

MINUTES OF THE BOARD OF SELECTMEN

October 28, 2019

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

7:00 p.m.

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

PUBLIC ATTENDEES: Bernie Cullen – 283 Wethersfield Street; David Zizza – Finance Committee; Larry White – Finance Committee

CALL MEETING TO ORDER

Chairman Pierce called the meeting to order at 7:00 p.m. He said the meeting is being video recorded and televised live by Rowley Community Media.

PLEDGE OF ALLEGIANCE

Trevor Quigley led the Pledge of Allegiance.

GENERAL BUSINESS

1. Request from Harbormaster Bill DiMento to appoint Trevor Quigley as Pumpout Boat Operator

Chairman Pierce read the following:

Please see the attached request from Harbormaster Bill DiMento. Bill confirmed that he completed the reference checks for Trevor. Please appoint Trevor Quigley as Pumpout Boat Operator subject to a CORI check, which will be completed tomorrow.

Harbormaster Bill DiMento said he has known Quigley for a number of years, he is a fine young man, he has been operating boats since he has been 12 years old, and he will be a great addition to the staff.

Joe Perry made a motion to appoint Trevor Quigley to the position of Pumpout Boat Operator, Dave Petersen second, all in favor – aye (4-0). Bob Snow – ABSENT

Petersen said Quigley has quite a resume for a high school student and congratulated and welcomed Quigley.

2. Discuss request from the Board of Cemetery Commissioners to extend a seasonal laborer's work schedule for up to 10 hours per week

Petersen said he is the Chairman of the Cemetery Commissioners. He said the Cemetery Department has a part-time employee who works 20 hours per week for the Cemetery and 20 hours for the Highway Department. He said this employee will be out for an operation starting on November 1st, and they will not have any staff in the Cemetery to help while he is out. He said Tricia McNeil has been a Seasonal Laborer for three seasons, and she knows how to handle the paperwork and how to deal with issues that may arise. He said they would like to have her help.

Deana Ziev made a motion to extend Tricia McNeil's employment for approximately four weeks, for up to 10 hours per week, Joe Perry second, all in favor – aye (3-0). Bob Snow – ABSENT Dave Petersen - ABSTAINED

NEW BUSINESS

1. Sign State Contract for State Department of Energy Resources Municipal Energy Technical Assistance Grant

Chairman Pierce read the following:

The Department of Energy Resources has awarded the Town the Municipal Energy Technical Assistant Grant. We received \$10,020 to be used to cover the costs of an energy audit as part of the Town's work towards becoming a State-designated "Green Community." The audit will help us to identify cost-effective ways to reduce energy consumption.

The DOER has sent us the Grant paperwork. The Board of Selectmen needs to vote to authorize Cliff Pierce to sign the forms.

After the Board votes, Cliff needs to sign the Contractor Authorized Signatory Listing and the Proof of Authentication of Signature Form. Principal Assessor Sean McFadden will notarize his signature.

Dave Petersen made a motion to authorize Chairman Pierce sign the State Contract for State Department of Energy Resources Municipal Energy Technical Assistance Grant, Deana Ziev second, all in favor – aye (4-0). Bob Snow – ABSENT

Pierce signed the contract and Sean McFadden notarized it.

2. Sign Comcast Cable Television License Renewal

Chairman Pierce read the following:

The Comcast License is ready for the Board of Selectmen to sign. Chairman Pierce, Debbie, Janet and Attorney Magen from Tom Mullen's Office have been working on the renewal for the past several months.

Pierce also read the highlights of the contract from the memo from Deborah Eagan dated October 24, 2019.

Dave Petersen made a motion to sign the Comcast Cable Television License Renewal, Deana Ziev second, all in favor – aye (4-0). Bob Snow – ABSENT

The Selectmen signed the contract.

OLD BUSINESS

1. Update on Pine Grove School Project

Chairman Pierce read the following:

Some of the important things left on this project are the following:

- *Girls Softball Field – the contractor needs to complete the work on the Triton Youth Softball Field so that it is ready for the upcoming softball season. The work on the field needs to be completed so that it is ready for the Spring softball season.*
- *Order of Conditions – There is an outstanding Order of Conditions for the site work and stormwater management facilities. Conservation Agent Brent Baeslack reminded Debbie that there has been no filing as of yet with the Conservation Commission for a Certificate of Compliance.*

Joe Perry will discuss other items related to the project.

Perry said the Friday meetings are continuing. He said there are 818 items on the punch list ready for inspection, 79 items in dispute and 53 items still being reviewed. He said a neighbor of the school contacted them about a noise issue coming from the unit on the gym roof. He said the signage will be replaced out of the construction contingency. He said at the Selectmen's meeting last week held at the school, people were parking everywhere, including on top of the new septic system, and this area needs to be blocked off. He said the electric bill is normally \$6,000 per month, but the bill from mid-September to mid-October was \$12,000. He said they will look into this. He said he spoke to Tom Hood about the sod. He said they would have had to seed the field last spring for the field to be ready, but they will sod the field in March so that it will be ready for softball season. He said the cost for this is \$28,000. Pierce asked what account that is coming from. Perry said it hasn't come out of the account yet. He said he asked on Monday for the snowblower discussion to be tabled, and they are working on getting the pad, housing and the machine for \$55,000.

