

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

January 23, 2017

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

7:00 p.m.

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

**PUBLIC ATTENDEES:** Henry Rolfe; Bernie Cullen; Mark Smith; Patrick McGettrick; Ken Lynch; Paul Sedgwick; Matt Ziev; Barbara Breaker; John Cardillo; Bill Vitkosky; Michael Sabatini; Frank P. Todd

### **CALL MEETING TO ORDER**

Chairman Perry called meeting to order at 7:00 p.m. He said the meeting is being audio and video recorded digitally.

### **PLEDGE OF ALLEGIANCE**

Bob Snow led the Pledge of Allegiance.

### **MOMENT OF SILENCE**

A moment of silence was observed for William Wood who passed away this week.

### **GENERAL BUSINESS**

1. Request from the Friends of the Council on Aging to use the Town Common to hold their 7<sup>th</sup> Annual Yard Sale and Bake Sale on May 13, 2017 with a rain date of May 14, 2017

Chairman Perry read the following:

*The Friends of the COA is requesting to use the Town Common for their Annual Yard Sale and Bake Sale on Saturday, May 13 from 8:00 a.m. to 4:00 p.m. with a rain date of Sunday, May 14.*

*The Board will need to vote to grant this request.*

Dave Petersen made a motion to authorize Chairman Perry to approve the request from the Friends of the Council on Aging to use the Town Common to hold their 7<sup>th</sup> Annual Yard Sale and Bake Sale on May 13, 2017 with a rain date of May 14, 2017., Bob Snow second, all in favor - aye (4-0). Cliff Pierce - ABSENT

2. Accept resignations from: Reserve Police Officer Matthew Doucot; Police Officer Richard Johnson; and Reserve Dispatcher Christopher Hurst

Chairman Perry read the following:

*The Board of Selectmen needs to vote to accept the resignations of the following individuals from the Police Department:*

- *Matthew Doucot*
- *Richard Johnson*
- *Christopher Hurst*

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

3. Request from Police Chief Scott Dumas to lift the hiring freeze for the positions of: Reserve Dispatcher, Reserve Patrolman and Full-time Patrolman

Chairman Perry read the following:

*The police chief is requesting that the hiring freeze be lifted so that we can post the job vacancy notices for the positions of:*

- *Reserve Dispatcher*
- *Reserve Patrolman*
- *Full-time Patrolman*

*The Board will need to vote to lift the freeze.*

Bob Snow made a motion to lift the hiring freeze for these three positions, Dave Petersen second, all in favor - aye (4-0). Cliff Pierce - ABSENT

## **NEW BUSINESS**

1. Review Board of Health variance request application from Gerald Fandetti for 101 Main Street

Chairman Perry read the following:

*The Board of Health sent the attached notice regarding a request from Gerald Fandetti for a septic system variance to the Selectmen. Debbie has also sent it to the Cemetery Board for review. Does the Board of Selectmen have any comments concerning this request that they wish to send to the Board of Health?*

Petersen and Snow said they have no comment. Merry said one member of the Cemetery Board will attend this. The Board had no comments on this application.

2. Review Historic District Commission notification on the application from Gerald Fandetti to demolish certain structures at 101 Main Street

Chairman Perry read the following:

*The Historic District Commission sent the attached notice regarding a request to demolish certain structures at 101 Main Street. The notice has a note that the request does not include the existing 1901 Edward A. Millett house.*

*Debbie has also sent it to the Cemetery Board for review.*

*Does the Board of Selectmen have any comments concerning this request that they wish to send to the Historic District Commission?*

Merry said one member of the Cemetery Board will attend this. The Board had no comments on this application.

3. Request from Sean Godbout to have his band, 3 Blocks East, to hold a summer concert on the Town Common

Chairman Perry read the following:

*Sean Godbout of the Band, 3 Blocks East, sent Debbie the attached email regarding holding another concert this summer on the Town Common. What does the Board wish to do?*

Perry said they performed last year and he would like to continue to have some concerts on the Town Common. He suggested that Sean Godbout pick the date. Merry said there is still money available for this and the concerts are always a good time. Petersen said he has no objections to this. Eagan said Godbout performed for free last year and she presumes it would be the same for this year, but she will confirm that with him. She said once we have the date from Godbout, the Board can approve it.

