

MINUTES OF THE BOARD OF SELECTMEN MEETING

February 6, 2017

Meeting held at Town Hall, 139 Main Street, Rowley, MA

7:00 p.m.

MEMBERS PRESENT: Chairman Joseph Perry, Vice Chairman Robert Snow, Clerk Cliff Pierce, Robert Merry, David Petersen (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon)

PUBLIC ATTENDEES: Henry Rolfe; Brett Alger - Open Space Committee; Brent Baeslack - Conservation Agent; Samuel Michel; Lynda Michel; George Pacenka; Susan Hazen - Town Clerk; Bernie Cullen; Patrick McGettrick; Ana Packard; Dave Packard; Brian McGettrick; MaryAnn Solis; Nerissa Wallen

CALL MEETING TO ORDER

Chairman Perry called meeting to order at 7:02 p.m. He said that the meeting is being audio and visually recorded digitally.

PLEDGE OF ALLEGIANCE

Samuel Charles Michel led the Pledge of Allegiance.

7:00 p.m. APPOINTMENT– Eagle Scout Proclamation presentation to Samuel Charles Michel

Chairman Perry read the following:

Chairman Joe Perry will present the Eagle Scout Proclamation to Samuel Charles Michel. Chairman Perry will call upon Eagle Scoutmaster George Pacenka to make a few comments.

Scoutmaster Pacenka said Michel has been involved with the Scouts for the past 15 to 20 years since he was a Cub Scout. He said Michel is doing a project at St. Mary's in Georgetown to create an outside altar on granite so they can hold mass outdoors during the summer. He said the projects are done all by the scouts themselves, and when a boy becomes an Eagle Scout, it makes it all worthwhile.

Perry read the proclamation, it was presented to Michel and photos were taken. The Board congratulated Michel. Pacenka said Rowley's first Eagle Scout was presented in 1929, and there have been 67 Eagle Scouts since then, which says a lot about the Town of Rowley.

7:05 p.m. APPOINTMENT Patrick McGettrick to be presented by Police Chief Scott Dumas for appointment as a Full-time Police Officer

Chief Dumas thanked the Board for having him here tonight after presenting employees for appointment a couple of weeks ago. He said tonight he is here to present Patrick McGettrick, who is a Reserve Patrolman, for appointment as a Full-time Patrolman. He said McGettrick has had an impact on the students at Pine Grove School, and is teaching the sixth grade the "Too Good for Drugs" program. He read the third paragraph of his letter to the Selectmen regarding McGettrick. He respectfully requested that the Selectmen appoint McGettrick to the position of Full-time Police Officer.

McGettrick said he is grateful for this opportunity and he loves the Town and the Police Department. He said the Police Department has great staff and he hopes to become a full-time part of it.

Dave Petersen made a motion to appoint Patrick McGettrick to the position of Full-time Police Officer, Cliff Pierce second, all in favor - aye (5-0).

Town Clerk Susan Hazen swore McGettrick in as a full-time Police Officer. McGettrick's mother pinned his badge on.

7:10 – 7:15 p.m. CITIZEN QUERY

There were no Citizen Queries.

7:15 p.m. APPOINTMENT Conservation Agent Brent Baeslack to discuss Open Space and Recreation Plan and Brett Alger, Chairman, of the Open Space Committee to discuss the Open Space Committee's efforts over the past year and proposed projects

Chairman Perry read the following:

Chairman Perry will call upon Brent and Brett to discuss the Open Space Recreation Plan and for an update on the Open Space Committee's projects.

Baeslack said it is a great honor to present the official and final Open Space Plan. He read the letter from Melissa Cryan of the Executive Office of Energy and Environmental Affairs, regarding the finalization of the Open Space and Recreation Plan, which allows the Town to be eligible for grants through October 2021. He thanked the many participants who helped get this project to fruition including: Larry White – former OSC Chairman; Howard Tiernan – former OSC member; OSC current members: Sonja Vincola, Brett Alger, Tina Tzortzis, Brook E. Ten Eyck, Howard Vogel; and consultants Susan Moses and Nellie Aikenhead. Baeslack said since 2014, we have received over twenty acres adjacent to the Dodge Reservation, extending along the Batchelder Brook, and a new kiosk has been installed at the Smith Lane trail as part of an Eagle Scout

project. Pierce said the trails at the Dodge Reservation look great and he has seen Baeslack working on them and he has done a great job.

