

MINUTES OF THE BOARD OF SELECTMEN

October 16, 2023

Rowley Town Hall, 139 Main Street, Rowley, MA

6:00 p.m.

MEMBERS PRESENT: Chairman Cliff Pierce; Vice Chairman Christine Kneeland; Clerk Deana Ziev; Sheri David (Town Administrator Deborah Eagan)

PUBLIC ATTENDEES: Gavin Forni, Police Dept; Chris Cassidy, Police Dept; Jesse Mazzie, Police Dept; Bernie Cullen, 283 Wethersfield St; Scott Dumas, Rowley Police Chief; Patrick Silva, Police Dept; Mark Emery, Rowley Fire Chief; James Chadbourne, Fire Dept; Matthew Harney, Fire Dept; Merissa Titus-Abate, Fire Dept; Caroline Jean, Rowley Veterans Association; Alyssa King, 29 Oak Ledge Cir, Open Space Committee; Brent Baeslack, Conservation Agent; Karen Summit, Treasurer/Collector; Craig Copland, 265 Dodge Rd

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

6:00 p.m. TO 6:05 p.m. PUBLIC COMMENT*

Craig Copland, 265 Dodge Rd, said that there has been a lot of discussion of behavior at past meetings. He said that as elected officials, they need to be aware of that younger people and students are looking at the meeting videos. He said that saying that students are inferior to students in other districts gets around. Copland said that the Boards needs to set an example for the students and shouldn't be spreading that the schools are inferior and that teachers need to be dismissed. He said that these conversations occurred at recent Finance Committee meetings. Pierce thanked Copland for his comments and said that the Board was not at liberty to discuss comments raised during public comment.

6:05 p.m. APPOINTMENT* Police Chief Scott Dumas to present Jesse Mazzie for appointment to the position of full-time Police Officer

Police Chief Scott Dums said that Jessie Mazzie began as a reserve policeman and dispatcher with the Town in 2011. He has been doing the job for a long time. Prior to working for Rowley he worked in the towns of Winthrop, Marblehead, and Salem. He is an EMT, as well. He became a full-time certified police officer in 2023. Chief Dumas noted the number of people in the room present to support the appointment of Jesse Mazzie to the position of full-time Police Officer.

Mazzie said that he is looking forward to continuing to work as part of the team.

Sheri David made a motion to appoint Jesse Mazzie to the position of full-time Police Officer, Christine Kneeland second, all in favor – aye (3-0). Deana Ziev ABSTAINED.

Town Clerk Catie McClenaghan swore in Jesse Mazzie. Photographs were taken with the Board of Selectmen, his family, as well as current and retired members of the Police Department.

Vice Chair Christine Kneeland left the meeting at 6:12 p.m.

6:10 p.m. APPOINTMENT* Conservation Agent Brent Baeslack to discuss Federal Emergency Management Agency revised Flood Insurance Rate Map and Flood Insurance Study report for Essex County

Conservation Agent Brent Baeslack passed out handouts to the Board. He said that after Hurricane Sandy, the federal government found that they needed to update coastline and inland flood maps in order to better plan for storm surge. He said they are now working on the inland flood maps. The process began in 2018, but was put on hold during the pandemic. Baeslack said they use laser technology to create an accurate representation of the topography.

Baeslack showed the Board an example of the previous versus updated FIRM flood plain maps for McDonalds, which was included in the handout. He said the updated map more accurately reflects flooding they have recently seen. He said that the new maps help protect human health and safety as well as minimize damage to structure. He said that Rowley's soil suitability bylaw was ahead of its time in that it classifies soils that are clearly found in locations that are known to flood. In 2022, Massachusetts published the flood plain district bylaw which is part of the Rowley Protective Zoning bylaw. He said that the Protective Zoning bylaw was modified at the 2022 Town Meeting to include language recommended by FEMA. Baeslack said the Town bylaw now references "current" FEMA maps rather than maps released on a specific date.