### **CITIZEN QUERY**

Citizen Query was open from 7:10 to 7:15. There were no Citizen Queries.

### **NEW BUSINESS**

4. Email from Water Superintendent MaryBeth Wiser regarding FY 18 Hydrant fee

Chairman Perry read the following:

*Debbie received the attached email message from Water Superintendent MaryBeth Wiser concerning the FY 18 hydrant fee. Debbie also spoke to Water Board Chairman John Manning. She thanked him for reaching out to the Board of Selectmen and told him that she expects the FY 18 budget to be tight.*

Perry read the email message from Water Superintendent MaryBeth Wiser. Merry said he is confused because this fee has always been called Hydrant Rental, but it is now being called Hydrant Maintenance. Petersen said he sent a memo to the Superintendent last year, and he has updated it for this year. He distributed a copy of the memo and read it. He said the Town hasn't increased the fees charged to the Water Department over the past ten years, and this needs to be addressed. He said the Personnel Department has spent many, many hours dealing with Personnel issues over the years, and the Town doesn't charge the Water Department for this. He said if the Water Department needs the hydrants to flush the system, then they should pay for a portion of the maintenance fee. He said the charge to the Town of \$53,400 last year is more than fair.

Dave Petersen made a motion to send a letter to the Board of Water Commissioners requesting that the FY18 hydrant rate be set at \$53,400, and to enclose the memo prepared by Petersen, Bob Snow second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

**7:15 p.m. APPOINTMENT** Police Department Appointments:

- David Sedgwick to be presented by Police Chief Scott Dumas for appointment as Police Captain
- Christopher Ottani to be presented by Police Chief Scott Dumas for appointment as a Full-time Police Officer

Chief Dumas said the Executive Officer of the Police Station, Stephen May has tendered his retirement after twenty years of service, and we are very appreciative to him for his service to the Town of Rowley.

Dumas said Sedgwick was the only applicant for the Captain position, but he made sure they are on the same page regarding the Police Station. He said they spoke about the philosophy of the Police Department moving forward, community policing and the structure of the Police Department. He said he is very pleased to recommend Sergeant Sedgwick for appointment to Police Captain. He read the letter he sent to the Board regarding this appointment. Sedgwick said he appreciated this opportunity, and he continues to appreciate what the Town has done for him. Petersen said he has lived in Rowley for over forty years and Sedgwick is an asset to the Police Department, he has worked for a number of Police Chiefs, and has positive interactions with the elderly and the citizens of the town. He congratulated Sedgwick, and knows he will do a good job.

Merry seconded Petersen's comments, said he first met Sedgwick at Dunkin Donuts, Sedgwick is always there and catches the bad guys and leaves the good guys alone. Perry echoed Petersen's comments. Snow said Sedgwick is the first Officer he met after moving to Rowley, he has since gone on the road with him, and his professionalism is outstanding. He said Sedgwick also spent time helping a young officer prepare for his first court appearance. He said he grew up at a policeman's table, and he thinks Sedgwick will make a fine Captain.

Dave Petersen made a motion to appoint David Sedgwick as Police Captain effective January 30, 2017, Bob Merry second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

Town Clerk Susan Hazen swore Sedgwick in for the Captain position. Sedgwick's son pinned the badge on his father's shirt.

Chief Dumas said he is impressed with the quality of Reserve Officers in Rowley, and said Reserve Officers McGettrick and Smith are also here. He said to become a Reserve Officer, a background investigation is done, they attend the academy then they do field training. He said applicants for the Full time Patrolman position had to provide a resume, cover letter, take a written test, perform a physical agility test and take an oral test before a board. He said he interviewed the applicants with Lieutenant May, and it was close and very competitive. He said Chris Ottani came out on top. He read the letter he sent to the Board regarding this appointment.

Petersen congratulated Ottani on this appointment, and said he has huge shoes to follow. He said the Police Department has come a long way in the past thirty to forty years, and he looks forward to having Ottani on board. Snow and Merry welcomed Ottani and Perry echoed Petersen's comments.

