

MINUTES OF THE BOARD OF SELECTMEN MEETING

October 31, 2016

Meeting Held in Selectmen's Office, Rowley Town Hall

MEMBERS PRESENT: Chairman Joseph Perry; Clifford Pierce, Clerk; G. Robert Merry; David Petersen; and (Town Administrator Deborah Eagan)

Vice Chairman; Robert Snow - ABSENT
(Assistant Town Administrator Amy Lydon – absent)

PUBLIC ATTENDEES: Henry Rolfe, Bernard Cullen

At 6:32 p.m. Chairman Joseph Perry called the meeting to order.

Chairman Joseph Perry called for a motion to go into Executive Session for the following purpose: to discuss collective bargaining strategy - AFSCME Local 2905, because an open meeting may have a detrimental effect on the bargaining position of the Town; and to return to open session, David Petersen so moved, Clifford Pierce, second, all in favor, roll call vote, David Petersen, aye; Joseph Perry, aye; Clifford Pierce, aye; Robert Merry, aye. Robert Snow - ABSENT

The Board went into Executive Session at 6:45 p.m.

The Board re-convened in Open Session at 6:45 p.m.

Chairman Joseph Perry called for a motion to take a recess until 7:00 p.m., David Petersen so moved, Clifford Pierce, second, all in favor, aye, 4-0. Robert Snow - ABSENT

The Board re-convened at 7:00 p.m. Chairman Joseph Perry lead the Board in the Pledge of Allegiance.

Chairman Joseph Perry reviewed the October 31, 2016 agenda items.

GENERAL BUSINESS

1. Request from Water Superintendent MaryBeth Wiser to appoint Katherine Bento as administrative assistant

David Petersen made a motion to appoint Katherine Bento as administrative assistant, Clifford Pierce, second, all in favor, aye, 4-0. Robert Snow - ABSENT

2. Request from Water Superintendent MaryBeth Wiser to appoint Robert Gray as Distribution Working Foreman

David Petersen made a motion to appoint Robert Gray as Distribution Working Foreman, Clifford Pierce, second, all in favor, aye, 4-0. Robert Snow - ABSENT

3. Review list of Road Opening Permits for National Grid to open the following roads:

- 5 Cedarwood Lane to install tracer wire

The Board reviewed the road opening permit as presented. The Board had no comments on the permit.

4. Approve and sign Massachusetts Cultural Council Grant

Chairman Joseph Perry read the grant letter from Massachusetts Cultural Council into the record. The Town is receiving a \$4,500 grant. David Petersen made a motion to authorize Chairman Perry to sign the grant paperwork, Clifford Pierce, second, all in favor, aye, 4-0. Robert Snow - ABSENT

5. Appoint Linda Snow and Kathy Cousins as Election Workers***

Chairman Joseph Perry read a letter from Town Clerk Susan Hazen requesting the Board of Selectmen to appoint Linda Snow and Kathy Cousins as Election Workers. David Petersen said the letter said that the appointment is for FY 16. Deborah Eagan said it is a scrivener's error. David Petersen made a motion to appoint Linda Snow and Kathy Cousins as Election Workers, Clifford Pierce, second, all in favor, aye, 4-0. Robert Snow - ABSENT

NEW BUSINESS

1. Letter from Kevin and Palma Monahan regarding Annex parking lot

Chairman Joseph Perry read the letter from Kevin and Palm Monahan into the record. Chairman Perry said that Conservation Agent Brent Baeslack and Highway Surveyor Patrick Snow performed an inspection of the drainage swale after the intense rainstorm of Friday, October 21, 2016. Chairman Perry read an email message from Brent Baeslack into the record. Chairman Perry said that the Board has pictures of the swale from Brent. Chairman Perry said Brent also inspected the drainage system last week and again today. He reports that the swales are working. The soils in the Annex ground are appropriate for infiltration. Despite the significant rainfall we've had over the past couple of weeks, there is no indication that the swales and the drainage system are not working. Chairman Perry said that a letter in response to Mr. and Mrs. Monahan has been drafted for the Board's review. David Petersen said that he was involved in the project and has been checking the swale both during and after the recent rain storms. Petersen said at one point there was four inches of rain in the swale and that later the water was gone. Petersen said, "It is infiltrating." He said that should the water overflow

it will go into the storm drain. He said that he doesn't think the Monahan's will be get any water and that he agrees with Brent. Robert Merry said, in reference to the pictures, that the drainage swales looks good to him. Chairman Perry read the letter written in response to the Monahan's concerns into the record. David Petersen made a motion to authorize Chairman Perry to sign the letter, Clifford Pierce, second, all in favor, aye, 4-0. Robert Snow - ABSENT

2. Request from Michael Hart to lease his Local Initiative Program affordable housing condominium unit at 870 Haverhill Street**

