

MINUTES OF THE BOARD OF SELECTMEN MEETING

December 1, 2014
Meeting held at Town Hall

MEMBERS PRESENT: Chairman Robert Merry, Vice Chairman Joseph Perry (ABSENT until 6:34 p.m.), Clerk Robert Snow, David Petersen (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon) Jack Cook - ABSENT

PUBLIC ATTENDEES: Robert Barker - Police Chief; Joseph Fair - Labor Counsel; Clare Schroder - MASSCOP; Perry Collins - Rowley Police Department; Thomas Hills - Rowley Police Department; J. Ronald Merry - Rowley Fire Department; James Broderick - Fire Chief; James Edwards - Rowley Veterans Association; David Leavitt - Rowley Veterans Association

CALL MEETING TO ORDER

Chairman Robert Merry called the meeting to order at 6:33 p.m.

PLEDGE OF ALLEGIANCE

Police Chief Robert Barker led the Pledge of Allegiance.

Chairman Merry called for a motion to go into Executive Session for the following purposes: to conduct collective bargaining sessions; and to discuss strategies with respect to collective bargaining because an open meeting may have a detrimental effect on the bargaining position of the Town; and to return to open session. Bob Snow so moved, Dave Petersen second, all in favor – roll call vote: David Petersen – aye, Robert Snow – aye, Robert Merry – aye. Joseph Perry – ABSENT UNTIL 6:34 p.m. Jack Cook – ABSENT

Executive session opened at 6:34 p.m.

Joseph Perry sat at the Selectmen's table at 6:34 p.m.

Executive session closed and open session resumed at 7:17 p.m. Chairman Merry said the meeting is being video and audio recorded digitally.

7:05 – 7:15 p.m. CITIZEN QUERY

Citizen's Query opened at 7:20p.m. and continued until 7:35 p.m. There were no citizen's queries.

7:15 p.m. Fire Chief James Broderick to give an update on the ladder truck

Chief Broderick said he and Ron Merry went to Greenwood, the plant manufacturing the ladder truck. He said they had a demonstrator that had just come off the production line. He said the pictures in the packet shows what the truck will look like, and they were able to test it out. He said they sat with the engineer and went through the specifications of the truck for Rowley line by line. He said some changes were made, but didn't affect the cost. He said he was told the delivery will be in May, not in February/March as he was hoping. He said this will be the first truck of this kind in New England, and they said they will try to move the truck up sooner in the production schedule. Ron Merry said they were previously told it would be delivered in June / July and they are now pushing it forward to May. Broderick said it was 29 degrees in Florida when they were at the plant, and they were there for one and one half days. Petersen asked if they will have to go to the plant again. Broderick said they may have to go for the final inspection, but he hopes they don't have to since it is a lot of travel, they haven't done it in the past, he doesn't see the need, but if they have to it will be just him going. Chairman Merry said the truck looks great. Snow asked the Chief to periodically come in and update the Board on the truck. Petersen asked if the station renovations have been made. Broderick said they are about 85% complete and should be done before Christmas. Ron Merry said they shaved another three inches off of the length of the truck.

GENERAL BUSINESS

1. Road Opening Permit request from National Grid to open 48 Wilson Pond Lane for the purpose of making a gas leak repair

Chairman Merry read the following:

The selectmen need to sign this permit. Work had to be done last week to make this repair. The conservation agent and highway surveyor have signed it.

Bob Snow made a motion to sign the road opening permit for 48 Wilson Pond Lane, Joseph Perry second, all in favor - aye (4-0). Jack Cook - ABSENT

The Selectmen signed the permit.

OLD BUSINESS

2. Update on status of Rowley Veterans Association, Inc. Liquor License New Officer/Director application and Change of Manager application

Jim Edwards of the Rowley Veterans Associations, Inc. said they have all their ducks in a row and are ready to move forward now after finding out that over several years, paperwork was missing and tax payments were not made to the state. He said today they received all the paperwork from the Department of Revenue that shows the amount owed. He said he is working with real people from the DOR and the ABCC to correct this. He said he will give the paperwork to the accountant tomorrow, who will

crunch the numbers. He said it is a sizeable amount of money owed, it happened under previous managers, and he is working to correct it. He said the RVA is a non-profit, but is in a category that has to pay taxes. He said they know now that they have to pay the taxes. He said he hopes to provide an update by the end of the week. Eagan said we are in the renewal season, and Ralph Sacramone from the ABCC told Edwards to have the officers sign the renewal since the manager change is pending. Eagan said we can do the renewal next week. Edwards said he thought they were in good shape, but the application now requires them to obtain a Certificate of Good Standing from the DOR and this uncovered nine years of non-payment of taxes.

GENERAL BUSINESS

2. Discuss Wreaths Across America

Chairman Merry read the invitation letter from the Wreaths Across America Committee Organizer (copy attached).

Merry, Snow and Petersen said they will attend the ceremony. Merry said he would like to ask the Board to place the wreath given to the Town on the grave of Ruth T. Pike. He said Pike was a Navy nurse. He said Pike was home in October of 1945 visiting her mother and was killed while being transferred to Jacksonville Florida on a military plane. He said she was in her early twenties, and was given the Red Cross award in 1946 which is given to nurses killed in service. He said he thinks she deserves this.

