

MINUTES OF THE BOARD OF SELECTMEN

May 23, 2022

Town Hall, 139 Main Street, Rowley, MA

5:30 p.m.

MEMBERS PRESENT: Chairman Robert Snow; Vice Chairman Joseph Perry; Cliff Pierce; Christine Kneeland (Town Administrator Deborah Eagan; Assistant Town Administrator Amy Lydon) Clerk Deana M.P. Ziev - ABSENT

CALL MEETING TO ORDER

Chairman Snow called the meeting to order at 5:31 p.m. He said the meeting is being audio and video recorded by Rowley Community Media.

PLEDGE OF ALLEGIANCE

Joe Perry led the Pledge of Allegiance.

EXECUTIVE SESSION

To discuss strategy with respect to collective bargaining concerning Massachusetts Coalition of Police Local 360 pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3) as having the discussion in open meeting may have a detrimental effect on the bargaining position of the Town

Chairman Snow called for a motion to discuss strategy with respect to collective bargaining concerning Massachusetts Coalition of Police Local 360 pursuant to State Open Meeting Law, G.L. c.30A section 21(a) (3) as having the discussion in open meeting may have a detrimental effect on the bargaining position of the Town and to return to Open Session. Cliff Pierce so moved, Christine Kneeland second, - all in favor – roll call vote: Cliff Pierce – aye; Christine Kneeland – aye; Joe Perry – aye; Bob Snow – aye. Deana Ziev – ABSENT.

Executive session opened at 5:32 p.m. Open session resumed at 6:25 p.m.

6:15 p.m. APPOINTMENT Fire Chief James Broderick to present John Ward as a new full-time firefighter

Broderick said they found John Ward who is a quality candidate for this vacancy. He said Ward lives in South Hamilton and his previous supervisors speak highly of him. He asked Ward to introduce himself.

Ward said he grew up on the South Shore in Scituate, and his father is a retired Deputy Chief for the Braintree Fire Department. He said he knew at a young age that he wanted to be a Firefighter, and he has been attending training and working on ambulances to ready himself for this position. He said he also has experience as an Assistant Harbormaster in Scituate. He said he is excited to be here, and it sounds like a fantastic department and a great town to work for. He said he is looking forward to his career here. Snow said it sounds like Ward grew up at a Fireman's table.

Joe Perry made a motion appoint John Ward as a Firefighter through June 30, 2025, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev - ABSENT

Snow welcomed and congratulated Ward. Ward shook the hands of the Board members and photos were taken with Ward and the Board and Chief Broderick and Captain Emery.

GENERAL BUSINESS

1. Road Opening Permit Applications from National Grid for the following:

- to open 60 Trowbridge Circle for relay gas service
- to open 77 Railroad Avenue for new gas service
- to open 6 Circuit Drive for an abandoned gas service

Chairman Snow read the following:

This has been reviewed and signed off by staff. Does the Board have any questions or concerns?

There were no questions or concerns.

2. Letter of resignation from Council on Aging Board member Jessica Waggett

Chairman Snow read the following:

The Board needs to vote to accept Jessica Waggett's resignation from the Council on Aging Board. Her letter of resignation is attached and will be filed with the Town Clerk.

Cliff Pierce made a motion accept this resignation with regrets, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev - ABSENT

3. Authorize Town Administrator Deborah Eagan to be the authorized signatory on the State Community Compact Cabinet Municipal Fiber Grant recipient documents

Chairman Snow read the following:

The Board needs to vote to designate Debbie as the Contractor Authorized Signatory for the State's Community Compact Municipal Fiber Grant recipient documents and to authorize Chairman Snow to sign Contractor Authorized Signatory Form on behalf of the Board. The Town is receiving a \$80,426 fiber grant through the State Community Compact Grant Program.

Joe Perry made a motion to designate Debbie as the Contractor Authorized Signatory, and to authorize Chairman Snow to sign Contractor Authorized Signatory Form on behalf of the Board, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

NEW BUSINESS

1. Application from Trevor Todd for a 1-Day Entertainment License for auto parts market and car show event with food trucks at River View Todd Farm, 275 Main Street on May 27, 2022 from 3:00 p.m. to dusk

Chairman Snow read the following:

Trevor Todd has submitted a 1-Day Entertainment License Application. He also provided sketches showing the areas where the parking, food trucks, class cars and emergency egress are shown. The following department heads have reviewed the application and offer the Board of Selectmen their comments:

Town Planner Kirk Baker

Debbie,

I find the exhibit they submitted showing the location of the cars to be displayed, the customer parking, and the location of the food truck to be satisfactory.