Dave Petersen made a motion to appoint Christopher Ottani as Full-time Police Officer effective January 30, 2017, Bob Merry second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

Town Clerk Susan Hazen swore Ottani in for the Full-time Police Officer position. Ottani's mother pinned the badge on her son's shirt.

Bob Snow left the meeting room at 7:34 p.m. and returned at 7:35 p.m.

## **NEW BUSINESS**

### **5. Discuss FY 18 Budget Guidelines**

Chairman Perry read the following:

*Until we have some clear indication on what we should expect for increases from Triton, Whittier Voc-Tech, and the Essex Agricultural Technical High School, we should plan in the FY 18 budget to have department expense budgets level funded and wages remain under the same compensation plan (step increases and a one percent cost of living increase). Preliminary estimates based on the Triton budget presentations, show that the potential increase for Triton alone could reach well over \$500,000 for Rowley.*

*Principal Assessor Sean McFadden has projected the FY 18 New Growth tax revenue to be \$56,560. The 2 ½ levy is \$341,209, making the total new tax revenue estimate for FY 18 to be **\$397,769**. In the past, the Board of Selectmen has offered to give Triton half of the new growth and new tax revenue, however, over the past several years, the Triton increase, along with the other school assessments, have taken all of the Town's "new tax revenue" and more. Does the Board wish to send a letter to Triton as you have done in the past advising them of the status of the Town's ability to pay for any projected assessment increases?*

*Also, as a starting point, Debbie is recommending that the Board follow the same budget guidelines as in the past and to approve the following guidelines as "preliminary":*

### ***I. EXPENSES***

*Level fund department expense budgets. However, departments requesting operational increases need to clearly identify the reasons why the increase is needed. Please clearly identify and itemize the areas of the expense budget that need to be increased with the estimated amount.*

### ***II. WAGES***

*Non-Union: Non-union employees will continue to follow the Town's Compensation Schedule, which provides for a step increase of 1.25 percent and a 1 percent cost-of-living increase. The Personnel Advisory Committee will be working on the FY 18 Compensation Schedule.*

#### *Union:*

*The Town has settled contracts with the AFSCME and Teamsters unions. Guidelines will follow the terms of those agreements. The Town is in negotiations with the third union, MassCops.*

Perry said he is going to the District Communications Meeting on Thursday, and discussion of the Triton Agreement amendments is on the agenda. Snow said all Selectmen at the table have been the Chair and have participated in the Town's budget preparation, and knows 40% of the budget is spent on the Town and 60% of the budget is spent on Triton. He said the taxpayer is just about spent, and the Pine Grove School (PGS) Project is upcoming. He said he is very concerned about an estimated \$500,000

increase in Rowley's assessment for the Triton budget, and we need the Pine Grove School project to pass so that we can receive the State's 50% reimbursement. He said Perry needs to lay it on the line at the meeting that the Town will be in dire circumstances with the proposed Triton budget increase.

Perry said he is very concerned about the PGS renovation, which needs to be done. He said they are getting figures on the amount of money that Triton has spent on PGS since July 1st. He said if the override doesn't pass, then we won't get the reimbursement money from the State. He said even with the 50% reimbursement from the State, this will be a huge expense for the taxpayers, and he has been making these concerns known to the School Committee. He said there is a limit on what the Town can afford, and we have asked them to do their best on the budget. Snow said the cost of health care is skyrocketing for taxpayers.

Petersen said the Town's budget is built by looking at the amount of money available, and then dividing it amongst the Town's needs. He said the Town cannot fully fund all of its' needs and the pay increase given to employees is 2.25%. He said he and Perry went to the Triton budget meetings, and the presentations are a wish list from the Principals. He said a budget figure is produced from these wish lists, and then it is cut back. He said they don't consider the available funds from the District towns. He said the towns are required to pay the bill from Triton, and if there is insufficient funds, Town jobs or budgets will have to be cut, or taxes will need to be increased. He said two years ago, the Town asked Triton to be cognizant of the budget given the override for the stadium, but they don't seem to listen, and the attitude is that they should get what they need. He said this is discussed each year and falls on deaf ears. He said the Regional Agreement should be left alone, and where we need help is with the budget process. He said the Town needs to take a stand that we won't tolerate these increases anymore. He said he thinks we should vote down Triton's budget to send a message that we cannot continue to fund these increases each year, especially with declining enrollment. He said Triton's assessment increases are more than the Town can increase taxes by law. He said he hopes the taxpayers don't take out their frustrations on the PGS project. He said we should send a letter to Triton outlining the facts on the meeting memo. He said the Board is not anti-school, but they need to understand that there is a limit to the checkbook. He said State funding is increasing \$20 per student, which doesn't even cover inflation. He said an increase like the estimated increase will eat up all the Town's free cash and new funds.