Brett Alger said he wants to present to the Board the highlights of the Open Space Committee from last year. He reviewed the one page summary sheet as follows:

2016

- 1) *Open Space and Recreation Plan Update Approved*
 - *Provided to Selectmen; copies available at the library, conservation commission, and online*
- 2) *Earth Day/Fall Events*
 - *Trail clean up events at Hunsley Hills and Dodge Street Reservation*
- 3) *Mehaffey Farm Conservation Restriction*

2017

- 1) *Mill River Boardwalk Project*
 - *Phase 1 - Finish the project plan and timeline, and apply for funding for project drawings*
 - *Phase 2 – Present project to Selectmen and other groups; acquire funds and permitting*
 - *Explore opportunities for financial support of boardwalk and other committee projects*
- 2) *Earth Day/Fall Events*
 - *April 22/23 and Fall (date TBD) for open space cleanup and improvements*
- 3) *Raising Awareness*
 - *Build trail maps, update kiosks as needed, host events, and utilize town website*
 - *Promote passive recreation and continue to seek resources to support OSC goals*

Baeslack said one of the goals of the Open Space Committee is to raise awareness, and new signage has been added to the Conservation areas along Wethersfield Street and at Eiras Park identifying the Smith Lane Trail. He said projects that install signs like this help identify the acreage so the citizens know they have access to it and can enjoy it. Pierce said he is surprised to see that quite a few people are using the Dodge Reservation. Petersen said he has seen a number of cars near the ballfields at Eiras Park, and at this time of year, they are likely using the trail. Petersen asked if there is a master list of the sites with trails. Baeslack said it is one of their initiatives. He said they would like to provide links through the website of area trails, not just for municipal property, but also for other entities property, such as Greenbelt and Mass. Audubon. Petersen suggested including this information as a flyer in a Light Department bill mailing.

Alger said they are also looking for donations from the community, of either money or services, for their boardwalk project. Petersen said the CPC money is getting tight since the Selectmen are using those funds for several projects, and more Towns have signed onto the program so there will be less funding from the State for Rowley. He said Rowley has participated in this since the beginning, and we have definitely benefited. He thanked Alger and Baeslack for all they are doing, and said Baeslack is dedicated and often in town on his days off. Larry White echoed Petersen's comments and thanked Alger and Baeslack for their leadership. He said the OSC does a lot of good work for the community, and he appreciates, recognizes and supports all the work

that has been done. Perry echoed White's comments, and said it is nice to see this work come to fruition.

GENERAL BUSINESS

1. Appoint Lorant Ronai Cemetery Supervisor/Highway Truck Driver & Equipment Operator

Chairman Perry read the following:

The Board of Cemetery Commissioners and Highway Surveyor Patrick Snow are requesting the Board of Selectmen vote to appoint Lorant Ronai to the newly created position of Cemetery Supervisor/Highway Truck Driver & Equipment Operator. Lorant has worked for the Town for the past few years as a Highway Department Truck Driver/Heavy Equipment Operator.

Bob Snow made a motion to appoint Lorant Ronai to the position of Cemetery Supervisor/Highway Truck Driver & Equipment Operator, Cliff Pierce second, all in favor - aye (5-0).

2. Request to lift the hiring freeze for the position of Highway Truck Driver & Equipment Operator

Chairman Perry read the following:

With the appointment of Lorant Ronai to the newly created position of Cemetery Supervisor/Highway Truck Driver & Equipment Operator, Highway Surveyor Patrick Snow is requesting the Board of Selectmen lift the hiring freeze so that we may post the position of Highway Truck Driver & Equipment Operator.

Bob Snow made a motion to lift the hiring freeze so that the position of Highway Truck Driver & Equipment Operator can be posted, Cliff Pierce second, all in favor - aye (5-0).

