

MINUTES OF THE BOARD OF SELECTMEN

February 8, 2021

Recorded from Town Hall, 139 Main Street, Rowley, MA

1:00 p.m.

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

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 1:01 p.m. He read the following:

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law this meeting will be conducted by remote participation to the greatest extent possible. The public may not physically attend this meeting, but every effort will be made to allow the public to view and listen to the open session portion of the meeting in real time. Persons who wish to do so are invited to watch the open session portion of the meeting on Rowley Community Media TV / listen live on the RCM page on the Town's website at www.townofrowley.net or join the meeting from your computer, tablet or smartphone by using the link: <https://global.gotomeeting.com/join/842145125> or also dial in using your phone by calling +1 (786) 535-3211 and using access code 842-145-125. In the event that live transmission proves infeasible, an audio or video recording, transcript or other comprehensive record of the open session portion of the meeting will be made available on the Town's website as soon as possible.

GENERAL BUSINESS

1. Request from Board of Health to appoint Maryellen Mighill as Temporary Town Nurse for COVID-19 Contact Tracing

Bob Snow made a motion to appoint Maryellen Mighill as Temporary Town Nurse for COVID-19 Contact Tracing, Joe Perry second, all in favor, roll call vote— Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

2. Approve donations to the Council on Aging

Chairman Pierce read the following:

State law, G.L. c.44 §53A, requires donations and gifts to be approved by the Board of Selectmen. (See copy of statute.) The Board recently discussed this when they set up the Veterans Committee Donations Account.

The Council on Aging also has a Donations Account. The COA received a number of monetary donations over the past month which must be approved by the Board of Selectmen before the funds can be deposited. The COA also received a donation of gifts cards to be provided to Rowley seniors.

COA Director Ellie Davis has provided the Board with the attached two lists of donations, which consist of monetary donations and gifts cards for emergency food support for Rowley seniors. The Board needs to vote by roll call to approve these donations.

Joe Perry made a motion to approve these donations to the Council on Aging, Dave Petersen second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

3. Approve Massachusetts Department of Agricultural Resources Animal Control Officer Designation

Chairman Pierce read the following:

In accordance with G.L. c. 140 §151, the Board of Selectmen must annually vote to “designate” the Town’s Animal Control Officer.

The Board needs to vote by roll call to designate Reed Wilson as the Town’s Animal Control Officer and to authorize Chairman Pierce to sign the Massachusetts Department of Agricultural Resources Animal Control Officer 2021 Designation Form.

Bob Snow made a motion to designate Reed Wilson as the Town’s Animal Control Officer and to authorize Chairman Pierce to sign the Massachusetts Department of Agricultural Resources Animal Control Officer 2021 Designation Form, Dave Petersen second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

4. Request from Douglas Aylward to have a drop-off box for socks to be donated to homeless veterans at Town Hall

Chairman Pierce read the following:

Triton High School Student Douglas Aylward is working with Karen Tyler, the Director Eastern Essex Veterans Services District, in collecting socks for homeless veterans. He would like to place a collection box at Town Hall. See attached letters from Douglas and Karen. This would be similar to the Toys for Tots box that we have at Town Hall during December.

Karen Tyler will be calling in for this discussion.

If the Board grants this request, the Board will need to vote by roll call.

Snow said he thinks this is a very good idea, this has been done for veterans in Iraq and Afghanistan. He said when he was in the service they received boxes of books, and it was a nice touch from home.

Bob Snow made a motion to approve this request, Dave Petersen second. This vote was not completed.

Karen Tyler, the Director Eastern Essex Veterans Services District, said she has been in touch with Doug, he is an outstanding kid, and this project has the full support from her and her office. She said the Northeast Veterans Center is the organization that will collect the socks, and the socks should be new and packaged. Perry said this is a fabulous idea.

Bob Snow made a motion to approve the request from Douglas Aylward to have a drop-off box for socks to be donated to homeless veterans at Town Hall, Dave Petersen second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

NEW BUSINESS

1. Discuss request from Anthony Percoco of 217 Main Street for permission for Dodge Tree Company to access the rear of his property by the Pine Grove School driveway to perform tree work on his property

Chairman Pierce read the following:

Mr. Percoco has requested that Dodge Tree Company be allowed to access the rear of his property via the Pine Grove School driveway to do tree work on his property. The work is scheduled for February 16, 2021, which is during the February school vacation week.

