

MINUTES OF THE BOARD OF SELECTMEN MEETING

November 5, 2018

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

7:00 p.m.

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

PUBLIC ATTENDEES: David Zizza; Robert Kempton – 43 Kathleen Circle; Nicholas Couris – 47 Kathleen Circle; Brent Baeslack – Conservation Agent; Bernard Cullen – 283 Wethersfield Street; Monique Jeffrey – Briar Barn Inn; Chris Bevilacqua – Ipswich YMCA; Nancy McCann – Kathleen Circle zoning

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

Conservation Agent Brent Baeslack led the Pledge of Allegiance.

7:00 p.m. APPOINTMENT Conservation Agent Brent Baeslack to discuss conservation restriction at 42 Newbury Road Twin Hills Farm Open Space Residential Development – Parcel B

Chairman Pierce read the letter from Conservation Agent and the memo from the Division of Conservation Services approving the conservation restriction. Perry said this seems to be in order. Baeslack said the Conservation Commission approved the municipal certification on October 30th and read excerpts from it. Baeslack showed the Board the plan and said it abuts and provides access to other conservation land that previously had no access or public parking. Pierce said because this is an OSRD, the developer is required to set aside 50% of the property for open space.

Joe Perry made a motion to approve the conservation restriction at 42 Newbury Road, Bob Snow second, all in favor - aye (4-0). Dave Petersen – ABSENT

The Selectmen signed the conservation restriction and Baeslack notarized it.

7:10 to 7:15 p.m. PUBLIC COMMENT

There were no public comments.

OLD BUSINESS

1. Pine Grove School Project Update

Perry said the electric generator is in, the new boilers are in and are heating the renovated north wing. He said the old boilers are heating the rest of the school, and the new boilers will heat additional areas as they are renovated. He said the project is on track and on time, and the All Purpose Room will re-open on December 28th.

2. Fire Station and Police Station Addition Project Update

Chairman Pierce read the following:

The project is running smoothly. A temporary dispatch center is being set up in the new Police Station addition so that the contractor can work on the existing dispatch center in the current police station building.

The furniture is being delivered and the office areas are being set up in the new Police Station addition.

The leaching field in the septic system is finished. The building, electrical and plumbing inspectors have been conducting inspections.

3. Discuss Special Town Meeting

Chairman Pierce read the following:

The Board of Selectmen has discussed possibly holding a Special Town Meeting on January 14, 2019.

The warrant for the STM will have zoning articles. The Planning Board is holding public hearings on the zoning articles during the month of November.

The suggested timetable, should the Board of Selectmen set the date for the STM is as follows:

DRAFT - Schedule

November 19, 2018 – STM warrant opens

December 3, 2018 - Warrant closes

December 10, 2018 – The Board of Selectmen reviews the warrant

December 11, 2018 – Finance Committee reviews the warrant

December 17, 2018 – The Board of Selectmen signs the warrant

December 18, 2018 – Warrant goes to printer

December 27, 2018 – Warrant is mailed (3rd class bulk mailing 3-day mailing window)

December 31, 2019 – Last day for the Constable to post the warrant

January 14, 2019 - STM

Eagan said this is just a suggested schedule, and we are waiting to hear from the Planning Board on the articles. Pierce said the Planning Board is on track in preparing the articles and will be going to Town Counsel for a review.

Joe Perry made a motion to set the date for the Special Town Meeting on January 14, 2019, Bob Snow second, all in favor - aye (4-0). Dave Petersen – ABSENT

7:15 p.m. PUBLIC HEARING Application filed by the Briar Barn Inn, LLC for an All Alcohol Annual Hotel Liquor License at 101 Main Street, Rowley

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

Public hearing opened at 7:16 p.m.

There were no comments from the public or the Board of Selectmen. Pierce said the Board of Health is all set with their previous concerns. Pierce read the following hours for serving alcohol:

- i. Indoor Areas detailed below from 11:00 a.m. – 11:00 p.m. Monday - Sunday:*
 - 1. 21,077 square feet of the Inn;*
 - 2. 4,755 square feet of the restaurant, inclusive of the attached Bramble House*
 - 3. 1,800 square feet of the spa*
- ii. Outdoor Areas detailed below from 11:00 a.m. – 10:00 p.m. Monday – Sunday. No alcohol allowed outside after 10:00 p.m.:*
 - 1. 13,500 square feet of outdoor area, consisting of the Courtyard, Terrace and Fire Pit and Patio*

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

Public hearing closed at 7:17 p.m.

