

MINUTES OF THE BOARD OF SELECTMEN

January 27, 2020

Meeting held at Town Hall, 139 Main Street, Rowley, MA
7:00 p.m.

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

PUBLIC ATTENDEES: Town Counsel Tom Mullen; Bernie Cullen – 283 Wethersfield Street; Lawrence White – FINCOM; Sara Spaulding; Chrissy Mason; Thomas T. Riquier; Nerissa Wallen

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 7:00 p.m. He said the meeting is being video recorded and televised live by Rowley Community Media.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

7:00 p.m. JOINT MEETING with the Planning Board and Town Counsel Tom Mullen to discuss Open Space Residential Development Zoning Bylaw

Chairman Pierce said he has a conflict of interest, recused himself, and left the meeting room at 7:01 p.m.

Board of Selectmen Vice Chairman Perry called the Joint Meeting with the Planning Board to order by a roll call vote. Joseph Perry - aye; Robert Snow- aye; David Petersen -aye; Deana Ziev – aye. Cliff Pierce – ABSENT.

Planning Board Chairman Thornton called the Joint Meeting with the Board of Selectmen to order by a roll call vote. Chris Thornton – aye; David Jaquith – aye; Troy Spaulding – aye. Mark Savory – ABSENT; John Urbaczewski – ABSENT

Town Counsel Tom Mullen said recent events have highlighted concerns on the Town's OSRD Density Bonus By-law. He read excerpts from the Rowley Protective Zoning Bylaw Density Bonus section. He said the bylaw is fine in concept but he is worried about how it is worded because it can be applied very broadly, and a developer could propose work outside of his property on the other side of town. He said a developer has proposed to build a boardwalk over wetlands on publicly owned land, and he sees the following issues:

1. Since this is town owned land and the project would create a town owned facility, it is clear that prevailing wage rates apply.
2. How will the Town know that it is getting good value for the money without public bidding? Normally there is an IFB or RFP that details what the Town wants and includes a contract. Public bidding is the process used to get the best possible value for the Town. The proposal is for a 20% density bonus for the labor to install a boardwalk. How does the Town know the value of these services with no other bids? A 20% density bonus may be worth way more than the value of the labor.
3. If the developer donates money for a density bonus, the Department of Revenue's position is that if you get something in return, it is not a donation. The money would go into the General Fund to be appropriated at a future Town Meeting. If Town Meeting says no to an appropriation for that project, then the Town won't get the project.

Mullen said it is time to step back, think about the bylaw and possibly re-do it at Town Meeting.

Chris Thornton said he shares some of the concerns that Mullen does. He said in the project that Mullen is referring to, they are permitted for 45 lots, and the project has a great deal of community support. He said the developer could have sought 20% which is 18 lots, but is only seeking 4 to 5 lots. He said affordable housing or two families are not viable for this project. He said they asked the Conservation Commission and the Parks & Recreation Committee for improvement ideas, and concepts from the developer. He said this project makes improvements to donated land and to Town owned land. He said they weren't thinking dollar for dollar, but collectively looked at the project as a whole and what the project brings, such as walking trails, connectivity to open space and re-engineering the Wethersfield Street corner. He said if they looked at a project on a dollar for dollar basis, the Planning Board can make the determination. He said their technical review agent puts a dollar value on projects for bonding purposes. He said the Planning Board should have the discretion to work with developers and find a happy medium between what the developer needs and the Town wants. He said the Planning Board and the Board of Selectmen should work together on how to prioritize projects. He said he would like a plan that allows the discretion of the Planning Board, but meets the requirements of the law.

David Jaquith said all projects that have used this method have benefited the Town. He said developers expect to work with the Planning Board on this projects, and the OSRD projects have worked successfully since he has been on the Planning Board since 2007. Troy Spaulding said he agrees with Chris Thornton. He said the proposal makes improvements to the adjacent property, and the developer has an opportunity to do the work at a lower cost.

Mullen said he is concerned about the bylaw in general and not the merits of this project. He said possible refinements to the bylaw are: to have the donation tied to or adjacent to the project; the Planning Board consider and satisfy themselves that the

Town is getting a good value; the land or money from the developer be approved by Town Meeting which would require the Planning Board's approval to be contingent upon a later Town Meeting. He said the opinion of the Attorney General's Office is that this project proposal is subject to prevailing wages, so it will be more expensive than the developer originally thought. Thornton said this OSRD is already approved with a density award of 4, for 49 lots total.