Brian Forget has reviewed this request and does not have any concerns about this. The school will be closed on for February vacation.

In order to protect the Town's liability, the Town's insurance carrier is recommending that the Board of Selectmen require a certificate of insurance from Mr. Percoco's tree company in the following amounts:

- 1) General Liability of at least \$1,000,000 Bodily Injury and Property Damage Liability with a \$3,000,000 Annual Aggregate Limit. The Town should be named as an "Additional Insured".
- 2) Automobile Liability (applicable for any automobile operating exposure) of at least \$1,000,000 Bodily Injury and Property Damage Combined Single Limit per accident. The Town should be named as an "Additional Insured".
- 3) Workers' Compensation Insurance as required by law.
- 4) Umbrella Liability of at least \$2,000,000 per occurrence with a \$2,000,000 Annual Aggregate. The Town should be named as an Additional Insured.

If the Board agrees to authorize Mr. Percoco and his tree company to access the rear of his property on February 16, 2021, does the Board have any other conditions, in addition to requiring the insurance certificate as specified above?

The vote to authorize will need be done by a roll call.

Dave Petersen made a motion to authorize Anthony Percoco and Dodge Tree Company to use the Pine Grove School driveway to access the rear of Mr. Percoco's property, located at 217 Main Street, to perform tree work on his property, on February 16, 2021, subject to certificates of insurance being provided from Dodge Tree Company with the specified coverages from the insurance company, Joe Perry second, all in favor, roll call vote— Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

2. Discuss FY 22 Triton Regional School District budget development

Chairman Pierce read the following:

Vice Chairman Joe Perry attended the virtual Triton School Committee meeting last Wednesday, February 3. He will update the Board on the discussions that took place at the meeting.

The Budget that the Selectmen had discussed at last week's meeting, reflected a 2.58% increase to the Town's Assessment. That version shows the increase to be \$284,512 for a total of \$11,297,819.

Perry said he hasn't attended a School Committee meeting in a while. He said they are still working out the figures for the high and low watermarks for the FY22 budget. He said they are meeting this Wednesday, and the high water mark should be close to the number that results in an assessment increase of \$284,000 for Rowley. He said a concern is that the 70 Rowley students who left Triton to go to the Clark School this year will come back next year, after the Clark School tuition reduction expires. He said he thinks we should try to work with Salisbury, whose assessment is increasing by almost \$1,000,000 in FY22. He said he doesn't know if the School Committee can take Salisbury's large assessment increase into account. He said he is concerned about the potentially large increase for Rowley's assessment in FY23.

Petersen said there have been discussions in the past about changing the assessment formula to be based on a five-year rolling average. He said this is a prime example for why this change is needed to even out the large swings in the assessments to the towns. He said this can't be changed now, but should be looked at again after this budget. Pierce said all three towns need to agree to this change, and Newbury had no interest in doing so when this was last discussed. He said Forget feels that the Clark School students are coming back to Triton next year. Perry said he has spoken to some people who feel that they won't be returning to Triton. Petersen asked if we have heard from the other two towns about the budget. Pierce and Eagan said no. Larry White said Salisbury Town Manager Neil Harrington emailed Brian Forget about Salisbury's approximate \$900,000 assessment increase, and indicated that \$800,000 would be better. Perry asked if the Board would like him to reach out to the Salisbury

Board of Selectmen about the Triton budget. Petersen said it is important to coordinate with the other two towns so we can work together, and said it is worth a try.

3. Discuss Massachusetts Employment Pay Act Pay Equity Study

Chairman Pierce read the following:

The Personnel Advisory Committee has reviewed and approved the recommendations made in the Pay Equity Study conducted by Human Resources Services, Inc. The study was undertaken in accordance with an amendment to the Massachusetts Equal Pay Act in 2018, which requires employers to ensure fair and consistent pay practices between genders.

Overall, the report shows the pay and benefits between the genders are generally equal. The report does point out that there are more men in higher level management/professional positions, than female. The consultant is recommending immediate reclassifications for the following positions so that they will better align within the pay and classification plan for equity purposes. (See page 8 of the report)

- *Council on Aging Director: Grade 9 to Grade 12 – previously approved by PAC and Board of Selectmen effective 7/1/21*
- *COA Outreach Coordinator: Grade 5 to Grade 7*
- *Assistant Town Administrator: Grade 10 to Grade 11*
- *Assistant Library Director: updated in FY 20 to Grade 9*
- *Library Technician: Grade 3 to Grade 4*
- *Library Director: Grade 12 to Grade 14*
- *Town Clerk – The salary for this position appears low compared to other department head positions. We understand this position is elected and the salary is set at Town Meeting. HRS recommends a pay level comparable to other department heads in the organization.*

The PAC is recommending that the Board of Selectmen vote to accept the re-classification recommendations as listed above and to make the pay adjustment in the FY 22 budget. The vote needs to be by roll call.

