

MINUTES OF THE BOARD OF SELECTMEN

March 8, 2021

Recorded from Town Hall, 139 Main Street, Rowley, MA

1:00 p.m.

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

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 1:04 p.m. He read the following:

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law this meeting will be conducted by remote participation to the greatest extent possible. The public may not physically attend this meeting, but every effort will be made to allow the public to view and listen to the open session portion of the meeting in real time. Persons who wish to do so are invited to watch the open session portion of the meeting on Rowley Community Media TV / listen live on the RCM page on the Town's website at www.townofrowley.net or join the meeting from your computer, tablet or smartphone by using the link: <https://global.gotomeeting.com/join/884204117> or also dial in using your phone by calling +1 (872) 240-3212 and using access code 884-204-117. In the event that live transmission proves infeasible, an audio or video recording, transcript or other comprehensive record of the open session portion of the meeting will be made available on the Town's website as soon as possible.

1:00 p.m. APPOINTMENT Paul Chang, Matthew Miller and Terri Davidson to discuss a request to have a ballot question on banning plastic bags

Chairman Pierce read the following:

Background: The Board of Selectmen placed a non-binding ballot question on the May 14, 2019 Annual Town Election. The question lost by 4 votes. The minutes of March 4, 2019 Board of Selectmen's Meeting is attached. The minutes show that the Board discussed putting a non-binding referendum question on the Annual Town Election Ballot. If the ballot question passed back in 2019, it appears the Board would contemplate working on a Town Bylaw.

The wording of the 2019 ballot question is as follows:

Should the Town vote to ban or otherwise limit the use and distribution of single-use plastic check-out bags by retail establishments in the Town? Non-binding.

The last day for the Board of Selectmen to vote to finalize the wording of ballot questions for the May 11, 2021 Annual Town Election is Monday, March 29, 2021.

What are the Boards thoughts on this new request?

Pierce said the Town Meeting Bylaw allows for someone to file a Citizen's Petition for new bylaws. He said under this, the language would need to be submitted in February along with ten signatures, so this isn't applicable in this case.

Matthew Miller and Liam Brophy said they would like to propose a bylaw to require the use of paper bags instead of plastic bags in Town, but they have no specific date yet. Miller and Brophy made a presentation to the Board about their proposal and the presentation slides are attached to these minutes.

Pierce thanked them for the presentation and asked if their goal is to have a vote on this proposed bylaw at the Town Meeting in the spring of 2022. Terri Davidson said they don't have any preconceived notions about when this would be voted on. She said they would like companies to rethink how they use plastic. She said there was a close vote the last time this was placed on the ballot, but only 700 people voted in that election. She said they want to make a concerted effort to get people to vote if this is placed on an upcoming ballot, and she is optimistic that this will pass based on the feedback she has gotten. She said she is open about the process of how this moves forward. Pierce said this will need to go to Town Meeting. He said he urges them to start working on this in the fall and to develop the bylaw and present it to stakeholders, such as Market Basket, to get their feedback. Miller said they reached out to Market Basket yesterday and they are in the process of reaching out to other businesses. Paul Change said they will ask Market Basket how they would like to see the bylaw.

Ziev said they did a great job on this presentation and thanked them and said to let her know if she can help with this. Snow said it is a good idea to try to get plastic out of the environment. He said ten years ago, people tried to save a tree and use plastic, and this has come full circle. Petersen said everyone is interested in improving the environment, and he suggested putting another non-binding referendum question on the ballot this spring to get an update on the public's interest in this and to serve as initial publicity for this proposed bylaw. He said the drafting of the bylaw could be complicated, and he was in favor of the State doing this statewide, but movement on this by the State has been slow. Ziev and Perry agreed. Pierce said there is no downside of doing this.

Dave Petersen made a motion to place a non-binding referendum question on this year's election ballot asking if the Town should ban the use of plastic bags by retail establishments, Bob Snow second, all in favor, roll call vote— Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

Pierce said non-binding means that we still need to move forward with a bylaw.