I still suggest there be an approval condition that they have a crowd management personnel present to facilitate traffic flow from Rt 1A into and out of the site and pedestrian safety. Otherwise I have no further comments.

Thanks

Kirk Baker

Health Director Frank Marchegiani

Hi Debbie,

The Health Department has only received one application for a food truck at this event. An applicant from New Hampshire was denied because Massachusetts standards were not met. The location of the food trucks has been provided however it is still unclear how many will potentially be at the proposed event. The Health Department does not have any other concerns.

Thank you,

Frank

Frank Marchegiani, R.S. | Health Director

Fire Chief James Broderick

Debbie:

I spoke with Brook Todd on this last week, and I was provided a sketch of the layout of the proposed event. Mr. Todd explained in detail what was going to happen and answered all of my questions. He also informed me that the music is one person with a guitar and that there will be four food trucks planned.

I am satisfied with the layout of the event and location of where the food trucks will be. The only request that I have is that the food trucks provide copies of any permits that they may have been issued from the Towns that the trucks are based out of. I have no other concerns with this event as it pertains to the Fire Department.

Respectfully,
James C. Broderick
Fire Chief
Town of Rowley

Police Chief Scott Dumas

Hi Debbie,

I spoke with Brook Todd as well who confirmed Trevor may have been a bit over zealous with his estimation of participants. He also assured me their people would be able to handle the parking as they do with the flea market. I advised the shift officers will monitor. If there are issues we will require a detail for his next scheduled event. None required this time. I was also advised the live music being considered is one person with a guitar, so unlikely to be a noise concern. The police department has no concerns moving forward.

Chief Dumas

Building Inspector Ken Ward

To: Natalie Lovett <natalie.lovett@townofrowley.org>

Subject: RE: Todd Farm - 1 Day Entertainment License

Todd Farm is in the outlying District. They have a flea market license for Saturday, Sunday and holidays. This is an illegal expansion of a non-conforming use and violates our zoning by-law.

Ken Ward

How does the Board wish to proceed with this application?

- Approve it with conditions as stipulated by the department heads
- Deny it

Eagan said today we received an inquiry from a resident about parking and she explained that there is substantial parking available on-site and there is an overflow location.

Brook Todd said he didn't realize that the Flea Market License was only for Saturdays, Sundays and holidays. He said for this event they plan to have one gentleman with a guitar, and there will not be a big band. He said there were overzealous with the number of people they said they anticipated attending. He said they don't expect as many as they get on a Sunday Flea Market event. He said they have parking for 200 cars and they have it set up with one way into the property and one way out of the property. He said 400 cars can be parked at the overflow location. He said they are looking to try out a different and more fun event on a Friday night. Snow asked if cars will be shown at the event. Brook said they will be selling auto parts in addition to the regular flea market items. He said flea markets are declining and they are trying to pick up business other ways like this event. He said they plan to have four food trucks to provide a variety of food if the Board of Health gives food permits to these vendors.

Snow said their license will need to be modified. Brook said after they see the response to this event, they will ask to modify their license to include Fridays rather than holidays,

for the months of June, July, and August. Snow said if this goes forward they will need to get their license modified. Snow re-read Ken Ward's comment:

Todd Farm is in the outlying District. They have a flea market license for Saturday, Sunday and holidays. This is an illegal expansion of a non-conforming use and violates our zoning by-law.
Ken Ward

Pierce said he thinks it is correct for them to go to the ZBA for a permanent change to their license, but this is just for the 1-Day Entertainment license. Brook understands this is just for one-day. Perry said it is okay for the 1-Day Entertainment license. Kneeland agreed. Brook said there will be five or six people directing traffic and there will be no parking on Route 1A.

Joe Perry made a motion to grant the 1-Day Entertainment license subject to the restrictions, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Snow said if they want to amend their license after this, they should go to the ZBA first. Eagan said Flea Markets are under the Town's General Bylaws, and annual licenses are issued by the Board of Selectmen. She said the license currently issued to the applicant says Saturdays, Sundays and holidays, and they may look to modify the license to operate on Fridays, Saturdays and Sundays with food trucks.