Petersen said he is the Chairman of the Personnel Advisory Committee (PAC). He said the PAC discussed this, and there is a copy of the lengthy study in the meeting packet. He said the study was done by an outside consultant. He said the recommended adjustments have already been made for the COA Director and the Assistant Library Director. He said the remaining positions that the consultant recommended be adjusted are the COA Outreach Coordinator, the Assistant Town Administrator, the Library Technicians and the Library Director. He said these adjustments will even out things and put the Town in conformance with the Pay Equity Study. He said we plan to look at this every three years. He said the Town Clerk salary is not under the domain of the PAC, however the study showed that this position is underpaid. He said the elections alone are a huge duty of the Town Clerk, and PAC member Mo Levesseur is looking at

this position in other comparable towns. He said if the Town Clerk wants an increase, she/he has to ask for it. He said he recommends that the Board of Selectmen ratify the requested reclassifications of positions.

Ziev asked if Eagan can mute Illiani Daniels, an attendee to the meeting who is creating feedback making it difficult to hear.

White said he ran the numbers for the remaining positions and the increase is \$65,000.

Dave Petersen made a motion to accept the re-classification recommendations as listed above and to make the pay adjustment in the FY 22 budget, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

4. Discuss FY 22 Budget Guidelines and FY 22 Non-union Compensation Schedule

Chairman Pierce read the following:

*Based on information we received at the Triton District Communications Committee Meeting on Jan. 28, the Town's FY 22 Triton assessment may be increasing by 2.58% or \$284,512, bringing the Town's total estimated assessment up to **\$11,297,819**. This is still a rough number because the School Committee has not yet voted on the FY 22 Preliminary Operating Budget. This is a low increase compared to past years and in comparison to the other two Towns in the District. The low increase is attributed to the significant drop in student enrollment. The School District's enrollment dropped by 170 students, of which 70 are from Rowley. Despite the drop in student enrollment and the remote learning, the FY 22 Triton Budget is expected to increase by almost \$2 million. At \$11 million, the Triton Assessment is the largest single budget line in the Town's omnibus budget. Any increase in this budget line has an overall effect on the total budget. Unlike past years, we are confident that we will be able to absorb the Triton increase, and potentially other increases from Whittier and Essex Tech in FY 22, without causing a major impact to the Town's budget.*

The Town's preliminary revenue estimated increases for FY 22 are as follows:

- 2.5% Levy = \$397,006
- New Growth = \$233,701
- **TOTAL = \$630,707**

Governor Baker has just released his FY 22 budget plan, which includes a modest increase in the Unrestricted General Government Aid (UGGA). Under the Governor's budget, the UGGA local aid amount Rowley is slated to receive is an additional \$20,071 over last year.

FY 20 UGGA = \$573,452

FY 21 UGGA = \$593,523 (Governor's Budget House 1)

FY 22 UGGA Increase = \$20,071

While this increase is small, we hope that it won't be decreased by the Legislature when it takes up review of the House One budget proposal.

The COVID-19 pandemic has had an economic impact on the Meals and Hotel excises taxes. Despite many restrictions however, the revenues still came in, though at reduced amounts. We are now starting to get cannabis sales taxes, which is off-setting reductions in the meals and hotel taxes.

The revenues from these sources are as follows:

Type of Revenue	FY 21 YTD	FY 20*	FY 19**
Hotel	20,577.30	44,228.30	5,662.35
Meals	63,828.00	120,493.57	109,273.89
Cannabis	56,909.95		
Total	141,315.25	164,721.87	114,936.24

**The State closed restaurants and hotels in April and May of 2020.*

***FY 19 was the first year of meals and hotels tax collections and does not represent a full year of collections. The hotel in Town had just opened in FY 19.*

Expenses

We are recommending that department expenses be level funded and that any requested increases be clearly outlined in the "Issues and Options Form." We need to recognize that some costs are "fixed" and therefore, necessitate a budget increase. Requests for additional expenses will be prioritized based on the Department's needs.