Baeslack said that there is a 90 day appeal process for the revised maps, if the Town wants to challenge erroneous information in the maps. He said that he reviewed the maps and nothing stood out as being incorrect. He said overall the maps appear to be much more accurate.

Pierce asked if there were other changes to the maps, besides McDonalds. Baeslack said yes, he used the McDonalds as an example because they had recently come before the Town to do work on their site; however, they were engineering off of the old maps which weren't accurate. He said the Wetlands Protection Act allows Conservation Commissions to use the most recent information available, so they were able to recommend that the new draft FIRM maps be used to help McDonalds to better design their project. The flooding that was visible during the Mother's Day flood is now represented in the FIRM maps.

Pierce asked if someone can view the maps to see how the update would impact their property. Baeslack said yes, they have hard and electronic copies of the maps. He said that he would not be involved in evaluating a property owners land to dispute the new map though. The property owner would need to contact a professional to work through that process with them. He said that when the new maps are finalized, they will be posted to the Town's website.

Bernie Cullen, 283 Wethersfield Street, Chairman of the Water Board, asked if the maps have been shared with the utility departments in town. Baeslack said he is not sure they have, they are still in draft and being reviewed, but anyone is able to look at the draft maps. Cullen asked Baeslack to please send the maps to Water Superintendent Robert Gray.

6:20 APPOINTMENT* Conservation Agent Brent Baeslack and Open Space Committee Member Alyssa King to discuss an update to the Educational Nature Trails Project at Veterans Park and to discuss grant application opportunities

Chairman Pierce read the following:

Brent and Alyssa are here tonight to discuss grant application opportunities to cover the costs to enhance the Education Nature Trails at Veterans Park, the "active recreation" parcel at the Town's Bradstreet property.

Some of the enhancements include:

- *removing invasive species;*
- *planting native species*
- *installing a series of educational signs*
- *installing a Story Walk*
- *creating an outdoor classroom.*

Alyssa King, Secretary of the Open Space Committee, said she would like to provide an update to the Board on the project. She said that the Board of Selectmen are in charge of the care and custody of the land, so she wants to make sure the future plans are in line with what the Board would like to see. She said that, to date, the trail is clear and trail markers are up, Brent has applied two poison ivy treatments, and pathways have been mowed for the Pine Grove School students to access the trail. She said the paths are being used by the Pine Grove School students as well as the Parker River Preschool students. King said that now they are looking at how to enhance the trail to make it more engaging, which will require funding. She said there are several phases: 1. ecological restoration to get rid of invasive plants and plant some raised plant beds with native plants; 2. Create a story walk to bridge nature with literary science; and 3. Long term goal – to help provide teachers with resources to engage with the nature trail successfully such as training resources and outside educators. King said there are two local community grants that would like them to apply for funding, however the caveat is that they need a nonprofit to apply with them. She said they reached out to the Parent

Teacher Association first, but they are not able to be a partner. She said the Rotary is interested in the project; however, they have a conflict because they will also be applying for a grant. She said they are waiting to hear if the Parker River Clean Water Association is able to partner with the Open Space Committee. King asked if the Board is in support of the vision for the trail and for the OSC to partner with a non-profit. Chairman Pierce said they are and it sounds like they have already put a lot of time into the project. Ziev said they are absolutely supportive. King said that they are hoping that the Parker River Clean Water Association partnership comes through, but another option may be to form a Friends of the Open Space Committee to hold the funds for this project. Ziev suggested that the Friends of the Rowley Public Library may also be an option. Town Administrator Debbie Eagan said that the land was purchased with Community Preservation Act funds, so if the grants don't work out, the projects could be eligible for CPA funds. She said that when the land was purchased by the Town, there was a vision for the land to be actively used. She said they initially thought there would be playing fields built on the land, but that hasn't worked out for several reasons.