3. Letter from Northeast Mosquito Control District regarding FY 18 District budget

Chairman Perry read the following:

Each year, the Northeast Mosquito Control and Wetlands Management District sends a notice to the Town requesting the Town to indicate its "support" or "non-support" of its budget. The District states in their notice that they are seeking a three percent budget increase, which is the first increase they have made since fiscal year 2013.

The Board of Selectmen needs to vote to either "support" or "not to support" the Mosquito District's budget. Chairman Perry will then need to complete the Declaration of Support or Non Support of Mosquito Control Funding for FY 2017 page indicating the Board's decision.

Cliff Pierce made a motion to support the Northeast Mosquito Control District FY 18 District budget, Bob Snow second, all in favor - aye (5-0).

Bernie Cullen asked how much money this is for. Eagan said this isn't the Town's assessment, it is their whole budget. Petersen said their budget is \$1,637,226.20. Pierce said he recalls Rowley's assessment to be around \$40,000, and it is worth every penny. Eagan said this is a deduction of the Town's State Aid, and their sheet says FY17, but it should say FY 18.

Perry completed the form.

4. Approve 2017 Internal Revenue Service Mileage Reimbursement Rate

Chairman Perry read the following:

The Internal Revenue Service has set the 2017 mileage reimbursement rate as \$.535, down from \$.54 in 2016. The Board needs to vote to accept the 2017 rate.

Dave Petersen made a motion to accept the 2017 mileage reimbursement rate as set by the Internal Revenue Service, Bob Snow second, all in favor - aye (5-0).

NEW BUSINESS

1. Open May 1, 2017 Annual Town Meeting Warrant

Chairman Perry read the following:

The Board of Selectmen needs to vote to open the May 1, 2017 Annual Town Meeting Warrant and to close the Warrant on Monday, February 27, 2017 at 4:00 p.m.

Cliff Pierce made a motion to open the May 1, 2017 Annual Town Meeting Warrant and to close the Warrant on Monday, February 27, 2017 at 4:00 p.m., Bob Snow second, all in favor - aye (5-0).

2. Review FY 18 Non-union Compensation Schedule

Chairman Perry read the following:

Attached is the FY 18 Non-union Compensation Schedule. We added a sixth step to the schedule because there are several non-union employees who be dropping off the schedule in FY 18. The Board of Selectmen needs to vote to approve the schedule. The Water Superintendent is currently off the schedule. Last year, the Board approved a FY 17 increase equivalent to a step increase with the cost of living (2.25%). If the Board

agrees to provide the Superintendent with the same increase for FY 18, the Board will need to also vote on that measure.

Dave Petersen made a motion to approve the FY18 Non-union compensation schedule, Bob Snow second, all in favor - aye (5-0).

Dave Petersen made a motion to provide the Water Superintendent with an increase equivalent to a step increase with the cost of living (2.25%), Bob Snow second, all in favor - aye (5-0).

OLD BUSINESS

1. Discuss Three Blocks East Summer Concert

Chairman Perry read the following:

Sean Godbut, the leader of the Three Blocks East Band, has offered to hold the concert on Saturday, August 5, 2017. The Board of Selectmen needs to vote to authorize the band to hold the concert on this date. The time has not been finalized, but most likely will be in the late afternoon/early evening.

Perry said this group provided music last year in continuing the Concerts on Common from the Town's 375th Anniversary Celebration.

Dave Petersen made a motion to authorize the Three Blocks East Band to hold a concert on the Town Common on Saturday, August 5, 2017, the time is to be determined, Bob Snow second, all in favor - aye (5-0).

2. Discuss FY 18 Triton Budget

Chairman Perry read the following:

The attached budget sheets show the Town's Triton assessment increasing by \$404,372 in FY 18. While these budget sheets are listed as "For Discussion Purposes Only" this increase is far above what the Board of Selectmen has determined to be a fair and equitable increase.

The Board of Selectmen informed the School Committee and Superintendent via a hand-delivered letter on January 26, 2017 to the District Communications Committee meeting, that we are willing to commit \$198,884, which is half of the Town's estimated FY 18 new tax revenue. The Town still has to pay the assessment for the Whittier Vocational Technical High School and the Essex Technical High School.