2. Application from BNR Rowley LLC doing business as The Bradford Tavern 87 Haverhill Street for Temporary Outdoor Seating & Liquor License Expansion as part of the State COVID Emergency Legislation

Chairman Snow read the following:

The owners of The Bradford Tavern have submitted an application for temporary outdoor seating & liquor license expansion under the State COVID Emergency Legislation. They have submitted a sketch of the outdoor and photos of the outdoor seating area.

The following department heads have reviewed the application and offer the Board of Selectmen their comments:

Town Planner Kirk Baker

Amy,

The owner came to the May 11 Planning Board and informed us of their intent to request outdoor seating and liquor license under the State's extended deadline. They indicated they viewed this as a test run for outdoor seating and agreed that if they were to seek renewal the following year, they would first submit a formal site plan review application to the Planning Board.

The Planning Board also looked at the elements for their seating area layout proposal involving fencing (on the east side) and a row of boulders (on the west parking side) that would serve as a

barrier between the parking area vehicular traffic and the customer seating. I don't see the pics with this application they showed us last week but I've copied the pics of the rock barrier below this email.

In all the Planning Board is satisfied to let them use the area for outdoor seating (with the installation of the fence and the rock barrier) that would be effective just during the interim of the emergency order. The Board does stipulate that, because this location is highly visible from the road and from abutting residential properties, that they should obtain a site plan review approval for the outdoor seating before they seek to renew the seating the following year.

Thanks for the opportunity to comment.

Kirk Baker

Rowley Town Planner

Health Director Frank Marchegiani

Hi Amy,

The septic system for the Bradford Tavern is designed for a total of 128 seats. The Health Department will need to discuss the seating capacity with the applicant for temporary and permanent outdoor seating however do not have any other concerns about this proposal.

Thank you,

Frank R.S. Health Director

Fire Chief James Broderick

Amy:

The Fire Department has no issues with this request.

Respectfully,

James C. Broderick

Fire Chief

Police Chief Scott Dumas

Hi Amy,

As far as the police department is concerned, they just need to comply with the ABCC regulations. I assume they will have dedicated staff person assigned to the area as it appears they will not be in direct view from the interior. If that is the case, the police department has no concerns.

Chief Dumas

No comments were provided by Building Inspector Ken Ward; however, Ken, and Frank must inspect the outdoor area before the temporary license is issued.

How does the Board wish to proceed with this application?

- Approve it with conditions as stipulated by the Department heads*
- Deny it*

Pierce said we can give a temporary license under the COVID legislation, but if they make this a permanent seating area, they need to get a full site plan review by the Planning Board which will include abutter notice and a Public Hearing Notice. Perry said he agrees and this looks like a great area.

Ryan Cox from the Bradford Tavern said the summary given is where they stand and they will pursue the correct avenues if they want to make this a permanent area.

Cliff Pierce made a motion to approve the Temporary Outdoor Seating & Liquor License Expansion for the Bradford Tavern, Christine Kneeland second, all in favor - aye (4-0).
Deana Ziev – ABSENT

OLD BUSINESS

1. Discuss Community One Stop Grant Application submittal requirements

Chairman Snow read the following:

The Board previously discussed submitting a State Community One Stop grant application to help fund the construction of the Bradstreet Road. A review of the grant requirements, however, showed that the project may not receive a favorable grant score until the roadway project is near shovel-ready and a developer has been identified to construct the affordable housing. As of now, the engineer is working to finalize the design documents and will soon begin the permitting process.

To help the Town identify and select a developer, we would like to submit a grant application under the Community One Stop Grant Program for technical assistance from a consultant. The consultant will assist in the development of a Request for Proposals for the Bradstreet affordable housing parcel, related documentation such as concept plans, and guide the Town through the review and selection process. The grant application will request \$50,000 for these services.

We would look to apply for grant funding for the roadway construction in next year's grant round, once the permitting is complete and developer identified.

