

MINUTES OF THE BOARD OF SELECTMEN MEETING

June 17, 2019

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

7:00 p.m.

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

PUBLIC ATTENDEES: Dan LaRochella; Mark Anderson – Light Department; Bernie Cullen -283 Wethersfield Street; David Zizza – FINCOM; Joe Dembowski – 139 Wethersfield Street; Danielle Demowski – 139 Wethersfield Street; Chris Bevilacqua – Ipswich YMCA; James C. Broderick – Fire Chief; Larry Berger – Pinck & Co.; Elizabeth Tucker – Agricultural Commission

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 7:00 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.

GENERAL BUSINESS

1. Letter of resignation from David Levesque from the Zoning Board of Appeals

Chairman Pierce read the resignation letter.

Dave Petersen made a motion to accept this resignation with regrets, Bob Snow second, all in favor - aye (4-0). Joe Perry - ABSENT

2. Letter from Zoning Board of Appeals Associate Member Kevin Reilley requesting to be appointed to full Zoning Board of Appeals member

Chairman Pierce read the letter.

Dave Petersen made a motion to appoint Kevin Reilley as a full Zoning Board of Appeals member, Deana Ziev second, all in favor - aye (4-0). Joe Perry - ABSENT

3. Letter from N. Dana Nelson requesting to be appointed to a vacant seat on the Rowley Cultural Council

Chairman Pierce read the letter.

Dave Petersen made a motion to appoint N. Dana Nelson to the Rowley Cultural Council, Bob Snow second, all in favor - aye (4-0). Joe Perry - ABSENT

4. Request from the Board of Water Commissioners to appoint Keith McDonald to the position of Water Department Distribution Utility Maintenance Laborer 2

Chairman Pierce read the memo from Amy Lydon regarding Keith McDonald appointment as Water Department Distribution Utility Maintenance Laborer – 2.

Deana Ziev made a motion to appoint Keith McDonald appointment as Water Department Distribution Utility Maintenance Laborer – 2 with condition that the State Ethics Commission be consulted, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

5. Vote to accept donation from Frank Iovanella of Car Lines

Chairman Pierce read the following:

When Frank Iovanella applied to increase the car limit on his Class II license at 185 Newburyport Turnpike, he included a check for an application fee of \$200. The Board has not charged applicants for modifications of their licenses in the past. When Amy contacted Mr. Iovanella to notify him that his check would be returned to him, he said he would like to donate this money to the general fund of the Town.

If the Board wishes to accept this donation, the Board will need to vote on this.

Pierce said he thinks the check should be returned to him. Petersen said we are better off returning the check to him, and this scenario is too muddy.

Dave Petersen made a motion to return the \$200 check to Frank Iovanella with a thank you letter, Deana Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

6. Request from the Agricultural Commission for the following:
 - to use the Town Common on Sunday mornings from 8:00 a.m. to 1:00 p.m. from July 7, 2019 through October 27, 2019 for Farmers' Market;
 - to hold the Annual Tractor Show with a band on Sunday, September 15, from 10:00 a.m. to 1:00 p.m.; and
 - to request to hang Farmers' Market banner on the Town Common backstop

Dave Petersen made a motion to approve these standard requests, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

7. Review Road Opening Permit Application from Jason Caram to open Central Street at the intersection of Church Street for a water main extension
8. Review Road Opening Permit Application from National Grid to open 166 Hillside for new gas service

Chairman Pierce read the following:

Road Opening Permits were signed off on by the staff for the locations listed above.

9. Accept donation from Ipswich VFW of 5 foot by 9 foot American Flag and request from Dan LaRochelle of the Rowley Veterans Association to install this flag on the Town Common

Chairman Pierce read the following:

Dan LaRochelle of the Rowley Veterans Association stopped into the office last week. He said he is also affiliated with the Ipswich VFW, and they were planning to destroy a 5 foot by 9 foot American flag that is in nice shape. He said the current flag on the Town Common is 3 foot by 5 foot, and it looks too small. He said the Ipswich VFW would like to donate the 5 foot by 9 foot flag to the Town, and he is willing to install it on the Town Common flagpole.

Please vote to accept this donation and authorize Dan LaRochelle to install the donated flag on the Town Common flagpole.