Perry said the School Committee has not voted the budget yet, and the attached budget is for discussion purposes only. He said they are on target for the FY 18 budget in

accordance with the calendar that was set. Nerissa Wallen said this budget is for discussion purposes only. She said the Triton Regional Agreement stipulates that the State assessment calculation be used. She said with a zero increase over the FY17 budget, the assessments using the State formula would be an increase of \$125,000 to Rowley, and increase of \$200,000 to Salisbury and a decrease of \$325,000 to Newbury. She said the budget workshops take all of the committed increases, such as transportation, utilities, healthcare and teacher's contracts, and this budget is created, which is just for discussion purposes. She said from here, they look at what has been requested from the schools. She said one item this year is the Science, Technology and Engineering curriculum, which the DESE has updated the standards for and students will be tested on in 2019. She said they do not currently have this curriculum in place. She said another request has been for free full day kindergarten. She said 82% of Massachusetts towns provide free full day kindergarten. She said another request is to restore the significant cuts from last year of classroom teachers and specialists. She said the district is down to one Technology teacher between the elementary schools. She said this budget number is not final. She said they are still waiting for the healthcare costs, which could be as much as a 15% increase.

Petersen said the increase for Rowley of \$404,000 is the base increase, and we should expect this number to go up, but not down. Wallen said it could go down if cuts are made, or if transportation / Chapter 90 funding is increased in the Governor's budget. Perry said with the State in a deficit, it is unlikely that those items will receive increased funding.

Larry White from Central Street and the Chair of the Finance Committee said he attended the budget hearings over the three days, and according to his calculations, if all of the items requested are funded, including a 19.8 increase in staff, there will be an increase of over \$1,000,000 for Rowley. He said this is totally unacceptable from his viewpoint, and he recommends not recommending the school budget if it increases more than the current figure. He said this is getting out of hand and enrollment is decreasing. He said Superintendent Forget has stated that the mix of teachers and IT people from 2002 - 2015 has changed, but it is still a net increase of three, over a time when enrollment has significantly decreased. He said this is unacceptable as far as what the Town can burden itself with.

Perry said he went to the budget workshops all three nights and the Principals requested that the cuts from the previous year be restored, and then add new programs. Pierce asked if the staff increase of 19.8 is from the prior year. White said yes. Wallen said the assessment increase for Rowley of \$404,000 is just the "must dos" that they are contractually obligated to do. She said then the Principals present to the School Committee what they need to put certain things in place. She said for example three new students have IEPs that require one-on-one aids. She said this scenario would be included in the 19.8 staff increase that White is referring to. She said another item requested is for each elementary school to have a coach to help with the implementation of the new Science, Technology and Engineering curriculum. She said since 2002 there have been cuts to classroom teachers, but aids/special education

teachers/specialists have been increased by the same amount due to State mandates. She said in 2002, at the end of kindergarten, students needed to be able to recognize letters, but now the requirement is that they are level B readers. She said personnel is required to meet these State requirements. She said the number of students have decreased, but intervention and Special Education Support have increased in order to meet the State levels.

Perry said he is concerned about the increases that the Town is asked to absorb each year. He said he was a teacher for 15 years, and didn't have a single student with an IEP. He said there is one special education student leaving the district which is saving \$300,000. He said this is an unfunded State mandate.

White said the kindergarten funding across the State quoted at 93% of the school districts, but these programs are supported by grants, which Triton isn't eligible for since it is made up of three towns, so this isn't a good comparison. He said the Triton budget has an extremely high medical insurance cost, which can be reduced. He said we are paying for Triton retiree's dental insurance. He said a lot of stuff can be cut from the budget.

Perry asked what the cost for free kindergarten would be. Wallen said \$330,000. She said we did receive a grant for \$42,000 for kindergarten tuition in the past, but that was cut by the State last year. She said even when we had the grant, it was not sufficient to cover the full cost. She said Triton has lower tuition costs compared to other schools in the area. She said regional schools have moved to free full day kindergarten, and Triton is one of three or four who haven't.

Petersen asked if the total increase on the draft budget of \$847,000 includes increases being negotiated by the teacher's unions. Wallen said it includes step increases from the previous contract, but doesn't include cost of living adjustments. Petersen said the \$847,000 is a starting number and the budget will go up from here. He said if the State funding increases, it will be a very small, and this is going to be a tough sell.