Wages

All three unions contracts call for a 2.5% cost of living increase and other related increases.

The Personnel Advisory Committee (PAC) has approved a 2.5% cost of living increase for non-union employees. The PAC is requesting the Board of Selectmen to approve the FY 22 Non-union Compensation Schedule. (See attached.) If budget cuts are required as the budget process evolves, then the non-union cost of living increase will be re-visited.

Actions needed by the Board of Selectmen:

- 1) Vote to approved the FY 22 Non-union Compensation Schedule as recommended by the Personnel Advisory Committee*
- 2) Vote to adopt the FY 22 Budget Guidelines as stated above.*

Dave Petersen made a motion to approve the FY 22 Non-union Compensation Schedule as recommended by the Personnel Advisory Committee, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

Joe Perry made a motion to adopt the FY 22 Budget Guidelines as state above, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

5. Discuss 2020 Town Report

Petersen said the boardwalk project was spearheaded by Conservation Agent Brent Baeslack, used funds from the Town and volunteers did the work. He said this is a great project and cooperative effort, and the Board should send a thank-you to Brent and ask that he pass it along to all involved. He said he was unsure of the value of the project at first, they did an outstanding job on this boardwalk, and he thinks it will get a lot of use. He said Rowley Community Media (RCM) or a listener should get an aerial photo using a drone for the Town Report cover photo to do justice to the project. Eagan said RCM doesn't have a drone. Pierce thanked Baeslack and all involved in the project and said putting this on the Town Report cover would be a great way to thank them. Perry said this is a great idea, and the narrative for the Town Report is very well written.

Bob Snow made a motion to approve the Board of Selectmen Report and the Town Report cover photo, Joe Perry second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

OLD BUSINESS

1. Discuss May 3, 2021 Town Meeting location

Chairman Pierce read the following:

Debbie reached out to Town Counsel Tom Mullen regarding the ability of the Town to hold the May 3, 2021 Annual Town Meeting at the Triton High School, if necessary.

Debbie is concerned that the social distancing requirements will still be necessary in May and that the Pine Grove School All Purpose Room is not large enough to seat the Town Meetings. Tom believes that the Town should be able to hold the Town Meeting outside of the Town, as long as the Governor's State of Emergency is in effect.

Pierce read this excerpt of Tom Mullen's response:

Please note the procedural requirements of the statute, including that: (a) the Selectmen must consult with and obtain the approval of the Moderator; (b) they must determine by vote that "it is not possible to adequately conduct town meeting in a location within the geographic limits of the town in a manner that ensures health and safety;" and (c) notice of the location of the Town Meeting must be posted not less than 10 days prior to the date of the meeting.

Pierce continued:

Does the Board want to consider holding the Town Meeting at the Triton High School Auditorium or wait for a few more weeks to think about other options? The High School

Auditorium was large enough to socially distance attendees. The decision to move the Town Meeting requires input from Town Moderator Joan Petersen. Joan is expected to be calling in for this agenda item. If the Board makes a decision today, they will need to vote by roll call to move the location and follow the process that Tom outlined above. Debbie will contact Triton Superintendent Brian Forget to make arrangements to reserve the room.

Pierce said he thinks it is fine to wait a few more weeks. Joan Petersen said she is hearing through the Massachusetts Moderators Association that municipalities are trying to decide how to handle this. She said many are pushing to outside venues, such as football stadiums. She said it is the Selectmen's decision, and she governs over the meeting. She said Triton was difficult with the microphones. She said if the plan is to have Town Meeting outside, the decision needs to be made by the end of the month. She said many towns use media companies to record the meeting.

Pierce said he didn't like using the Triton auditorium because there is poor ventilation. He said he was surprised that nobody got sick after the three hour meeting there. He said in May, we can assume that COVID will still be here, despite the vaccinations. He said he would prefer to have Town Meeting in a tent.

Joan Petersen said after the Town Meeting in the Triton auditorium, for the first time in ten years she received an apology email and a complaint about how the person didn't like how Town Meeting was run. She said whatever the Board of Selectmen decides, she will be there. Snow said we should wait until the next meeting and think about this.

Petersen said if we hold the meeting outside, we need to decide quickly as tent rentals will go quickly. He said it would be nice to have the meeting on the Town Common, and it would have to be held on a Saturday during the daytime. Pierce said we should look into the cost to rent a tent before the next meeting. Joan said we should also look into the cost for a sound system. Petersen said Triton probably has a sound system at the stadium, and we need to make a decision by the end of the month.