Snow asked how the bonus value is calculated, and who determines it. Jaquith said the Planning Board does. Spaulding said how do you put a value on conservation land. Snow said he is trying to protect the Town. Thornton said the developer proposed the work, the technical review agent chose the value of \$150,000.

Mullen said we need to do public bidding and suggested that the Town accept only money or land, and not services, because how can the Town negotiate for services when there is no competitor. He said the payment should be contingent upon Town Meeting approval. Spaulding asked if we can talk to other Towns that do offsite improvements. Thornton said the Attorney General's decision is what that office thinks, but is not the only conclusion. Mullen said if the developer proposes to pay a certain money amount, we could go out to bid before Town Meeting so that we know how much the project will cost, and then it is up to Town Meeting to decide.

Petersen said the first that the Board of Selectmen heard about this was after a deal was made between the Planning Board and the Conservation Commission, and this is the second case. He said if the value of the improvements is \$150,000, the Town's recreation fields need money for improvements, and we need a well for irrigation. He said the OSRD plan was between the Planning Board and the Conservation Commission, but the other needs of the Town are not being addressed. He said everyone should be in agreement before we go to Town Meeting. Jaquith said this proposal was brought up by the developers and seemed logical. He said the Conservation Commission and the Planning Board don't know the Town's needs. Petersen said he is all for connecting conservation land. Snow said he can understand if the proposed work is connected to the project, but if not it looks like quid pro quo. Thornton said he agrees that a sub-committee is needed to prioritize the Town's needs. Snow said the bylaw needs to be tweaked. Jaquith said this could go before the Zoning Review Committee. Petersen said this is the tip of the iceberg and the decision made now can affect how other land in Town is developed. Jaquith said there are other benefits to doing OSRDs that don't have to do with the density bonus, and OSRDs allow better planning. Petersen said we can meet with Town Counsel and come up with a re-write of the bylaw. Thornton said if there is no density bonus, then the additional allowed density can be added into the ordinance to keep projects attractive. He said 45 lots versus 49 lots on 37 acres does not change the character of the development. Perry said to simplify things we could find a way for him to do work on his own property rather than on Town property.

Jaquith said we should see what other towns do. Town Planner Kirk Baker said he checked with Ipswich, Georgetown, Newburyport and Newbury and they all have OSRD

developments with an option for a density bonus, either associated with affordable housing or the addition of open space. He said he hasn't found that they receive amenities or donations in these few towns. He said Maynard does accept labor, cash or amenities and they have a developer agreement standard in their bylaw. Thornton said nobody is suing the Town now over this, and five have been approved. He said we should get input and tell the ZRC to work on a bylaw change. Ziev said we can change the bylaw but we need to figure this out since there are projects underway. She asked if developers can come back and ask for additional lots. Thornton said they would need to go through the process again. Mullen said the developers have applied under the current bylaw, and it should be judged under the current bylaw. Thornton said they already accepted the 49 lots, and the next step is a formal subdivision plan. Mullen asked if the decision has been filed with the Town Clerk. Baker said there was a vote on the 49 lots, but no formal written approval.

Eagan said public bidding on public projects is not tied to OSRDs. She read a portion of the email from the Attorney General's Office about this. She said there is no issue if improvements are done onsite where public bidding is not a concern. She said the issue is when work is done on the other side of Town or on public property. She said she suggests that the current projects do work on their own property or offer open space. Baker said there is only one current project as the project on Newbury Road hasn't been submitted. A woman in the audience said that they haven't submitted anything because Baker told them not to. Petersen said it isn't fair not to allow the Newbury Road project to do this, but to allow the other project to. Thornton said rather than doing work on Town property, the developer can donate \$150,000 to the Town. Jaquith said he doesn't think there should be a monetary donation not tied to the project, and he would like to see the money go into a fund for a specific project. Mullen said if the developer wants to pay \$150,000, Town Meeting can later appropriate money for the project's purpose, which ties into Town owned land. He said the developer can do the work on his own property, but the donated money would go through the bidding process.

