

MINUTES OF THE BOARD OF SELECTMEN MEETING

July 15, 2019

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

6:00 p.m.

MEMBERS PRESENT: Chairman Cliff Pierce; Vice Chairman Joseph Perry; Clerk Robert Snow; David Petersen, Deana M.P. Ziev not present until after Executives Session at 6:47 p.m. (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon)

PUBLIC ATTENDEES: Bryan DiPersia; David Zizza - FINCOM

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 6:00 p.m. He said the meeting is being audio and video recorded and broadcast live via Rowley Community Media.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

EXECUTIVE SESSION

Litigation Strategy

- John Raffi v. Town of Rowley et al; Essex Superior Court Docket No.1977 CV 00850, pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3)

Chairman Pierce called for a motion to go into Executive Session for the purpose of discussing strategies with respect to litigation on the John Raffi v. Town of Rowley et al; Essex Superior Court Docket No.1977 CV 00850 case, pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3) because an open meeting may have a detrimental effect on the litigating position of the Town and to return to open session. Bob Snow so moved, Joe Perry second, all in favor- roll call vote: Cliff Pierce – aye; Joe Perry – aye; Bob Snow – aye; Dave Petersen – aye. Deana Ziev – ABSENT.

Executive Session opened at 6:01 p.m., and open session resumed at 6:50 p.m. Deana Ziev sat at Selectmen's table at 6:47 p.m.

GENERAL BUSINESS

1. Northeast Massachusetts Mosquito Control News Release on aerial application to control mosquito larvae on coastal salt marshes

Chairman Pierce read the notice.

2. Request from Highway Surveyor Patrick Snow and Board of Cemetery Commissioners to appoint Matthew Nadeau to the position of Cemetery Supervisor/Highway Truck Driver & Equipment Operator

Chairman Pierce read the following:

Highway Surveyor Patrick Snow and the Board of Cemetery Commissioners have requested that Matthew Nadeau be appointed to the position of Cemetery Supervisor/Highway Truck Driver & Equipment Operator. The appointment should be made subject to a successful pre-employment physical.

Petersen said this position works approximately 4 hours daily for the Highway Department and 4 hours daily for the Cemetery Department. He said Highway Surveyor Patrick Snow, Assistant Town Administrator Amy Lydon and he interviewed Matthew Nadeau, and he also met with the Cemetery Board. He said Nadeau verbally agreed to accept the job today. Pierce said the appointment is subject to the pre-employment physical.

Joe Perry made a motion to appoint Matthew Nadeau to the position of Cemetery Supervisor/Highway Truck Driver & Equipment Operator, subject to a successful pre-employment physical, Bob Snow second, all in favor - aye (5-0).

3. Letter of resignation from Wendelyn Hansbury

Chairman Pierce read the resignation letter. Petersen said Wendy has worked for the Town for 20 years, starting as a Secretary in the Health Department. He said she took classes and worked her way up to the position of Health Department Assistant Inspector/Administrative Assistant.

Dave Petersen made a motion to accept Wendy Hansbury's resignation with regrets and to send her a very nice letter of commendation, Bob Snow second, all in favor - aye (5-0).

4. Request from the Board of Health to lift the hiring freeze for the position of Health Department Assistant Inspector/Administrative Assistant

Chairman Pierce read the request.

Bob Snow made a motion to lift the hiring freeze for the position of Health Department Assistant Inspector/Administrative Assistant, Joe Perry second, all in favor - aye (5-0).

NEW BUSINESS

1. Sign contract extension with PRS Group, Inc.

Chairman Pierce read the following:

The IT contract with PRS Group, Inc. needs to be renewed for another year. We issued a three-year solicitation for IT services and have the option to renew for two additional years on a year-by-year basis. IT Coordinators Sue Bailey and Karen Summit are recommending the Board renew this contract.

The Board needs to vote to approve the contract and authorize Chairman Pierce to sign it. There are two originals.

Bob Snow made a motion to approve the contract and authorize Chairman Pierce to sign it, Joe Perry second, all in favor - aye (5-0).

2. Letter from the Friends of the Council on Aging regarding carpet at the Annex

Chairman Pierce read the following:

The Board has received the attached letter from the Friends of the Rowley Council on Aging concerning the condition of the carpet at the Annex.

Dave Petersen has trimmed the sections of the carpet on the front stairwell that had holes. He suggested that we include flooring for both the front and back stairwells and hallway in the next capital appropriation.

Petersen said the new handicap ramp at the Annex was opened today, but the door still needs to be replaced with an electric opener. He said he apologized to the seniors at the lunch for the inconvenience. He said the carpet at the Annex is about 50 years old, and he fixed the areas with holes. He said we should look into maybe tearing it up and refinishing the wood floors, and the seniors and COA Director Brienne Walsh were agreeable to this plan.

Dave Petersen made a motion to send the Friends of the COA a response letter, Bob Snow second, all in favor - aye (5-0).

OLD BUSINESS

1. Update on Pine Grove School Project

Perry said the extensive mold in the east wing has all been removed, and they need mineral wool for the outside walls of the building, which they cannot get until July 25th. He said the contractor plans to work overtime to get back on schedule, and they are still

hoping to finish August 23rd. Pierce said we will know this week if they can meet the deadline. Perry said nine classrooms and thirteen staff members will need to be reassigned if they don't meet the deadline.

David Zizza asked if there is an update on the fields adjacent to the school. Petersen said they are putting in the well for irrigation, and the next step will be to build the fields. He said it will be another year before a field is usable there. Eagan said we are under contract with Viera Artesian Well LLC.

MINUTES

- June 17, 2019

Bob Snow made a motion to approve the minutes of June 17, 2019, Deana Ziev second, all in favor - aye (5-0).

PUBLIC COMMENT

Bryan DiPersia asked the status of the Green Communities designation project. Eagan said we are working with MVPC to do an energy audit, and Natalie met with two companies today and toured the various buildings. Pierce said we should verify who the National Grid customer in Town is before we get too deep into this. He said the ZRC meets in September and can review the needed zoning changes.

ANNOUNCEMENTS

- Vacancies:
 - 1) Planning Board Associate Member
 - 2) Two vacancies on the Conservation Commission;
 - 3) One vacancy on the Zoning Board of Appeals Associate seat; and
 - 4) 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, Joe Perry second, all in favor - aye (5-0).

Open meeting adjourned at 7:08 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Executive Session motion
2. Northeast Massachusetts Mosquito Control News Release on aerial application to control mosquito larvae on coastal salt marshes
3. Meeting memo regarding General Business #2: Request from Highway Surveyor Patrick Snow and Board of Cemetery Commissioners to appoint Matthew Nadeau to the position of Cemetery Supervisor/Highway Truck Driver & Equipment Operator
4. Letter of resignation from Wendelyn Hansbury
5. Request from the Board of Health to lift the hiring freeze for the position of Health Department Assistant Inspector/Administrative Assistant
6. Meeting memo regarding New Business #1: Sign contract extension with PRS Group, Inc.
7. Emails from IT Coordinators Sue Bailey and Karen Summit regarding PRS Group contract renewal
8. Signed contract extension with PRS Group, Inc.
9. Meeting memo regarding New Business #2: Letter from the Friends of the Council on Aging regarding carpet at the Annex
10. Letter from the Friends of the Council on Aging regarding carpet at the Annex
11. Photos of the carpet at the Annex
12. Meeting memo regarding Old Business #1: Update on Pine Grove School Project
13. Draft minutes of June 17, 2019