

## **MINUTES OF THE BOARD OF SELECTMEN MEETING**

February 29, 2016

Meeting held at Town Hall, 6:15 p.m.

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

**PUBLIC ATTENDEES:** Joseph Fair – Labor Counsel; Henry F. Rolfe; Lawrence White; Bernard Cullen; James Mulligan – Police Chief; Stephen May – Police; Mark Anderson – Light Department; Mark Bixby – Light Department

### **CALL MEETING TO ORDER**

Chairman Joseph Perry called meeting to order at 6:25 p.m. He said the meeting is being audio and video recorded digitally.

### **PLEDGE**

Joseph Fair led the Pledge of Allegiance.

### **EXECUTIVE SESSION**

- To discuss litigation strategy: MaryBeth Wiser v. Town of Rowley, et al. MCAD Docket No.15BEM03181; MaryBeth Wiser grievances of September 8, 10 and 14, 2015
- To discuss strategy with respect to negotiations with non-union personnel: MaryBeth Wiser
- Collective bargaining strategy AFSCME Local 2905, Teamsters Local 170, Massachusetts Coalition of Police (MCOP) Local 360

Chairman Perry called for a motion to go into Executive Session for the following purposes: for the purpose of discussing strategies with respect to litigation on the MaryBeth Wiser v. Town of Rowley, et al. MCAD Docket No.15BEM03181 and MaryBeth Wiser grievances of September 8, 10 and 14, 2015 because an open meeting may have a detrimental effect on the litigating position of the Town; and to discuss strategy with respect to negotiations with non-union personnel: MaryBeth Wiser; and to discuss collective bargaining strategy - AFSCME Local 2905, Teamsters Local 170, Massachusetts Coalition of Police (MCOP) Local 360 because an open meeting may have a detrimental effect on the negotiating position of the Town; and to return to Open Session. Dave Petersen so moved, Cliff Pierce second all in favor roll call vote – Dave

Petersen – aye; Cliff Pierce – aye; Joseph Perry – aye. Robert Snow - ABSENT Robert Merry - ABSENT

Executive Session opened at 6:26 p.m.

Executive Session adjourned and Open Session resumed at 7:06 p.m. Chairman Perry stated that this meeting is being audio and video recorded digitally.

### **GENERAL BUSINESS**

1. Review site plan application filed by John Morin, P.E. with the Planning Board for 968 Haverhill Street

Chairman Perry read the email from Town Planner Kirk Baker. Petersen said he was at the Conservation Commission meeting when this was discussed and this spot has a house that is an eyesore. He said this would be an improvement from the current situation. Pierce said there is no issue from a permitting or zoning perspective. He said he would like to see some nice landscaping in front of the proposed building, but that can be discussed at the Planning Board hearing.

Cliff Pierce made a motion to notify the Planning Board that the Selectmen have no comments on this application, Dave Petersen second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

2. Email from Sieglinde Aigner-Crooks requesting selectmen to participate in the Mobile-Mini Golf event sponsored by the Rowley Public Library and the Friends of the Rowley Public Library

Chairman Perry read the email from Sieglinde Aigner-Crooks. Pierce said he will participate and asked for an early afternoon time slot. Perry said that works for him and Petersen said he and his wife will also participate. Eagan said we will let them know.

3. Approve request from the Pine Grove School PTA request to Road Race hang banner on the Town Common backstop

Chairman Perry read the following:

*The Board of Selectmen voted on December 7, 2015 to approve a request from the Pine Grove School PTA to hold a 5K Road Race on April 9, 2016. That approval did not include a request from the PTA to hang a banner on the Town Common backstop publicizing the event. Amy checked the minutes and saw that the Board did not include the hanging of the banner as part of their approval. The PTA is asking for the Selectmen's permission to hang the banner.*

Dave Petersen made a motion to notify the Planning Board that the Selectmen have no comments on this application, Cliff Pierce second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

**CITIZEN QUERY 7:10 p.m. – 7:15 p.m.**

There were no Citizens queries.