King said that for one of the grants, from BioLabs, she is waiting to hear if the Town could be the managers for the grant. She thinks this would ideally be the Selectmen. Eagan said that this would be fine, the Selectmen's Office applies for and manages many grants. Ziev asked if the story walk boards would be reusable. King said, yes the story walk signs would be built on 4x4 posts and would last a long time.

GENERAL BUSINESS

1. Letter of resignation from Pumpout Boat Operator Teddy Storrs

Chairman read the following:

Harbormaster Bill DiMento has informed the Board that Teddy Storrs has submitted his resignation from the position of Pumpout Boat Operator.

The Board needs to vote to accept his resignation.

Deana Ziev made a motion to accept this resignation with regrets, Sheri David second, all in favor – aye (3-0).

2. Set Halloween Trick or Treat Hours for Tuesday, October 31, 2023 from 5:30 p.m. to 7:30 p.m.

Chairman Pierce read the following:

Halloween is coming up in a few weeks. Police Chief Scott Dumas is recommending the Board of Selectmen vote to approve Trick or Treat hours on Tuesday, October 31, 2023 from 5:30 p.m. to 7:30 p.m.

Sheri David made a motion to approve Trick or Treat hours for Tuesday, October 31, 2023 from 5:30 p.m. to 7:30 p.m., Deana Ziev second, all in favor – aye (3-0).

NEW BUSINESS

1. Approve Memorandum of Agreement with Teamsters Local 170 (FIRE UNION) on shift schedule

Chairman Pierce read the following:

The current firefighter shift schedule, which provides daily coverage seven days per week in the Fire Station from 6:00 a.m. to 6:00 p.m. through two separate work groups, expired on June 30, 2023. This Memorandum of Agreement continues the existing schedule through June 30, 2025, and coincides with the remaining term of the parties' current CBA.

The MOA has been signed off by the Teamsters representative Ken Bergen. The Board needs to vote to sign the MOA.

Sheri David made a motion to sign the Memorandum of Agreement, Deana Ziev second, all in favor – aye (3-0).

2. Discuss Town Hall Annex exterior improvements:
 - placing gravel on the front walkway
 - changing the parking lot lines on the School Street parking lot to angled parking
 - assigning additional parking spaces in the School Street parking lot for visitors

Chairman Pierce read the following:

Front Walkway

The COA Board sent us a letter requesting that we create a level gravel or stone walkway in the front of the building. (Letter is attached.) Currently, it is hard for people using the front access of the Annex facing Central Street because they have to walk over an uneven grass and dirt area to the back parking lot. Highway Surveyor Patrick Snow says that he will be able to do this project in November.

Deana Ziev made a motion approve the Highway Department making the gravel walkway, Sheri David second, all in favor – aye (3-0).

Chairman Pierce read the following:

Angled Parking Spaces

The COA Board is also asking for the School Street parking lot lines be changed from perpendicular to angled spaces. The COA Board says that Police Chief Scott Dumas suggested that this change would make backing out of the spaces easier and safer.

Patrick Snow says that he could do this work this month. The Chief also says that if the Board authorizes the angled parking for the School Street parking lot, that it would be useful to have angled parking spaces painted on School Street near the handicap ramp, because most people who park on the street in this area, park in an angled fashion. Does the Board agree with changing the parking to angled? If so, the Board will need to vote to authorize the Highway Department to create angled parking in the School Street Parking Lot and on School Street near the handicap ramp.

Sheri David made a motion approve the angled parking spaces, Deana Ziev second, all in favor – aye (3-0).

Parking Space Designations for Visitors and Employees

Chairman Pierce said he would like to table this item until Debbie Eagan has a chance to reach out to the employees and officials who work out of the building for feedback before making any changes.

Deana Ziev made a motion to table this item, Sheri David second, all in favor – aye (3-0).

