

MINUTES OF THE BOARD OF SELECTMEN MEETING

January 22, 2018

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: Larry Berger – Pine Grove School OPM; Jon Richardson – PGS – Architect; Monique Grelich – Triton School Committee; Lawrence White - FINCOM

CALL MEETING TO ORDER

Chairman Perry called the meeting to order at 7:00 p.m. Perry announced that the meeting is being video and audio recorded and televised live by Rowley Community Media.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

GENERAL BUSINESS

1. Accept donations of American Flags to the Town

Chairman Perry read the following:

911 Memorial: Bob Snow, as part of the Rotary Club's ongoing upkeep of the Town's 911 Memorial, replaced the flag and placed a Christmas wreath at the site on December 23rd.

Town Hall: An anonymous donor purchased a flag that is currently being flown at Town Hall. This anonymous donor has told Amy that he intends to donate flags for Town Hall in perpetuity.

Please vote to accept these donations.

Dave Petersen made a motion to accept these donations, Cliff Pierce second, all in favor - aye (4-0). Bob Snow - ABSTAINED

Dave Petersen made a motion to send a thank-you letter to the Rotary Club and Bob Snow, Cliff Pierce second, all in favor - aye (4-0). Bob Snow - ABSTAINED

OLD BUSINESS

1. Update on the Pine Grove School Project
 - Request by the project architectural firm, Dore & Whittier, to use the following proprietary specifications:
 - a. Masonry: Product: Carolina Commercial – Terra Cotta Smooth Brick and Cherry Smooth Brick
 - b. Masonry: Product: Morin Brick – Academy Smooth Red Range
 - c. Resilient Flooring: Product: Forbo Marmoleum Modular Tile (Linoleum) and Sustain 1299 Adhesive
 - Discuss and approve the following three non-trade early package bids
 - a. W.T. Rich Contract Amendment #1 – Purchase of Main Electrical Switch, Boilers and Roof Top Units
 - b. W.T. Rich Contract Amendment #2 – Metal Windows
 - c. W.T. Rich Contract Amendment #3 – Food Service Equipment
 - Project Timeline Update

Chairman Perry read the following:

The Pine Grove School Project architectural firm, Dore & Whittier, is requesting your approval of the following three propriety specifications for this project:

- a. Masonry: Product: Carolina Commercial – Terra Cotta Smooth Brick and Cherry Smooth Brick*
- b. Masonry: Product: Morin Brick – Academy Smooth Red Range*
- c. Resilient Flooring: Product: Forbo Marmoleum Modular Tile (Linoleum) and Sustain 1299 Adhesive*

Jon Richardson, Architect of the project, provided a handout to the Board of Selectmen. He said they have just finished the 90% cost estimate, and they are right on budget at \$30,185,000 with contingencies, versus the \$40,191,000 budget. He said they plan to get the bid documents out in two weeks, and work will start at the beginning of April vacation. He said if there are less than three manufacturers for a product, the Selectmen can vote to use proprietary specifications. He said the masonry products are for 200 square feet in the North and South wings, and for 100 square feet in the East wing. He said for the flooring, linoleum was originally an alternate, but they realized that they will save money on the moisture treatment if linoleum is used. He said these savings more than offset the higher cost for the linoleum, and the product is warrantied

to handle a high level of humidity. He said he is confident that the warranty will protect the owner, and that this is a great product that will last for years.

Dave Petersen made a motion to approve the use of proprietary specification: Masonry: Product: Carolina Commercial – Terra Cotta Smooth Brick and Cherry Smooth Brick, Cliff Pierce second, all in favor - aye (5-0).

Dave Petersen made a motion to approve the use of proprietary specification: Masonry: Product: Morin Brick – Academy Smooth Red Range, Cliff Pierce second, all in favor - aye (5-0).

Dave Petersen made a motion to approve the use of proprietary specification: Resilient Flooring: Product: Forbo Marmoleum Modular Tile (Linoleum) and Sustain 1299 Adhesive, Cliff Pierce second, all in favor - aye (5-0).

