
38. Meeting memo regarding New Business #4: FY 23 MIIA Property & Casualty & Worker's Compensation Insurance Premium Renewal
39. FY 2023 Renewal Proposal from MIIA
40. Meeting memo regarding New Business #5: Authorize employment contract renewal – Police Chief Scott Dumas
41. Employment Agreement with Police Chief Scott Dumas
42. Meeting memo regarding New Business #6: Discuss Merrimack Valley Planning Commission contract for Municipal Separate Storm Sewer System (MS4) compliance services
43. Email from Conservation Agent Brent Baeslack regarding MS4 contract extension, including attached contract and scope of work
44. Meeting memo regarding New Business #7: Request from Bradford Tavern of 87 Haverhill Street for One-Day Entertainment License for a comedy dinner show on April 28, 2022 from 5:00 p.m. to 9:30 p.m.
45. 1-Day Entertainment License application filed by Bradford Tavern of 87 Haverhill Street
46. Meeting memo regarding New Business #8: Discuss meeting schedule
47. Meeting memo regarding Old Business #1: Discuss Merrimack Valley Regional Transit Authority Ring and Ride Program
48. Meeting memo regarding Old Business #2: Renew Highway Department road materials and services contracts
49. Email from Patrick Snow regarding Road Construction Contract Extensions
50. Seven contract extension documents for Highway Department road materials and services contracts
51. Meeting memo regarding Old Business #3: Review License Agreement with Rowley Municipal Lighting Plant for three parking spaces to be used for the operation of an electric vehicle charging station
52. Map showing three parking spaces to be used for the operation of an electric vehicle charging station
53. License Agreement with Rowley Municipal Lighting Plant for three parking spaces to be used for the operation of an electric vehicle charging station
54. Draft minutes of the April 11, 2022 10:00 a.m. meeting
55. Draft minutes of the April 11, 2022 5:30 p.m. meeting