3. Massachusetts Department of Agriculture Notice of Proposed Acquisition for an Agricultural Preservation Restriction for the property owned by David S. Herrick, individually, and as a Trustee of the Herrick Farm Trust on Dodge Road and Mill Road

Chairman Pierce read the following:

MDAR has sent the Board the attached letter saying that it proposes to acquire an agricultural preservation restriction on property owned by David S. Herrick individually and as Trustees of the Herrick Farm Trust on parcels of land located on Dodge Road and Mill Road. Under State Law, the MDAR must notify the chair of the Board of Selectmen at least 120 days in advance of the acquisition. The 120-day notice can be shortened with the approval of the Board of Selectmen. MDAR is requesting the Board to agree to waive the 120-day notice period, so they can expedite the acquisition process.

Chairman Pierce read the Notice of Proposed Acquisition into the record.

Deana Ziev made a motion to wave the 120 day comment period, Sheri David second, all in favor – aye (3-0).

4. One-Day Entertainment Application License filed by the Agricultural Commission for re-scheduled live music entertainment on the Town Common on October 22, 2023 from 10:00 a.m. to 1:00 p.m. to mark the last day of the Farmer's Market

Chairman Pierce read the following:

During the September 11th meeting, the Board approved a One-Day Entertainment License for the Agricultural Commission to have live music on the Town Common on September 17, 2023. The music was part of the Annual Tractor Show event. Unfortunately, the band had to cancel the September 17th event at the last minute due to illness.

The Agricultural Commission re-scheduled the band for Sunday, October 22, 2023 from 10:00 a.m. to 1:00 p.m., and is requesting the Board to approve a new One-Day Entertainment License.

In keeping with the September 17th One-Day Entertainment License approval, the only condition on the License issued by the Board was to have a crowd events manager on site during the duration of the event to:

- address issues at the event,*
- to ensure orderly crowd behavior, and*
- to apply security measures*

Does the Board wish to approve the request? Does the Board wish to include the condition of the approval that a crowd events manager be present?

Deana Ziev made a motion to approve the one-day entertainment license request with the condition that a crowd manager be present during the event, Sheri David second, all in favor – aye (3-0).

5. Four One-Day Entertainment License Applications filed by Anonymous Brewing of 60 Main Street for the following:

- solo acoustic performance on October 21, 2023 from 4:00 p.m. to 6:00 p.m.
- stand-up comedy performance on October 26, 2023 from 7:00 p.m. to 9:00 p.m.
- solo acoustic performance on November 19, 2023 from 4:00 p.m. to 6:00 p.m.
- stand-up comedy performance on November 30, 2023 from 7:00 p.m. to 9:00 p.m.

Chairman Pierce read the following:

The four attached 1-day Entertainment License applications submitted by Anonymous Brewing have been circulated to relevant Town Departments for review. These are the comments submitted by the Department Heads:

Police Chief: *"The police department does not have any concerns with these requests."*

Fire Chief: *"The fire department doesn't have any concerns with these requests."*

Building Inspector: *"I have no issues with this."*

Health Director: *"The Health Department does not have any concerns."*

Town Planner:

In regards to the requests for 1-day Entertainment Licenses for events at Anonymous Brewing on:

- 1. Saturday, October 21th – solo acoustic (with PA), from 4pm to 6pm.*
- 2. Thursday, October 26th – Stand-up comedy (with PA) from 7pm-9pm.*
- 3. Saturday, November 19th – solo acoustic (with PA), from 4pm to 6pm.*
- 4. Thursday, November 30th – Stand-up comedy (with PA) from 7pm-9pm.*

In looking at all four requests I would note there is no indication in the application whether these events are indoor or outdoor. Based on the season though, I'm assuming the events are all indoor.

My only concern would be with the Thursday events being on a weeknight and the potential for noise impact to residential abutters. However, they are proposing to have a crowd manager for all events who can ensure that doors remain closed as much as possible during the times of the event to keep noise levels contained and to keep patrons from congregating and creating noise disturbance in the parking lot.

In that regard, I don't have any issue with approval of all of the cited 1-day entertainment licenses.

Thanks for the opportunity to comment.

ZBA: No Comments

Natalie confirmed with the applicant that all events will be taking place indoors.