LaRochelle said he is involved with the Ipswich VFW, and they have a year around drop off location for damaged or old flags. He said the flags get destroyed once per year, and that happened last week. He said he came across a flag in really nice shape that is 5 feet by 9 feet, and he thought it could be flown on the Rowley Town Common. He said there is a tall flag pole and a small 4 foot by 6 foot flag flying there now. He said he will install this flag himself, and this can be done on a trial basis.

Petersen said the flag currently there is too small, and this flag is a more appropriate size. Snow said the current flag is too small. LaRochelle said he can donate the existing flag to the Plantation Drive housing group. Petersen said the existing flag can be used to replace the flag flown at Town Hall.

Bob Snow made a motion to accept the flag with gratitude, Deana Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

LaRochelle said he will put the new flag up tomorrow.

NEW BUSINESS

1. Email letter from Nerissa Wallen regarding Hammond Street Fire Station

Chairman Pierce read the email. Petersen said on April 25, 2016, there was a public hearing on the warrant held upstairs. He quoted his statement about the fire station from the minutes. He said he was a strong proponent of the new Fire Station and he talked about the intent to keep an engine downtown. He said the Fire Association wanted to give the building to the Town, but we didn't want to take care of another building and do the needed renovations. He said the former fire station building on Hammond Street recently went up for sale for \$499,900. He said this was a surprise. He said at the Planning Board meeting last week, it was discussed that a BMW dealer is buying the building. He said the building is being sold, and there is no other place to park a fire truck downtown, and the truck cannot be kept outside. He said he doesn't know where the Fire Association legally stands, but it was formed in 1927 as a non-profit corporation. He said the Fire Association's object is the raising and obtaining of funds for the purchase and maintenance of firefighting apparatus and equipment for the protection of property in Rowley and the vicinity. He said the Fire Association is getting funds from the sale of the building and its charter says its purpose is to donate funds to the Town. He said the taxpayers have been paying the Association for many years to fight fires, and have paid to lease the building and pay the utilities. He said he would like to see the Fire Association donate at least couple hundred thousand dollars to put up a Morton building at the Highway garage, with a one bay garage to house a fire engine. He said there has been a lot of talk and complaining about the Board of Selectmen not keeping a truck downtown, but the hope was to lease a bay, and with the building being sold that is no longer an option. He said \$39,000,000 has been invested in the school and \$12,000,000 has been invested in the new Police and Fire Stations, and we cannot ask the taxpayers for more money.

Snow said when they first started looking for land for the Fire Station, they met for three years and looked all over for land. He said the location they chose is centrally located in Town and provides fair access to all points in Town. He said he doesn't think they could have gotten a better situated piece of land. He said there was hypothetical talk about what would happen to the building and keeping a fire engine downtown.

Petersen said we are in the final process of hiring two additional firefighters which will extend coverage from 6:00 a.m. until 8:00 p.m. He said this will cover both rush hours.

Ziev said there is a misconception that there will be a faster response time if an engine was downtown. She said the firefighters responding would be coming from the new Fire Station. She said having a truck without firefighters downtown won't result in a faster response time. She said the new station is centrally located.

Pierce said we are constrained since the building isn't available, and the Town wouldn't look kindly on building a new building for this purpose. He said the only option would be a Morton building at the Highway garage.

Snow said we need to look at the operating costs of the new building for a year. He said the Board of Selectmen has addressed safety concerns and has kept the engines updated.

Bernie Cullen asked if the Didax building is an option. Pierce said that would be an option to consider, but we are no longer talking to them about transferring this building to the Town.

7:15 PUBLIC HEARING Pole Hearing on an application submitted by the Rowley Municipal Lighting Plant and Verizon to locate a new pole at 139 Wethersfield Street

Chairman Pierce read the legal notice. Snow said he is an abutter to this pole. Snow recused himself and left the Selectmen's Office at 7:30 p.m.

Dave Petersen made a motion to open the Public Hearing, Deana Ziev second, all in favor - aye (3-0). Joe Perry – ABSENT Bob Snow - ABSENT

Public Hearing opened at 7:30 p.m.