Pierce said all of his concerns have been satisfied. Perry agreed. Snow said he has no concerns.

Bob Snow made a motion to approve the liquor license for the Briar Barn Inn, Joe Perry second, all in favor - aye (4-0). Dave Petersen – ABSENT

OLD BUSINESS

4. Sign contract with A.J. Wood for window project

Chairman Pierce read the following:

The Board of Selectmen awarded the Town Hall Windows project to A.J. Wood Construction Inc. on October 22, 2018. We have received two signed contracts back from A.J. Wood. Please vote to sign these contracts so that we can schedule this work.

Note this contract is for the final five windows at Town Hall for a total price of \$13,000.

Joe Perry made a motion to sign the two contracts with A.J. Wood, Bob Merry second, all in favor - aye (4-0). Dave Petersen – ABSENT

The Selectmen signed the contracts.

7:45 p.m. APPOINTMENT YMCA Director Chris Bevilacqua to discuss YMCA programs

Chris Bevilacqua said he is here to check in about the Cedar Mill camp, and he gave a power point presentation packet to the Board. He highlighted the following:

- 80 kids attended the Rowley summer camp
- They added theatre activities, which were popular
- They have run boot camp fitness, exercise club, running club, movie nights, family cookouts, movie days and have had a concert and a wedding there
- They are working on programing with the Boy Scouts and Girl Scouts
- Capital improvements: new stage area, updated pool filtration system, new gaga pit, removed the stairs at the Vicor building and added handicap parking, reactivated the outhouse near the field
- Free fitness classes for Rowley seniors, elementary school swim lessons

He said moving forward they want to continue growing the camp, and have focus groups to create cross-generational programming. He said they will continue with the

pool renovations and add a heating system to the Vicor building so they can have after school programs there. Snow said Rowley residents were able to use the pool in Ipswich when the Rowley pool was closed. Bevilacqua said they received great feedback on that. He said in Ipswich they added 1,000 square feet to the fitness area. Bernie Cullen said if there is no lifeguard in Rowley, the pool can't be used. He asked how this will be addressed going forward. Bevilacqua said they have made scheduling changes to ensure this won't happen again. Pierce said this facility is a tremendous asset to the Town of Rowley and thanked Bevilacqua.

7:30 p.m. APPOINTMENT Attorney Nancy McCann to discuss proposed zoning change off Kathleen Circle

Chairman Pierce said there has been a request for a zoning change on land owned by John Coughlin. He said there are 9.7 acres currently zoned as outlying that they want to change to business/light industry, and there would be 23.9 acres donated to the Town for conservation purposes.

Attorney Nancy McCann said they had a neighborhood meeting last week and are requesting the placement of an article on the Special Town Meeting warrant. She said the Selectmen are being asked to forward this request to the Planning Board for a formal public hearing. She showed a map of the land and said the property is approximately thirty-three acres, and they are looking to re-zone lot two, which is 9.7 acres, and donate the remaining parcel to the Town for open space. She said the re-zoned parcel would connect to the Forest Ridge commercial development, and be accessed from Route 1. She said the land to be donated abuts two Town owned parcels. Pierce said there is a 200 foot strip of woods which prevents vehicular traffic from accessing Kathleen Circle from Forest Ridge. He said they want to tie into the Kathleen Circle water line, which would provide better fire protection and higher quality water. McCann reviewed the concept map, but said this still needs to go through the permitting process. She said tonight they are asking for the Board to refer this re-zoning proposal to the Planning Board for a public hearing on the re-zoning only.

Pierce asked if there will be a separate agreement for the land donation to the Town from the re-zoning. McCann said yes, they will work with Town Counsel on this. She said she envisions that Coughlin will execute a deed that will be held in escrow until the zoning change is approved by Town Meeting and by the Attorney General. Pierce asked if there will be an easement across the conservation land for the water main. McCann said yes, to make the project simpler. She said it can be worded to specifically preclude vehicular access.