1:15 p.m. APPOINTMENT James Decoulas to discuss proposed subdivision on land off Daniels Road

James Decoulas said he is here on behalf of Bruce Thompkins and Danielsville LLC to discuss the creation and use of an easement on private property. He said the proposed

project is on a 21 acre piece of property, largely owned by Thompkins. He said the proposal is for a 55 foot wide traditional public way to be conveyed to the Town, and off of it, a private easement loop. He shared various plans and drawings of the proposed project. He said the OSRD is a proposed 9 lot subdivision, including the creation of a Town Green and a shared septic system, which hasn't been done in Town. He said all nine houses would feed into the shared septic system. He said open space would be conveyed to the Town with a boardwalk that allows people access to the land over wetlands. He said this land ultimately connects to the Falcon Ridge development. He said the traditional public way proposed would be two way and would end in a stump. He said they are looking to negotiate a private easement that would be a one-way loop and Town Departments would be allowed access to the easement. He said because of the shared septic design, which will be maintained and operated by the homeowners association, it is best to keep this loop private. He said the Planning Board brought up snow plowing as an issue when reviewing this plan. He said a plow could do a three point turn at the end of the public way, but it would be a difficult maneuver, especially with heavy snowfall. He said they would like the plows to drive through the easement, and they would like a hydrant and utilities access on the private easement. He said he is looking for feedback from the Board of Selectmen on this proposal.

Pierce said he likes the concept but the Planning Board handles the project from a planning perspective, and the Selectmen are responsible for the acceptance of roads. He said he would have a problem accepting a road that goes over a septic system. Decoulas said the presby septic system is shown in red, and is not under the easement road. He said the green lines on the plan show a traditional Title V septic system. Pierce said the Town has a policy to not accept or plow private roads. Decoulas said he has a paper from attorney Sydney Smithers about how town's accept public way, and he said that most ways are private and the town merely has an easement. He read an excerpt from this paper, and said most ways plowed now are mere easements and the Town has been plowing them. Pierce asked why the loop road wouldn't be deeded to the Town. He said they want to maintain the road because if the primary septic system fails under Title 5, they will need to provide a reserve area and show how a traditional system could be built, and they extend under the loop. Pierce said we have the same problem in this scenario with a road that passes over the leaching field. He said if the primary system fails, the road will need to be dug up, and the backup septic systems will need to be installed. He said without the loop, Town vehicles can't turn around, and a circle or hammerhead is needed. He said he believes this design is deficient. Decoulas said they could propose a hammerhead design to include parking for people to access the land, but it would be a problem when there is a lot of snow build up. Pierce said he would not be in favor of accepting a road over an active septic, or over a reserve area for a septic. Perry said he agrees with Pierce. Pierce said they need to work with the Planning Board and are asking the Selectmen to approve this in advance, and he doesn't see how we can at this point.

Petersen asked if the future road over the swamp/marsh land will be deeded to the Town. Decoulas reviewed the three alternatives to access this land and said option A is the least desirable due to the impact on the wetlands. Petersen asked where the

utilities would come into the development. Decoulas said through the loop underground. He said the objective is to create a Town Green and if a future easement was used for a road to Wethersfield Street, it would be a major road. He said this loop design was used to keep all but two of the new houses off of a major road. Petersen said he is reluctant for the Town to take this easement and he wants to hear what other Boards have to say about this. Decoulas said they need detailed plans to move forward, and if the Selectmen don't like this design, they will try something else. Petersen said right now he isn't comfortable with this, and homeowners should clearly know who is responsible for what. He asked for them to come up with alternate designs with hard information and not verbal information, or try to move this plan through other boards. Decoulas asked if the Town would be okay with conveyance in fee simple with a reserved easement for them if a future septic repair is needed. Pierce said he doesn't think so. Petersen said these are legal and planning issues that need to be on paper. Pierce said we would definitely need clearance from Town Counsel for any concept with a septic reserve under a deeded road, and he thinks this is problematic. Decoulas said he will bring a new concept to the next meeting.