Light Department representative Mark Anderson said they are running all new wires down Wethersfield Street from Bradford Street to West Ox Pasture Road. He said the wires for West Ox Pasture Road are not properly guyed and they need to put a new pole in. He showed the Board photos and maps of the area. He said they are doing an upgrade, and want to do it correctly.

Danielle Dembowski said she and her husband Joe are the owners of 139 Wethersfield Street. She said the proposed pole location blocks the front door of their home. She said according to Rowley's bylaws Section 2, 3 and 5 sections A, B, C and D, her house is a historical property. She said people take photos of the property periodically, and nothing can be put in front of the property to block the view of it. She said a few years ago there was a pole placed on the corner of Saunders and Wethersfield and when it was installed they ruined one of their trees and degraded the stone wall in front of their property. She said she has a real issue with this pole being placed in front of her home.

Pierce said this location is within the Town's right of way. Dombrowski said yes, but her main water shut off is also in that vicinity. Joe Dombrowski said he doesn't understand why they need a new pole with the newer one at Saunders Lane. Anderson said the angle is the problem, and there is great weight on the poles. He said the wire down West Ox Pasture is really low due to using this existing pole. He said poles are installed on average every 125 feet. He said that pole is at the wrong angle and can't pull the wire tight. He said that pole was installed for the underground service for the Saunders Lane development and the houses on Walnut Drive. Danielle Dombrowski said the new pole will be guyed to their stone wall. Anderson showed Dombrowski a photo of what it would look like.

Petersen said he understands the concerns from the Dombrowski's, but doesn't know if there is an alternative. Danielle Dombrowski said the drawing doesn't show the exact location. She said the pole will block the view from their dining room window. She gave the Board an updated map showing the exact location for the proposed pole. Ziev asked if they are replacing a pole. Anderson said no, there is currently no pole in this location. Danielle Dombrowski said their home is 300 years old, and there is a photo of it in Town Hall. Joe Dombrowski said this new pole would be 20 feet away from the pole installed at Saunders Lane.

David Zizza from 29 Bradford Street asked if a firm was hired to do the engineering work for this. Anderson said no, they do this themselves. He said the only other option is to install a push bridge pole in, which is more obtrusive. Danielle Dombrowski asked if this work is being done because of the truck that pulled the wires down last year? Anderson said they pulled wire on the main street. Petersen said the Light Department should look at the area with the residents to try to find an alternate location.

Dave Petersen made a motion to continue the Public Hearing until July 1, 2019 at 7:45 p.m., Deana Ziev second, all in favor - aye (3-0). Joe Perry – ABSENT Bob Snow – ABSENT

Bob Snow returned to the Selectmen's Office at 7:44 p.m.

7:30 APPOINTMENT - YMCA Director Chris Bevilacqua to provide an update on the YMCA Rowley Campus programs

YMCA Director Chris Bevilacqua said this is the fourth year running Camp Cedar Mill. He reviewed power point slides about past and upcoming updates at the camp including:

- There will be an after school program run at the camp with transportation from Pine Grove School
- They have been running Wednesday night meals and 260 people have attended

- They are trying to set up a reading program for rising second and third graders
- The pool is open and free to Rowley residents at certain times each week
- They offer swim lessons to the community
- They held the 5/6th grade meet and greet which was run with 4 YMCA staff members
- Inclusion specialists are being used to train counselors. Ziev said they are training counselors on sensory bags which is amazing. She said her daughter has hearing aids.

Petersen said the Board of Selectmen has been criticized for leasing the property for \$1 per year, but it is well worth it given the programming that the YMCA provides, kids using the facility gets them away from the screens. He said the Ipswich YMCA has made a large investment into this property, he is amazed by the amount of activity at the camp, and he congratulated Bevilacqua and his staff. Bevilacqua thanked the Town and said the Town employees are all great to work with. He encouraged residents to reach out to him. Snow said he has been a member of the YMCA since he was seven years old, and camp is a great experience.

Bernie Cullen said the Water Department has been to the property about two separate leaks. He said the lines there are not appropriate, he doesn't know who owns them, but they need to do a more significant repair. Petersen asked Bevilacqua and the Water Department to put a list of the issues together to work on addressing the problems. Bevilacqua said this is the first year with the water issues, and there are a couple of wells on the property. Libby Tucker invited the YMCA to attend the Farmer's Market this summer. Bevilacqua said they would also love to help out at the Independence Day Celebration.