Bernie Cullen said he attended the meetings as well, and his concern is that the starting point for the budget is level funding, and then items are added on. He said for example, with the new STEM curriculum, he went online and reviewed the materials. He said it looks very simple, and a quality math teacher should be able to teach this. He said the increase requested for this initiative is \$400,000. He said someone should look at this and figure out who out of the existing staff can teach it, rather than hiring new teachers.

Snow asked where Triton stands in the State compared to five years ago. Wallen said Triton is a level 2 now, and was a level 2 then. She said the levels are 1-5. She said Newbury Elementary is a level 1, but the other schools in the district are level 2, so the whole district is a level 2. Perry asked how we compare to neighboring towns. Wallen said the DESE has a dart tool online where you can see this information. She said many are rated 1-3, not many are rated 4-5. She said the concern for Triton is the Science, Technology and Engineering, as the fifth grade scores are falling significantly.

She said we need help, the State sets the standards but doesn't give the resources necessary to get there. She said the focus has been on ELA and math and Science has been left separate. Snow said where society is heading, we need to learn robotics. He said we are all heading to towards a science focused society. He said Triton is asking for more money, and the taxpayers are looking at their home budgets. He said health care costs are increasing, and people are eliminating doing their home projects since they can't afford to do them.

Wallen said \$125,000 of the increase for Rowley is not going towards making improvements. She said if the assessment calculation is changed on the Triton Regional Agreement, it would ensure quality schools without crazy increases or decreases to the assessments to the towns. She said it won't stop the problem, but will go miles towards this issue. Petersen said if this change is implemented, it would go before voters one year from now, and it will be two years before it goes into effect. He said all three towns have to agree to these changes, and with Newbury's assessment decreasing the past two to three years, it will be interesting to see if they agree to this. He said this won't solve the basic problem, which is increases to the Triton budget each year. Snow said the Town has wish lists which have to be pushed off since there is no money. He said the taxpayer increases are not covering it. Perry said the guidelines issued to Town Departments are to level fund their budgets. Snow said the Town infrastructure is old and decrepit, and we have made big investments in the fire engines that we need to protect. He said we are pouring money into the infrastructure and we need to think about the taxpayer at home.

White said people have come up to him to express his concerns. He said for some people, the only hot meal they receive is the congregate meal at the COA. He said they cannot afford all of this, and it is unfortunate and depressing, but it is a fact of life that the rest of the Town needs to recognize and deal with this. He said we can't keep funding all of this stuff. He said he has spent hundreds of hours on this, he doesn't have kids, and he thinks enough is enough with the Triton budget and school.

Cullen asked where we are in the budget process. He said the process needs to start earlier, and it can't be left to the schools themselves to set the budget. He said the School Committee works hard and has the best intentions, but there is a missing piece. Wallen said the fourth Wednesday in January is when we get the State's assessment calculation, and the tentative budget is due February 12th. He said this is a short amount of time to work with. Cullen said we could look at expected State numbers and plan accordingly. He said people in the school who control the level funded budget aren't re-assessing these numbers. Petersen said before anything is added, the increase to the budget is \$800,000, and even if this is split equally among the towns, it is a \$260,000 increase to each town, which is more than 50% of the new revenue for Rowley. Cullen said the headcount can be cut.

Petersen said there was an override for the schools a few years ago. He said the school gives the town a bill, and the town has to figure out how to fund it. He said we definitely need to look at changing the formula. He said the student enrollment has

dropped by 250, but the budget has increased by 4% - 5% annually. Snow said there is a 4% increase in this budget, but the average pay increase is 2% to 2.5%. He said at some point the system will collapse, the Town will have to strip it's accounts and then the Town will collapse at some point and the taxpayers will revolt, since they will have to foot the bill.

