

ROWLEY BOARD OF SELECTMEN
MEETING AGENDA

June 29, 2015, 7:00 p.m., Town Hall - **REVISED**

CALL MEETING TO ORDER & PLEDGE OF ALLEGIANCE

APPOINTMENT 7:00 p.m.- Treasurer/Collector Karen Summit and Town Clerk Susan Hazen for signing of FY 16 capital bond paperwork

CITIZEN QUERY 7:05 p.m. – 7:10 p.m.

JOINT MEETING – 7:15 p.m. Conservation Commission

- Discuss suggested names for 390 Wethersfield Street property

PUBLIC HEARING – 7:30 p.m. - Mill River Winery for liquor license alteration of premise application

GENERAL BUSINESS

1. Letter of resignation from Michael Cook as Deputy Shellfish Constable
2. Letter of resignation from John E. Grundstrom as Deputy Shellfish Constable
3. Letter of resignation from John H. Grundstrom as Shellfish Constable
4. Lift hiring freeze for Shellfish Constable position
5. Letter of resignation from Assistant Town Accountant Patricia Testa
6. Lift hiring freeze for Assistant Town Accountant position
7. Request from Triton Regional School District Family Engagement Coordinator Melissa Roy to use Eiras Park playground for Park Pals program
8. Request from Essex County Greenbelt to hold road bike event on September 13, 2015
9. Road Opening Permit request from National Grid to open 54 Bennett Hill Road for new gas service

OLD BUSINESS

1. Review updated Town Procurement Policy
2. Review and sign The Carrell Group contract for Public Safety Building Feasibility Study
3. Award and sign information services consulting contract with PRS Group
4. Review engineering proposal from Tata & Howard on Prospect Hill road reconstruction

NEW BUSINESS

1. Discuss Community Preservation Committee – Selectmen's seat
2. Vote to accept gift from Whallen Family for the Independence Day Celebration on the Town Common
3. Letter from Maryann "Mo" Levasseur re: Personnel Board vacancy
4. Sign Merrimack Valley Regional Transit Authority Council on Aging van lease document
5. Memo from Conservation Agent Brent Baeslack re: TW Excavating Corp. of an access gate installation
6. Request from Conservation Commission for Board of Selectmen to execute the Acknowledgement of Accuracy of Baseline Documentation for the Bradstreet Farm Conservation Area
7. Letter from John P. Carr, Esq. regarding Grievance against Herrick Farm
8. Discuss letter from Department of Telecommunications and Cable
9. Sign Local Initiative Program Compliance Certificate for 870 Haverhill Street, Unit 36 – affordable housing unit
10. Memo from Town Planner Kirk Baker re: antenna additions at Crown Castle cell tower and authorize signing of building permit
11. Discuss Water Department Issues
 - a. Institution of Demand Fee on late water payments
 - b. Policy on signing Water Department Employee payroll vouchers
 - c. Policy on signing bills payable vendor vouchers
 - d. FY 15 Water Department Budget balance update from Town Accountant Susan Bailey
12. Appointment FY 16 Election Workers
13. Appoint Attorney Steven Fletcher special counsel
14. Appoint Attorney Gary S. Brackett special counsel
15. Set meeting schedule for July, August and September
16. Discuss Recycling Center Hours for Independence Day Holiday – Saturday, July 4*

FY 16 RE-APPOINTMENTS

1. Agricultural Commission
2. Animal Control Officer and Alternate Animal Control Officer
3. Harbormaster and Assistant Harbormasters
4. Local Census Liaison for the Federal Census

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TOWN OF ROWLEY
TOWN CLERK
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5. Mooring Clerk
6. Assistant Town Clerk
7. Limited Health Agents
8. Board of Registrars
9. Parking Clerk
10. Planning Board Associate
11. Sandy Point Advisory Committee member
12. Cannoneer
13. Limited Lighting Bylaw Enforcement Agent
14. Merrimack Valley Planning Commission
15. Eastern Essex Veterans District
16. MBTA Advisory Board
17. Personnel Board – Selectmen’s representative
18. Zoning Review Committee – Selectmen’s representative and Building Inspector representative

ANNOUNCEMENTS

- The Town has the following vacancies:
 - a. **Fence Viewer** – three positions;
 - b. **Wood, Lumber & Bark Inspector**; and
 - c. **Zoning Board of Appeals Associate** - two open seats
 - d. **Historical Commission-Historic District Commission** – two seats
 - e. **Parks and Recreation Committee** – two seats
 - f. **Open Space Committee** is seeking members
 For more information on these positions, please contact the Selectmen’s Office at 948-2372.
- Rowley Food Pantry is in need of donations. The Food Pantry is open Tuesdays from 10:00 a.m. to 12:00 p.m. and Thursdays from 5:30 p.m. to 7:00 p.m.
- Rowley Public Library is offering discounts to Lowell Spinners baseball games. For more information contact the Rowley Public Library at 978-948-2850