7:45 p.m. APPOINTMENT Larry Berger of Pinck & Co. to discuss the following Pine Grove School project items:

- Fire hydrant change order
- Project Update

Fire hydrant change order

Chairman Pierce read the following:

Larry Berger informed the Board during the June 3 meeting that Fire Chief James Broderick had requested a second fire hydrant at the Pine Grove School. Larry Berger has two Pending Change Orders to Chief Broderick and the Selectmen to review. PCO 171 and PCO 171R2. (The PCOs are attached.) PCO 171 is \$161,545.00, PCO 171 R2 is \$132,150.00. Fire Chief James Broderick is present tonight to discuss this matter.

Larry Berger said the two prices are for two different locations for the hydrants as follows:

1. At the far end of the new teaching garden.
2. Just to the right of the entryway into the parking area for the recreational fields.

Berger said it is a distance of 380 feet to tap into the existing water line, plus another 200 feet if they go to the garden. Petersen said his concern is that we don't want to access to the building when hooking up to the hydrant. He said he doesn't want to have a hydrant that doesn't 100% solve the problem. Berger showed the two proposed locations on a map. Broderick said one location is not perfect, but gives them options. He said the other location has too many elbows, and the newly proposed location is the better option. Berger said PCO 171 is \$161,000, which will be paid out of the owners contingency. He said the change orders so far total \$737,000, \$20,300 of which is for the floor repair, so the real expenditures total \$713,000. He said that leaves \$737,000 in the owners contingency, so after this \$161,000, there will be \$560,000 left.

Berger said the project is in Phase 5 and demolition work is going on all day now. He said mold was found, and it is isolated to an east side wall in the east wing. He said swabs were sent to the lab. He said there is evidence of mold where the window air conditioners were, and that drywall is being removed anyways, but they may need to remove the entire drywall, which would be less expensive than patching multiple areas.

Petersen said there are issues with the driveway and with snow plowing. He said the outside wasn't looked closely enough at, and the focus was on the building itself. He said the outside design and construction leaves something to be desired. He said as a former bus driver, the area will be tight with nine buses.

Berger said the fields are closed to the public but the Town can access them if works needs to be done there. He said the septic system replacement will begin with the trucking of materials into the site. He said the bulk of the extra expenditures are due to unforeseen conditions, with the termite damage accounting for close to 50% of the expenditures.

Petersen said he recommends PCO 171 for \$161,545. Snow said this is a safety concern.

Dave Petersen made a motion to approve PCO #171 for \$161,545, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

Berger said the goals is for the kids to be sitting in their seats in September, and today they don't have reason to believe they won't be. Berger asked about the release from

the insurance company for the claim that he emailed. Eagan said she sent that to Tom Mullen, but hasn't heard back. She said the Board can vote to have the Chairman sign the document once it's approved by Mullen.

Dave Petersen made a motion to authorize the Chairman to sign the release for the insurance company upon approval by Mullen, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

NEW BUSINESS

2. Request from Stephanie's Village Pancake House at 26 Main Street for a one-day wine and malt liquor license for October 5, 2019 from 1:30 p.m. to 4:30 p.m.

Dave Petersen made a motion to approve the one day liquor license as requested, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

Petersen said there have been no issues with this establishment with these requests in the past.

3. Request from the Agricultural Commission to place a sign along the driveway at the Town's Bradstreet property indicating the turn-off to the Town's Community Garden.

Chairman Pierce read the following:

The Agricultural Commission would like to install a directional sign on the Town's Bradstreet property indicating the turn-off to the Town's Community Garden. Libby Tucker, Chair of the Agricultural Commission, has been collaborating with Mike Sabatini, owner of the Bradstreet Farm, on the placement and design of the sign.

Attached is a mockup of the proposed sign as well as an overhead view showing the sign's location. Mike Sabatini proposes to remove the sign in the winter in order to prevent it from accidentally being damaged by a snow plow.

Does the Board of Selectmen wish to authorize the Agricultural Commission to install the directional sign on the Town's Bradstreet property for the Community Gardens?