Snow said Rowley is a lean, frugal town with no frills, and people need to voice their concerns to the School Committee members. Perry said he went to all of the presentations from the Principals and most of the requests restore the cuts from last year, which we still cannot afford. He said Saturday, January 28th, there will be a public budget meeting at Triton. Merry said the situation is what it is, and we have struggled with this for quite some time. He said we are thankful that the Town employees are understanding, and we cannot continue like this forever.

Petersen said the Town has to steal from free cash to fund Triton's budget, but operating funds shouldn't come from one time funds. He said this keeps progressing each year. He said Triton is insulated and people don't go to Triton's budget meetings.

Bernie Cullen said he agrees with Perry's description of the process, but disagrees with Petersen regarding the Triton Agreement. He said the Agreement is the only vehicle that exists to modify the process. He said it is important to push the agreement changes through on Thursday so the operating budget will be created over a longer time period. He recommended that the communication to the School Committee and Superintendent be brief and to the point, and let them know if they go beyond the suggested increase amount, that the Town cannot support their budget. He said their process starts with the wish lists, and the school cannot be blamed since there is no process for the school to acknowledge the town's ability to afford the budget. He said this needs to be imbedded in the agreement. Petersen said when Nerissa presented the proposed changes, it was not his impression that there would be changes to the budget process. Perry said one proposed amendment was to change how the assessments to the towns are calculated and not use the State formula. He said if this amendment was approved, all three towns would have to approve the budget going forward. Petersen said the agreement just divides up the payment, so if one town decreases, another town will increase.

Eagan said we need to tie the budget process to an examination of available revenues. She said part of the budgeting process is to look at revenues, and looking at wish lists is not how a budget is done. She said the agreement should include a mandatory review of revenues and enrollment. She said in the past, the Superintendent would meet with the Town Administrator, Selectmen and Finance Committee for a thoughtful discussion on the Town's ability to pay, and this hasn't happened for about six years. Petersen said this is not part of this revision, so we can turn it down and tell them we would like to include a consideration of the revenues, and not wish lists. Snow said at the Spring Town Meeting, a resident spoke about how high the tax rate is, and there will be more people discussing this. Snow said we should put our concerns in writing through a one page letter to be presented at the meeting. Eagan said they have a budget meeting on Saturday, and we have not been approached regarding the revenues available to fund this budget. Petersen said at this meeting the Superintendent will present a big picture summary on the budget and then discussions will be later. Petersen said the letter should be one paragraph with the meeting memo attached to show the position of the Town of Rowley. Snow asked if concerns about the PGS project should be included. Petersen said they know about those concerns, but a blurb can be included if the Board wants to.

Dave Petersen made a motion to send a letter to Triton regarding the concerns about the FY18 proposed Triton budget, and Joe Perry will hand deliver this on Thursday, Bob Snow second, all in favor - aye (4-0). Cliff Pierce - ABSENT.



**8:00 p.m. JOINT MEETING WITH HISTORIC DISTRICT COMMISSION** to discuss the next steps to follow regarding an unapproved fence at 238 Main Street

Chairman Perry called for a motion to open the Joint Meeting with the Historic District Commission by a roll call vote. Bob Snow so moved, Dave Petersen second, all in favor roll call – Bob Merry – aye; Joseph Perry – aye; Bob Snow – aye; Dave Petersen – aye; Frank Todd - aye; Barbara Breaker - aye; John Cardillo - aye; Sara Bourque - aye; Bill Vitkoski - aye; Mike Sabatini - aye. Cliff Pierce – ABSENT; Matt Dummer - ABSENT; Mike Harney - ABSENT.

Joint meeting opened at 8:11 p.m.