Nancy Lieb from Intervale Circle asked if the water line will loop from Kathleen Circle to the development. McCann said yes, which result in higher quality water since there will

be no dead end on the water line. Robert Kempton asked if the Water Department has an easement on the Hunsley Hill property. Bernie Cullen said he doesn't know, but the cost to install this is not in the Water Department budget, and if someone else can do this, it is a benefit. Kempton said the water main is through his backyard, and asked if there is a water pipe easement. Pierce said this is not for the Selectmen to decide tonight, and tonight they are talking about the re-zoning only. He said the Town cannot create access to conservation land over private property. Nancy Lieb asked if this would affect their water pressure. Cullen said he doesn't know the technical impact, but the engineers would review this.

Bob Snow made a motion to refer this re-zoning proposal to the Planning Board for a public hearing, Joe Perry second, all in favor - aye (4-0). Dave Petersen – ABSENT

Pierce said the public hearing on this will be on November 14, 2018.

ANNOUNCEMENTS

- Polls for the November 6, 2018 State Election will be open from 7:00 a.m. to 8:00 p.m. at St. Mary's Church Hall.
- Fall Trail Work Day – Saturday, November 10 from 1:00 p.m. to 4:00 p.m. sponsored by the Open Space Committee – Bradstreet Farm Conservation Area, 239 Main Street. The Open Space Committee is looking for volunteers to help with the creation of a new trail and assistance in clearing the existing trails. Please bring tools such as shovels, loppers, pruning shears, bow saws and work gloves. Rain date Sunday, November 11 from 1:00 p.m. to 4:00 p.m. For more information, please contact the Conservation Office at 978-948-2330 or conservation@townofrowley.org.
- Town Offices are closed Monday, November 12 in honor of the Veterans Day Holiday
- The Town has the following vacancies:
 - a. Agricultural Commission Associate
 - b. Cultural Council
 - c. Fence Viewer – three positions;
 - d. Wood, Lumber & Bark Inspector;
 - e. Zoning Board of Appeals Associate – two seats; and
 - f. Deputy Shellfish Constables – two positions.For more information on these positions, please contact the Selectmen's Office at 948-2372.
- Toys for Tots Drop Off – Town Hall
- The Rowley Food Pantry is in need of donations. Donations can be left at the Rowley Public Library. The Food Pantry is open on Tuesdays from 10:00 a.m. to 12:00 p.m. and on Thursdays from 5:30 p.m. to 7:00 p.m.

ADJOURN

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

Open meeting adjourned at 7:55 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS

1. Letter from Conservation Agent Brent Baeslack regarding conservation restriction at 42 Newbury Road Twin Hills Farm Open Space Residential Development – Parcel B
2. Memo from Thomas Mullen regarding Rowley Conservation Restriction #019, 42 Newbury Road
3. Letter from Division of Conservation Services regarding Draft Conservation Restriction Approved
4. Conservation restriction at 42 Newbury Road Twin Hills Farm Open Space Residential Development – Parcel B
5. Meeting memo regarding Old Business #1: Pine Grove School Project Update
6. Meeting memo regarding Old Business #2: Fire Station and Police Station Addition Project Update
7. Meeting memo regarding Old Business #3: Discuss Special Town Meeting
8. Meeting memo regarding 7:15 p.m. Public Hearing Application filed by the Briar Barn Inn, LLC for an All Alcohol Annual Hotel Liquor License at 101 Main Street, Rowley
9. Email from Frank Marchegiani regarding Health Department Comments on Briar Barn Inn Liquor License Application, including attached Intention of Spaces document
10. Meeting memo from October 29, 2018 Public Hearing: Application filed by the Briar Barn Inn, LLC for an All Alcohol Annual Hotel Liquor License at 101 Main Street, Rowley
11. Public Hearing Notice for Briar Barn Inn Liquor License
12. Letter submitted by Joel Barrett & Kate Turner regarding Briar Barn Inn Liquor License
13. Exterior layout for Briar Barn Inn Liquor License
14. Alcohol Policy for Briar Barn Inn Liquor License
15. Memo from Amy Lydon to Board of Selectmen dated October 9, 2018 regarding Briar Barn Inn, LLC Liquor License, including attachments
16. Meeting memo regarding Old Business #4: Sign contract with A.J. Wood for window project
17. Signed contract with A.J. Wood for window project

18. Meeting memo regarding 7:45 p.m. Appointment: YMCA Director Chris Bevilacqua to discuss YMCA programs
19. Flyer for Camp Cedar Mill Dinner and Discussion
20. Power Point slides distributed by Chris Bevilacqua
21. Email from Nancy McCann regarding zoning amendment for property located off of Kathleen Circle, including attachment