Libby Tucker showed an updated version of the sign, said it is 40 inches by 20 inches, and said the sign is in keeping with Sabatini's signs. She showed the Board a map of the proposed location.

Dave Petersen made a motion to approve the sign, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

4. Letter from the Office of Consumer Affairs and Business Regulations regarding results of Lemon Law Sticker Audit

Chairman Pierce read the following:

We received the attached letter from the State Office of Consumer Affairs and Business Regulations regarding the results of their recent Lemon Law Sticker Audit.

The State identified two dealerships in Rowley that were not in compliance with the law: D & D Auto Sales of 274 Newburyport Turnpike and Atlantic Auto Solutions of 185 Newburyport Turnpike.

D & D Auto Sales came to the office with a copy of a letter they received from the State regarding the audit (copy is attached). D & D told Amy that they were in full compliance with the Lemon Law Sticker requirement and that they had contacted the State. We are recommending that Regulatory Compliance Officer Frank Marchegiani conduct a site visit to D & D Auto Sales to confirm that they are in compliance with the Lemon Law Sticker requirement. We will communicate Frank's finding to the State.

Atlantic Auto Solutions is no longer operating a used car sales business in Rowley. The Board rescinded the Class II Dealer's License for Atlantic Auto Solutions and the Registry of Motor Vehicles was notified.

Petersen said we should ask Frank Marchegiani to pop into the car dealers informally and periodically so they know the Town is checking for compliance.

Deana Ziev made a motion to direct Frank to do a site visit, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

OLD BUSINESS

1. Update on Pine Grove School project and review Change Order Summary

Chairman Pierce said this item has already been discussed.

2. Update on Fire Station and Police Station project

Petersen said the Police Department sign is up but not finished. He said the Fire Department sign will be up shortly. He said fencing will be installed at the Police Department to cover the air conditioning units. He encouraged all to attend the Open House where there will be light refreshments, with parking available in the back. He read an outline of the ceremony. He said the architect, OPM and Jason Sperry the

project manager have been great, with no controversy. He said Eagan has been keeping up with the bills and change orders. He said it has been a very smooth project except for the weather issued in the beginning. He said a lot of people did a lot of work on this project, and he is very proud of the project. Snow said there was a lot of behind the scenes work, and they met for three years about the land alone. He said they are state-of-the-art buildings, and were built under budget. Petersen said they were built for the next 20 to 30 years, and the Fire Station has washing machines for the equipment.

3. Review the plans for the Independence Day Celebration on the Town Common, which is scheduled for Saturday, June 29, 2019

Chairman Pierce read the following:

This event is coming up soon on June 29, 2019. Tim Southall and Debbie Eagan have confirmed that they will be volunteering at the event this year, and covering the same duties as they have in the past.

Amy has outlined a matrix of the remaining duties for the event based on last's year plan, updated with the revised food items.

The Board needs to review the chart and let us know who will be volunteering, and to sign up for the various responsibilities.

Town resident Mary Clare Dalzell has also expressed an interest in volunteering. Amy will reach out to her this week to confirm and coordinate how she will help out. Her CORI has been completed.

Petersen said his wife Joan will help out with the races, and he will ask her to come in to do the CORI. Petersen said he spoke with Canoneer Ziev and they are working on getting the cannon onto the Town Common. He said Ziev did a nice job at the Girl Scouts bridging ceremony, and gave a nice speech. Ziev thanked Petersen.

Snow said he spoke to Dunkin Donuts and they have an 80 cup dispenser. Petersen said we should have donuts or cookies and skip the bagels and cream cheese. Snow said we should have about 125 / 150 attendees. Snow said he will get 12 dozen donuts. Ziev said he will be there are 7:00 to help set up. Pierce said he will bring the food tables. Snow said he will pick up the slush. Petersen said the tents and buckets for slush are stored at the COA. Snow said we need coolers. Snow said he will price out the bottled water. Ziev said the watermelon slush is popular, and Rowley Youth Baseball has a loud speaker that we can borrow.

4. Cannabis Control Commission notification regarding Ipswich Pharmaceutical Associates Marijuana Retail License at 116 Newburyport Turnpike

Chairman Pierce read the following:

The Cannabis Control Commission (CCC) has sent the Town a Notice of a completed adult-use marijuana establishment application for Ipswich Pharmaceutical Associates, Inc. The CCC is asking the Town to confirm that this applicant is in compliance with municipal bylaws or ordinances by completing a Municipal Response form.