Bernie Cullen said the issue is valuation and quid pro quo. He said the \$150,000 is from the Planning Board's expert's assessment, and asked if the Planning Board will have the right to assign a value for the additional units. Thornton said he welcomes the input of the Board of Selectmen and the Zoning Review Committee, working with Town Counsel. He said a list of capital improvements should be prioritized. Petersen said we need to make sure that what we are doing is legal. Perry said a solution to this could be a donation of \$150,000 that could be appropriated at Town Meeting for the proposed project's purpose. Mullen said that is fine and he is willing to work with the Zoning Review Committee on an amendment. Petersen said we should try to get this ready for the upcoming Town Meeting. Thornton asked if the \$150,000 donation could be appropriated before the subdivision approval, which will happen after Town Meeting. Mullen said yes, have the developer agree in writing that he will make the donation if Town Meeting votes to appropriate it. He said Thornton should check for easement issues in either project, as it requires two-thirds vote of Town Meeting to accept easements.

Eagan said we have a roadmap on how to apply the current bylaw, and the bylaw revision will be worked on by the Zoning Review Committee.

Dave Petersen made a motion to move forward with the two projects, and expect that the cash payments will be appropriated at Town Meeting, and to move ahead on the bylaw changes, Bob Snow second, by a roll call vote. Joseph Perry - aye; Robert Snow- aye; David Petersen -aye; Deana Ziev – aye. Cliff Pierce – ABSENT.

Planning Board Chairman Thornton called for a motion to adjourn the Planning Board meeting by a roll call vote. Chris Thornton – aye; David Jaquith – aye; Troy Spaulding – aye. Mark Savory – ABSENT; John Urbaczewski – ABSENT

Joint Meeting ended and Planning Board meeting adjourned at 8:06 p.m.

Dave Petersen made a motion to go back into regular session, Deana Ziev second, by a roll call vote. Joseph Perry - aye; Robert Snow- aye; David Petersen -aye; Deana Ziev – aye. Cliff Pierce – ABSENT.

Cliff Pierce returned to the meeting room at 8:07 p.m., and the Selectmen’s meeting resumed.

7:20 p.m. APPOINTMENT Town Counsel Tom Mullen to discuss proposed language changes to Section XVI Debt to Triton Regional School District Agreement

Chairman Pierce said we have been working on a revised agreement, the Board previously agreed to a draft, but the State reviewed it and is requesting one item, regarding capital indebtedness. He said there are two alternate methods to incur debt. He said one method is for the School Committee to give 7 days notice to the Board of Selectmen on their decision to incur debt, and the debt becomes final after the expiration of 60 days, and then each member Town holds a Town Meeting. He asked what happens if Town Meeting votes for this, but we don’t get a 2/3rds vote. He said do we get the obligation without the funding in this scenario?

Tom Mullen said he has reviewed this proposed language change, and it restates State law, so the changes are harmless. He said if we fail to adopt this, it doesn’t matter and the statutes stand. He said regarding Pierce’s question, if the district board decides to incur debt, each town has the right at Town Meeting to express its disapproval. He said if one town disapproves this, then the debt doesn’t proceed. He said if the debt is approved, but the debt exclusion override fails, the Town is on the hook for the debt assessment without the benefit of the debt exclusion. He said the Town Meeting article could be worded that the approval is contingent upon the override, and if the override fails, it would mean a negative vote at Town Meeting. He said the wording needs to be carefully done for this, and he isn’t aware of any legal cases about this. He said we can put this into the agreement and make it clear that each town can express its’ disapproval if this is approved at a Town Meeting contingent upon a debt exclusion override that then fails.

Nerissa Wallen said she has pulled the DESE commentary on this agreement. Pierce said we are defining how we will approve or disapprove this. Wallen said she will need to go back to the State and ask about this, but we may not hear back in time for Town Meeting. Pierce asked Wallen to call DESE and ask if they are willing to consider a further amendment of the agreement. Mullen said he will send the suggested language to Wallen.

Bernie Cullen said 16D and 16 N are very different in terms of timing and who has the final say, and the wording allows the School Committee to choose between these methods. He said why can't we make them choose option N? Pierce said he doesn't like either option. Wallen said we need to cite D or N. She said the D language is typical in regional agreements, but the past practice has been for the School Committee to decide on D or N. She said if a small amount of money is needed they would use D and not incur the cost of Town Meeting. Cullen said there should be a dollar limit that D could be used up until, then after that dollar limit require that N be used. Mullen said he is more nervous about N, which requires a districtwide election and the majority determines if the debt is approved. He said Rowley is the smallest and can be out-voted. He said the School Committee can by a two-thirds vote go with N. Pierce said the district would hold and pay for the election, so he doesn't think they will choose N often. Mullen said under N if the majority votes for it district-wide, then each town is stuck with its portion and has to appropriate for it one way or another. Pierce said he thinks we should focus on clarifying option D. Eagan said the suggested language would be that it is contingent upon the successful passing of a debt exclusion override in the Town election.