GENERAL BUSINESS

1. Letter of resignation from Triton Regional School Committee Member Tina Tzortzis

Chairman Pierce read the following:

The Board needs to vote by roll call to accept the resignation of Tina Tzortzis from the Triton Regional School Committee. Ms. Tzortzis' term ends in 2023.

The Triton Regional School District Regional Agreement has language concerning vacancies. Section 1 B – Vacancies states the following:

VACANCIES: *Any vacancy occurring on the Regional District School Committee for any cause shall be filled by the local Board of Selectmen and the remaining Regional District School Committee members from the town in which the vacancy occurs. Such replacement shall serve until the next scheduled Regional District School Committee election at which time a candidate shall be elected to fill the remainder of the term.*

How does the Board wish to proceed?

Pierce said an appointed replacement would only be for the time until the election in May, so it seems that since this would be for such a short period of time, we should wait for the election. He said we can consult with the School Committee Members about this. Petersen agreed. Eagan said the resignation is effective March 31st, so people cannot take out nomination papers in time to be on the 5/11/21 ballot, with the deadline from the Town Clerk of the week of March 21st. She said if the Selectmen meet with the School Committee representative from Rowley, any appointment made runs until the election in May of 2022. She asked if the Board wants a notice of vacancy as of March 31st to be posted to the website. Pierce said he isn't sure that they can appoint

someone to serve after the election in May of 2021, and we should consult with the school district and see how they want to handle this.

Dave Petersen made a motion to consult with the School District to see how they would like to handle this vacancy, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

Joe Perry made a motion to accept the resignation of Tina Tzortzis from the Triton Regional School Committee, Dave Petersen second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

2. Request from the Board of Water Commissioners to appoint Ryan McDonald to the position of Water Treatment Operator

Chairman Pierce read the following:

Ryan is currently the Distribution Utility Maintenance Laborer for the Water Department. The Water Board is requesting to appoint Ryan to the vacant position of Water Treatment Operator 1 effective March 3, 2021.

The Board of Selectmen needs to vote by roll call to make this appointment.

Petersen expressed his condolences for the recent loss of this Water Department employee.

Dave Petersen made a motion to appoint Ryan McDonald to the position of Water Treatment Operator 1, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

NEW BUSINESS

1. Discuss Treasurer/Collector job description

Chairman Pierce read the following:

Effective May 12, 2021 the position of Treasurer/Collector will become an appointed position. Debbie has met with the Personnel Advisory Committee (PAC) to work on a job description for this position. The position of Treasurer/Collector is a statutory position, and therefore, most of the job duties and responsibilities are tied to various State laws.

Treasurer/Collector Karen Summit prepared the attached job description and it has been reviewed and approved by the PAC. The next step in the process is to have the Board of Selectmen review and approve it, and to authorize Debbie to post the position. This is a unique circumstance, because we have an “incumbent” in the position now,

working under an “elected” status. Karen plans to apply for the position, which will now be appointed by the Board of Selectmen. If the Board authorizes Debbie to post the position, Debbie asks the Board to allow her to state the following on the posting “Strong internal candidate.”

Debbie wants to start the process now, so that the Selectmen can vote to appoint the new treasurer in April with an effective start date of May 12, 2021, that way there will be a seamless transition from the elected position, which will end at the end of the day on May 11, and the newly-appointed position, which will start the next day, on May 12.

Dave Petersen made a motion to approve the Treasurer/Collector job description, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

Joe Perry made a motion to post the position with the note that there is a strong internal candidate, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

2. Discuss Capital Items for Special Town Meeting

Chairman Pierce read the following:

We have the list of capital items for the Special Town Meeting. (See attached spreadsheet). We are able to fund all the requests, except the request from the Harbormaster for the stormwater system at the landing and the expansion of the parking lot on the ConCom land near the Town landing. These two items were also submitted as articles for the Annual Town Meeting and will be discussed further down on the agenda.

The items are categorized as follows: technology, equipment, facilities, and vehicles. The funding sources are: re-purposing balances from completed purchases or projects; Free Cash, Community Preservation, and Borrowing. The most expensive item is a new Highway Department loader truck. This item was deferred last year, so it is crucial to purchase a new loader this year.