Sara Bourque thanked the Board for the later appointment, and introduced Barbara Breaker, John Cardillo and Bill Vitkoski to the Board. She distributed a packet of information and said the goal of the discussion is to formulate a plan to deal with an unpermitted fence. She said the fence completely alters the historic streetscape and clearly doesn't meet the Rowley Historic District Commission (HDC) guidelines. She read the following fence guidelines:

*Fences can be erected for utilitarian and/or aesthetic reasons. Fences are significant architectural features. They were sometimes architect-designed, as those of Samuel McIntire. Architecturally important fences should be repaired or replaced, where necessary, with new materials that duplicate the old as closely as possible. Fences along street facades of historic houses were meant to serve a decorative purpose. Such fences should not block a house's view, but complement it. They should be in scale to the property and they should be open, not solid. Narrow pickets (approximately 2 1/2 in width) are preferred to wide pickets. Design of a fence should be based on the period of the house and the use of the fence. If wood is to be used, pickett, capped pickett, or spindle fences are recommended.*

Bourque reviewed photos in the packet of the fence, and said it alters the streetscape, it is tall and the scale is different between the two fences. She said if the owner had come before the HDC, they would have told him this fence isn't appropriate. She said privacy for their hot tub can be achieved with vegetation. She said they haven't had a collaborative discussion with the homeowner and are looking for the next steps to deal with this. Frank Todd said he had a conversation with the owners who said the Selectmen told him to put up a fence to block his wood pile, but they have been unable to get a copy of this letter from the homeowner or the Selectmen's Office. Mike Sabatini said the owner told him the letter didn't exist, but there was a conversation from the 1980s. Perry asked if the homeowner approached the HDC about the fence. Bourque

said no, and they want a positive resolution of this issue, and are asking the Board of Selectmen for help. Frank Todd said the HDC just turned down a request for a fence on Central Street. Bourque said the fence was put up in September, and after failed attempts to meet with the owner, in December they decided to come to the Board of Selectmen for help. Petersen said he is unsure what the legal options are. Eagan said Town Counsel can review the authority of the HDC under the Town's by-law, and can draft letters to the owner. Perry said he would like to see that happen. Petersen said a letter can be drafted to the owner to advise him the Selectmen have discussed this and would like him to follow through with the HDC on this for a resolution. He said we can turn this over to Town Counsel, but is unsure if we have enforcement powers. He said Attorney Pickett can provide this information, and maybe we can go to court on this. He said a strong letter from the Board of Selectmen will create a paper trail in case there is future litigation, and in the meantime, Town Counsel can determine if we have the authority to do anything or go to court. Snow agreed with Petersen.

Dave Petersen made a motion to send a letter to the owner as discussed, and speak to Town Counsel about this issue, Bob Snow second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

Chairman Perry called for a motion to close the Joint Meeting with the Historic District Commission by a roll call vote. Dave Petersen so moved, Bob Snow second, all in favor roll call – Bob Merry – aye; Joseph Perry – aye; Bob Snow – aye; Dave Petersen – aye; Frank Todd - aye; Barbara Breaker - aye; John Cardillo - aye; Sara Bourque - aye; Bill Vitkoski - aye; Mike Sabatini - aye. Cliff Pierce – ABSENT; Matt Dummer - ABSENT; Mike Harney - ABSENT.

Joint meeting closed at 8:23 p.m.

### **OLD BUSINESS**

1. Update on the Fire Station and Police Station Addition project

Chairman Perry read the following:

*The Public Safety Building Committee has been meeting on a regular basis. Project architect, Greg Carell, has been meeting with the fire chief and police chief on the concept plans so that he can send it to his cost estimator.*

*Debbie is working with Greg Carell on some of the site work tasks, such as the completion of the site survey. Debbie has obtained a proposal from Phil Pattison at Meridian Engineering for a survey. (Please see attached.) Debbie is asking for authorization to proceed with this work in accordance with the proposal. Phil Pattison is*

*familiar with the Town of Rowley and has done a number of survey projects for the Town in the past.*

*Mr. Carell sent Debbie a draft contract, which is being reviewed by Town Counsel Tom Mullen.*

Perry said he is pleased that Carell has met with Chief Dumas since he was not Chief when the initial plans were drawn up, and there are some revisions to the drawings. Petersen said the Building Committee meet on Wednesday morning.