Town Planner Kirk Baker has confirmed that IPA has their permits, but are not ready for final compliance.

The attached Municipal Response form has been completed by checking off the box that they are in compliance with municipal bylaws, with a note that the applicant has their permits, but are not ready for final compliance.

According to Amy’s previous conversation with David Lakeman of the CCC, this Municipal Response form is needed for the CCC to grant the applicants provisional licenses. The CCC will check back with the Town to verify that the local licenses and permits have been granted before issuing their final licenses.

Please vote to authorize Chairman Cliff Pierce to sign these forms.

Dave Petersen made a motion to authorize Chairman Pierce to sign the Municipal Response Form, Deana Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

FY 20 APPOINTMENTS

<u>Position or Board/Commission Member</u>	<u>Appointee</u>	<u>Expiration Date</u>
Board of Registrars <i>one year term</i>	Deborah S. Grundstrom	6/30/2020
Election Worker <i>one year term</i>	Michelle Ford	6/30/2020
Election Worker <i>one year term</i>	Robert Johnson	6/30/2020
Election Worker <i>one year term</i>	Susan E. Leach	6/30/2020
Election Worker <i>one year term</i>	Joan Lyons	6/30/2020
Election Worker <i>one year term</i>	Marion Madden	6/30/2020
Election Worker <i>one year term</i>	Mary Ellen Mighill	6/30/2020

Election Worker <i>one year term</i>	Marian Musial	6/30/2020
Election Worker <i>one year term</i>	Joan Carol Petersen	6/30/2020
Election Worker <i>one year term</i>	Kathleen Cousins	6/30/2020
Election Worker <i>one year term</i>	William Cousins	6/30/2020
Election Worker <i>one year term</i>	Linda Snow	6/30/2020
Election Worker <i>one year term</i>	Kim Perilli	6/30/2020
Election Worker <i>one year term</i>	Nancy Leibe	6/30/2020

Bob Snow made a motion to appoint Deborah S. Grundstrom to the Board of Registrars through June 30, 2020, Dave Petersen second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to appoint the Election Workers as detailed above through June 30, 2020, Deana Ziev second, all in favor - aye (3-0). Joe Perry – ABSENT Dave Petersen – RECUSED

Bob Snow said he is not related to Linda Snow.

FY 20 RE-APPOINTMENTS

<u>Position or Board/Commission Member</u>	<u>Appointee</u>	<u>Expiration Date</u>
Board of Registrars <i>one year term</i>	Gordon Densmore	6/30/2020
Board of Registrars <i>one year term</i>	Susan Hazen, Town Clerk	6/30/2020
Board of Registrars <i>one year term</i>	Geraldine Robertson	6/30/2020
Limited Health Agents <i>one year term</i>	Susan Hazen, Town Clerk	6/30/2020
Limited Health Agents <i>one year term</i>	Susan Leach	6/30/2020
Limited Health Agents <i>one year term</i>	Jeffrey E. Megna	6/30/2020

Mooring Clerk <i>one year term</i>	Susan Hazen, Town Clerk	6/30/2020
Mooring Clerk <i>one year term</i>	Susan Leach	6/30/2020
Parking Clerk <i>one year term</i>	Susan Hazen, Town Clerk	6/30/2020
Parking Clerk <i>one year term</i>	Susan Leach	6/30/2020
Local Census Liaison for Federal Census <i>one year term</i>	Susan Hazen, Town Clerk	6/30/2020
Records Access Officer	Susan Hazen, Town Clerk	6/30/2020
Historic District Commission/ Historical Commission	John Cardillo	6/30/2020
Historic District Commission/ Historical Commission	Barbara Breaker	6/30/2020
Historic District Commission/ Historical Commission	Len Charney	6/30/2020
Historic District Commission/ Historical Commission	Stephen Cabitt	6/30/2020
Historic District Commission/ Historical Commission	Holly Gagne, Alternate	6/30/2020
Agricultural Commission <i>three year term</i>	Barry Moore	6/30/2020
Agricultural Commission <i>three year term</i>	Peter Lomas	6/30/2020