7:30 p.m. – 7:35 p.m. PUBLIC COMMENT

Larry White of Central Street said he went to the School Committee meeting and wants to provide this summary:

- Under Triton's must-do budget, Rowley's assessment will increase \$533,532
- There are \$1,335,839 worth of items listed as "to be determined" and if they are moved into the must-do budget, Rowley's assessment will increase \$960,600

GENERAL BUSINESS

1. Request from Rowley Community Media Director Janet Morrissey to appoint Ethan Lally as Production Technician

Dave Petersen made a motion to appoint Ethan Lally as Production Technician, Bob Snow second, all in favor – aye (5-0).

2. Letter of resignation from Christopher Cassidy from the positions of Reserve Police Officer and Reserve Dispatcher

Dave Petersen made a motion to accept Christopher Cassidy's resignation and to send him a thank-you letter, Joe Perry second, all in favor – aye (4-0). Deana Ziev - ABSTAINED

NEW BUSINESS

1. Discuss request from Essex County Greenbelt to put Town Seal on the trail sign at the Mehaffey Conservation Land on Newbury Road

Chairman Pierce read the following:

The Essex County Greenbelt is working on the sign for the conservation land at Mehaffey Farm. Please see attached the draft of the trailhead signage. Brent provided an electronic version of the Town seal from his letterhead, but the resolution won't work on the actual sign. The Greenbelt has contacted the Town Clerk to see if she could provide them with a "crisper" higher resolution version of the Town seal. Mrs. Hazen is asking the Board of Selectmen to approve this request.

Dave Petersen made a motion to approve the release of the Town Clerk's Town seal to the Essex County Greenbelt to use the Town seal on trailhead signage, Deana Ziev second, all in favor – aye (5-0).

2. Review letter from the United States Census Bureau regarding the Initial Boundary Validation Program

Chairman Pierce read the following:

The U.S. Census Bureau is conducting its Initial Boundary Validation Program (BVP). BVP maps are used to ensure the Census Bureau has the correct legal boundary, name, and status for the Town of Rowley when tabulating data for the 2020 Census.

Assessor Sean McFadden has reviewed the maps sent by the US Census Bureau. He found no differences between the BVP maps and official Town maps.

The Board should vote on whether it finds the legal boundary for Rowley, as depicted in the BVP maps, to be correct and authorize Chairman Pierce to sign the "2020 Initial Boundary Validation Program" form.

Perry said he remembers walking the metes and bounds with Bob Merry, Eagan and Snow with the Town of Georgetown.

Dave Petersen made a motion that the legal boundary for Rowley, as depicted in the BVP maps, is correct and to authorize Chairman Pierce to sign the "2020 Initial Boundary Validation Program" form, Bob Snow second, all in favor – aye (5-0).

3. Discuss extending Instant Signal and Alarm Company Inc. fire alarm systems and security systems monitoring contract

Chairman Pierce read the following:

Instant Signal and Alarm Company Inc. has been monitoring the following alarm systems since March of 2019:

*Town Hall Fire Alarm
Town Hall Security Alarm
Town Hall Annex Fire Alarm
Town Hall Annex Security Alarm
Rowley Library Fire Alarm
Highway Department Fire Alarm*

The total cost for the monitoring services for the six systems for the 12 month period of time from March 1, 2020 through February 28, 2021 is \$3,240. \$1,080 has already been budgeted in FY20 for March 1, 2020 – June 30, 2020. The remaining \$2,160 will need to be appropriated in the FY21 budget, because the contract crosses over into the new fiscal year.

Please vote to extend the contract with Instant Signal and Alarm Company Inc. from March 1, 2020 through February 28, 2021, and to authorize Chairman Pierce to sign two copies of the contract.

Perry declared that he is a customer of Instant Signal and Alarm.

Dave Petersen made a motion to extend the contract with Instant Signal and Alarm Company Inc. from March 1, 2020 through February 28, 2021, and to authorize Chairman Pierce to sign two copies of the contract, Bob Snow second, all in favor – aye (4-0). Joe Perry –ABSTAINED.

4. Update on Massachusetts Department of Transportation Performance Measure Targets and proposed traffic light at the intersection of Route 1 and Central and Glen Streets

Bob Snow said the trend for accidents in Merrimack Valley is decreasing, but personal injury/non motor vehicle fatalities are increasing. He said the traffic light at the corner of Central Street and Route 1 is moving into the design phase, so this project is moving in a positive direction. Pierce asked if they will be discussing the design with us. Snow said no, District 4 is looking at the design, and the wires have been placed under the road.

