

MINUTES OF THE BOARD OF SELECTMEN

January 11, 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/193503589> or also dial in using your phone by calling +1 (669) 224-3412 and using access code 193-503-589. 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.

1:00 p.m. APPOINTMENT Fire Chief James Broderick to present Frank Raimo for appointment to the position of Call Firefighter

Fire Chief James Broderick said Frank Raimo come looking to join the department a couple of months ago. He said Raimo is a full-time firefighter in Saugus, and he lives on the Ipswich/Rowley line very close to the station. He said Raimo has the knowledge, experience and training that will benefit the call force, and he highly recommends Raimo's appointment.

Bob Snow made a motion to appoint Frank Raimo as a Certified Call Firefighter I/II through June 30, 2021, Joe Perry second, all in favor, roll call vote— Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

Pierce said it will be nice to have Raimo on board, and wished Raimo good luck with his career.

GENERAL BUSINESS

1. Ratify Internal Revenue Service 2021 mileage reimbursement rate

Chairman Pierce read the following:

Internal Revenue Service has set the 2021 mileage reimbursement rate as \$.56, down from \$.575 in 2020. The Board needs to vote to accept the 2021 rate.

Bob Snow made a motion to set the 2021 mileage reimbursement rate at \$.56, Dave Petersen second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

2. Letter of resignation from Town Clerk's Office Administrative Assistant Susan Leach

Bob Snow made a motion to accept the resignation from Susan Leach with regrets, Joe Perry second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

3. Request from David Zizza to be appointed to the vacant seat on the Parks and Recreation Committee

Chairman Pierce read the following:

David Zizza has applied for the vacant seat on the Parks and Recreation Committee. He recently resigned from the Finance Committee because he had sold his home in Rowley and is renting a home in a nearby Town.

The Parks and Recreation Committee is an advisory committee to the Board of Selectmen and the Board has appointed non-residents to the Committee who were involved in the various sports programs.

Attached is David Zizza's request to be appointed.

Joe Perry made a motion to appoint David Zizza to the Parks & Recreation Committee through June 30, 2023, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

NEW BUSINESS

1. Letter from Bill Duggan of JWTC Wick LLC, 264 Newburyport Turnpike regarding virtual Community Outreach Meeting scheduled for Tuesday, January 12, 2021 at 6:00 p.m. via Zoom

Chairman Pierce read the following:

JWTC Wick LLC is holding a virtual Community Outreach Meeting for Town officials and Town residents, tomorrow, Tuesday, January 12, 2021 at 6:00 p.m. This meeting is required under the State Cannabis Control Commission's retail marijuana application process.

The hearing will be held on ZOOM and can be accessed through:

<https://zoom.us/j/92915006215> or by dialing by phone (929)205-6099 and entering Meeting ID 929 1500 6215.

The public will have an opportunity to ask questions.

2. Discuss Town Hall COVID issues

Chairman Pierce read the following:

1. Town Hall Closed

Last week we had a person in the Town Hall who tested positive for COVID-19, which resulted in Debbie closing the building to the public on Thursday. Some of our Town Hall departments are closed to the public because the staff are quarantined and are working from home. The Town Hall will be closed through the end of this week and will re-open on Tuesday, January 19, 2021, after the long holiday weekend. However, during this time, the Board of Selectmen's Office will continue to be open by appointment only. It is also important to note that Rowley has been in a "high risk" red zone for COVID cases for the past few weeks.

2. Executive Order Number 60 – Extension of Temporary Restrictions

Governor Baker issued COVID-19 Order Number 60 on January 7, 2021, which extends restrictions on temporary gathering limits and office space occupancy capacity to January 24, 2021. (See attached) These temporary restrictions originally went into effect on December 26, 2020 and were tentatively scheduled to expire on January 10, 2021.

A. Town Office Occupancy Limits

Town offices must continue to be limited to 25% of office occupancy. Therefore, offices in the Town Hall and Town Hall Annex will continue to operate at 25% occupancy and shifts will be staggered in some departments and in some cases staff will have to work from home. (See attached table)

B. Gathering Limits

The gathering limit of 10 in Orders #59 and #60 apply to public spaces. The Town Hall Auditorium, which currently is the only Town space large enough for Town boards and committees to hold public meetings, has a reduced gathering size of 10 persons from 16 persons. Since "in-person" Town board and committee meetings are open to the public, does the Board wish to close the Town Hall Auditorium to public meetings, through at the end of January? These meetings may draw attendees and exceed the 10-person limit. Order #60 is tentatively scheduled to expire on January 24, but it could be extended if the State COVID cases do not decrease. Town Boards have the option to hold meetings remotely through GoToMeeting. If the Board of Selectmen chooses to close the Auditorium for use by Town Board and Committees for public meetings, Debbie recommends that there be an exception made for the Board of Health because they may need to meeting during this time to address COVID issues.

Dave Petersen made a motion to close the Town Hall Auditorium until the end of January, except that the Board of Health can use it for meetings, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

FLEA MARKET LICENSE RENEWALS

- Sandra A. Hamel d/b/a Sandy's Flea 31 Main Street

Joe Perry made a motion to renew the Flea Market license for Sandra A. Hamel d/b/a Sandy's Flea at 31 Main Street, Deanna Ziev second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

MINUTES: December 14, 2020

Bob Snow made a motion to approve the minutes of December 14, 2020, Joe Perry second, all in favor, roll call vote– Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Cliff Pierce – aye.

ANNOUNCEMENTS:

There is an opening on the Council on Aging Board. For more information, please call the Selectmen's Office at 948-2372

ADJOURN

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

Meeting adjourned at 1:12 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding 1:00 p.m. Appointment: Fire Chief James Broderick to present Frank Raimo for appointment to the position of Call Firefighter
2. Letter from Fire Chief James Broderick requesting the appointment of Frank Raimo to the position of Call Firefighter
3. Meeting memo regarding General Business #1: Ratify Internal Revenue Service 2021 mileage reimbursement rate
4. New release from Internal Revenue Service regarding 2021 mileage reimbursement rate
5. Letter of resignation from Town Clerk's Office Administrative Assistant Susan Leach

6. Meeting memo regarding General Business #3: Request from David Zizza to be appointed to the vacant seat on the Parks and Recreation Committee
7. Request from David Zizza to be appointed to the vacant seat on the Parks and Recreation Committee
8. Meeting memo regarding New Business #1: Letter from Bill Duggan of JWTC Wick LLC, 264 Newburyport Turnpike regarding virtual Community Outreach Meeting scheduled for Tuesday, January 12, 2021 at 6:00 p.m. via Zoom
9. Letter from Bill Duggan of JWTC Wick LLC, 264 Newburyport Turnpike regarding virtual Community Outreach Meeting scheduled for Tuesday, January 12, 2021 at 6:00 p.m. via Zoom
10. Letter from Deborah Eagan to Bill Duggan of JWTC Wick LLC regarding Request for Virtual Public Outreach Hearing
11. Meeting memo regarding New Business #2: Discuss Town Hall COVID issues
12. News release from January 7, 2021 titled, "Baker-Polito Administration Announces Extension of Capacity and Gathering Limits, New Guidance for Hospital ICO Staffing, Elective Surgeries"
13. Governor Baker's COVID-19 Order No. 60
14. Town Hall and Annex Office Occupancy Limit Table REVISED Effective 12/26/2020-January 24, 2021
15. Meeting memo regarding Flea Market License Renewals
16. Flea Market License Renewal application filed by Sandra A. Hamel d/b/a Sandy's Flea 31 Main Street
17. Draft minutes of December 14, 2020