Eagan asked what outdoor location the Board is considering. She said the Triton stadium would be more complicated because there could be a track meet. She asked if we will rent chairs. Petersen said we can't put a tent on a turf field. He said if the meeting is held at Triton, the indoor auditorium is probably the best option. Snow said the logistics of meeting outdoors are way too big, and the Triton auditorium would be the best bet. Ziev asked if there is any chance that social distancing requirements will be relaxed to allow us to use the Pine Grove School. Joan Petersen said there are issues with the All Purpose Room with the wide open food prep area, and this isn't an option. Petersen said he doesn't think social distancing or mask requirements will be relaxing, and he thinks we should plan for the Triton auditorium. Pierce said it is still early and he thinks we should explore options to use a tent and potentially use COVID funds to pay for it. Joan Petersen said Ipswich rented a tent last year and it cost close to \$10,000. Petersen said we can wait two weeks and make a decision then. He said the Town Administrator and her staff can look into this. He said we have used the Triton auditorium once, and we can make improvements upon it for the next meeting.

Pierce said he didn't like the auditorium and with the new COVID variant being more transmissible, we should look into having it outside. Petersen said capacity limits may be an issue. Snow said the capacity limits were 10 people inside, 25 people outside.

Eagan asked if the Town Common, Pine Grove School or Eiras Park would be the outdoor location. She said parking at the Town Common is an issue. Perry said Pine Grove School has more parking. Petersen said if the field at Pine Grove isn't muddy it could be used for parking, as well as St. Mary's Church. Snow said it has been pretty cold in the month of May in the past. Ziev said if Pine Grove School is used in May, they may need to call off soccer games. She asked if portable toilets will need to be rented. Snow asked if the State has issued guidelines about Town Meeting. Joan Petersen said as far as she knows, the guidelines issued by the State last year are still in place. Pierce said let's table this for two weeks.

2. Discuss roadway into the Bradstreet property

Chairman Pierce read the following:

Chairman Pierce would like to set up a plan to develop the affordable housing parcel at the Town's Bradstreet land off of 239 Main Street.

Chairman Pierce served on the Bradstreet Lane Use Committee, which oversaw the subdivision of the 123 acres of land the Town purchased in 2007 with Community Preservation Funds. The Town needs to have a greater focus on creating affordable housing and this parcel presents an excellent opportunity for an organization, such as Habitat for Humanity to build affordable housing. The longstanding issue that has been holding up this process has been the development of a standard road coming in from Main Street, as well as a waterline and electricity. Where 100 percent of the units are affordable, no contractor, including Habitat for Humanity can afford to build the affordable units and design and construct a road, including installing utilities.

Debbie contacted Town Counsel Tom Mullen to see if Community Preservation Funds could be used to construct a road and bring utilities into the affordable housing parcel. The roadway would also be providing access to the Open Space land and the Community Garden. He has provided a detailed response which is attached. His response indicated that CPA funds can be used for the road construction in order to make the parcel functional for its intended use, which is housing. Tom also recommends that we contact the Town's bond counsel.

After the Board has reviewed the attached materials, how does the Board wish to proceed?

Pierce said when the Bradstreet property was purchased by the Town, it was broken into four different parcels. He said the parcel for the affordable housing is suitable for four housing units, but road work is needed to access the parcel. He said this parcel was referred to Habitat for Humanity, but they lost interest because they are not in the business of building roads. He said CPC funds could be used for developing the road

according to Town Counsel Tom Mullen. He said he thinks we have sufficient CPC funds to do this, although we don't have a cost estimate yet. He asked if the Board is interested in pursuing this. Petersen said it is a good idea, and there was a road plan developed with an entry through the existing pillars, and a separate exit. He said this is worth looking into, and he didn't realize CPC funds could be used for this. He said the need for affordable housing is increasing, and we need to look at this. Pierce said the road split on the plan not only preserved the existing pillars, but improves the sight distances. Petersen said we have an article on the Town Meeting warrant for funds to hire an engineer for a construction estimate since the road plan already exists. Ziev said this is an exciting opportunity. Pierce said this is an excellent site for affordable housing and it would be great to add affordable units to the Town's inventory, in addition to the proposal from Harborlight. Eagan said the Board needs to vote if they would like to file an application with the CPC. She said we can get an estimate from an engineering firm, then put it back on the Selectmen's agenda. She said we won't be able to have the application ready by the CPC meeting scheduled for February 18, 2021.