Perry read the following:

January 18, 2018

Honorable Board Members:

The Pine Grove School Building Committee voted to recommend that you approve the following three non-trade early package bids

- a. W.T. Rich Contract Amendment #1 – Purchase of Main Electrical Switch, Boilers and Roof Top Units*
- b. W.T. Rich Contract Amendment #2 – Metal Windows*
- c. W.T. Rich Contract Amendment #3 – Food Service Equipment*

Attached is a copy each amendment. These contracts will allow WT Rich to move forward with the early construction start on April 16.

During the January 22, 2018 meeting, the Board will need to vote to approve the contracts and to authorize Chairman Perry to sign on behalf of the Town.

Thank you.

Debbie

Perry said all prices came in under budget.

Dave Petersen made a motion to approve the non-trade early package bid for: W.T. Rich Contract Amendment #1 – Purchase of Main Electrical Switch, Boilers and Roof Top Units, Cliff Pierce second, all in favor - aye (5-0).

Dave Petersen made a motion to approve the non-trade early package bid for: W.T. Rich Contract Amendment #2 – Metal Windows, Cliff Pierce second, all in favor - aye (5-0).

Dave Petersen made a motion to approve the non-trade early package bid for: W.T. Rich Contract Amendment #3 – Food Service Equipment, Cliff Pierce second, all in favor - aye (5-0).

Richardson reviewed the timeline for the project. Larry Berger said the 100% documents will be complete February 2, bidding will take place from February 2 – February 27, and WT Rich will be securing bids on the non-trade bids.

7:15 p.m. APPOINTMENT Finance Committee Chairman Larry White to discuss Triton budget

Eagan distributed a handout from Larry White to the Board.

White said the first three items are from Michelle Cresta's letter about significant cost increases. He said the \$500,000 in SPED out of district costs is to the side because he is not sure if the \$854,000 in out of district tuition includes this. He said he has outlined the budget requests from the various schools, and he believes the request from Triton will be a \$4,800,000 increase over last year. He said he estimates Rowley's portion of this increase to be \$1,588,527. He said this doesn't address the decreasing enrollment numbers and the effect on the assessments. He said these are budget requests and what is actually added to the budget will be determined in upcoming meetings. He said he recommends that the Selectmen have a meeting with the Triton budget personnel to discuss the concerns and where we are going. He said the Selectmen have sent letters and made presentations, and as far as we know, Triton hasn't made movements to mediate costs, and he doesn't think Rowley wants to wait for that budget to come out. He said we need to know how Triton plans to bring the costs down to a livable level for Rowley. He said if Triton goes way over budget, the two biggest items Rowley has to cut is Police and Fire. He said we will lose people and the training they have gotten, and the remaining people may want to leave. Perry said he attended one of the budget request meetings, and his understanding is that the School Committee will review these items on January 27th. He said Rowley's portion may be considerably higher with Newbury getting decreases. He said Rowley could be closer to \$2,400,000. White said he used the ratio from last year. Snow said Rowley's increase was \$456,000 last year, and White's estimate is a \$1.1 MM increase over last year's increase. Pierce said our

number will be higher with the enrollment changes. Snow said there are 2,200 dwellings in Town, so this increase would be approximately \$700 to \$800 per taxpayer.