**PUBLIC HEARING 7:15 p.m.** - Pole Hearing on a request from Rowley Municipal Lighting Plant and Verizon to install a new pole on Wethersfield Street

Chairman Perry read the following:

*I will read the legal notice into the record. I will call for a motion to open the Pole Hearing. After the motion is made and seconded, and voted on, I will call Rowley Municipal Lighting Plant Superintendent Mark Bixby (or other RMLP official) forward to present the proposed changes to the poles on Wethersfield Street.*

Perry read the legal notice.

Dave Petersen made a motion to open the public hearing, Cliff Pierce second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

Public hearing opened at 7:16 p.m.

Light Department Superintendent of Distribution Mark Bixby handed out paperwork to the Board. He said currently a large oak tree has a guywire supporting the pole across the street. He said the project is to install a new pole next to the tree and to move the guywire to the new pole. Bixby showed the Board photos where a white stake marked the proposed pole location. He said the current situation was probably a temporary situation, eventually the tree will have issues and this is a little out of line currently with the corner. Bernie Cullen asked what street number this pole is in front of. Bixby said 253 Wethersfield Street.

Dave Petersen made a motion to close the public hearing, Cliff Pierce second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

Public hearing opened at 7:20 p.m.

Dave Petersen made a motion to approve the new pole, Cliff Pierce second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

The Board signed the documentation. Petersen commended the Light Department. He said power outages are rare in Town, last a short time, and the Light Department does a great job. Perry said he thinks this is due to their proactive pruning of trees around the wires.

## **OLD BUSINESS**

### **1. Discuss Division of Marine Fisheries Green Crab grant program**

Chairman Perry read the following:

*Debbie and Chairman Merry met with Shellfish Constable Travis Kneeland last week to go over the program. Travis spoke with officials at the Division of Marine Fisheries last week and prepared the attached outline. He would like to have the Town participate in the program.*

*Travis has a note on the bottom of his outline about the system of paying the fisherman from the grant funds. Treasurer Karen Summit explained how that process will work with Travis. Debbie also contacted Kelly Whitmore at the Division of Marine Fisheries to discuss the scope of services in Addendum 1 of Attachment A. Debbie will write a Memorandum of Agreement that the trappers will need to sign stating that he or she understands the requirements of the program and will follow the program requirements.*

*The program runs from April to June 30, 2016. Ms. Whitmore was unclear if the program would be included in the FY 17 State Budget. She told Debbie that the Towns of Ipswich and Essex are participating in the program.*

*If the Board wishes to participate, the Board needs to vote to participate in the program and to authorize the Chairman or Vice Chairman to sign the Commonwealth of Massachusetts Standard Contract form.*

Pierce asked who will administer this program. Eagan said the Shellfish Constable will and he has made arrangements for a location for the trappers to weigh-in the crabs. She said this paperwork will need to be submitted to the Treasurer's Office so they can be paid. She said a local shellfish company will dispose of the crabs, and there are markets developing for the use of the green crabs. She said each trapper will need to sign a Memorandum of Agreement that they will sign off on certifying that they will abide by the requirements of the program. She said the trappers also need to purchase a bait dealer's license from the State. She said Travis provided an outline when they met with him on Friday, and he couldn't be here tonight.

Dave Petersen made a motion to approve the Town's participation in the grant program and for Joe Perry to sign the contract, Cliff Pierce second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

Joe Perry signed the contract.

**APPOINTMENT 7:30 p.m.**– Acting Police Chief James Mulligan to discuss FY 17 Police budget

Chairman Perry read the memo from Chief James Mulligan and Lieutenant Stephen May.

Chief Mulligan said tomorrow marks his two-month anniversary and he updated the Board on the following:

- He immediately instituted a strong chain of command.
- They have a monthly command staff meeting where they set objectives and goals, and they have been meeting their goals.
- Marked vehicles now have emblems for Massachusetts Police accreditation – Rowley is one of 35 in the State to have this accreditation.
- Accreditation pins are being worn on uniforms.
- The investigation process has been streamlined and each officer now does investigatory work, which has decreased the case load for the Detective. Detective Ziev is doing an outstanding job.
- Accolades to Lieutenant May who filmed a virtual tour of the Police Department and May, along with Rowley Community Media did an excellent job.
- Officer Adams recently graduation from the Reading Police Academy.
- The Coffee with a Cop program went very well.
- He and Ziev are reading to kids at the Pine Grove School on Wednesday and will be giving out Junior Rowley Police badges.