Does the Board wish to approve the four One-Day Entertainment license applications with the following conditions?

- 1. The parking for the event needs to conform with the parking spaces allocated to this business as detailed on the Planning Board approved site plan. The applicant should have an agreement with the property owner to utilize additional parking spaces not designated for his business if needed for this event.*

2. Crowd event manager must be present at all times during the event and should strictly enforce the timeframe
3. People congregating outside is prohibited
4. The crowd event manager should ensure that vehicular ingress/egress to the site is safe for both vehicles and pedestrians – **does the Board wish to require a police detail for traffic control?**
5. Parking on the street is prohibited and the crowd event manager must watch for instances of street parking and to ask vehicle-owners to immediately move any street parked vehicles
6. Occupant load not to be exceeded.
7. Exits are to be free and clear at all times.
8. Amplified sound equipment to be used mindfully since this is a residential area and two of events are taking place on a Thursday evenings.
9. Any other conditions?

Deana Ziev made a motion to approve the four one-day entertainment license requests with the conditions listed, with the exception of the police detail, Sheri David second, all in favor – aye (3-0).

6. Three One-Day Entertainment License Applications filed by Rowley Veterans Association, Inc. of 19 Bradford Street for the following:
 - Halloween Party with live band on October 27, 2023 on second floor of building from 7:00 p.m. to 10:00 p.m.
 - Fundraiser with live band on November 3, 2023 on first floor of building from 7:00 p.m. to 10:00 p.m.
 - Thanksgiving Eve event with vocalist and guitar on the first floor of the building from 7:00 p.m. to 10:00 p.m.

Chairman Pierce read the following:

The three attached 1-day Entertainment Licenses submitted by the RVA have been circulated to relevant Town Departments for review. The ZBA, Police Chief, Fire Chief, Building Inspector and Health Director did not have any comments. The comments from the Town Planner with his recommended conditions are attached and detailed below:

In regards to the requests for 1-day Entertainment Licenses for Rowley Veterans Association (RVA) events on:

1. *Friday, October 27th -- Halloween Party with Live band with PA, on 2nd floor, est 100 attendees from 7-10pm*
2. *Friday, November 3rd – Fundraiser with a live band with PA on 1st floor est 75 attendees – time not specified.*

3. *Friday, November 22nd – Thanksgiving Eve event with vocalist and guitar with PA on the first floor with est. 50 people from 7-10pm*

In looking at all three requests I would only ask the BOS confirm the time of the November 3rd event. Based on the others I assume it's most likely within the same 7-10pm timeframe. In any case, all three events are proposed to have a crowd manager present and propose to prohibit on-street parking.

Regarding the 2 events with the live band I would advise the crowd manager be required to make sure the windows and doors are kept closed as much as possible to prevent any noise nuisance.

In that regard, I don't have any issue with approval of all three of the cited 1-day entertainment licenses.

Thanks for the opportunity to comment.

Amy Confirmed with the applicant that the hours for the November 3rd event are 7-10pm.

Does the Board wish to approve these three Entertainment License applications with the following conditions:

1. *Crowd manager must be present at all times during each event*
2. *On-street parking is prohibited*
3. *Windows and doors must remain closed while band is playing to prevent noise nuisance*
4. *Occupant load not to be exceeded*

Deana Ziev made a motion to approve the three one-day entertainment licenses with the conditions, Sheri David second, all in favor – aye (3-0).

OLD BUSINESS

1. Update on the Eastern Essex District Department of Veterans Services Director position

Chairman Pierce read the following:

Selectman Sheri David is the Board's representative to the Eastern Essex District Department of Veterans Services. Sheri will give the Board an update on the status of the Director's position.

David said that on Wednesday, they will be interviewing 3 candidates for the Director position and Thursday they will discussing the selection. She said the Secretary just also gave her resignation, so they also will need to fill that position. David said that a project Bob Snow has been working on is coming to fruition - starting January 24,

veterans in Rowley will have transportation to the VA hospital in Bedford from their homes. David said she will be away for the Director interviews on the 18th, but Bob Breaker will be at the meeting. She said that she will catch up with Breaker the following day.