Petersen said this is a problem. He said the last three years Rowley's assessment for Triton has increased a total of \$1,326,000, well above the estimated annual \$250,000 (half of new growth and 2.5% tax increases). He said Rowley allocated half of its increased tax growth each year to Triton, but the Triton increases are higher than this, so we use free cash to make up the difference. He said the payroll increases this year are \$1,000,000, and assuming this is the first year of a three year contract, it will be \$1,000,000 more each of the following two years. He said this amount alone, if divided by three is \$333,000 per year, and Rowley will need to draw on free cash to fund the salary increases alone. He said Triton is projecting a \$2,200,000 increase from salaries, health insurance and SPED. He said this comes a year after overrides were passed for the Police and Fire Station and Pine Grove School. He said all new money is given to the school which leaves nothing for the Town employees or departments. He said Town raises are 1% COLA and 1.25% step, and he thinks Triton's increases are substantially more than 2.25%. He said the first thing the School Committee should look at is the revenue available, and then decide how to split it up. He said the Town can cut Policemen, Firemen and the Library hours, and all of that will not be enough to cover this increase. He said Triton is stealing all the free cash, the picture is really bleak, and each year it gets worse. He said we are only allowed to increase taxes by 2.5% each year, and there is some new growth, but we are stuck. He said the allocation formula based on changes in enrollments of the three towns has caused Newbury's assessment to decrease, and Rowley and Salisbury assessments to increase. He said he doesn't know what the answer is, but the Town and the school needs to look at this. He said the final budget will probably come in lower than this, but the main drivers will not change. He said this will break the Town of Rowley this year or next year, and we will need to draw out of the Reserve Fund, have layoffs, and cut budgets. He said after this year, what will we do next year? He said Governor Baker is talking about increasing Chapter 70 and local aid, but these are small figures in the scheme of things.

Snow said the Town is lean and mean as it is, and every nickel and dime is counted in the budget season. He said this increase will cost an estimated \$700 per household, this is a killer and 60% of the town's budget goes to Triton. He said we don't have a large commercial tax base, so this is absorbed by the taxpayers. Petersen said 50% goes to Triton, and 10% goes to Whittier and Essex Tech. Snow said the Town is run on about \$2,000,000, of the total budget of \$17,000,000.

Perry said School Committee Chair Dina Sullivan and Member Monique Grelich from Salisbury are in the audience. Dina Sullivan said she appreciates White's input, and she hasn't seen his numbers, but the presentations by the schools have been requests

only, and the School Committee will meet and whittle these down. She said the School Committee members are residents of the three Triton towns, effected by the cuts. She thanked Petersen for acknowledging that they don't have a lot of control over the budget drivers. She said the frustrating part over the last decade has been the decrease in State funding, causing the Towns to pick up more of the cost. She said Thursday, State Auditor Suzanne Bump and five State officials are coming to a budget forum at 6:30 held at Triton. She said she hopes the public and Town officials attend this meeting. She said they are looking to update the Regional Agreement with a different funding mechanism, and all three Towns would need to approve this. She said she understands the frustration with 50% of the budget going to Triton, and they have been trying their best to provide a quality education to students at the best possible budget.

Monique Grelich said Triton funds 56 students at Charter Schools at a cost of \$800,000. She said the collaborative for the Special Education students set their own budget that they cannot control. She said union contracts were renegotiated with most increases in the 2% range, with one year offered at 2.75% for the teachers. Sullivan said yes, most contracts were less than 2%. Grelich said the increases for the various unions were all very reasonable.

Petersen said Triton has increased costs, but so does the Town. He said Triton takes all of the new money, yet the Town has to fund its own increased costs. He said it is important for the taxpayers to realize this situation. Dina Sullivan said she hopes the meeting on Thursday will be promoted and people will start writing letters. Perry said Thursday is an important step, and Superintendent Forget pointed out that Chapter 70 aid was \$8,600,000 fifteen years ago, and is \$8,300,000 now, which is putting a real crunch on the towns.

Snow said there will be sticker shock with the tax bills, and people will ask why they are living here. He said the Town won't be able to take care of the streets or provide adequate police coverage. He said he is very concerned about how the Town will look in three years.