Bernie Cullen asked if what type or significance there is for the 79 items in dispute. Perry said the architect draws up the plan and the contractor does the work on the plan. He said out of 1,100 items there are a number of small items that don't meet the specifications. He said WT Rich is meeting with the contractors.

Bernie Cullen said the acoustics in the All Purpose Room at last Monday's meeting were worse than before the renovation. He said he doesn't know if it was the microphones or the speakers, and it was hard to hear on television as well. Ziev said she has heard these complaints as well. Perry said there was no sound when he watched the meeting on television today. Cullen asked if these items are also on the punch list. Perry said they reviewed them and readjusted them, and they are on the checklist. Ziev said the acoustics in that room are challenging, and it could be due to the high ceilings. She asked if we had problems in May with the microphones as well. Petersen said Rowley Community Media was spoken to a number of times before that meeting. Eagan said Janet Morrissey was remotely monitoring the meeting on a television using Verizon cable, and she is not sure if the issue was with the Comcast feed. She said there was an issue with the website feed, but Morrissey said the cable side was rectified. Ziev said there were issues with the microphones which made it challenging for the people at the meeting to hear. She asked whose job it is to evaluate the electricity use. Perry said the contractor is still there, and he will look at it along with the school people. Ziev said it seems that the electrical costs should be lower with the new high efficiency items at the school. Petersen said those new items help, but don't always reduce energy usage.

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

Ziev said she has been looking at surrounding towns with Facebook pages and Rowley is the only Town in the school district without a Facebook page, and the only Town in twelve surrounding towns without a Facebook page. She said the twelve communities are: Newbury, Boxford, West Newbury, Hamilton, Ipswich, Georgetown, Groveland, Wenham, Salisbury, Essex, Middleton and Manchester by the Sea. She said just Rowley and Topsfield do not have a Facebook page in the area. She said a lot of the Facebook pages currently used to share information contain a lot of hearsay, and she has been thinking that we should have a Town of Rowley Facebook page that would be used only to disperse information or announcements. She said the direct messaging capability and commenting features would be shut off. She said she would work with IT to set up and design the Facebook page, and Debbie or others could post information to it. She said she thinks we owe it to the community to provide up to date, factual information directly through Facebook, and not any personal opinions of the Board. She said this is something for the Board to think about.

Bernie Cullen said he has set up a template to copy information from the Town meeting calendar to the Rowley Talks Facebook page, because there is no central place to find this information, and a notice board makes sense. Ziev said the Town has a new website under construction, but a lot of people use social media, and this is a valuable resource to keep the community up to date with accurate information. Pierce said he

thinks is a good idea, and it is a way to communicate with the people. He said if the surrounding towns are doing this, then we should as well.

ANNOUNCEMENTS

- The Town is holding a Household Hazardous Waste Collection Day for Rowley residents on Saturday, November 16, 2019 from 8:30 a.m. to 11:30 at the Highway Department facility at 40 Independent Street
- The Rowley Board of Health reminds residents that mosquitos carrying diseases have been identified in the region and that individuals should avoid outdoor activities from dusk to dawn, wear long sleeve and long pants and socks when outdoors, and to apply mosquito repellant when outdoors during peak hours
- Vacancies:
 - 1) Two vacancies on the Conservation Commission;
 - 2) One vacancy on the Zoning Board of Appeals Associate seat; and
 - 3) 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.

Petersen said due to inclement weather, the paving scheduled for Central Street, Leslie Road and at the Annex will be put off until next week. Ziev asked if Halloween Trick or Treating will be postponed due to the weather. Petersen and Pierce said no, the hours will be 5:30 to 7:30 p.m. on Thursday.

ADJOURN

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

Meeting adjourned at 7:31 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding General Business #1: Request from Harbormaster Bill DiMento to appoint Trevor Quigley as Pumpout Boat Operator
2. Request from Harbormaster Bill DiMento to appoint Trevor Quigley as Pumpout Boat Operator
3. Redacted resume from Trevor Quigley
4. Meeting memo regarding General Business #2: Discuss request from the Board of Cemetery Commissioners to extend a seasonal laborer's work schedule for up to 10 hours per week

5. Meeting memo regarding New Business #1: Sign State Contract for State Department of Energy Resources Municipal Energy Technical Assistance Grant
6. Signed State Contract for State Department of Energy Resources Municipal Energy Technical Assistance Grant
7. Meeting memo regarding New Business #2: Sign Comcast Cable Television License Renewal
8. Memo from Deborah Eagan to Board of Selectmen regarding Comcast Cable Television License Renewal
9. Signed Comcast Cable Television License Renewal
10. Meeting memo regarding Old Business #1: Update on Pine Grove School Project