Snow asked if an announcement about the drop-off box for socks for veterans could be shown on Rowley Community Media. Eagan said we can put an announcement on the website and RCM to get the word out. Petersen said this could also be run in the COA newsletter and a flyer could be sent out with the light bills. Ziev said she can contact the PGS PTA to get the word out via their Facebook page. Eagan said the drop-off box will be at Town Hall from February 22 – February 26, so we won't make the deadline for the COA newsletter or the Light Department bill mailing.

ADJOURN

Chairman Pierce called for a motion to adjourn. Dave Petersen so moved, Bob Snow second, all in favor – aye- roll call vote – Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Cliff Pierce – aye; Deana Ziev – aye

Meeting adjourned at 2:04 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Request from Board of Health to appoint Maryellen Mighill as Temporary Town Nurse for COVID-19 Contact Tracing
2. Meeting memo regarding General Business #2: Approve donations to the Council on Aging
3. List of donations to the Council on Aging dated 2/3/2021
4. List of donations to the Council on Aging dated 2/4/2021
5. Massachusetts General Law Chapter 44 Section 53A

6. Meeting memo regarding General Business #3: Approve Massachusetts Department of Agricultural Resources Animal Control Officer Designation
7. Massachusetts Department of Agricultural Resources Animal Control Officer Designation letter dated 1/28/21
8. Massachusetts Department of Agricultural Resources Animal Control Officer Designation form
9. Meeting memo regarding General Business #4: Request from Douglas Aylward to have a drop-off box for socks to be donated to homeless veterans at Town Hall
10. Request from Douglas Aylward to have a drop-off box for socks to be donated to homeless veterans at Town Hall
11. Letter from Karen Tyler Veteran Service Officer regarding request for drop-off box for socks
12. Meeting memo regarding New Business #1: Discuss request from Anthony Percoco of 217 Main Street for permission for Dodge Tree Company to access the rear of his property by the Pine Grove School driveway to perform tree work on his property
13. Email request #1 from Anthony Percoco of 217 Main Street for permission for Dodge Tree Company to access the rear of his property by the Pine Grove School driveway to perform tree work on his property
14. Email request #2 from Anthony Percoco of 217 Main Street for permission for Dodge Tree Company to access the rear of his property by the Pine Grove School driveway to perform tree work on his property, including attached photos
15. Meeting memo regarding New Business #2: Discuss FY 22 Triton Regional School District budget development
16. Triton Budget Development report from January 27, 2021 Budget Workshop
17. Meeting memo regarding New Business #3: Discuss Massachusetts Employment Pay Act Pay Equity Study
18. MEPA Pay Equity Study – FY20 prepared by Human Resources Services, Inc.
19. Meeting memo regarding New Business #4: Discuss FY 22 Budget Guidelines and FY 22 Non-union Compensation Schedule
20. Memo from Deborah Eagan, Personnel Officer to Board of Selectmen regarding FY 22 Non-union Cost-of-Living Adjustment, including Draft FY 22 Nonunion Compensation Schedule
21. Meeting memo regarding New Business #5: Discuss 2020 Town Report
22. Draft Selectmen's Report for 2020 Town Report
23. Sample photos of Pingree Boardwalk for Town Report cover photo, and for inside the Town Report
24. Meeting memo regarding Old Business #1: Discuss May 3, 2021 Town Meeting location
25. Email from Town Counsel Tom Mullen regarding Location of Annual Town Meeting
26. Meeting memo regarding Old Business #2: Discuss roadway into the Bradstreet property
27. Email from Town Counsel Tom Mullen regarding Use of Community Preservation Funds to Make Affordable Housing Accessible

28. Letter from Town Counsel Brackett & Lucas dated March 8, 2010 regarding
Disposition Procedures – Bradstreet Reuse Parcels
29. Letter from Edwards Angell Palmer & Dodge LLP dated May 16, 2008 regarding
Rowley Land Acquisition Bonds
30. Bradstreet Farm Property Rights Plan of Land dated November 21, 2008
31. Definitive Subdivision Existing Conditions Plan for Bradstreet land signed June
19, 2009
32. Definitive Subdivision Plan Approval for the Bradstreet Farm, 239 Main St.,
Rowley, MA dated July 22, 2009