5. Discuss FY 21 Tentative Budget Guidelines

Chairman Pierce read the following:

Because the Town's budget development is linked to the school assessments, we can only set "tentative" budget guidelines at this point in the budget process.

Based on information received at the Triton Budget Workshop meeting this past Saturday, the early budget numbers show Rowley assessments increasing by \$533,532, which is a 5.06% increase. The early estimate of the Triton Operational Budget is \$44,516,729, which is a 5.04% increase over FY 20. Under the Governor's House One Budget Plan, which was filed last week, the Chapter 70 education aid going to the Triton School District is only increasing by 1.05% or \$91,770, despite the passage of the landmark Student Opportunity Act, which increased Chapter 70 aid statewide by \$303.5 million over last year. Total statewide Chapter 70 under the Governor's proposal FY 21 Budget is \$5.48 billion. (See attached Triton Budget Sheets) Rowley's enrollment has dropped by 15 students and the overall district enrollment has dropped by 18 students. Rowley has the largest enrollment drop this year. Newbury's enrollment is dropping by 8 student and Salisbury's enrollment is increasing by 5 students.

We also don't know what increases will be coming from the Whittier Vocational-Technical High School and Essex Technical High School.

The estimated FY 21 new property tax revenue, consisting of the 2 ½ increase and new growth = \$602,228. Based on the "very early" Triton budget information, virtually all of the "new" property tax revenue will need to be directed to fund the school assessments, which includes Triton, Whittier, and Essex Technical.

Governor Baker has just released his budget, 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 \$16,057 over last year.

FY 20 UGGA = \$573,452

FY 21 UGGA = \$589,509 (Governor's Budget House 1)

UGGA Increase = \$16,057

While this increase is small, we need to hope that it won't be decreased by the Legislature when it takes up its budget review.

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.

Wages

Two of the unions contracts (AFSCME and Teamsters) call for a 2% cost of living increase and other related increases. These will be factored into wage budgets. The third union, Massachusetts Coalition of Police, is currently in negotiations.

The Personnel Advisory Committee (PAC) has approved a "tentative" 2 percent cost of living increase for non-union employees. The PAC is requesting the Board of Selectmen

to approve the FY 21 Non-union Compensation Schedule. (See attached.) The year-to-date collection for the Meals and Hotel excise taxes are \$105,087.37. If budget cuts are required as the budget process evolves, then the non-union cost of living increase will be re-visited.

Pierce said we are looking at a \$533,000 increase tentatively for Triton, and after the wish list items, it could go up to a \$1,000,000 increase. Bernie Cullen said in the must-dos, there are two big buckets of increases for COLAs and health insurance. He said due to the number of claims, Triton's health insurance will be at the top level of the increase range. He said Triton is looking for 11 additional full-time equivalent personnel and the Town needs to voice its concerns on the budget. He said Wednesday night is the District Communications meeting, and a formal statement is warranted.

Perry said negotiations are ongoing for increases for the teacher's union. Eagan said we can suggest level funding the budgets, and have departments use the Issues and Options Form if they need increases. She said we need to be conservative until we have the school numbers. Snow said 40% of the Town budget is decided at the table, and 60% is decided by the School Committee. He said it is frustrating to sit there year after year with the Triton budget going up, and student enrollment going down. Larry White said the 40% of the budget that is determined at the table is done between the departments and the Board of Selectmen, but there is no discussion between the Towns and the School Committee about what the Towns can afford. He said there are the District Community Meetings, but since November there have been no budget discussions on the agenda. He said Triton is running without input from the Towns. Perry said we are just presented with a bill. Snow said the Pine Grove School is a beautiful building funded by the townspeople who have stepped up time and again. He said the school needs to step up and look at their budget and make appropriate cuts. Ziev said these increases are unmanageable. Snow said there is going to be a financial crisis. Pierce said an economic downturn is coming which will affect the Town's tax receipts.

Joe Perry made a motion to approve the budget guidelines and compensation schedule as presented, Bob Snow second, all in favor – aye (5-0).