We have a total of \$358,032. The funding sources are:

- \$53,233.21 – Re-purpose*
- \$185,000 – Borrowing (Highway Loader)*
- \$119,798.70 – Free Cash*
- \$210,500 – CPC (Town Hall handicap ramp, Annex windows & roofs)*

Not included in the presentation are potential Parks and Recreation projects.

If the Board is in agreement with the Capital Spending plan as presented, the Board will need to vote by roll call to place articles on the Special Town Meeting Warrant to fund these items.

Dave Petersen made a motion to place warrants on the Special Town Meeting Warrant to fund these capital items, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

3. Discuss Parks and Recreation articles for Special Town Meeting

Chairman Pierce read the following:

Several years ago, the Parks & Recreation Committee recommended that a new baseball field be built in Town. The Town purchased the land behind the Pine Grove School, (the Gwinn land) adjacent to the existing fields, for this new baseball field. The Town drilled a well for irrigation, but there is insufficient water from the well to irrigate the field.

Parks & Recreation Committee Chairman Joe Haley has reported that with declining enrollments in the youth baseball program, along with the new softball field at Pine Grove School, there is no longer a need for another baseball field. He recommended that instead of the baseball field, an all-purpose field be developed at the Gwinn land, and that improvements be made to the existing baseball fields and the playground at Eiras Park. This was planned to be discussed at the P&R Committee meeting held on February 9, 2021. We have not gotten a recommendation from the Parks & Recreation Committee about this proposal. Time is running out to get articles on the Town Meeting warrant.

The remaining CPA balance for the baseball field project is \$146,494.07. A copy of the original article is attached.

Additional \$10,000 for Basketball Court Project

Last week the Board voted to request an additional \$10,000 from the CPC. Dave has suggested that rather than requesting additional CPA funds, that the \$10,000 be repurposed from this existing appropriation.

Does the Board wish to have an article on the Special Town Meeting warrant transferring \$10,000 from the original appropriation, which will require CPC approval? If so, the Board needs to vote by ROLL CALL to file this request with the CPC.

All-purpose field, Improvements to Eiras Park baseball fields and playground

How does the Board feel about repurposing the remaining CPA funds for these projects? Does the Board have suggestions on how much to repurpose for the all-purpose field and or the improvements to Eiras park? Attached are two estimates that Chairman Haley sent for portions of these projects.

Petersen said there is \$146,000 left in the article for the baseball field and he recommends the following:

- \$10,000 be re-purposed for the additional funds needed for the basketball court project

- \$100,000 be re-purposed to fund Eiras Park Playground and other Eiras Park field improvements
- The remaining funds be available for a full sized soccer/lacrosse field at Veterans Field – more money may be needed for this project

Dave Petersen made a motion to repurpose \$10,000 of the CPA funds for the baseball field project to the basketball court project, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

Dave Petersen made a motion to repurpose \$100,000 of the CPA funds for the baseball field project to fund Eiras Park Playground and other Eiras Park field improvements, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

Perry asked if this will need to be brought to the CPC for approval. Petersen said yes, and said Town Meeting also has to approve this.

Joe Perry made a motion to submit these two requests to the CPC, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

Ziev asked if the Parks & Recreation Committee will consult with anyone to make sure that handicap access is maximized. Petersen said the spending on these projects is done by the Board of Selectmen, and proposals will be brought before the Board for a vote. He said the playground is not currently conforming to handicap standards and it will be made accessible.

4. Discuss Harbormaster articles

Chairman Pierce said first article pertains to a \$30,000 stormwater system at the landing and the second article pertains to \$15,000 for surveying and permitting costs to expand the Conservation Commission parking lot. He said we are considering a request to the State to allow the use of part of the conservation land for parking, with a suitable land swap into conservation land. He said it would be nice to have this appropriation on the books. Petersen said he isn't against the expansion of the parking lot. He said the original proposal was for 2 acres to be converted, and he would like to see the load numbers. He said 2 acres may be more than is needed and he needs more information before he votes any money for this. He said the Conservation Commission needs to take the initiative on this rather than the Harbormaster.