2. Discuss FY 24 Triton Regional School District Assessment

Chairman Pierce read the following:

Treasurer/Collector Karen Summit sent the Board the attached memo regarding the final FY 24 Chapter 70 funds that were disbursed to the Triton Regional School District. Chairman Pierce will read the attached memo.

Chairman Pierce read the memo from Treasurer Karen Summit.

Sheri David made a motion to request that Triton make a deduction to the Town's FY24 assessment, Deana Ziev second, all in favor – aye (3-0).

3. Discuss Whittier Regional Vocational Technical High School Building Project

Chairman Pierce read the following:

The Board has received a letter from Bernard Cullen regarding the potential impacts to the Town on the proposed Whittier School building project.

Chairman Pierce asked Bernie Cullen to speak to the Board regarding his letter.

Cullen said that this project is being delivered to the communities as a fait accompli because the project is a huge benefit for Haverhill, who has 68% of the 1200 enrollees to Whittier, and approval of the project being moved forward as a district-wide vote. He said there are several other issues with the project. The size of the project is in flux, but it is approximately a \$450 million project before financing, and three quarters of a million project once financing is factored in. This is a very large project.

The third issue is with the capital assessment formula, which is tied to total number of students in each member community's school district not the students enrolled at Whittier. He gave the example of how Rowley sent 23 students to Whittier this year, which is around 2% of the Whittier student population but, using the assessment formula, the Town must contribute 4% toward capital costs. The formula, which has been in place since 1967, hasn't undergone much criticism up to this point because Whittier has taken care of its capital projects using its reserve funds and the capital projects have been small.

Cullen said that Rowley will contribute \$10.9 million towards this capital project, \$18.2 million after financing costs. Haverhill, who is the great benefactor will contribute \$124 million, but if the formula was based on the percentage of students Haverhill sent to Whittier it would be \$202 million dollars. That difference is then reallocated to the other 10 communities. He said the formula hasn't been tested until now. He said that if you listen to the tri-board meeting in Ipswich, the board members were completely stunned by what the Town was required to contribute.

Pierce said that it is an inequitable way to allocate costs and it heavily favors Haverhill. Cullen said that the operating costs are allocated based on enrollment, which is reasonable. He said this is not reasonable.

Pierce said that the agreement allows for the communities to make amendments, however the amendment needs to have the approval of every single member community. He said it is unlikely that Haverhill will agree to change the capital formula. He said it would also likely be too late to affect this situation because the borrowing would already be in place. Pierce said that the method of apportioning the capital costs needs to be changed but it is unlikely to happen.

Cullen said that 8 of the 11 other Towns are in a similar situation. He said that the odds are that the override may not pass in Rowley, because there are such a small number of students that go to Whittier.

Pierce said that the Town would have to make painful choices to fund this project, unless there is an override. He said that they were told the Whittier School Building Committee voted to recommend a district-wide vote, rather than a Town by Town vote, and that is how Whittier is proceeding. He said there are several issues with the vote as it is being planned: it is in January, the worst time of year to hold an election; there will be no early voting; and there are very limited voting hours. He said it is guaranteed to have a low voter turnout, as a result. Pierce said the Town can try to pass a debt exclusion afterwards to finance the project but it may not pass. Cullen said the consequences for the Town are significant. Pierce said that the Town will have the liability, but no way to pay for the liability.

Cullen said the Whittier School Committee is an unelected committee, yet they are dictating to the Towns how to spend three quarters of a million dollars.

Ziev asked if the Town has an option for pulling out of the agreement with Whittier. Pierce said that the other Towns need to let you out, plus it wouldn't let you off the hook for debt that you were assessed before you left. Pierce said that the Whittier School Building Committee cannot make the decision for a district-wide vote, the vote must be made by the Whittier School Committee. He said that the Committee is planning to vote on this at a meeting in November, so there is still time to affect that vote.