Dave Petersen made a motion to allow the Town Administrator to hire Meridian Engineering for a survey for this project, Bob Snow second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

## 2. Update on Prospect Hill project

Chairman Perry read the following:

*Debbie has been working with Conservation Agent Brent Baeslack on directing actions relating to the stabilization of the roadway construction site pursuant to the Enforcement Order issued by the Conservation Commission. The contractor has installed the erosion control eels, constructed a stilling basin at the bottom of the channel at the base of the hill; and completed other site improvements. Construction will resume this spring. Brent has inspected all of this work is satisfied with it. He and the contractor have been monitoring the site on a regular basis, but especially during and after stormy weather conditions.*

*These winterization measures, which were required by the Conservation Commission and the DEP, cost \$3,607. Because it is a compliancy requirement, Debbie is recommending that this expense be covered in the Selectmen's expense line and that she be authorized to sign the change order for this work, which will include the revised schedule for completion. The Town's engineers are working with the contractor on the change order document. Debbie will continue to work with Brent on this project.*

Petersen said he went to the site with the DEP and the Town Administrator. He said Eagan is working with Conservation Agent Brent Baeslack on some minor issues, and have agreed on a plan to fix this. He recommends that the Board authorize this, but said the Selectmen's expense line may be short. He said if we don't do this work, we may get fined by the DEP, and this is a tough site. Eagan said an unusual amount of rain fell after the drought, and if the work hadn't been started at all, this impact probably would have been very bad. She said Baeslack visited the site twice today and the

measures installed are working well. Petersen said this was a legitimate issue, but he encourages all to look at the measures that have been put into place.

Dave Petersen made a motion to allow the Town Administrator to spend \$3,607 out of the Selectmen's expense line to cover the cost of the winterization measures at Prospect Hill, Bob Snow second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

## **MINUTES**

- December 19, 2016

Bob Snow made a motion to approve the minutes of December 19, 2016, Bob Merry second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

- January 9, 2017 Executive Session

Bob Snow made a motion to approve the minutes of January 9, 2017 Executive Session, Bob Merry second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

- January 9, 2017

Bob Snow made a motion to approve the minutes of January 9, 2017, Dave Petersen second, all in favor - aye (4-0). Cliff Pierce - ABSENT.

## **ANNOUNCEMENTS**

- Christmas Tree Drop Off – Eiras Park
- Information on the Pine Grove School project is available on the Town's website at [www.townofrowley.net](http://www.townofrowley.net).
- The Rowley Water Department has set a mandatory water ban in place. Outdoor watering is not permitted.
- The Town has the following vacancies:
  1. **Fence Viewer** – three positions;
  2. **Wood, Lumber & Bark Inspector**;
  3. **Zoning Board of Appeals Associate** – two seats
  4. **Parks and Recreation Committee** – one seat;
  5. **Deputy Shellfish Constables** – one positionFor 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.

## **EXECUTIVE SESSION**

- Collective bargaining strategy: Massachusetts Coalition of Police (MCOP) Local 360 pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3)
- To consider the purchase and value of real property, 221 Main Street pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (6)

Chairman Perry called for a motion to go into Executive Session for the following purposes: To discuss collective bargaining strategy pursuant to the State Open Meeting Law, G.L. c.30A section 21(a) (3) - Massachusetts Coalition of Police (MCOP) Local 360 because an open meeting may have a detrimental effect on the bargaining position of the Board of Selectmen; and to consider the purchase and value of real property pursuant to the State Open Meeting Law, G.L. c.30A section 21(a) (6), located at 221 Main Street, because an open meeting may have a detrimental effect on the negotiating position of the Board of Selectmen, and to not return to open session. Bob Snow so moved, Dave Petersen second, all in favor - roll call vote: Joseph Perry - aye, Robert Snow - aye, David Petersen - aye, Robert Merry - aye. Cliff Pierce - ABSENT

Open meeting adjourned at 8:35 p.m.