Conservation Agent Brent Baeslack said he prepared a memo on this. He said the ConCom didn't initiate this and was informed by the Harbormaster. He said the Commission is supportive but needs key pieces of information. He said he isn't sure how much \$15,000 will move this project forward. He said one question is about a nearby private business using this conservation land for parking for this business, which

isn't passive recreation or parking for the Town Landing. He said we are concerned that this is an issue and this has been sent to Town Counsel. He said this question has a bearing on this since issue they are using many parking spots. He said another question is the future layout and parking capacity. He said the wetlands need to be delineated. He said he hasn't seen the proposal for spacing. He said he is hesitant to support money for this since we are missing critical information. Pierce said these issues need to be worked out before spending any money. Baeslack said the Todd property is an idea for a land swap, but there has been no conversations with the Todd family about this. Pierce said it is reasonable to have a \$15,000 Town Meeting appropriation to get this work started once these issues are ironed out.

Harbormaster Bill DiMento said he agrees with Pierce. He said there could be 60 vehicles from marina customers parking in this area on a busy weekend. He said in the spring he would like to start the NOI application and he needs a wetlands professional and engineer to design the layout and stormwater measures. He said 2 acres was a number to start the conversation. He said we need to start the process to see what is needed and to design the layout. Snow said he met with Baeslack and DiMento and agreed we need a map and plan. He said he doesn't see the full 2 acres being developed into a parking area.

Bob Snow made a motion to approve the request for \$15,000 for surveying and permitting costs to expand the Conservation Commission parking lot, to be expended by the Board of Selectmen when deemed appropriate, Joe Perry second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Deana Ziev – aye. Dave Petersen – NO

Pierce said the second article is for \$30,000 for a stormwater system for the landing. He asked Baeslack to explain his provided comments. Baeslack said the Town has requirements under the MS4 permit to first develop plans by identifying municipal properties, and then have plans to execute the plans. He said we aren't required to implement plans yet, and the identification process just recently occurred. He said Warehouse Lane was identified, and we already have a stormwater appropriation, so this request may be extraneous or competing with this. He said we haven't yet finished surveying all municipal properties, but they have found an issue at the Highway Department, which hasn't moved forward yet, so he cannot support this request. DiMento said he is not opposed to having Baeslack manage this. He said a concern is that the marina has been successfully sued with significant fines and legal fees for not having an approved stormwater abatement plan. He said he is concerned that the Town has significant run-off onto the marina and that the marina owner will not be able to accept that runoff now that they have a stormwater plan. He said he will step away from this request, but he wants the Selectmen to be aware of this, but at some point the Town will need to address this.

Pierce thanked DiMento and said we will move on since we do not need to vote on the \$30,000.

OLD BUSINESS

1. Discuss revised Energy Reduction Plan

Chairman Pierce read the following:

Please see the attached email message from Neal Duffy, our Regional Coordinator for the Green Communities program. As Neal explains, Rowley's Energy Reduction Plan has been revised due to refinements made to the projected energy savings identified from the audits of the Town Hall and Highway Garage. He expects the announcements for the Green Communities designations to be coming in about a month.

If the Board approves the revised Energy Reduction Plan, the Board will need to vote by roll call.

The approved plan will be posted to the Town's website.

Bob Snow made a motion to approve the revised Energy Reduction Plan, Joe Perry second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

LIQUOR LICENSE RENEWAL

1. Rowley Golf Course, 237 Dodge Road – Wine and Malt Seasonal License

Joe Perry made a motion to approve the liquor license renewal for Rowley Golf Course, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

FY 22 BUDGETS

- Town Accountant

Bob Snow made a motion to approve the FY22 Town Accountant budget, Dave Petersen second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

- Personnel Advisory Committee

Bob Snow made a motion to approve the FY22 Personnel Advisory Committee budget, Joe Perry second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

- Zoning Board of Appeals

Bob Snow made a motion to approve the FY22 Zoning Board of Appeals budget, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