Wallen said they have been stripping the schools, but special education and specialist staff has increased. She said Rowley's increase last year would have been \$212,000 if the State assessment formula wasn't used. Petersen said a change to the formula would help, but the problem is much greater than that. He said the Town is consistently drawing on one time funds to fund the budget. He said our hands are tied by State law and it causes us to fight with each other. Perry said he started going to the School Committee meetings six years ago and he sees that the State is transferring the burden to the local towns. Snow said we may need to go to the Planning Board to expand the business district in Town because we need the revenue. Petersen said a number of businesses on Route 1 are vacant now. Snow said we can only go to free cash so many times before we go belly up. Wallen said the tentative budget will be set by the School Committee on February 15, 2017.

3. Update on Pine Grove School Project

Perry said the School Building Committee's next meeting is February 15th, and a community meeting will take place on March 9, 2017. He said we are between a rock and a hard place. He said the building needs renovations which have been deferred since the 1980s. He said \$50,000 is budgeted for emergency repairs to Pine Grove School, and all of that money has already been spent. He said for this project, the State will reimburse the Town approximately 50% of the cost, and if the override doesn't pass, we will be required to pay 100% of the costs for the required repairs. He said he has seen a net \$0 change in his social security benefits over the last three years.

Pierce said we need to proceed with the renovations, but the scope of the project keeps expanding. He said now the site and playground are being included, but the State doesn't reimburse for this. He said Treasurer Karen Summit mentioned a 15 year bond for the site work which will have a big increase on taxes. He said the project cost will be approximately \$20,000,000 for Rowley and we need the effect this will have on taxes before this goes on the Town Meeting warrant. He said there are good reasons to do these additional items, but everything doesn't need to be done at once. He said he is afraid that the override amount will get so large that the override will get shot down and the Town will end up with no reimbursement from the State.

Perry said there are two pieces of the project: what was submitted to the MSBA for reimbursement, and then the sitework and the playground. He said the playground is not usable when it rains or snows since it doesn't have drainage, and it is not ADA compliant. He said the School Building Committee will have to look at the costs, and it may be decided to put off the site work. Snow said when you have a house project that you put off, it usually doesn't get done. Petersen said the cost for the site work now is

\$1,000,000, and in three years it will probably be \$1,500,000. Petersen said the State will reimburse 8% of the cost for the site work. He said the project can include making the playground ADA compliant, but the PTA may help fund the equipment along with local businesses and banks kicking money in. Pierce said all of the outside work will cost \$2,800,000.

Perry said the 8% reimbursement for the outside work takes away from the money for the building renovations. He said they are reviewing not doing the windows. He said we haven't received information on the flooring and roofing from the architect yet. He said we will have a figure in March for the warrant.

White said the PTA is on record for not supporting the project without the playground. He said the PTA believes restoring the playground should be done before the other site work, even though Chief Dumas and Chief Broderick have discussed safety issues with the existing traffic flow. He said he finds this unacceptable. He said the present plan calls for an ADA compliant playground surface, and a committee can be formed to replace or refurbish the equipment. He said the Town's playground was just renovated. Perry said it is part of the renovation to make the surface ADA compliant and take care of the drainage issues. Petersen disclosed that his wife is involved in the PTA. He said the PTA was under the impression that they were being held responsible for the entire playground, and it is hard for them to raise that amount of money. He said at the last meeting everyone understood that the ground work would be done for the playground, but there was no decision made about the equipment. White said the PTA should put in writing that they support this project. He said he has put hundreds of hours into the project, he supports it and wants to be sure that the PTA also supports it. Petersen said the PTA sent an inappropriate letter, but once it was cleared up that they weren't 100% responsible for it, they were happy. He said maybe Perry can contact the PTA to ask them to send a letter of support, or to rescind their initial letter. He said everyone needs to be on the same page for this project, which desperately needs to be done. Wallen said she sits in on the PTA meetings and she can't imagine that they would be unwilling to work with the School Building Committee. Petersen said we need young families to support this project, but they are the least able to afford it. Cullen asked what the estimated cost is. Perry said \$35,000,000, but Dore & Whittier have not completed the cost estimate. He said the State reimbursement would be 48.47%. He said Summit is working on a 20 year bond issue for this, and a 15 year bond for the site work. Petersen said if the work is done all together, it can be combined into a 20 year bond. Perry said they are planning on having one override, rather than one for the renovation and another for the site work.