Respectfully submitted,  
Amy Lydon  
Assistant Town Administrator

## **ATTACHMENTS:**

1. Meeting memo regarding General Business #1: Request from the Friends of the Council on Aging to use the Town Common to hold their 7<sup>th</sup> Annual Yard Sale and Bake Sale on May 13, 2017 with a rain date of May 14, 2017
2. Request from the Friends of the Council on Aging to use the Town Common to hold their 7<sup>th</sup> Annual Yard Sale and Bake Sale on May 13, 2017 with a rain date of May 14, 2017
3. Meeting memo regarding General Business #2: Accept resignations from: Reserve Police Officer Matthew Doucot; Police Officer Richard Johnson; and Reserve Dispatcher Christopher Hurst
4. Meeting memo regarding General Business #3: Request from Police Chief Scott Dumas to lift the hiring freeze for the positions of: Reserve Dispatcher, Reserve Patrolman and Full-time Patrolman
5. Request from Police Chief Scott Dumas to lift the hiring freeze for the positions of Reserve Dispatcher
6. Request from Police Chief Scott Dumas to lift the hiring freeze for the positions of Reserve Patrolman
7. Request from Police Chief Scott Dumas to lift the hiring freeze for the positions of Full-time Patrolman

8. Meeting memo regarding New Business #1: Review Board of Health variance request application from Gerald Fandetti for 101 Main Street
9. Board of Health variance request application from Gerald Fandetti for 101 Main Street
10. Meeting memo regarding New Business #2: Review Historic District Commission notification on the application from Gerald Fandetti to demolish certain structures at 101 Main Street
11. Historic District Commission notification on the application from Gerald Fandetti to demolish certain structures at 101 Main Street
12. Meeting memo regarding New Business #3: Request from Sean Godbout to have his band, 3 Blocks East, to hold a summer concert on the Town Common
13. Request from Sean Godbout to have his band, 3 Blocks East, to hold a summer concert on the Town Common
14. Meeting memo regarding New Business #4: Email from Water Superintendent MaryBeth Wiser regarding FY 18 Hydrant fee
15. Email from Water Superintendent MaryBeth Wiser regarding FY 18 Hydrant fee
16. Dave Petersen's memo: Water Department Hydrant Fee Issue for FY18
17. Meeting memo regarding 7:15 P.M. Appointment – Police Department Appointments:
  - David Sedgwick to be presented by Police Chief Scott Dumas for appointment as Police Captain
  - Christopher Ottani to be presented by Police Chief Scott Dumas for appointment as a Full-time Police Officer
18. Letter from Chief Dumas regarding appointment of Sergeant David Sedgwick to Police Captain
19. Letter from Chief Dumas regarding appointment of Reserve Officer Christopher Ottani to Full-time Police Officer
20. Rowley Police Department Police Officer Oath of Office Affirmation Form for David Sedgwick
21. Rowley Police Department Police Officer Oath of Office Affirmation Form for Christopher Ottani
22. Meeting memo regarding New Business #5: Discuss FY 18 Budget Guidelines
23. Meeting memo regarding 8:00 P.M. Joint Meeting with Historic District Commission to discuss the next steps to follow regarding an unapproved fence at 238 Main Street
24. Email from Sara Bourque regarding Selectmen's Meeting 1/23/17
25. Rowley's Historic District Bylaw
26. General Law c.40C
27. Rowley Historic District Guidelines
28. A Guidebook for Historic District Commissions (Draft - 1/3/2013)
29. 9 pages of photos of 238 Main Street
30. Meeting memo regarding Old Business #1: Update on the Fire Station and Police Station Addition project

31. Proposal from Meridian Associates for land surveying and environmental services for the Fire Station and Police Station Addition project
32. Meeting memo regarding Old Business #2: Update on Prospect Hill project
33. Letter from Deborah Eagan to Arthur Page, Chairman, Conservation Commission, regarding Enforcement Order - Dated January 23, 2017
34. 3 photos of erosion controls used at Prospect Hill project
35. Schedule of erosion control tasks to be completed by contractor
36. Plan from Tata & Howard for Prospect Hill Access Road Improvements
37. Enforcement Order from Massachusetts Department of Environmental Protection for Prospect Hill
38. Enforcement Directive from Rowley Conservation Commission for Prospect Hill
39. Draft meeting minutes from December 19, 2016
40. Draft meeting minutes from January 9, 2017
41. Executive Session Motion