- Police Department

Joe Perry made a motion to approve the FY22 Police Department budget. This vote wasn't completed. Pierce said we need to discuss some items on this budget. Eagan said there are issues and options included in this budget proposal. Pierce said there is a hybrid vehicle being requested for purchase, but since this is an emergency vehicle it is exempt from the requirement to purchase hybrid vehicles. Dumas said they can go either way and it is up to the Board of Selectmen. He said the hybrid vehicle will have savings in the end, but the cars do react differently. He said a hybrid vehicle costs \$3,500 more, and this will be a front line vehicle, he thinks it is six cylinders, but he is not concerned if there is diminished horsepower. Petersen asked the Chief if he has had any issues with the hybrid Chief's car. Dumas said no, and he owns a personal hybrid vehicle and hasn't had any issues with it, and there is a significant difference in gas usage. Petersen said hybrids will be the future, and this is the way to go. Snow said his hybrid vehicle gives him 33% more mileage.

Dumas said he is also requesting a motorcycle at a lease cost of \$5,000 or \$17,800 to purchase it. He said it would be utilized for the dayshift and not at night with the deer in the area. He said it can do all that a cruiser can do other than transport suspects, and it gives the officers another vehicle to use to increase their job satisfaction. He said it also provides good public relations as it attracts the public's interest. He said the number one issue in Town is speeding and a motor cycle can be tucked into an area and is less visible than a cruiser. He said there are a lot of good reasons to have a motorcycle. Petersen said he doesn't oppose this, but it is a bad time to make this request for a new program that isn't necessary. He said this should be held for next year so it can be discussed more.

Dave Petersen made a motion to table the motorcycle request for FY22, Joe Perry second, all in favor, roll call vote— Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye. Deana Ziev – ABSTAIN

Dumas said he also has an Issues and Options request for the maintenance fees for the cameras for \$5,694 increase in the operational budget. He said this is a need, and it is not included in the budget as presented. Eagan said the Board approved the purchase of the camera systems last week, but this maintenance is not included in the Police Department budget.

Dave Petersen made a motion to amend the Police Department budget to include this \$5,694 maintenance cost, Bob Snow second, all in favor, roll call vote— Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye. Deana Ziev – ABSTAIN

Dumas said the Lead Dispatcher stepped down, there has been no internal interest, but this position is needed. He said this position is involved with 911 grants and training. He said they have had an open per diem dispatcher position for two years, and they now only have one per diem dispatcher who works full time elsewhere, and the other one has been unavailable since COVID. He said the position is designed to be flexible.

He said the Department is getting to be busier, and almost acts as a regional dispatch center when they have to transfer out of town/state calls they receive. He said he doesn't like to have to put a Sergeant on the dispatch desk to cover it. Petersen said he has experience with this and understands that good dispatchers are hard to come by. He said because of the budget this year, this needs to wait until next year. He said he understands if we have to pay a Sergeant's rate to cover the desk, and if it is a problem, he supports adding money to the overtime budget rather than the \$54,000 plus benefits for this position. Perry said he agrees with Petersen. Dumas said there is an issue finding dispatchers, but the larger issue is the pay rate. He said the position requires skills in CPR and first aid, and it doesn't pay enough now industry wide. Snow said dispatchers need to be certified. Petersen said after Town Meeting, the Chief should talk to the Board about upgrading the position, but it is complicated because it is a union position. Dumas said he would be happy to, and Rowley has top notch Communication Specialists, many of whom have over 20 years of experience, and they do a tremendous job.

Dave Petersen made a motion to table the Lead Dispatcher funding request for FY22, Joe Perry second, all in favor, roll call vote— Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye. Deana Ziev – ABSTAIN

Bob Snow made a motion to approve the Police Department budget for FY22, with the additional \$5,694 expenses, Dave Petersen second, all in favor, roll call vote— Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye. Deana Ziev – ABSTAIN

Dumas said he will submit the updated budget to Eagan for the Finance Committee meeting.