Agricultural Commission <i>three year term</i>	Barrett Bacall	6/30/2020
Conservation Commission <i>three year term</i>	Samuel Strieff	6/30/2022
Conservation Commission <i>three year term</i>	Daniel Shinnick	6/30/2022
Personnel Advisory Committee	Mo Levasseur	6/30/2020
Wiring Inspector <i>three yr term, 1 yr for alternate</i>	James Cotter, Alternate	6/30/2019
Plumbing and Gas Inspector , <i>three yr term, 1 yr for alternate</i>	William Wendt, Alternate	6/30/2019
Building Inspector <i>three yr term, 1 yr for alternate</i>	Sam Joslin, Alternate	6/30/2019
Animal Control Officer <i>one year term</i>	Reed Wilson	6/30/2019
Animal Control Officer <i>one year term</i>	Carol Laroque Alt.	6/30/2019

Dave Petersen made a motion to re-appoint Gordon Densmore, Susan Hazen and Geraldine Robertson to the Board of Registrars through June 30, 2020, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

Dave Petersen made a motion to re-appoint Susan Hazen, Susan Leach and Jeffrey E. Megna as Limited Health Agents through June 30, 2020, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

Dave Petersen made a motion to re-appoint Susan Hazen and Susan Leach as Mooring Clerks through June 30, 2020, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint Susan Hazen and Susan Leach as Parking Clerks through June 30, 2020, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint Susan Hazen as Local Census Liaison for Federal Census through June 30, 2020, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint Susan Hazen as Records Access Officer through June 30, 2020, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint John Cardillo, Barbara Breaker, Len Charney, Stephen Cabitt and Holly Gagne, Alternate to the Historic District Commission/Historical Commission through June 30, 2020, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint Barry Moore, Peter Lomas and Barrett Bacall to the Agricultural Commission through June 30, 2022, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint Samuel Strieff and Daniel Shinnick to the Conservation Commission through June 30, 2022, Dave Petersen second, all in favor - aye (4-0). Joe Perry – ABSENT

Dave Petersen made a motion to re-appoint Mo Levasseur to the Personnel Advisory Committee through June 30, 2020, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint James Cotter as Alternate Wiring Inspector through June 30, 2020, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint William Wendt as Alternate Plumbing and Gas Inspector through June 30, 2020, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint Sam Joslin as Alternate Building Inspector through June 30, 2020, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

Bob Snow made a motion to re-appoint Reed Wilson as Animal Control Officer and Carol Laroque as Alternate Animal Control Officer through June 30, 2020, Dean Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

FY 19 MGL Ch. 44 § 33B(b) Budget Transfers

- 1) Request from Library Director to transfer funds from Library Wages to Library Expenses

Pierce read the explanation on the transfer form.

Dave Petersen made a motion to approve this transfer request, Bob Snow second, all in favor - aye (4-0). Joe Perry – ABSENT

The Selectmen signed the form.

MINUTES

- June 3, 2019

Dave Petersen made a motion to approve the June 3, 2019 minutes, Deana Ziev second, all in favor - aye (4-0). Joe Perry – ABSENT

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;
 - 4) One vacancy on the Rowley Municipal Light Board; and
 - 5) 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.
- Independence Day Celebration, Saturday, June 29, 2019. Children's Parade starts at 8:30 a.m. and races, music and food on the Town Common starting at 9:00 a.m.

ADJOURN

Chairman Pierce called for a motion to adjourn. Bob Snow so moved, Dean Ziev second, all in favor - aye (4-0). Joe Perry - ABSENT

Open meeting adjourned at 8:55 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Letter of resignation from David Levesque from the Zoning Board of Appeals
2. Letter from Zoning Board of Appeals Associate Member Kevin Reilley requesting to be appointed to full Zoning Board of Appeals member