4. Mehaffey Farm Land and Water Conservation Grant Application Update

Chairman Perry read the following:

Vanessa Johnson-Hall, the Assistant Director of Land Conservation at the Essex County Greenbelt Association, has spoken to the Tenney family attorney about the

grant application. The attorney is reaching out to the family members to inquire about an extension on the purchase agreement. As of today, Vanessa has not heard back.

Perry said the original agreement expires in June, and an extension is needed. Petersen said the Town has committed \$100,000 in CPA funds for this project.

5. Review Dore & Whittier Contract Amendment No. 3 for landscape architectural design services

Chairman Perry read the following:

The Pine Grove School Building Committee has approved the attached change order with Dore & Whittier for landscape architectural work as part of the feasibility study.

The Board needs to vote to approve this change and to authorize Chairman Perry to sign it. Chairman Perry needs to sign three (3) originals.

Perry said they checked with Pinck and Dore & Whittier, and we are still within the feasibility budget of \$800,000.

Dave Petersen made a motion to approve the change order with Dore & Whittier in the amount of \$10,450, Bob Snow second, all in favor - aye (5-0).

Perry signed three copies of the change order.

6. Town Hall Annex elevator project update

Chairman Perry read the following:

CBI has completed the structural engineering preliminary survey. While they have come up with two options, one of them isn't viable because there will need to be extensive structural alterations.

They are recommending Option 1. We are working on getting the cost estimate for Option 1. Debbie is asking for the Board of Selectmen to approve going forward with the Option 1 plan.

Petersen said he, Eagan and Natalie Lovett spoke with the architect today. He said the first option for the elevator location is in the conference room, and the second option is in the office space used by Senator Tarr. He said the second option goes through the main carrier beam for the building and would require major changes to the exterior wall. He said the first option is all inside by the staircase, and it will take some room from the existing conference room. He said the plan under Option 1 would be to probably move one of the offices to the remaining conference room space, and create a conference room between the current Board of Health Office and the Council on Aging that could be

shared with the Council on Aging. He said a second conference room could be created on the second floor in the classroom area. He said Option 1 is the most economical and within a month, we should have the estimated costs, which will include the required ADA changes. He said they will request funding from the CPC prior to Town Meeting.

Merry asked if there will be a bathroom on the second floor. Petersen said yes, above the first floor bathroom. Merry said when the first floor bathroom was put in, they asked that the plumbing be run to the second floor. Eagan said there is some plumbing on the second floor. Merry said the space used in Option 1 is currently closets. Petersen said yes, there are no structural issues. Pierce asked if Option 1 will include access to the basement. Petersen said yes, both options provide access to the basement. He said non-CPC money will be needed to divide up the spaces.

Dave Petersen made a motion to approve Option #1 for the Town Hall Annex Elevator project, Bob Snow second, all in favor - aye (5-0).

MINUTES

- January 30, 2017

Dave Petersen made a motion to approve the minutes of January 30, 2017, Cliff Pierce second, all in favor - aye (5-0).

ANNOUNCEMENTS

Chairman Perry said the costumes made by Jane Koopman White for the Pine Grove play, "The Little Mermaid" were outstanding and the kids did a great job.

- Rowley Public Library is participating in Bruins PJ Drive Feb. 1 – March 15. The Library will be collecting new pairs of pajamas for babies, children and teens. The PJ Drive benefits DCF Kids and Cradles to Crayons. The PJ Drive's goal is to collect 10,000 pairs of new pajamas for children and teens in need.
- Annual and Special Town Meeting is scheduled for May 1, 2017
- Information on the Pine Grove School project is available on the Town's website at www.townofrowley.net.
- The Town has the following vacancies:
 1. **Fence Viewer** – three positions;
 2. **Wood, Lumber & Bark Inspector**;
 3. **Zoning Board of Appeals Associate** – two seats
 4. **Parks and Recreation Committee** – one seat;
 5. **Deputy Shellfish Constables** – two positionsFor more information on these positions, please contact the Selectmen's Office at 948-2372.