If in agreement, the Board should vote to:

1. *Submit a Community One Stop application for technical assistance for the Bradstreet Road Affordable Housing Development project and to authorize Assistant Town Administrator Natalie Lovett to submit the application.*
2. *Submit a Letter of Support for the project and authorize Chairman Snow to sign the letter on behalf of the Board.*

Cliff Pierce made a motion to submit a Community One Stop application for technical assistance for the Bradstreet Road Affordable Housing Development project and to authorize Assistant Town Administrator Natalie Lovett to submit the application; and to

submit a Letter of Support for the project and authorize Chairman Snow to sign the letter on behalf of the Board, Joe Perry second, all in favor - aye (4-0). Deana Ziev – ABSENT

2. Green Communities Town Hall Weatherization and Insulation Project contract change order with T4 Construction Company

Chairman Snow read the following:

We are working on the Town Hall insulation project. Building Inspector Ken Ward has informed Debbie that the insulation of the Town Hall attic does not require installation of proper vents. We have a contract change deduction of \$200 for this. The State Green Communities Office reviewed this change and has approved it.

Debbie is asking the Board to authorize her to sign the change order.

Christine Kneeland made a motion to authorize Debbie to sign the change order, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

3. Cannabis Control Commission Municipal Notification – Farma Gardens LLC, 118 Central Street Marijuana Retail License

Chairman Snow read the following:

The Cannabis Control Commission (CCC) has notified the Board that Farma Gardens has completed its application. The CCC is asking the Board for an update on Farma Gardens' status with the Town's bylaws.

Since the Town's Zoning Bylaws pertaining to outdoor cultivation have just been approved by the Attorney General, Farma Gardens will need to file a special permit application and a site plan application with the Planning Board. Town Planner Kirk Baker recommends that the Board of Selectmen response to the CCC is "SP/SPR approval and subsequent certification of compliance is still pending."

Debbie is asking the Board to vote to authorize Chairman Snow to sign CCC Municipal Response with the statement that "Farma Gardens LLC special permit and site plan review approval and subsequent certification of compliance is still pending."

Joe Perry made a motion to authorize Debbie to authorize Chairman Snow to sign CCC Municipal Response with the statement that "Farma Gardens LLC special permit and site plan review approval and subsequent certification of compliance is still pending," Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

FY 23 BOARD OF SELECTMEN APPOINTMENTS

1. Eastern Essex Veterans District Representative
2. Eastern Essex Veterans District Alternate Representative

3. Cannoneer
4. Community Preservation Committee
5. Massachusetts Bay Transportation Authority (MBTA) Representative
6. Merrimack Valley Planning Commission Representative
7. Merrimack Valley Planning Commission Alternate Representative
8. Merrimack Valley Regional Transit Authority Board Representative
9. Town of Rowley Veterans Committee
10. Zoning Review Committee Representative
11. Zoning Review Committee Representative
12. Northern Essex Regional Emergency Planning Agency (Chairman & Vice Chairman)
13. Rowley Emergency Management Agency (Chairman & Vice Chairman)

Joe Perry made a motion to appoint Bob Snow as the Selectmen's representative to the Eastern Essex Veterans District, Christine Kneeland second, all in favor - aye (3-0). Deana Ziev – ABSENT; Bob Snow - ABSTAINED

Cliff Pierce made a motion to appoint Joe Perry as the Selectmen's Alternate representative to the Eastern Essex Veterans District, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Bob Snow made a motion to appoint Deana Ziev as the Cannoneer, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Joe Perry made a motion to appoint Cliff Pierce as the Selectmen's representative to the Community Preservation Committee, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Cliff Pierce made a motion to appoint Bob Snow as the Selectmen's representative to the Massachusetts Bay Transportation Authority (MBTA), Christine Kneeland second, all in favor - aye (3-0). Deana Ziev – ABSENT; Bob Snow - ABSTAINED

Joe Perry made a motion to appoint Bob Snow as the Selectmen's representative to the Merrimack Valley Planning Commission, Cliff Pierce second, all in favor - aye (3-0). Deana Ziev – ABSENT; Bob Snow - ABSTAINED

Christine Kneeland made a motion to appoint Joe Perry as the Selectmen's Alternate representative to the Merrimack Valley Planning Commission, Cliff Pierce second, all in favor - aye (3-0). Deana Ziev – ABSENT; Joe Perry - ABSTAINED