Mulligan said regarding the FY17 budget, the changes proposed are stemming from the changes in the Department. He said he told the Board when he was hired that he is a risk manager, and the two risks he sees for the Rowley Police Department are:

- Lack of tactical training for the Officers – training needs to be done twice per year and Rowley has only been training once per year, which creates a liability for the Town.
- Need to have training money for cybercrime training – Officers need to be trained on how to collect and seal evidence for cybercrimes.

Lieutenant May said Detective Ziev specializes in cybercrime, he has great relationships with Federal agencies, and he is the only person capable of handling them in Rowley. He said Sergeant MacMullen, who has served in the Iraq War and is in his thirtieth year with the Army Reserves, has indicated to him that he is retiring (from the Army Reserves), in April. May said the Department will no longer need to backfill hours for MacMullen's military commitments, which costs about \$4,900. He said additional savings are from newly graduated Adams taking over the night shift from a higher paid Senior Officer. He said additional savings are from the leap day in FY16, that will not be

part of the FY17 budget. May said the new budget items combined with these savings is a wash.

May said they are requesting an additional \$1,000 for training for the Detective. May said Ziev has been working with experienced Officers from the State and Federal agencies on a variety of cases and this has helped with his training. He said Ziev is a great Officer and some of the requested money for training will go towards professional development for Ziev. He said training in the use of force is the highest area of liability because people can get hurt, there could be an inappropriate use of force or the Officers can get hurt. He said Rowley is meeting the minimum standard for Municipal Police Training Committee, but for the last six years, this training has been primarily online. He said they need to do hands-on training. He said Sergeant MacMullen is the Department's firearms trainer, and has developed a hybrid training program where the minimum standards are being met. He said it has been seven years since training has been done at nighttime, yet two thirds of the shifts are in the dark. He said online programs are not customized for Rowley, for example a response to a call in Boston may call for four Officers, but Rowley can only send two Officers out to respond to calls. He said with the additional \$11,500 in training money, they plan to do a hybrid training program where they will shoot more than twice a year, and use their Tasers and pepper spray at the same time. He said this ensures fluid use of force, and in stressful times, Officers fall back on their training. Chief Mulligan said Officers need good, solid and sound judgment so they only use enough force to overcome an individual. May said this hybrid training would be a model for the local area and other Towns have asked if they can watch.

Mulligan said this change in the budget will offset liability costs in the future. Mulligan said there are excellent employees at the Police Department and he has enjoyed this position tremendously. May said Mulligan has been wonderful to work with and they have a good relationship. Perry said he has heard from Officers that there is a better spirit at the Police Department. Petersen said training is important and he would like to see a written synopsis of additional training needed before the next budget year to see if we can get additional training funded. Perry said training in the nighttime is very different than in the daytime. Petersen clarified that non-union Police Department employees are getting a step increase and a 1% cost of living increase in this budget. Pierce asked why there was no salary for the Police Chief in the budget. Eagan said the Selectmen will fill in that budget number once the new Chief is hired.

Larry White from Central Street, and Chair of the Finance Committee and the Open Space Committee said he commends May and Mulligan for the Coffee with a Cop program and for their efforts. He said it is comforting for people in the community to know that the Police are part of the community, and he supports their continuing

training. He said the problems with the Triton budget may affect the Police and Fire Departments, and people need to make a real decision about this. He said he supports the Police and Fire Departments who have been there when there was a fire at a neighbor's home and for his wife's medical emergencies.

