

ROWLEY BOARD OF SELECTMEN  
**MEETING AGENDA - REVISED**

June 5, 2023

6:00 p.m.

Town Hall, 139 Main Street, Rowley, MA

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

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

**GENERAL BUSINESS**

1. Approve Council on Aging donations
2. Letter of resignation from Full-time Firefighter Graeme Potter
3. Letter of resignation from Probationary Call Firefighter Elder Adonis Lynch
4. Request from Fire Chief Mark Emery to lift the hiring freeze for the position of Full-time Fighter
5. Request from Library Director Pamela Jacobson to lift the hiring freeze for the position of part-time Library Technician
6. Request from Treasurer/Collector Karen Summit to appoint Karen O'Donnell as Assistant IT Coordinator starting July 1, 2023
7. Notice from the Northeast Massachusetts Mosquito Control and Wetlands Management Director on aerial application to control mosquito larvae on coastal salt marshes and upland habitat

**NEW BUSINESS**

1. Discuss Veterans Field parking issues
2. Approve purchase of clay and field conditioner by Parks and Recreation Committee
3. Personnel Plan language changes
4. Set meeting schedule for July – September 2023
5. Request from Anonymous Brewing LLC of 60 Main Street for a One-Day Entertainment License for live acoustic music indoors for fundraising event on June 10, 2023
6. Application from PieMar, Inc. d/b/a as Off The Vine of 150 Newburyport Turnpike for Temporary Outdoor Seating and Liquor License Expansion as part of the State COVID Emergency Legislation

*\*Indicates approximate time.*

*\*\*This section has been updated.*

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TOWN OF ROWLEY  
TOWN CLERK

7. Application from Anonymous Brewing LLC of 60 Main Street for Temporary Outdoor Seating and Liquor License Expansion as part of the State COVID Emergency Legislation
8. Request from Water Superintendent Robert Gray to appoint Carrie Kennedy to the position of Water Department Accountant and to set the starting pay rate above the minimum hiring rate
9. Discuss Town Accountant position
  - Job description
  - Lifting hiring freeze to post the position
  - Temporary assistance during transition

**OLD BUSINESS**

1. Discuss May 29, 2023 Memorial Day Parade
2. Update on intersection on Route 1 and Central Street and Glen Street
3. PRS Group Contract Renewal for IT Services
4. Discuss sending a reminder to retail establishments that the Plastic Bag Restriction Bylaw goes into effect on September 8, 2023

**FY 23 BUDGET TRANSFERS – GL c. 44 Section 33B**

- Police Academy Tuition to Police Department Expenses
- Group Health Insurance to Police Department Wages
- Accounting Expenses to Assistant Town Accountant Wages

**FY 24 RE-APPOINTMENTS\*\***

<b>Open Space Committee <i>one year term</i></b>	Howard Vogel	6/30/2024
<b>Open Space Committee <i>one year term</i></b>	Alyssa King Co-Chair	6/30/2024
<b>Open Space Committee <i>one year term</i></b>	Russ Leibe	6/30/2024
<b>Open Space Committee <i>one year term</i></b>	Janet Estella	6/30/2024
<b>Historic District Commission/ Historical Commission</b>	Frank Todd, Chairman	6/30/2024
<b>Historic District Commission/ Historical Commission</b>	Stephen Cabitt	6/30/2025
<b>Historic District Commission/ Historical Commission</b>	Holly Gagne	6/30/2024
<b>Historic District Commission/ Historical Commission</b>	Denzil Rice	6/30/2024
<b>Historic District Commission/ Historical Commission</b>	Priscilla Serafin - Alternate	6/30/2024
<b>Information Technology Coordinator</b>	Karen Summit	6/30/2024

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<b>Town of Rowley Veterans Committee</b>	Robert Breaker Chairman, Registered Voter	6/30/2024
<b>Town of Rowley Veterans Committee</b>	William Kelly Vice Chairman, Registered Voter	6/30/2024
<b>Town of Rowley Veterans Committee</b>	Donald Dupray Clerk, Fire Dept. Representative	6/30/2024
<b>Town of Rowley Veterans Committee</b>	Carolyn Lynch, Police Dept. Representative	6/30/2024
<b>Town of Rowley Veterans Committee</b>	Jenny Penton, Registered Voter	6/30/2024
<b>Town of Rowley Veterans Committee</b>	Ronald Huth	6/30/2024
<b>Personnel Advisory Committee</b>	MaryAnn Levasseur - Resident Representative	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	James Chadbourne, Call Fire Lieutenant	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Darcie Britner, Call Fire Lieutenant	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Ron Agrella	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Donald Duprey	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Evan Fish	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Vincent Gaudenzi	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Charles Hazen, Jr.	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Justin Haley	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Dylan Merrill	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Joseph R. Merry	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Robert O'Leary	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Frank Raimo	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Brian Sculley	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Robert Serino	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	London Spain	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Jesse T Warren	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Joseph Warren	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Mark Winfrey	6/30/2024
<b>Call Fire Fighters</b> <i>one year term</i>	Laurence White	6/30/2024
<b>Probationary Call Fire Fighters</b> <i>one year term</i>	Sebastian Beuchelt	6/30/2024
<b>Probationary Call Fire Fighters</b> <i>one year term</i>	Alyssa Cayer	6/30/2024
<b>Probationary Call Fire Fighters</b> <i>one year term</i>	Blake Gondella	6/30/2024