3. Email from Lisa Lozzi regarding Full ZBA Member Request
4. Letter from N. Dana Nelson requesting to be appointed to a vacant seat on the Rowley Cultural Council
5. Memo from Deborah Eagan regarding Keith McDonald appointment as Water Department Distribution Utility Maintenance Laborer 2
6. Letter from Katherine Bento regarding Recommendation to hire for the position of Water Department Laborer 2 Position
7. Meeting memo regarding General Business #5: Vote to accept donation from Frank Iovanello of Car Lines
8. Request from the Agricultural Commission to use the Town Common on Sunday mornings from 8:00 a.m. to 1:00 p.m. from July 7, 2019 through October 27, 2019 for Farmers' Market; to hold the Annual Tractor Show with a band on Sunday, September 15, from 10:00 a.m. to 1:00 p.m.; and to request to hang Farmers' Market banner on the Town Common backstop
9. Meeting memo regarding General Business #7 & #8: Review Road Opening Permit Application from Jason Caram to open Central Street at the intersection of Church Street for a water main extension; Review Road Opening Permit Application from National Grid to open 166 Hillside for new gas service
10. Meeting memo regarding General Business #9: Accept donation from Ipswich VFW of 5 foot by 9 foot American Flag and request from Dan LaRoche of the Rowley Veterans Association to install this flag on the Town Common
11. Email letter from Nerissa Wallen regarding Hammond Street Fire Station
12. Pages 12 and 13 from Minutes of the Board of Selectmen dated April 25, 2016
13. Meeting memo regarding 7:15 Public Hearing Pole Hearing on an application submitted by the Rowley Municipal Lighting Plant and Verizon to locate a new pole at 139 Wethersfield Street
14. Legal Notice for Pole Hearing
15. Petition for Pole Locations
16. Map of Pole locations
17. Meeting memo regarding 7:30 Appointment - YMCA Director Chris Bevilacqua to provide an update on the YMCA Rowley Campus programs
18. Power point presentation reviewed by YMCA Director Chris Bevilacqua
19. Meeting memo regarding 7:45 p.m. Appointment Larry Berger of Pinck & Co. to discuss the following Pine Grove School project items: Fire hydrant change order; Project Update
20. Spreadsheet of Change Order and Contingency Use for the Pine Grove School Project
21. Pine Grove School Site Utility Plan
22. PCO Number 171R2
23. PCO Number 171
24. PCO Number 171R1
25. Meeting memo regarding New Business #2: Request from Stephanie's Village Pancake House at 26 Main Street for a one-day wine and malt liquor license for October 5, 2019 from 1:30 p.m. to 4:30 p.m.

26. Application for a one-day wine and malt liquor license for October 5, 2019 from 1:30 p.m. to 4:30 p.m. from Stephanie's Village Pancake House at 26 Main Street
27. Meeting memo regarding New Business #3: Request from the Agricultural Commission to place a sign along the driveway at the Town's Bradstreet property indicating the turn-off to the Town's Community Garden.
28. Google map of Community Garden area
29. Hand drawing of proposed sign for Town's Community Garden
30. Graphic drawing of proposed sign for Town's Community Garden
31. Meeting memo regarding New Business #4: Letter from the Office of Consumer Affairs and Business Regulations regarding results of Lemon Law Sticker Audit
32. Letter from the Office of Consumer Affairs and Business Regulations regarding results of Lemon Law Sticker Audit, including letters sent to Atlantic Auto Solutions and D&D Auto Sales
33. Letter from the Office of Consumer Affairs and Business Regulations sent to D&D Auto Sales
34. Meeting memo regarding Old Business #1: Update on Pine Grove School project and review Change Order Summary
35. Meeting memo regarding Old Business #2: Update on Fire Station and Police Station project
36. Flyer for Open House for Rowley Public Safety Complex
37. Meeting memo regarding Old Business #3: Review the plans for the Independence Day Celebration on the Town Common, which is scheduled for Saturday, June 29, 2019
38. Matrix of remaining duties for Independence Day Celebration
39. Meeting memo regarding Old Business #4: Cannabis Control Commission notification regarding Ipswich Pharmaceutical Associates Marijuana Retail License at 116 Newburyport Turnpike
40. Email regarding Amended Municipal Notice and Application – Ipswich Pharmaceutical Associates, Inc. – MRN281571, including attached forms
41. Memo regarding FY 20 Appointments
42. Memo regarding FY 20 Appointments
43. Request from Library Director to transfer funds from Library Wages to Library Expenses
44. Draft minutes of June 3, 2019