NEW BUSINESS

1. Review draft RFQ for police and fire station feasibility study

Chairman Merry said the Board should read the draft RFQ and give feedback on it. Eagan said she met with Fire Chief Broderick, Police Chief Barker, Dave Petersen and Bob Merry when this was drafted and she is looking for approval and authority to release it on December 10, 2014. She said the specifications provide what is needed in a modern setting. She said the designer selection procedures are different, aren't down often in Rowley, and require a working group to evaluate the proposals. She said she recommends the working group be made up of Chief Broderick, Chief Barker, one Selectman and herself. She said the working group can bring a few finalists to be reviewed by the Board of Selectmen and the board will award the contract. Eagan said some of the attachments still need to be drafted, but asked if the Board can agree to the elements such as the working group, the release date, and the fee not to exceed \$85,000. She asked that feedback be given by Wednesday and said the target date to get a company under contract is early to mid-February.

Petersen said he is happy to continue meeting with the Chiefs. Merry recused himself from this discussion because of family connections with the Fire Department.

Bob Snow made a motion to appoint Dave Petersen as the Selectmen representative for this project, Joseph Perry second, all in favor - aye (3-0). Jack Cook – ABSENT
Dave Petersen – RECUSED.

Bob Snow made a motion to accept this as a working draft that includes the key components, and there will be no substantive changes, Joseph Perry second, all in favor - aye (4-0). Jack Cook – ABSENT

2. Liquor license renewals

Chairman Merry read the following:

The following licenses have been reviewed and are in order with all taxes, water and light bills paid.

Please make a motion to approve and sign the licenses.

- *The Great American Barbecue d/b/a The American Barbecue*
- *Cabales, Inc. d/b/a El Tapatio*
- *Galbro, Inc. d/b/a Route 1 Liquors*
- *Ezee LLC d/b/a Ezee Variety*
- *Skin's Incorporated d/b/a Spud's Restaurant*
- *Piemar, Inc. d/b/a Off the Vine*

Bob Snow made a motion to approve the licenses as read by Chairman Merry, Dave Petersen second, all in favor - aye (4-0). Jack Cook – ABSENT

OLD BUSINESS

1. Fire station lease extension

Chairman Merry said, "The selectmen need to sign the lease extension with the RVFPA, Inc. Chief Broderick has reviewed this."

Snow said he and Selectman Perry have sat with the Fire Association and this agreement is the same agreement as the one signed for the past three years.

Joseph Perry made a motion to sign the lease extension with the RVFPA, Inc., Bob Snow second, all in favor - aye (3-0). Jack Cook – ABSENT Bob Merry – RECUSED

The selectmen signed the lease extension.

ANNOUNCEMENTS

- Marine Corp Reserves Toys for Tots drop off box located at Town Hall
- Flu shots are available to Rowley residents on Mondays and Wednesdays from 2:00 – 4:00 p.m. at the Annex. Contact the Council on Aging or the Health Department for more information.
- Library Events: Landscapes – Oil Painter Priscilla Serafin's work is on display during the months of Oct. & Nov.
- The Town has the following vacancies:
 - a) **Fence Viewer**– three positions;
 - b) **Wood, Lumber & Bark Inspector**; and
 - c) **Zoning Board of Appeals Associate** – two open seats
 - d) **Historical Commission-Historic District Commission** - three seats
 - e) **Parks and Recreation Committee** - two seatsFor more information on these positions, please contact the Selectmen's Office at 948-2372
- Rowley Food Pantry is in need of donations. The Food Pantry is open Tuesdays from 10:00 a.m. to 12:00 p.m. and Thursdays from 5:30 p.m. to 7:00 p.m.
- Chairman Merry read an announcement from the First Congregational Church regarding a commemoration of the church's 375th anniversary

There being no further business before the Board, Chairman Merry called for a motion to adjourn. Dave Petersen so moved, Bob Snow second, all in favor – aye (4-0). Jack Cook – ABSENT.

Open meeting adjourned at 8:01 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding 7:15 appointment: Fire Chief James Broderick to give an update on the ladder truck
2. Five photos of the ladder truck
3. Three drawings of Rowley's ladder truck
3. Meeting memo regarding General Business #1: Road Opening Permit request from National Grid to open 48 Wilson Pond Lane for the purpose of making a gas leak repair
5. Signed Road Opening Permit for 48 Wilson Pond Lane
6. Meeting memo regarding Old Business #2: Update on status of Rowley Veterans Association, Inc. Liquor License New Officer/Director application and Change of Manager application, including exhibits
7. Invitation letter from the Wreaths Across America Committee Organizer
8. Email from Amy Lydon dated November 26, 2014 regarding attendance at ceremony

9. History excerpt from Wreaths Across America website
10. Meeting memo regarding New Business #1: Review draft RFQ for police and fire station feasibility study
11. Draft RFQ for police and fire station feasibility study
12. Meeting memo regarding New Business #2: Liquor license renewals
13. Meeting memo regarding Old Business #1: Fire station lease extension
14. Signed fire station lease extension
15. Original fire station lease agreement dated February 22, 2010
16. Letter from the First Congregational Church regarding a commemoration of the church's 375th anniversary