Dave Petersen made a motion to accept the draft Police Department budget, Cliff Pierce second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

## **OLD BUSINESS**

### 2. Discuss:

- Letter from Bernard Cullen re: Triton FY 17 Budget
- Triton School Committee February 24, 2016 public hearing on the FY 17 Tentative Budget;
- Triton District Communications Committee meeting set for March 1, 2016; and
- Pine Grove Project Update and formation of the School Building Committee

### **Letter from Bernard Cullen re: Triton FY 17 Budget**

Chairman Perry read the following:

*The Board will ask Bernard Cullen to read a letter that he wrote concerning the proposed FY 17 Triton budget.*

Cullen distributed graphs to the Board and read his letter. Cullen reviewed his graphs regarding trends in Rowley births, First Grade enrollments at Pine Grove School, and total enrollments at Triton. He said in the 1990's first grade enrollments were approximately 100, but are now 51 to 55. He said the overall Triton enrollment was 3,600 in the year 2000, but is 2,650 in 2016. He said there are almost 1,000 fewer students, but the Triton budget is not moving to reflect this. He said Newbury's first grade enrollments track similar to Rowley's, and he did not have enough time to complete a graph on Salisbury's enrollments. He said the School Committee needs to have a more comprehensive view of their expenditures.

Perry said tomorrow there is the District Communications Meeting, he will be there and believes Larry White will also be there. He said they will be discussing alternate budget proposals, such as moving to a five year rolling average program from the State's two step program. He said on Wednesday, there will be a School Committee meeting to discuss the comments from last week's public hearing. He said he thinks it is a great idea to start the budget meetings in September. He said the School Committee typically starts the budget in January, comes up with a Preliminary Budget, has a budget workshop on a Saturday, holds a hearing, then takes a final vote. He said the budget must be finalized by March 15<sup>th</sup> according to the Triton Regional School Agreement.

Petersen said Cullen's graphs are a great visual, but they don't show the decrease in State aid. He said as the Cherry Sheet reimbursements from the State have decreased, more burden has been put on cities and towns. He said getting rid of the two-step method won't help this year, but may help next year by leveling out the sharp increases and decreases in the assessments to the Towns. He said the State doesn't care about how the cost is split between the Towns as long as the Towns pay more than their calculated minimum contribution, and it is up to the communities to decide how to split the cost. He said the State minimum contribution is a calculation from 1994 that factors in enrollment, but also factors in other items such as income and property values. He said the remaining budget above the minimum contribution amount is allocated to the Towns based on the population of the students. He said this is difficult to change, but we need to try.

Perry said if they change to a rolling average, then all three Towns will need to vote to approve the annual budget, and he wants to know what will happen if one Town votes no on the budget. Cullen said the primary driver for the State calculation is enrollment, which is decreasing dramatically. He said nobody in the School District recognizes that reality and if the population of the Pine Grove School falls to 400 from 600, there are other implications. He said it is a major disappointment that the School Committee discussion of the big picture issues is minimal.

Pierce said the proposal for a rolling average is meant to address one problem, and delays the increases and decreases in the assessments. He said the other issue is spending, and you would expect spending to decrease with enrollments decreasing. Petersen said the budget increased by 4.6% last year, and is increasing by 6% this year, on top of each previous year's increase. He said how is the Town able to fund these increases with only 2.5% annual increases in taxes plus new growth? Larry White said the cost per student in Rowley in 2003 was \$4,494, and in 2017 it is \$11,400, during a time of recession.

## **Triton School Committee February 24, 2016 public hearing on the FY 17 Tentative** **12**

Perry said he gave his three minutes to speak at this hearing to Larry White who made a very good case about why the Triton budget should be less. He said after White's presentation, teachers spoke about the math program. He said two thirds of the Math Specialists have been cut, leaving one for all three Elementary Schools. He said the foreign language program in the Middle School is now an elective and not part of the core program. He said two teachers (grade 5 and a grade 6) are being cut from Newbury Elementary, and class sizes will increase from 19 to 26. He said two teachers (grade 2 and a grade 4) are being cut from Pine Grove School, and class sizes will increase from 17 to 23. He said four teachers spoke about the unfairness of the budget, they want to see the cuts restored, which would result in a significant increase in the proposed budget.