6. Update on Eastern Essex Veterans District proposed FY 21 budget and update on the Veterans Board of Director January 22, 2020 meeting

Bob Snow said he is the Chair of the Veterans Board and they met on Wednesday about the FY21 budget. He said the budget in FY20 for eight towns was \$253,581, and in FY21 it will be \$270,551.19. He said Rowley's increase, which is based on population, is from \$28,429.26 to \$30,627.80. He said per person it is an increase of \$4.84 to pay for the Veterans, which is a pretty good value.

OLD BUSINESS

1. Update on Pine Grove School Project

Joe Perry said there is nothing new to report.

2. Review supplemental Class II Dealer's License documents for M & J Foreign Cars, Inc., 415 Newburyport Turnpike

Chairman Pierce read the memo from Amy Lydon regarding Class II License Renewal - M & J Foreign Cars, Inc., 415 Newburyport Turnpike

Dave Petersen made a motion to renew this license through December 31, 2020, Joe Perry second, all in favor – aye (5-0).

MINUTES: January 6, 2020 and January 13, 2020

Bob Snow made a motion to approve the minutes of January 6, 2020, Joe Perry second, all in favor – aye (3-0). Deana Ziev – ABSTAINED; Dave Petersen - ABSTAINED

Bob Snow made a motion to approve the minutes of January 13, 2020, Joe Perry second, all in favor – aye (4-0). Cliff Pierce – ABSTAINED

ANNOUNCEMENTS

- Eastern Essex Veterans Board of Directors Meetings are now being video-recorded and shown on Rowley Community Media
- Vacancies:
 - 1) One vacancy on the Zoning Board of Appeals Associate seat; and
 - 2) Several vacancies on the Rowley Cultural CouncilInterested residents should send a letter of interest to the Board of Selectmen or call the Selectmen's Office at 948-2372.

ADJOURN

Chairman Pierce called for a motion to adjourn. Bob Snow so moved, Deana Ziev second, all in favor - aye (5-0).

Meeting adjourned at 9:00 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding 7:00 p.m. Joint Meeting with the Planning Board and Town Counsel Tom Mullen to discuss Open Space Residential Development Zoning Bylaw
2. Excerpt from Rowley Protective Zoning Bylaw regarding Density Bonus

3. Email from Tom Mullen regarding OSRD Density Bonus in Return for Public Improvements
4. Email from Deborah Anderson, Assistant Attorney General, regarding procurement question
5. Meeting memo regarding 7:20 p.m. Appointment: Town Counsel Tom Mullen to discuss proposed language changes to Section XVI Debt to Triton Regional School District Agreement
6. Letter from Brian Forget regarding proposed language changes to Section XVI Debt to Triton Regional School District Agreement
7. Email from Tom Mullen regarding Debt Language in Triton Agreement
8. Email from Janet Morrissey regarding Ethan Lally References
9. Letter of resignation from Christopher Cassidy from the positions of Reserve Police Officer and Reserve Dispatcher
10. Meeting memo regarding New Business #1: Discuss request from Essex County Greenbelt to put Town Seal on the trail sign at the Mehaffey Conservation Land on Newbury Road
11. Draft of trailhead sign for the conservation land at Mehaffey Farm
12. Meeting memo regarding New Business #2: Review letter from the United States Census Bureau regarding the Initial Boundary Validation Program
13. Letter from the United States Census Bureau regarding the Initial Boundary Validation Program, including attachments and maps
14. Meeting memo regarding New Business #3: Discuss extending Instant Signal and Alarm Company Inc. fire alarm systems and security systems monitoring contract
15. Instant Signal and Alarm Company Inc. fire alarm systems and security systems monitoring contract signed by Cliff Pierce
16. Meeting memo regarding New Business #4: Update on Massachusetts Department of Transportation Performance Measure Targets and proposed traffic light at the intersection of Route 1 and Central and Glen Streets, including attached materials
17. Meeting memo regarding New Business #5: Discuss FY 21 Tentative Budget Guidelines
18. FY21 Nonunion Compensation Schedule
19. Triton Budget Information packet for Discussion Purposes Only dated 1/25/2020
20. Meeting memo regarding New Business #6: Update on Eastern Essex Veterans District proposed FY 21 budget and update on the Veterans Board of Director January 22, 2020 meeting
21. Eastern Essex Veterans District proposed FY 21 budget
22. Meeting memo regarding Old Business #1: Update on Pine Grove School Project
23. Memo from Amy Lydon regarding Class II License renewal - M & J Foreign Cars, Inc., 415 Newburyport Turnpike, including attached documentation
24. Draft minutes of January 6, 2020
25. Draft minutes of January 13, 2020