Eagan said the law requires the State to fully fund regional transportation, yet this has never happened. She asked if there is a coalition of regional school districts who could litigate this out and force the State to pay for this. She said the suburbs are neglected by the legislation, and the assumption is that the suburbs are all wealthy. Sullivan said this has been happening through a regional community subgroup, and they have been trying to get this for ten years. She said hopefully meeting with the State Auditor is the first step towards change, but it won't change overnight. She said declining student enrollment is not unique to Triton, but there are more kids with emotional or behavioral issues and Special Education who need more services. Petersen said the State should

pick up SPED costs as families move among communities, our concerns are on the table, and we are all working to solve the problem.

Larry White said from 2012 – 2016, Rowley's student population decreased by 8.5%, and the Triton budget has increased by 7.4%. He said the cost per student was \$8,550 in 2012, versus \$10,524 in 2016, which is a 20% increase. He said this problem won't solve itself and we need to think outside the box. He said what worked in the past won't work in the future. He said we might have to consider bussing Pine Grove School students to Salisbury, or having all grades 1 and 2 at Pine Grove, grades 3 and 4 in Salisbury and grades 5 and 6 in Newbury.

Snow said with the Federal tax changes, people can't write off property and income taxes greater than \$10,000. He said this situation is a catastrophe waiting to happen. Grelich said Triton has children who are medically fragile and has to pay \$45 to \$50 per hour for nursing, which should be covered by health insurance.

7:05 – 7:10 p.m. PUBLIC COMMENT

There were no public comments.

2. Discuss FY 19 Budget Guidelines and approve FY 19 Non-union Compensation Schedule

Chairman Perry read the following:

Debbie is recommending the following budget guidelines:

- 1 percent cost-of-living increase
- Level fund expense lines

Debbie feels at this point in the budgeting process, we need to assume that the financial picture for Rowley is based solely on the school assessments – Triton, Whittier and Essex Tech. As the budget season evolves, and more information becomes available, these guidelines can be adjusted.

This year, the budget packets will include an "Issues and Options" form, which was used by Police Chief Scott Dumas and endorsed by the Board of Selectmen last year. This form pertains to departmental "operational" issues; rather than capital requests.

Attached is the FY 19 Non-Union Compensation Schedule. The Personnel Advisory Committee has approved it and recommends that the Board of Selectmen approve it.

Dave Petersen made a motion to approve the FY 19 Non-Union Compensation Schedule, Bob Snow second, all in favor - aye (5-0).

Petersen said the schedule has seven steps, and they are looking to condense it. He said there is a 1.25% spread between steps and a 1% COLA has been applied, for a total increase of 2.25%. He said three union contracts have been settled and these costs are being kept in line with those costs.

Dave Petersen made a motion to approve the budget guidelines of a 1% Cost of Living increase and level funded expense lines, Bob Snow second, all in favor - aye (5-0).

3. Fire Station and Police Station Addition project update

Chairman Perry read the following:

Site Work

Castagna has started the site work. Griffin Electric will be working with Rowley Municipal Lighting Plant on removing the overhead wires and the pole and installing the temporary power source. Trailers are planned to be set up on Thursday. Tree clearing will begin as soon as the overhead wires are removed.

Inquiry from Karen Courtney of the Foundation for Fair Contracting of Massachusetts.

Debbie received an inquiry from Ms. Courtney regarding the electric sub-bid. (Chairman Perry will read this into the record.) Ms. Courtney points out that Castagna did not contract with the lowest electrical sub-bidder, Brothers Electric Corp. Castagna contracted with Griffin Electric.

Perry read the inquiry from Ms. Courtney regarding the electric sub-bid. Eagan read the following:

Debbie has been working with Neil Joyce of CMS on this inquiry. Neil points out that the Town may ask the General Contractor for a substitution, but is not obligated to ask for this. The General Contractor has the ability to object the request if they have a reasonable basis.

Perry read Neil Joyce's correspondence into the record. Eagan continued:

Abe Hafiani, Castagna Senior Project Manager, sent Debbie the attached letter pointing out the reasons why Castagna chose Wayne J. Griffin Electric.