### **Triton District Communications Committee meeting set for March 1, 2016**

Perry read the following:

*The Board has received a copy of the public meeting agenda for the Triton District Communications Committee. The meeting is scheduled for Tuesday, March 1, 2016 from 7:00 p.m. to 8:30 p.m. in the High School Library. Vice Chairman Joe Perry will discuss the topics on the meeting agenda. The Triton School Committee has also scheduled a meeting for Wednesday, March 2, 2016 at 7:00 p.m. The School Committee's agenda shows a discussion on the FY 17 Triton Operating budget.*

Perry asked the Board for guidance about whether or not the Board is in favor of moving to a rolling average. Petersen said he will attend the meeting as well and we need to get a handle on the information first and the ramifications, which may take several meetings to iron out. Eagan said there is an agenda item regarding an extension of the March 15<sup>th</sup> deadline for the budget to March 31<sup>st</sup>. Perry said this seems like an annual request. Petersen said this has been approved in the past. Eagan said that leaves her with only one week after March 31<sup>st</sup> to finalize the Town's budget. Petersen said the Town's budget should be based on the tentative Triton budget, it can't be increased at this point, and any decreases will be minor. Eagan said we need this no later than March 31<sup>st</sup>.

Cullen asked if we can point to areas in the Triton budget that don't make sense. Petersen said the public hearing last week was the time to do that, and the School Committee decides where to cut the money. Eagan said Cullen can send the School Committee a letter to request to be on their agenda, and Cullen could present this letter during Citizen's Query at the School Committee meeting.

### **Pine Grove Project Update and formation of the School Building Committee**

Perry said the School Building Committee needs appointees. Eagan said the ICC form needs to be signed by the Local Chief Executive Officer, who is a member of the Board of Selectmen, according to Town Counsel Thomas Mullen. She asked the Board to vote to appoint a Local Chief Executive Officer and to sign the ICC form. Perry said Town Counsel reviewed the form and it appears to be boilerplate. Eagan said Mullen did not review the legal substance of the document, just who the appropriate signatory is.

Cliff Pierce made a motion to appoint Joe Perry as the Local Chief Executive Officer, and authorize him to sign the ICC form, Dave Petersen second, all in favor - aye (3-0).  
Bob Snow – ABSENT Bob Merry – ABSENT

The Board discussed proposed appointments to the School Building Committee. Cullen asked if someone with IT experience should be appointed since the driver of the

renovation is IT infrastructure. Petersen said the renovation is not just for IT, there are other items that need to be addressed such as a new roof, sprinkler system, electrical system and heating system.

Dave Petersen made a motion to appoint the following individuals to the School Building Committee: Deborah Eagan as Administrator or Manager; Cliff Pierce as Representative of Office authorized by law to construct school buildings; Larry White as the Local budget official or member of local finance Committee; Dennis Roy as the Member of the community with architecture, engineering and/or construction experience; Karen Summit as the Town Treasurer, Cliff Pierce second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

Petersen said the PTA is forming a group to support this project.

### **NEW BUSINESS**

1. Letter from Assistant Attorney General Kevin Manganaro regarding Open Meeting Law Complaints filed by Robert Merry

Chairman Perry read the following:

*Assistant Attorney General Kevin Manganaro has responded to complaints filed by Robert Merry on November 16, 2015. The Chairman will read the response into the record.*

Perry read the letter from Kevin Manganaro.

2. Discuss funding requests submitted to the Community Preservation Committee

Chairman Perry said, "The Community Preservation Committee met last week. Attached is the posted meeting agenda."

Petersen said he had concerns about items on the CPC agenda, he was unable to go since two Selectmen serve on the CPC, but he watched the meeting from home.

He said he is concerned about the lengthy discussion the CPC had about the types of trees the Cemetery can purchase, but this isn't within the purview of the CPC. He said the articles need to be general. Pierce said the variety of tree was discussed at a prior Conservation Commission meeting. Petersen said the variety shouldn't be in the Warrant article. Pierce said he thinks it is reasonable to question the type of landscaping and he doesn't agree with Petersen. Perry said they were looking for funding, and the variety of tree would be listed in the explanatory note of the warrant article.