- Fire Department

Pierce said Chief Broderick has prepared various staffing options. Chief Broderick said it is hard getting responses to calls from 7:00 p.m. to 5:00 a.m., and there were 105 calls during this time. He said for some of these calls nobody responds, as the call firefighters either work full time for other towns, are truck drivers that need their sleep, or have moved. He said they have added three people to the call force in the past four years, and there isn't a lot of interest. He said he goes to many calls after midnight by himself, but he cannot be available 24 hours per day. He said the various options presented are not cheap, and he outlined the five options per his attached memo. He said he understands it is a bad year to ask for this, but he needs to start the conversation with the dwindling response from the call firefighter force.

Ziev said it is unclear if the proposal has a four hour overlap with the firefighters, captains and the Chief, and said evening hours coverage after 6:00 p.m. is needed. Broderick said the first shift would start at 6:00 a.m. and the second shift would end at 6:00 p.m. He said there wouldn't be anyone in the station after 7:00 p.m. He said under option 5, coverage would be 6:00 a.m. – 6:00 p.m. seven days per week. Ziev

asked about an option to have a day shift and an evening shift, each with a Captain and two full-time firefighters Monday – Friday. Broderick said he could do that, but the Captains would need to decide who would do what shift. Ziev said you can order them to do the shifts. Broderick said he can look into this once the new firefighters are up to speed. Ziev said she understands that the Chief is trying to stretch resources, but she would like to see more coverage in the evening as it is a busy time. Broderick said the nights are as bad as the weekends. Petersen said we have been talking about this for a few years since we hired the two additional firefighters. He said with the addition of two more firefighters, the idea was to increase coverage through shifts. He suggested Monday – Friday, the first shift from 6:00 a.m. to 2:00 p.m., and the second shift from 2:00 p.m. to 10:00 p.m. He said he will have a hard time voting for a budget without two eight hour shifts with no overlap. He said 12 hour shifts don't appeal to him, and they were a killer when he did them. He said he understands that this is a no win situation, and understands if the Chief needs more overtime money in the budget. He said he would like to see coverage from 6:00 a.m. to 10:00 p.m., see how it goes and how to fill the voids. Broderick said the budget he submitted is based on 40 hours per week, and there should be enough overtime with two shifts. He said he presented these options for discussion and to make the Board aware of the costs. He said he reduced the call firefighter wages by \$100,000 and put it into overtime costs. He said he also requested increases of \$2,200 for uniforms for the new firefighters and \$3,000 for increased medical supply costs. Petersen said he understands these price increases, and is in favor of the two shifts following the intent of hiring the two new firefighters. He said most calls are for medical not for fires, and it is important to get a combination response from the Police and Fire Departments. Pierce said he agrees with Petersen and Ziev, and the four hour overlap needs to be eliminated to stretch the resources as far as we can, either for Monday – Friday or the weekend coverage. Broderick said he will make this happen once they are onboard and acclimated. Broderick said he can start with the \$90,000 OT budget for FY22, which is up from \$77,900 in FY21, or he can increase it to \$100,000. Petersen said it should be increased to \$100,000 given the issues we are having with the response from call firefighters. Perry said he would like to see the budget with two eight hour shifts. Ziev asked how long it will take to implement the two eight hour shifts, since the two new firefighters are starting on March 15th. Broderick said by May he should be able to move to two eight hour shifts, and he has to give the union 30 days of notice. Ziev asked Broderick to keep the Board in the loop. Broderick said he will have his revised budget by next week.

- Rowley Emergency Management Agency (REMA)

Dave Petersen made a motion to approve the FY22 Rowley Emergency Management Agency (REMA) budget, Joe Perry second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

- Shellfish Constable

Joe Perry made a motion to approve the FY22 Shellfish Constable budget, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

- Hydrants

Deana Ziev made a motion to approve the FY22 Hydrants budget, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

- Street Lighting

Deana Ziev made a motion to approve the Street Lighting budget, Bob Snow second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

- Veterans

Dave Petersen made a motion to approve the FY22 Veterans budget, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

- Unemployment

Bob Snow made a motion to approve the FY22 Unemployment budget, Deana Ziev second, all in favor, roll call vote– Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye

ADJOURN

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

Meeting adjourned at 3:45 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding 1:00 p.m. Appointment: Paul Chang, Matthew Miller and Terri Davidson to discuss a request to have a ballot question on banning plastic bags

2. Presentation slides used by Matthew Miller and Liam Brophy regarding plastic bags
3. Email from Terri Davidson regarding Plastic Bag Ban
4. Excerpt from March 4, 2019 Selectmen's minutes regarding plastic bag ban
5. Town of Rowley May 14, 2019 Annual Election results
6. Meeting memo regarding 1:15 p.m. Appointment: James Decoulas to discuss proposed subdivision on land off Daniels Road
7. Email from James J. Decoulos regarding Proposed OSRD off Daniels Road, Rowley, including attached files
8. Email from Kirk Baker dated February 25, 2021 at 1:52 p.m. regarding Proposed OSRD off Daniels Road, Rowley
9. Email from Kirk Baker dated February 25, 2021 at 2:30 p.m. regarding Proposed OSRD off Daniels Road, Rowley
10. Email from Patrick Snow regarding Proposed OSRD off Daniels Road, Rowley
11. Email from Fire Chief Broderick regarding Proposed OSRD off Daniels Road, Rowley, including attached letter
12. Email from Kirk Baker dated February 25, 2021 at 3:31 p.m. regarding Proposed OSRD off Daniels Road, Rowley
13. Email from Brent Baeslack regarding Proposed OSRD off Daniels Road, Rowley, including attached plan
14. Email from Frank Marchegiani regarding Proposed OSRD off Daniels Road, Rowley
15. Email from Mark Anderson regarding Proposed OSRD off Daniels Road, Rowley
16. Meeting memo regarding General Business #1: Letter of resignation from Triton Regional School Committee Member Tina Tzortzis
17. Letter of resignation from Triton Regional School Committee Member Tina Tzortzis
18. Excerpt from Triton Regional District Agreement regarding School Committee vacancies
19. Meeting memo regarding General Business #2: Request from the Board of Water Commissioners to appoint Ryan McDonald to the position of Water Treatment Operator
20. Email from Kathy Bento regarding Ryan McDonald
21. Meeting memo regarding New Business #1: Discuss Treasurer/Collector job description
22. Treasurer/Collector job description
23. Meeting memo regarding New Business #4: Discuss Harbormaster articles
24. Memo from Harbormaster Bill DiMento regarding HM Article #2 for Annual Town Meeting (May 2021)
25. Memo from Brent Baeslack regarding Proposed HM Article #2 Town Landing Stormwater Remediation System
26. Memo from Harbormaster Bill DiMento regarding HM Article #1 for Special Town Meeting (May 2021)
27. Memo from Brent Baeslack regarding Proposed HM Article #1 Town Landing Conservation Area 81 & 89 Warehouse Lane (map 26, Parcel/Lots 10 & 11) parking lot expansion

28. Meeting memo regarding New Business #2: Discuss Capital Items for Special Town Meeting
29. Working list of FY22 Capital Items
30. Meeting memo regarding New Business #3: Discuss Parks and Recreation articles for Special Town Meeting
31. Email from Tim Southall regarding Pine Grove Softball Field
32. Estimate from Childscapes for upgrades to playground at Eiras Park
33. Article 18 of the October 27, 2014 Special Town Meeting
34. Meeting memo regarding Old Business #1: Discuss revised Energy Reduction Plan
35. Email from Neal Duffy regarding Rowley Green Communities Criterion 3 revised documents
36. Page 1 of the revised Energy Reduction Plan
37. Meeting memo regarding Liquor License Renewal for Rowley Golf Course
38. Liquor License Renewal package from Rowley Golf Course
39. Town Accountant FY22 budget
40. Personnel Advisory Committee FY22 budget
41. Zoning Board of Appeals FY22 budget
42. Police Department FY22 budget
43. Fire Department FY22 budget
44. Rowley Emergency Management Agency (REMA) FY22 budget
45. Shellfish Constable FY22 budget
46. Hydrants FY22 budget
47. Street Lighting FY22 budget
48. Veterans FY22 budget
49. Unemployment FY22 budget