- The Rowley Food Pantry is in need of donations. Donations can be left at the Rowley Public Library. The Food Pantry is open on Tuesdays from 10:00 a.m. to 12:00 p.m. and on Thursdays from 5:30 p.m. to 7:00 p.m.

ADJOURN

There being no further business before the Board, Chairman Perry called for a motion to adjourn. Dave Petersen so moved, Bob Snow second, all in favor - aye (5-0).

Open meeting adjourned at 9:25 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding 7:00 P.M. Appointment - Eagle Scout Proclamation presentation to Samuel Charles Michel
2. Eagle Scout Proclamation to Samuel Charles Michel
3. Letter from Police Chief Scott Dumas regarding appointment of Patrick McGettrick as a Full-time Police Officer
4. Rowley Police Department Police Officer Oath of Office Affirmation Form and code of ethics
5. Meeting memo regarding 7:15 P.M. Appointment: Conservation Agent Brent Baeslack to discuss Open Space and Recreation Plan and Brett Alger, Chairman, of the Open Space Committee to discuss the Open Space Committee's efforts over the past year and proposed projects
6. Report from Open Space Committee on their goals, 2016 achievements and 2017 goals
7. Letter from Melissa Cryan, Executive Office of Energy and Environmental Affairs, regarding Open Space and Recreation Plan
8. Open Space and Recreation Plan Town of Rowley 2014 Update Prepared by Town of Rowley Open Space Committee
9. Meeting memo regarding General Business #1: Appoint Lorant Ronai Cemetery Supervisor/Highway Truck Driver & Equipment Operator
10. Meeting memo regarding General Business #2: Request to lift the hiring freeze for the position of Highway Truck Driver & Equipment Operator
11. Meeting memo regarding General Business #3: Letter from Northeast Mosquito Control District regarding FY 18 District budget
12. Letter from Northeast Mosquito Control District regarding FY 18 District budget
13. Signed Declaration of Support or No Support of Mosquito Control Funding for FY 2017
14. Meeting memo regarding General Business #4: Approve 2017 Internal Revenue Service Mileage Reimbursement Rate

15. 2017 Standard Mileage Rates from Internal Revenue Service
16. Meeting memo regarding New Business #1: Open May 1, 2017 Annual Town Meeting Warrant
17. 2017 Preliminary Annual and Special Town Meeting Schedule
18. Meeting memo regarding New Business #2: Review FY 18 Non-union Compensation Schedule
19. FY 18 Non-union Compensation Schedule
20. Meeting memo regarding Old Business #1: Discuss Three Blocks East Summer Concert
21. Meeting memo regarding Old Business #2: Discuss FY 18 Triton Budget
22. Letter from Joseph Perry to Dina Sullivan and Brian Forget regarding FY 18 Triton Budget
23. Triton Regional School District 2017-2018 Budget packet for discussion purposes only
24. Triton Regional School District - District Communications Committee January 26, 2017 Meeting Notes
25. Meeting memo regarding Old Business #3: Update on Pine Grove School Project
26. Memo dated February 3, 2017 to Board of Selectmen regarding information from the February 2, 2017 Pine Grove School Building Committee meeting
27. Packet of information from the February 2, 2017 Pine Grove School Building Committee meeting
28. 2017 calendar of important dates from Pinck & Co.
29. Meeting memo regarding Old Business #4: Mehaffey Farm Land and Water Conservation Grant Application Update
30. Meeting memo regarding Old Business #5: Review Dore & Whittier Contract Amendment No. 3 for landscape architectural design services
31. Memo dated February 3, 2017 to Board of Selectmen regarding change order for the Dore & Whittier contract
32. Attachment F - Amendment #3 - signed change order for the Dore & Whittier contract
33. Meeting memo regarding Old Business #6: Town Hall Annex elevator project update
34. Memo from CBI regarding Structural Engineering Preliminary Survey
35. Rowley Town Hall Schematic Accessibility Options - Basement Floor Plan
36. Rowley Town Hall Schematic Accessibility Options - First Floor Plan
37. Rowley Town Hall Schematic Accessibility Options - Second Floor Plan
38. Rowley Town Hall Schematic Accessibility Options - East Building Elevation
39. Draft meeting minutes from January 30, 2017