Petersen said another agenda item was a bridge over the Mill River. He said a woman appeared before the Conservation Commission, to discuss a proposal to build a two hundred foot bridge on Conservation land and then turn it over to the Town. He said if the Conservation Commission wants this project, they should go to the CPC and be in charge of the project. He said there are issues with liability, and this is a complicated project. Pierce said he had the same concerns at the first meeting, but at last week's meeting, Brent and the Conservation Commission were going to come up with the proposal. Perry agreed. Petersen said the Board of Selectmen needs to see the plans and who is building the bridge before there is a Town Meeting article. Perry said this project was not voted on by the CPC. Larry White said he is the Chairman of the Open Space Committee and they are looking for a 240 foot boardwalk across the wetlands. He said Sonja (Vincola) was looking to work with the CPC for funding. He said they realize that CPC approval is needed first, then Board of Selectmen approval is needed. He said they received a positive response from the CPC, and they were proceeding ahead to present to the Board of Selectmen, but things are up in the air with the engineering drawings and funding limitations.

Petersen said his concern is that the CPC is basically a bank and they decide which projects to fund or not to fund. He said the CPC is becoming involved in the early stages of projects and asked where is the CPC given authority to build projects. He said he is still confused about who is running, designing, building, maintaining and dealing with the liability issues for this boardwalk project. He said he disagrees with the process of how these projects are moving forward. Pierce said Sonja did have a plan and he thinks there was a \$200,000 estimate for a boardwalk to support horses. Petersen said before going to the CPC, people need to go to the Board of Selectmen for review and ask for their support. He said the current process seems backwards and the CPC is too involved in the details. Pierce said the CPC reviews proposals and asks questions designed to determine if the proposal is a smart expenditure and if it meets the requirements of the CPC. Pierce said there was a meeting in September with a plan and a cost, and Sonja went back to the Conservation Commission to discuss the project. He said at the last meeting there was no plan.

Petersen said regarding the Greenbelt project, someone went to the Conservation Commission last May and presented a plan in an Executive Session. He said they are requesting \$350,000 and he assumes they are working with someone from the Town, and the DCR is involved. He said the Board of Selectmen is responsible for purchasing land, and this proposal is not for the purchase of land, but is for half of a conservation restriction. He said the request for the boardwalk is \$200,000, the Greenbelt project is \$350,000, there is the Cemetery tree request, and next year we will be looking to put an elevator in the Town Hall Annex. He said the CPC currently has \$73,000 in funds available for projects and during the fourth quarter there will be an additional \$100,000,

for a total of \$173,000. He said recent projects have totaled \$5.25 million for Open Space, including the Bradstreet property and the Girl Scout land acquisition. He said CPC money needs to be used for Historic, Recreation and Affordable Housing as well as for Open Space. He said a breather needs to be taken from spending, and then once the money is built up, spending should be done for the other categories. He asked who has authorized to commit the Town to \$350,000 for this conservation restriction. He said people need to go to the Board of Selectmen or Town Administrator first before going to CPC.

Perry said the next CPC meeting is scheduled for March 17<sup>th</sup>. He said these projects have been put off since there is not enough information. He said they recommended that Greenbelt contact Eagan to attend a Selectmen's meeting for a presentation on this project. Petersen asked who negotiated this on behalf of the Town? He said the Board of Selectmen is being by-passed, and the Town Administrator/Procurement Officer needs to be involved. He said we need to make sure that the proper procedure is being followed.

**MINUTES:** February 8, 2016 and February 22, 2016

Cliff Pierce made a motion to approve the minutes from February 8, 2016 and February 22, 2016, Dave Petersen second, all in favor - aye (3-0). Bob Snow – ABSENT Bob Merry – ABSENT

**ANNOUNCEMENTS**

- Presidential Primary Election – March 1, 2016
- The Town has the following vacancies:
  - a. **Shellfish Commissioners** – two seats
  - b. **Fence Viewer** – three positions;
  - c. **Wood, Lumber & Bark Inspector;**
  - d. **Zoning Board of Appeals Associate** - three seats
  - e. **Historical Commission-Historic District Commission** – two seats
  - f. **Parks and Recreation Committee** – two seats; andFor 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.

**ADJOURN**

There being no further business before the Board, Chairman Perry called for a motion to adjourn. Cliff Pierce so moved, Dave Petersen second, all in favor - aye (3-0). Bob Snow - ABSENT Bob Merry - ABSENT

Open meeting adjourned at 9:36 p.m.