Ziev said that a letter should be sent to the School Committee, with the other Towns, requesting a Town by Town vote. Pierce added that the vote should also be tied to a debt exclusion.

Cullen said the other player in this process is the MSBA. He said they like to see that Towns are supportive of the project, so they should understand that Rowley is not supportive of the project. He said the issue is not of vocational education or the need for the project, but the size of the project, the way it is being forced on communities, and the way the capital costs are being assessed.

David said she doesn't understand why Whittier is only contacting the Town now about this project. She said that Ipswich was likewise surprised by the lack of communication between Whittier and the Towns.

Chairman Pierce said there is still time to sway the Whittier School Committee and the Towns should send a letter requesting a town-by-town vote tied to a debt exclusion approval.

Deana Ziev made a motion to send a letter to the Whittier School Committee requesting a town-by-town vote tied to a debt exclusion, Sheri David second, all in favor – aye (3-0).

Deana Ziev made a motion to send a letter to the other Whittier communities asking that they join in sending letters to the Whittier School Committee, Sheri David second, all in favor – aye (3-0).

Deana Ziev made a motion to send a letter to Senator Tarr and Representative Kassner about the process that is being followed in an effort to get the project approved, Sheri David second, all in favor – aye (3-0).

Eagan asked for clarification on the community letter and which communities the Board would like to letter to go to. Ziev said that even if the community isn't as negatively impacted by the assessment formula, they may still have an issue with how the vote is being presented to the taxpayers. The Board agreed that it should be all the communities.

Deana Ziev made a motion to send a letter to the MSBA, Sheri David second, all in favor – aye (3-0).

MINUTES

- September 25, 2023

Deana Ziev made a motion to approve the minutes of September 25, 2023, Sheri David second, all in favor – aye (3-0).

- October 2, 2023

Deana Ziev made a motion to table the minutes of October 2, 2023 until the next meeting, Sheri David second, all in favor – aye (3-0).

ANNOUNCEMENTS

1. The Town has the following board vacancies:

- **Planning Board Associate**
- **Conservation Commission**
- **Council on Aging**
- **Open Space Committee**
- **Rowley Cultural Council**
- **Zoning Board of Appeals – Alternate member**

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

ADJOURN

Deana Ziev made a motion to adjourn, Sheri David second, all in favor – aye (3-0).

Meeting adjourned at 7:29 p.m.

Respectfully submitted,
Natalie Lovett
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding 6:05 p.m. Appointment: Police Chief Scott Dumas to present Jesse Mazzie for appointment to the position of Full-time Police Officer
2. Letter from Police Chief Scott Dumas requesting Jesse Mazzie be appointed to full-time police officer
3. Meeting memo regarding 6:10 p.m. Appointment: Conservation Agent Brent Baeslack to discuss Federal Emergency Management Agency revised Flood Insurance Rate Map and Flood Insurance Study report for Essex County
4. Letter from FEMA regarding revised FIRM maps with attachments
5. Meeting memo regarding 6:20 p.m. Appointment: Conservation Agent Brent Baeslack and Open Space Committee Member Alyssa King to discuss an update to the Educational Nature Trails Project at Veterans Park and to discuss grant application opportunities
6. Pine Grove School Educational Nature Trail map