Christine Kneeland made a motion to appoint Bob Snow as the Selectmen's representative to the Merrimack Valley Regional Transit Authority Board, Cliff Pierce second, all in favor - aye (3-0). Deana Ziev – ABSENT; Bob Snow – ABSTAINED

Joe Perry made a motion to appoint Bob Snow as the Selectmen's representative to the Town of Rowley Veterans Committee, Christine Kneeland second, all in favor - aye (3-0). Deana Ziev – ABSENT Bob Snow - ABSTAINED

Bob Snow made a motion to appoint Cliff Pierce as a Selectmen's representative to the Zoning Review Committee, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Cliff Pierce made a motion to appoint Deana Ziev as a Selectmen's representative to the Zoning Review Committee, Joe Perry second, all in favor - aye (4-0). Deana Ziev – ABSENT

Christine Kneeland made a motion to appoint Chairman Bob Snow and Vice Chairman Joe Perry as the Selectmen's representatives to the Northern Essex Regional Emergency Planning Agency, Joe Perry second, all in favor - aye (4-0). Deana Ziev – ABSENT

Christine Kneeland made a motion to appoint Chairman Bob Snow and Vice Chairman Joe Perry as the Selectmen's representatives to the Rowley Emergency Management Agency, Joe Perry second, all in favor - aye (4-0). Deana Ziev – ABSENT

FY 23 APPOINTMENTS

<u>Position or Board</u>	<u>Name</u>	<u>Expiration</u>
Forest Fire Warden & Superintendent of the Fire Alarm	Mark Emery	6/30/2023
Northern Essex Regional Emergency Planning Agency	Mark Emery	6/30/2023
Rowley Emergency Management Agency Director	Mark Emery	6/30/2023
Historic District Commission/Historical Commission	Holly Gagne	6/30/2023

Joe Perry made a motion to appoint Mark Emery as the Forest Fire Warden & Superintendent of the Fire Alarm, to the Northern Essex Regional Emergency Planning Agency and as the Rowley Emergency Management Agency Director through June 30, 2023, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Christine Kneeland made a motion to appoint Holly Gagne to the Historic District Commission/Historical Commission Director through June 30, 2023, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

FY 23 RE-APPOINTMENTS

<u>Position or Board</u>	<u>Name</u>	<u>Expiration</u>
Board of Health	Charles Costello	6/30/2025
Personnel Advisory Committee	Maryann Levasseur	6/30/2023

Open Space Committee	Brooke Ten Eyck	6/30/2023
Open Space Committee	Russ Leibe	6/30/2023
Conservation Commission	Samuel Strieff	6/30/2025
Limited Lighting Bylaw Enforcement Agent	Kirk Baker	6/30/2023
Sandy Point Committee Member	William DiMento	6/30/2023
Sandy Point Committee Member	John Manning	6/30/2023
Shellfish Constable	Travis Kneeland	6/30/2023
Shellfish Constable Deputy	William DiMento	6/30/2023
Shellfish Constable Deputy	Fred Hardy	6/30/2023
Shellfish Constable Deputy	David Kent	6/30/2023
Shellfish Constable Deputy	Jenna DiMento	6/30/2023
Fire Chaplain	Robert M.J. Hagopian	6/30/2023
Town Veterans Committee – Veteran Rep.	Robert Breaker	6/30/2023
Town Veterans Committee – Veteran Rep.	William Kelly	6/30/2023
Town Veterans Committee – Fire Dept. Rep.	Donald Dupray	6/30/2023
Town Veterans Committee – Police Dept. Rep.	David MacMullen	6/30/2023
Town Veterans Committee – Veteran Rep.	Jenny Penton	6/30/2023
Town Veterans Committee – Veteran Rep.	Ronald Huth	6/30/2023
Historic District Commission/Historical Commission	Frank Tood	6/30/2023
Historic District Commission/Historical Commission	John Cardillo	6/30/2025
Historic District Commission/Historical Commission	Barbara Breaker	6/30/2024

Christine Kneeland made a motion to re-appoint Charles Costello to the Board of Health through June 30, 2025, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

Christine Kneeland made a motion to re-appoint Maryann Levasseur to the Personnel Advisory Committee through June 30, 2023, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