Perry read Castagna's letter into the record. Eagan said we have this inquiry, and the Town may request that Castagna go with Brothers Electric, which Castagna can oppose. She said the question before the Board is whether or not to remain with Griffin Electric as contracted with Castagna. Pierce said Castagna has a reasonable basis to object to Brothers. Petersen agreed with Pierce and said Castagna tried to discuss the issues with Brothers, but Brothers wouldn't discuss it. Eagan said the OPM prepared a

draft response to Karen Courtney. Pierce asked who made the inquiry. Eagan said the Foundation for Fair Contracting of Massachusetts is not a governmental agency, but a group that provides advocacy and support to its members. Perry read the draft response letter.

Dave Petersen made a motion to send the draft response letter, Cliff Pierce second, all in favor - aye (5-0).

Eagan said the Board is authorizing her to respond that they are satisfied under Chapter 149 44F.

NEW BUSINESS

1. Sign Memorandum of Agreement with the Massachusetts Coalition of Police

Chairman Perry read the following:

Mass-Cops Local 360 has signed the MOA for the successor CBA. The Board of Selectmen needs to vote and sign two originals.

Dave Petersen made a motion to sign two original MOAs with Mass-Cops Local 360, Bob Snow second, all in favor - aye (5-0).

The Selectmen signed the MOAs.

2. Discuss 3 Blocks East Band offer to hold a summer concert on the Town Common

Chairman Perry read the following:

Sean Godbout of the band 3 Blocks East is offering to hold two free concerts on the Town Common on the following dates:

- *Saturday, June 30 from 6:00 p.m. to 7:00 p.m.*
- *Saturday, August 25 from 6:00 p.m. to 7:00 p.m.*
- *Rain dates for each show, the following Sunday.*

Perry said this is the third year that this band would be performing.

Dave Petersen made a motion to approve the band playing on the Town Common for the dates stated, Cliff Pierce second, all in favor - aye (5-0).

3. Discuss Recycling Center Issues

Chairman Perry read the following:

Debbie and Amy have reported that we have had some problems at the Recycling Center. We have been unable to keep up with the amount of items being placed in the Recycling containers, which has resulted in dumping at the site, when the Recycling Operator is not on duty.

Also, a Town resident sent the attached email message regarding the Recycling Center hours. How does the Board wish to respond?

Perry read the email from the Town resident. Eagan said the Recycling Center has always been open only on Saturdays from 8:30 to 12:30, as provided for in the budget. She said there has been a misunderstanding about when it is open. Perry said we cannot put up a gate or enclose the area to restrict access during the week. He said people go and dump items and the Town has to clean it up. He said this is becoming a bigger problem. Eagan said the problem peaks around the holiday season. She said with online purchasing becoming more popular, there is more corrugated cardboard. She said if there is no attendant at the center, the boxes are not flattened and they take up more space in the containers. She said people have been piling up the recycling on the ground when the bins are full during the week. She said a week ago, she, Amy Lydon, Chief Dumas and Officer Hazen spent an hour cleaning up the center with the help of a few volunteers. She said the current location was meant to be a short-term solution, and we need a long-term solution of a secured facility. She said the current budget cannot accommodate more hours for the operators to be on site.

Petersen said he checks the center regularly, and JRM normally picks the bins up on Mondays. He said by Thursday or Friday, there is a large amount of material in the bins. He said many businesses are probably using the center. He said he spoke to Highway Surveyor Patrick Snow this morning about moving the bins into the Highway parking lot, which is secured at night. He said it is not monitored during the day, but he thinks people will be less likely to dump items there during the week. He said Patrick wasn't happy, and maybe the bins can be secured at the Water Department within the fenced in area. He said the Recycling budget needs to be increased, and it hasn't increased in fifteen years.

Pierce asked if it is possible to install a wire barrier or moveable fence in the current area. Eagan said this was researched years ago, and it is not possible given the span of the area, and the trucks need to be able to get in and move around in a tight space. Petersen said the Didax Building may open possibilities for a permanent location, and we are looking for a temporary location.