Respectfully submitted,  
Amy Lydon  
Assistant Town Administrator

**ATTACHMENTS:**

1. Written Executive Session Motion
2. Email from Kirk Baker regarding Request for Site Plan Review Applications for 968 Haverhill Street, Tax Assessor's Map – Parcel 4-18 – Zoned: Business-Light Industrial (BLI), including attachments
3. Email from Sieglinde Aigner-Crooks regarding Mini golf event Rowley Library March 4, 2016 help needed, including attached flyer
4. Meeting Memo regarding General Business #3: Approve request from the Pine Grove School PTA request to Road Race hang banner on the Town Common backstop
5. Meeting Memo regarding: Public Hearing 7:15 p.m. - Pole Hearing on a request from Rowley Municipal Lighting Plant and Verizon to install a new pole on Wethersfield Street
6. Legal Notice for 7:15 p.m. public hearing
7. Rowley Lighting Plant and Verizon No. 2016-1 map dated January 27, 2016
8. Petition for Pole Locations Rowley, Massachusetts dated January 27, 2016 for new pole 62-S
9. Petition for Pole Locations Rowley, Massachusetts dated January 27, 2016 for new pole 30-S
10. Packet submitted to Board by Mark Bixby that includes: Rowley Lighting Plant and Verizon No. 2016-1 map dated January 27, 2016; Legal Notice for 7:15 p.m. public hearing; copy of newspaper clipping for legal notice; invoice from the Town Common for the legal notice; certified abutters list for 248 Wethersfield Street; copies of certified mail receipts for mailing to abutters; copies of letters mailed to abutters; USPS tracking intranet print-outs confirming receipt of letters from abutters; handwritten note regarding conversation with Janet Haddock regarding new pole; letter from Mark Bixby to Verizon dated February 2, 2016 regarding four Petition for Pole Location forms; email from Penny Kane at Verizon regarding signed petition
11. Three photos submitted by Mark Bixby of area around new pole location
12. Petition for Pole Locations Rowley, Massachusetts dated January 27, 2016 for new pole 30-S, signed by the Board of Selectmen

13. Meeting memo regarding Old Business #1: Discuss Division of Marine Fisheries Green Crab grant program
14. Document titled Great Marsh Green Crab Trapping Program Plan
15. Email from Kelly Whitmore regarding FY2016 Great Marsh Green Crab Trapping Program
16. Letter from Kelly Whitmore to Deborah Eagan dated February 10, 2016 regarding Great Marsh Green Crab Trapping Program, including enclosures
17. Memo to Board of Selectmen from Police Chief James Mulligan and Lieutenant Stephen May regarding Fiscal Year 2017 Budget
18. Police Department proposed FY 17 Budget
19. Meeting memo regarding Old Business #2: Discuss: Letter from Bernard Cullen regarding Triton FY 17 Budget; Triton School Committee February 24, 2016 public hearing on the FY17 Tentative Budget; Triton District Communications meeting set for March 1, 2016; and Pine Grove Project Update and formation of the School Building Committee
20. Three graphs prepared by Bernard Cullen and distributed to Board at the meeting
21. Letter from Bernard Cullen regarding Triton FY 17 Budget
22. Agenda for the March 2, 2016 School Committee Meeting
23. Agenda for the March 1, 2016 District Communications Committee Meeting
24. Email from Brian Forget regarding MSBA/Triton RSD: Eligibility Period Supplemental Information
25. Memo from Attorney Thomas Mullen dated February 22, 2016 regarding Triton Regional School District
26. ICC Form from MSBA
27. Draft letter to MSBA regarding School Building Committee for Pine Grove School
28. Meeting memo regarding New Business #1: Letter from Assistant Attorney General Kevin Manganaro regarding Open Meeting Law Complaints filed by Robert Merry
29. Letter from Assistant Attorney General Kevin Manganaro regarding Open Meeting Law Complaints filed by Robert Merry, including OML complaints filed by Robert Merry and Exhibits
30. Meeting memo regarding New Business #2: Discuss funding requests submitted to the Community Preservation Committee
31. Community Preservation Committee Agenda for February 25, 2016
32. Draft meeting minutes for February 8, 2016
33. Draft meeting minutes for February 22, 2016