Cliff Pierce made a motion to re-appoint Brooke Ten Eyck and Russ Liebe to the Open Space Committee through June 30, 2023, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Christine Kneeland made a motion to re-appoint Samuel Strieff to the Conservation Commission through June 30, 2025, Joe Perry second, all in favor - aye (4-0). Deana Ziev – ABSENT

Cliff Pierce made a motion to re-appoint Kirk Baker as the Limited Lighting Bylaw Enforcement Agent through June 30, 2023, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Christine Kneeland made a motion to re-appoint William DiMento and John Manning to the Sandy Point Committee through June 30, 2023, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

Joe Perry made a motion to re-appoint Travis Kneeland as the Shellfish Constable through June 30, 2023, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

Cliff Pierce made a motion to re-appoint William DiMento, Fred Hardy, David Kent and Jenna DiMento as Deputy Shellfish Constables through June 30, 2023, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Christine Kneeland made a motion to re-appoint Robert M.J. Hagopian as Fire Chaplain through June 30, 2023, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

Cliff Pierce made a motion to re-appoint Robert Breaker, William Kelly, Donald Dupray, Jenny Penton and Ronald Huth to the Town Veterans Committee through June 30, 2023, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

Joe Perry made a motion to re-appoint Frank Todd to the Historic District Commission/Historical Commission through June 30, 2023, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev – ABSENT

Christine Kneeland made a motion to re-appoint John Cardillo to the Historic District Commission/Historical Commission through June 30, 2025, Joe Perry second, all in favor - aye (4-0). Deana Ziev – ABSENT

Joe Perry made a motion to re-appoint Barbara Breaker to the Historic District Commission/Historical Commission through June 30, 2024, Christine Kneeland second, all in favor - aye (4-0). Deana Ziev – ABSENT

MINUTES

- April 20, 2022

Cliff Pierce made a motion to approve the minutes of April 20, 2022, Joe Perry second, all in favor - aye (3-0). Deana Ziev – ABSENT Christine Kneeland - ABSTAINED

- April 25, 2022

Joe Perry made a motion to approve the minutes of April 25, 2022, Cliff Pierce second, all in favor - aye (3-0). Deana Ziev – ABSENT Christine Kneeland - ABSTAINED

- May 9, 2022

Joe Perry made a motion to approve the minutes of May 9, 2022, Cliff Pierce second, all in favor - aye (3-0). Deana Ziev – ABSENT Christine Kneeland - ABSTAINED

ANNOUNCEMENTS

1. The Board of Selectmen wishes to remind residents now that the warm weather is upon us, that dog owners must restrain their dogs from running at large outside of their own private property.

2. The Town has the following board vacancies:

- **Council on Aging**
- **Conservation Commission**
- **Open Space Committee**

Interested residents should send a letter of interest to the Board of Selectmen. Position is open until filled.

3. The Ipswich-Rowley Rotary is sponsoring a Flags for Heroes project on the Rowley Town Common from June 18 – July 9, 2022. The public is invited to sponsor a “Hero” who may be a veteran, teacher, medical professional, mentor or any person would they like to honor. Up to 100 Flags for Heroes will be placed on the Town Common. For more information on how to sponsor a hero flag, go to ipswichrotary.org.

4. The Rowley Board of Health would like to remind residents and employees that although COVID-19 cases are minimal right now, some towns have seen outbreaks in populations where close contact is inevitable. We recommend that residents continue to be cautious in resuming their day-to-day activities.

5. The Northeast Massachusetts Mosquito Control & Wetlands Management District will conduct helicopter applications of the biological larvicide, VectoBac12AS, to control mosquito larvae over salt marshes in Rowley and neighboring towns during daylight hours from May 12, 2022 through May 24, 2022. The material to be applied is a natural bacterium found in soil and water and is a very selective larvicide with little or no effect on humans, pets, wildlife, pollinators and most other beneficial insects. Residents need not take any special precautions due to the safety of VectoBac12AS because applications will occur directly over wetlands.