Merry said the Boy Scouts collect newspaper, cardboard and magazines every odd month. Petersen said people can also have a company pick up their recyclables, or

bring them to Mello's. Merry said the Town can advertise the Scouts recycling program. Eagan said we should check with the Scouts first. Petersen said we can include a flyer in the light bills to explain the hours, times and what is allowed at the center, and mention the Boy Scouts program if they are agreeable to the idea. He said the Town is responsible if someone dumps hazardous materials at the site. He said he will check back with Patrick to see if we can move the bins to the Highway Department for a few months, and we can look for an alternate location for July 1, 2018. Perry said we will revisit this on the 29th. Merry said we can check with George Pacenka to see what he thinks about the Boy Scouts.

4. Discuss development of playing fields at the newly purchased land at the rear of 221 Main Street

Chairman Perry read the following:

We received 2 responses to the Request for Price Quote to design, engineer, and permit playing fields on the newly purchased land at the rear of 221 Main Street. The responses were as follows:

JJA Sports/Hancock Associates - \$51,500

Meridian Associates – \$35,500

Debbie and Natalie are working to reduce the scope of services for the engineering work so that we can allocate more funds towards construction. A new Request for Price Quote will then need to be released.

The Board of Selectmen should vote to reject the two submittals and to reissue a revised Request for Price Quote.

Petersen said he has been working with Eagan and Natalie Lovett on this, and they have done a nice job on the RFQ. He said we have \$208,000 to construct the fields, and we agreed with the Gwynn family to construct a fence that he thinks will cost \$5,000 to \$10,000. Eagan said Mr. Merry got an estimate from a local fence company. She said we are trying to keep the engineering costs down and put the money into the construction. She said the Parks & Recreation Committee wants to install a well and irrigation system to nourish the fields, and this is a significant expense. Petersen said originally the plan was to construct two baseball fields and two soccer fields. He said now we are looking to design the four fields and get information on the well, and construct one field. He said the prime purpose is one baseball field, and if there is money left, we can construct a second field. He said the soccer fields are easy to lay out. He said we need to re-write the specifications.

Cliff Pierce made a motion to reject the two bids submitted and issue a revised RFQ, Bob Snow second, all in favor - aye (5-0).

5. Discuss the work being done on the subdivision way at 239 Main Street

Chairman Perry read the following:

Fire Chief Jim Broderick and Conservation Agent Brent Baeslack have confirmed that the owner of the farm parcel at 239 Main Street has been widening the driveway and building the subdivision road. Chief Broderick has confirmed that Mr. Charles Wear of Meridian Engineering contacted him on behalf of his client, Mr. Michael Sabatini. Mr. Wear prepared the attached plan, which is based on the Planning Board's 2009 subdivision approval for 239 Main Street. Meridian was under contract with the Town to prepare the subdivision plan. Meridian is using the subdivision plan as the basis for the Site and Grading Plan for Mr. Sabatini.

Town Counsel Tom Mullen has reviewed the matter and has drafted the following response on behalf of the Town. If the Board is in agreement, he will send the response as written.

Perry read Mullen's draft letter. Pierce said he thinks the letter is fine, but he thinks there should be a sentence added that to the extent that there is any deviation from the approved sub-division plan, he has to return to the Planning Board for a modification of the plan. He said there is an approved sub-division road and any modification to this needs Planning Board approval. Eagan said this is clearly in the Planning Board decision and she is concerned that the loop added on the farm parcel is a change.

Pierce said the Fire Chief says now that the road needs to be 20 feet wide, and the Planning Board proposed a 16 foot wide road with 2 foot shoulders on each side. He said when the Planning Board approved this, the new requirement for a 20 foot wide road was not in effect. He said a 20 foot road will be inconsistent with the approved plan, so that plan needs to be modified. Eagan said we can add a paragraph about a modification of the road, such as the width of the roadway or the cutoff, requires Planning Board approval. Pierce said we should get Mullen's opinion if it makes sense to add this.