Chairman Joseph Perry said that Michael Hart is requesting permission from the Board of Selectmen to rent his Local Initiative Program (LIP) affordable condominium unit at 870 Haverhill Street. He said Mr. Hart is making this request because he is unable to sell the unit because of declining real estate values. He said he has made this request in the past and the Board has approved it. Chairman Perry said the State Department of Housing and Community Development has approved Mr. Hart's request for a period of 12 months at rate that does not exceed his expenses. He said that Mr. Hart must also receive approval from the Board of Selectmen to rent. Deborah Eagan told the Board that she spoke to the DHCD about the request and that by giving Mr. Hart permission to continue to lease the unit, it will stay as an affordable unit. David Petersen made a motion to grant Michael Hart permission to lease the unit, Clifford Pierce, second, all in favor, aye, 4-0. Robert Snow - ABSENT

OLD BUSINESS

1. Discuss Prospect Hill Road project

Chairman Joseph Perry said we need Verizon and Comcast to relocate fiber optic lines contained in one conduit on the west side of the road. He said the conduit crosses the grass-lined channels in two locations – one near the bottom and the other a little more than halfway up the hill. He said Debbie is having Town Counsel Judy Pickett review it.

2. Assign motions for Special Town Meeting Warrant articles

Chairman Joseph Perry said the Board needs to assign the motions to the articles that they will be moving at Town Meeting. He said attached is a copy of the Town Meeting warrant. The Board assigned motions to the following articles:

Article 2 – Robert Snow

Article 3 – Joseph Perry

Article 4 – Clifford Pierce

Article 5 – Bob Merry or a member of the Board of Cemetery Commissioners

Article 6 – Joseph Perry

Article 7 – Board of Cemetery

Article 8 – Joseph Perry

Article 9 – Joseph Perry
Article 10 – Clifford Pierce
Article 11 – Robert Snow
Article 12- David Petersen
Article 13 – Clifford Pierce
Article 14 – Water Board
Article 15 – Water Board
Article 16 – Water Board
Article 17 – David Petersen

Deborah Eagan asked if Robert Merry would be making the motion to suspend the reading of the warrant and the motion to adjourn. The Board agreed that Robert Merry would make these two motions.

MINUTES - October 26, 2016

Clifford Pierce made a motion to approve the October 26, 2016 meeting minutes, David Petersen second, all in favor, aye, 4-0. Robert Snow - ABSENT

ANNOUNCEMENTS

Chairman Joseph Perry read the following announcements:

- Fall Trail Cleanup, Dodge Reservation, 390 Wethersfield St, on Saturday, November 5, 2016 from 9 a.m. to noon. For more information contact the Conservation Office at 948-2330 or conservation@townofrowley.org
- Information on the Pine Grove School project is available on the Town's website at www.townofrowley.net.
- Special Town Meeting is Monday, November 14, 2016 at 7:30 p.m. at the Pine Grove School
- Household Hazard Waste Collection Event for Rowley residents on November 19, 2016 at the Highway Department Garage
- The Rowley Water Department has set a mandatory water ban in place. Outdoor watering is not permitted.
- Water Department customer billing cycle will change effective November 1, 2016. Meters will be read on or about the first of every month. Details on the change are posted on the Town's website, www.townofrowley.net
- The Town has the following vacancies:
 - a. **Fence Viewer** – three positions;
 - b. **Wood, Lumber & Bark Inspector**;
 - c. **Zoning Board of Appeals Associate** – two seats
 - d. **Parks and Recreation Committee** – one seat;
 - e. **Deputy Shellfish Constables** – two positionsFor more information on these positions, please contact the Selectmen's Office at 948-2372.

- The Rowley Food Pantry is in need of donations. Donations can be left at the Rowley Public Library.

ADJOURN

At 7:35 p.m. Clifford Pierce made a motion to adjourn, David Petersen, second, all in favor, 4-0.

Respectfully Submitted:

Deborah Eagan

Town Administrator

ATTACHMENTS:

1. Memo from Water Superintendent MaryBeth requesting Katherine Bento be appointed Administrative Assistant
2. Memo from Water Superintendent MaryBeth requesting Robert Gray be appointed Distribution Working Foreman
3. Road Opening Permit – National Grid to open 5 Cedarwood Lane
4. Massachusetts Cultural Council Grant packet
5. Letter from Town Clerk Susan Hazen requesting Linda Snow and Kathy Cousins be appointed Election Workers
6. Packet on Annex Parking Lot
 - a. Meeting Memo on New Business #1
 - b. Letter from Kevin and Palma Monahan regarding Annex Parking Lot
 - c. Email message from Conservation Agent Brent Baeslack re: Annex new parking area swale
 - d. Two pages (four pictures) of pictures of swale
 - e. Letter signed by Chairman Joseph Perry to Kevin and Palma Monahan
7. Packet on New Business #2 Michael Hart's Local Initiative Program condo unit
 - a. Meeting Memo on New Business #2
 - b. Letter from Rieko Hayashi, LIP/HOP Program Coordinator, Department of Housing and Community Development
 - c. Email message from Michael Hart re: Renting LIP Unit
8. Meeting Memo Old Business #1 Prospect Hill Road project
9. New Business #2 STM Warrant Articles with assigned motions
10. October 26, 2016 Meeting Minutes