ADJOURN

Christine Kneeland made a motion to adjourn, Cliff Pierce second, all in favor - aye (4-0). Deana Ziev - ABSENT

Meeting adjourned at 7:11 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Written Executive Session motion
2. Meeting memo regarding 6:15 p.m. Appointment: Fire Chief James Broderick to present John Ward as a new full-time firefighter
3. Request from Fire Chief James Broderick to appoint John Ward as a new full-time firefighter
4. Meeting memo regarding General Business #1: Road Opening Permit Applications from National Grid for the following: to open 60 Trowbridge Circle for relay gas service; to open 77 Railroad Avenue for new gas service; to open 6 Circuit Drive for an abandoned gas service
5. Meeting memo regarding General Business #2: Letter of resignation from Council on Aging Board member Jessica Waggett
6. Letter of resignation from Council on Aging Board member Jessica Waggett
7. Meeting memo regarding General Business #3: Authorize Town Administrator Deborah Eagan to be the authorized signatory on the State Community Compact Cabinet Municipal Fiber Grant recipient documents
8. State Community Compact Cabinet Municipal Fiber Grant recipient documents
9. Meeting memo regarding New Business #1: Application from Trevor Todd for a 1-Day Entertainment License for auto parts market and car show event with food trucks at River View Todd Farm, 275 Main Street on May 27, 2022 from 3:00 p.m. to dusk
10. Application package from Trevor Todd for a 1-Day Entertainment License for auto parts market and car show event with food trucks at River View Todd Farm, 275 Main Street on May 27, 2022 from 3:00 p.m. to dusk
11. Comments from Town Planner Kirk Baker on Todd Farm- 1 Day Entertainment License dated May 18, 2022
12. Comments from Town Planner Kirk Baker on Todd Farm- 1 Day Entertainment License dated May 12, 2022
13. Comments from Health Director Frank Marchegiani on Todd Farm- 1 Day Entertainment License
14. Comments from Fire Chief James Broderick on Todd Farm- 1 Day Entertainment License
15. Comments from Police Chief Scott Dumas on Todd Farm- 1 Day Entertainment License
16. Comments from Building Inspector Ken Ward on Todd Farm- 1 Day Entertainment License

17. Meeting memo regarding New Business #2: Application from BNR Rowley LLC doing business as The Bradford Tavern 87 Haverhill Street for Temporary Outdoor Seating & Liquor License Expansion as part of the State COVID Emergency Legislation
18. Application from BNR Rowley LLC doing business as The Bradford Tavern 87 Haverhill Street for Temporary Outdoor Seating & Liquor License Expansion as part of the State COVID Emergency Legislation
19. ABCC Advisory regarding LLA Approval of Outdoor Seating
20. Email from Amy Lydon to Board of Selectmen regarding Landscaping patio proposal at Bradford Tavern
21. Sketch of patio area at Bradford Tavern
22. Photos of patio area at Bradford Tavern
23. Comments from Town Planner Kirk Baker on Bradford Tavern application for Temporary Outdoor Seating & Liquor License Expansion
24. Comments from Health Director Frank Marchegiani on Bradford Tavern application for Temporary Outdoor Seating & Liquor License Expansion
25. Comments from Fire Chief James Broderick on Bradford Tavern application for Temporary Outdoor Seating & Liquor License Expansion
26. Comments from Police Chief Scott Dumas on Bradford Tavern application for Temporary Outdoor Seating & Liquor License Expansion
27. Meeting memo regarding Old Business #1: Discuss Community One Stop Grant Application submittal requirements
28. Draft letter of support for Community One Stop Grant Application
29. Meeting memo regarding Old Business #2: Green Communities Town Hall Weatherization and Insulation Project contract change order with T4 Construction Company
30. Green Communities Town Hall Weatherization and Insulation Project contract change order with T4 Construction Company
31. Deduction letter from T4 Construction Company
32. Meeting memo regarding Old Business #3: Cannabis Control Commission Municipal Notification – Farma Gardens LLC, 118 Central Street Marijuana Retail License
33. Cannabis Control Commission Municipal Response Form – Farma Gardens LLC, 118 Central Street Marijuana Retail License
34. Meeting memo regarding FY23 Board of Selectmen Appointments
35. Memo from Amy Lydon to Board of Selectmen regarding FY23 Board of Selectmen Appointments
36. Meeting memo regarding FY23 Appointments
37. Meeting memo regarding FY23 Re-Appointments
38. Draft minutes of April 20, 2022
39. Draft minutes of April 25, 2022
40. Draft minutes of May 9, 2022