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<b>Probationary Call Fire Fighters</b> <i>one year term</i>	Andrew Krajeski	6/30/2024
<b>Probationary Call Fire Fighters</b> <i>one year term</i>	Ryan Smith	6/30/2024
<b>Fire Chaplain</b>	Robert M.J. Hagopian	6/30/2024
<b>Forest Fire Warden &amp; Superintendent of the Fire Alarm</b> <i>one year term</i>	Mark Emery, Chief	6/30/2024
<b>Forest Fire Warden &amp; Superintendent of the Fire Alarm</b> <i>one year term</i>	Cooper Carifio, Assistant	6/30/2024
<b>Forest Fire Warden &amp; Superintendent of the Fire Alarm</b> <i>one year term</i>	Matthew Harney, Assistant	6/30/2024
<b>Rowley Emergency Management Agency (REMA)</b>	Mark Emery, Fire Chief/Emergency Management Director	6/30/2024
<b>Rowley Emergency Management Agency (REMA)</b>	Scott Dumas, Police Chief	6/30/2024
<b>Rowley Emergency Management Agency (REMA)</b>	Ellie Davis COA Director	6/30/2024
<b>Rowley Emergency Management Agency (REMA)</b>	Patrick Snow - Highway Surveyor	6/30/2024
<b>Rowley Emergency Management Agency (REMA)</b>	Frank Marchegiani - Health Agent	6/30/2024
<b>Rowley Emergency Management Agency (REMA)</b>	Deborah Eagan - Town Administrator	6/30/2024
<b>Rowley Emergency Management Agency (REMA)</b>	Matthew Brown - Light Plant Manager	6/30/2024
<b>Rowley Emergency Management Agency (REMA)</b>	Bob Gray - Water Superintendent	6/30/2024
<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Mark Emery, Fire Chief/Emergency Management Director	6/30/2024
<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Scott Dumas, Police Chief	6/30/2024
<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Patrick Snow - Highway Surveyor	6/30/2024
<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Deborah Eagan - Town Administrator	6/30/2024
<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Ellie Davis COA Director	6/30/2024

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<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Matthew Brown - Light Plant Manager	6/30/2024
<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Frank Marchegiani, Health Agent	6/30/2024
<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Bill DiMento, Harbormaster	6/30/2024
<b>Northern Essex Regional Emergency Planning Committee</b> <i>one year term</i>	Robert Gray, Water Superintendent	6/30/2024
<b>Parks and Recreation Committee</b> <i>three year term</i>	David Zizza, Chairman	6/30/2026
<b>Parks and Recreation Committee</b> <i>three year term</i>	Kurt Annen, Secretary	6/30/2026
<b>Parks and Recreation Committee</b> <i>three year term</i>	Michael Quinn	6/30/2026
<b>Parks and Recreation Committee</b> <i>three year term</i>	Michael Killion	6/30/2026

### **FY 24 BOARD OF SELECTMEN APPOINTMENTS**

1. Eastern Essex Veterans District Representative
2. Eastern Essex Veterans District Alternate Representative
3. Cannoneer
4. Community Preservation Committee
5. Massachusetts Bay Transportation Authority (MBTA) Representative
6. Merrimack Valley Planning Commission Representative
7. Merrimack Valley Planning Commission Alternate Representative
8. Merrimack Valley Regional Transit Authority Board Representative
9. Town of Rowley Veterans Committee
10. Zoning Review Committee Representative
11. Zoning Review Committee Representative
12. Northern Essex Regional Emergency Planning Agency (Chairman & Vice Chairman)
13. Rowley Emergency Management Agency (Chairman & Vice Chairman)
14. Personnel Advisory Committee

### **MINUTES**

- May 22, 2023

### **ANNOUNCEMENTS**

1. The Water Department has been conducting hydrant flushing on dead-end streets on Tuesdays from 9 a.m. to 2 p.m. through Tuesday, June 13, 2023. For the schedule and additional information, please go to the Rowley Water Department website, [www.rowleywater.com](http://www.rowleywater.com)

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2. The Treasurer/Collector of the Town of Rowley will be holding a sale of low value parcel pursuant to G.L. c. 60 section 79 on Tuesday, June 20, 2023 at 10 a.m. in the Town Hall Auditorium. The land is 19,299 square feet of land, more or less, on Ellsworth Road and shown on Assessors Map 007 Lot 027. For more information, call the Treasurer/Collector's Office at 948-2631
3. The Board of Selectmen announces that a textile recycling bin has been placed in the rear parking lot of the Town Hall Annex at 39 Central Street. Residents can drop off a variety of textiles. Please see the Town website for the listing. All items must be dry, bagged and placed in the bin. Please do not leave items on the ground.
4. The Town has the following board vacancies:
  - **Conservation Commission**
  - **Council on Aging**
  - **Parks and Recreation Committee** as of July 1, 2023
  - **Open Space Committee** as of July 1, 2023
  - **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

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