7. Email from Alyssa King to Debbie Eagan re: Update on Pine Grove Educational Nature Trail with attachments
8. PGS Nature Trail project scope
9. PGS Nature Trail budget
10. Meeting Memo regarding General Business #1: Letter of resignation from Pumpout Boat Operator Teddy Storrs
11. Email resignation from Teddy Storrs to Bill DiMento
12. Meeting Memo regarding General Business #2: Set Halloween Trick or Treat Hours for Tuesday, October 31, 2023 from 5:30 p.m. to 7:30 p.m.
13. Email from Scott Dumas to Debbie Eagan regarding Trick or Treat
14. Meeting memo regarding New Business #1: Approve Memorandum of Agreement with Teamsters Local 170 (FIRE UNION) on shift schedule
15. Memorandum of Agreement between Town of Rowley and Teamsters, Local 170 (Fire Union)
16. Meeting memo regarding New Business #2: Discuss Town Hall Annex exterior improvements
17. Letter from Geneva Merry to the Board of Selectmen regarding Town Hall Annex exterior improvements
18. Email from Ellie Davis regarding Parking at the Annex
19. Meeting memo regarding New Business #3: Massachusetts Department of Agriculture Notice of Proposed Acquisition for an Agricultural Preservation Restriction for the property owned by David S. Herrick, individually, and as a Trustee of the Herrick Farm Trust on Dodge Road and Mill Road
20. Letter from the Massachusetts Department of Agriculture regarding APR Project Name: David S. Herrick, Project ID # 23C02
21. Notice of Proposed Acquisition
22. Confirmation of Notice
23. Consent to Reduction of Notice Period
24. Email from Thomas Mullen to Debbie Eagan regarding Agricultural Preservation
25. Email from Thomas Mullen to Debbie Eagan regarding APR Notice
26. Meeting memo regarding New Business #4: One-Day Entertainment Application License filed by the Agricultural Commission
27. Meeting memo from September 11, 2023 meeting regarding New Business #2: Request from the Agricultural Commission to use the Town Common
28. Email from Libby Tucker regarding Agricultural Commission entertainment license
29. 1-Day Entertainment License Application submitted by the Agricultural Commission
30. Meeting memo regarding New Business #5: Four One-Day Entertainment License Applications filed by Anonymous Brewing of 60 Main Street
31. 1-Day Entertainment License application submitted by Anonymous Brewing for event on October 21, 2023

32. 1-Day Entertainment License application submitted by Anonymous Brewing for event on October 26, 2023
33. 1-Day Entertainment License application submitted by Anonymous Brewing for event on November 19, 2023
34. 1-Day Entertainment License application submitted by Anonymous Brewing for event on November 30, 2023
35. Meeting memo regarding New Business #6: Three One-Day Entertainment License Applications filed by Rowley Veterans Association, Inc. of 19 Bradstreet Street
36. 1-Day Entertainment License application submitted by Rowley Veterans Association for event on October 27, 2023
37. 1-Day Entertainment License application submitted by Rowley Veterans Association for event on November 3, 2023
38. 1-Day Entertainment License application submitted by Rowley Veterans Association for event on November 22, 2023
39. Meeting memo regarding Old Business #1: Update on the Eastern Essex District Department of Veterans Services Director position
40. Meeting memo regarding Old Business #2: Discuss FY24 Triton Regional School District Assessment
41. Letter from Karen Summit to Board of Selectmen regarding FY24 Triton Assessment with attachment
42. Triton Regional School District FY24 Final Budget Summary
43. DLS Notice to Regional School Districts of Estimated Receipts for Triton
44. FY24 Preliminary Cherry Sheet Estimates for Triton
45. Excerpt from the 2023 Town Meeting warrant showing the FY24 Rowley Finance Committee budget request for the Triton Regional Assessment
46. FY24 Department Budget Request Worksheet for Schools – Triton
47. Letter from Triton Regional School District to Karen Summit regarding the Triton local assessment amounts with attachments
48. Meeting memo regarding Old Business #3: Discuss Whittier Regional Vocations Technical High School Building Project
49. Meeting minutes from May 23, 2023 Whittier School Building Committee Meeting
50. Estimate Pro Rata Share of Debt Service and Residential Tax Impact for the Town of Rowley
51. Letter from Bernie Cullen to Board of Selectmen regarding Whittier school building project
52. Section of Whittier Agreement Apportioning Costs Incurred by the District
53. Spreadsheet showing allocation of project Whittier capital costs
54. Draft minutes of the September 25, 2023 Board of Selectmen meeting
55. Draft minutes of the October 2, 2023 Board of Selectmen meeting