Cliff Pierce made a motion to send the letter with the modifications discussed, Bob Snow second, all in favor - aye (5-0).

Petersen said Sabatini has the right to do this work, but since it is on Town land, it would have been nice for him to come in to discuss this. He said he did come in once,

but he never came back, and this is not a good way to do business. He said a lot of work has been done without the Historical Commission involvement.

ANNOUNCEMENTS

- Information on the Pine Grove School project is available on the Town's website at www.townofrowley.net.
- The Town has the following vacancies:
 - a. **Open Space Committee** – one seat;
 - b. **Fence Viewer** – three positions;
 - c. **Wood, Lumber & Bark Inspector**;
 - d. **Zoning Board of Appeals Associate** – three seats;
 - e. **Parks and Recreation Committee** – one seat; and
 - f. **Deputy Shellfish Constables** – two positions.For 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. Bob Snow so moved, Cliff Pierce second, all in favor - (5-0).

Open meeting adjourned at 9:02 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding General Business #1: Accept donations of American Flags to the Town
2. Email and attached photos from Bob Snow regarding 911 Memorial
3. Meeting memo regarding Old Business #1: Update on Pine Grove School – three proprietary specifications
4. Information sheets regarding three proprietary specifications
5. Meeting memo regarding Old Business #1: Update on Pine Grove School – three non-trade early package bids
6. W.T. Rich Contract Amendment No. 1: Mail Electrical Switches, Boilers, Roof Top Units

7. W.T. Rich Contract Amendment No. 2: Metal Windows
8. W.T. Rich Contract Amendment No. 3: Food Service Equipment
9. Subcontractor Bid Tab Leveling Sheet for Pine Grove School Project
10. Project Timeline Update spreadsheet for Pine Grove School Project
11. Handout from Jon Richardson regarding Pine Grove School dated January 22, 2018
12. Meeting memo regarding 7:15 p.m. Appointment: Finance Committee Chairman Larry White to discuss Triton budget
13. Handout from Larry White regarding Triton budget
14. Meeting memo regarding Old Business #2: Discuss FY 19 Budget Guidelines and approve FY 19 Non-union Compensation Schedule
15. FY 19 Non-union Compensation Schedule
16. 2018 Annual and Special Town Meeting Schedule
17. Meeting memo regarding Old Business #3: Fire Station and Police Station Addition project update
18. Inquiry from Karen Courtney of the Foundation for Fair Contracting of Massachusetts regarding the electric sub-bid for the Fire Station and Police Station Addition project
19. Correspondence from Neil Joyce regarding Karen Courtney's inquiry, including attachment
20. Letter from Abe Hafiani, Project Manager, Castagna Construction regarding Electrical Filed Sub bids
21. Draft response letter to Karen Courtney of the Foundation for Fair Contracting of Massachusetts
22. Meeting memo regarding New Business #1: Sign Memorandum of Agreement with the Massachusetts Coalition of Police
23. Signed Memorandum of Agreement with the Massachusetts Coalition of Police
24. Meeting memo regarding New Business #2: Discuss 3 Blocks East Band offer to hold a summer concert on the Town Common
25. Meeting memo regarding New Business #3: Discuss Recycling Center Issues
26. Email from resident regarding recycle
27. Memo from Amy Lydon to Board of Selectmen dated January 11, 2018 regarding Recycling Center Issues, including attached photos
28. Meeting memo regarding New Business #4: Discuss development of playing fields at the newly purchased land at the rear of 221 Main Street
29. Meeting memo regarding New Business #5: Discuss the work being done on the subdivision way at 239 Main Street
30. Draft response from Tom Mullen regarding Bradstreet Farm Access Road
31. Four photos of work done at 239 Main Street
32. Meridian Plan prepared for Michael Sabatini
33. Map of 239 Main Street highlighting work done to access road