



Town of Rowe  
**Board of Selectmen** Minutes  
Thursday, June 10, 2021–6:00 p.m.  
VIA TELECONFERENCE

Meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20.

**Board of Selectmen:** Chair Charles Sokol, Vice-Chair Joanne Semanie  
**Absent:** Selectman Ed Silva  
Executive Secretary Janice Boudreau, Paul McLatchy III, Administrative Asst.  
**Audience:** None  
**Call to Order:** Chair Sokol called the meeting to order at 6:00 P.M.

**Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- yes (Vote: 2-0-0)**

Announcement of recording devices: One  
Noteworthy Announcements (as needed)- None

**Selectboard Business:**

**Minutes:**

1. BOS Minutes of May 27, 2021:

**MOTION TO APPROVE: Chair Sokol made a motion to approve the Board of Selectmen Minutes of May 27, 2021 as written. The motion was seconded by Vice-Chair Semanie.**

**Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- yes (Vote: 2-0-0)**

**New Business:**

Reorganization of the Board (since the election):

**MOTION TO APPROVE: Chair Sokol made a motion to approve the same configuration of the Board of Selectmen with Chuck Sokol serving as Chair, Joanne Semanie serving as Vice-Chair for the coming year. The motion was seconded by Vice-Chair Semanie.**

**Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- yes (Vote: 2-0-0)**

Reauthorizing a member to sign warrants on behalf of the body under MGL C. 41 S. 56 :

**MOTION TO REAUTHORIZE: Chair Sokol made a motion to authorize Vice-Chair Semanie to continue to review and sign warrants on behalf of the Board of Selectmen.**

**Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- yes (Vote: 2-0-0)**

Line Item Transfer Requests:

Executive Secretary requested two line items requests:

1. An additional \$900.00 to cover Street Lighting as costs were above budgeted amount
2. An additional \$585.00 for an expense for generator repair over budgeted amount

Both to be taken from Town Hall Operations and Maintenance.

**MOTION TO APPROVE LIT 01 & 02: Chair Sokol made a motion to approve Line Item Transfer 01 to transfer \$900.00 from Operations & Maintenance Account 01-124-5706 and to Street Lighting Account 01-424-5211 to cover overages not budgeted for and approve Line Item Transfer 02 to transfer \$585 from Operations & Maintenance Account 01-124-5706 to Generator maintenance 01-220-5240. The motion was seconded by Vice-Chair Semanie.**

**Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- yes (Vote: 2-0-0)**

Adoption of Rowe Posting Notice Location:

Town Clerk Paul McLatchy III learned that Rowe had adopted the official posting site for meeting postings was the Town Website. He learned that the in 2011 the Town Clerk had notified and filed the adoption of the website as the official method of notice posting for the town with the Massachusetts Attorney General's Office. Since in practice it has not been followed since the adoption and that the town bulletin board had been considered the official posting site, Town Clerk and Executive Secretary advocated that the designation be officially changed. Since the bulletin board was available 24 hours and they were the only parties that had administrative privileges for the website and could change the Town Calendar, it would seem appropriate to have the Town Hall outside bulletin board be the office posting location. Another point is that in the event a board or committee member could not reach Town Clerk or Executive Secretary, they could tape the notice to the bulletin board which is compliant.

**MOTION TO CHANGE POSTING NOTICE LOCATION: Chair Sokol made a motion to change the official method of notice posting from the town website to the town bulletin board located at the side entrance of Town Hall to serve as the official legal notice for meetings of all public bodies within the municipality to comply with Massachusetts General Law Chapter 30A Sections 18 through 25.**

**Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- yes (Vote: 2-0-0)**

**Old Business:**

Tatro Road Concerns:

The Board of Selectmen discussed a citizen's email complaining about the size of the stone on Tatro Road. Highway Dept. has been working on grading the road and performing spring clean-up. Selectmen Silva had driven on the road and spoke with the road crew and felt they were doing a great job.

Treasurer Overtime:

Selectmen reviewed overtime hours that the Treasurer had worked since she started the position last fall. There were many hours overtime put in to resolve issues left by her predecessor in addition to working with the Auditor Tom Scanlon to resolve outstanding discrepancies. Her time sheet indicated working 192.5 hours overtime. There was discussion about where to transfer funds should the decision be made to pay for the overtime which was way

above the normal learning curve of a new job. Selectmen agreed that this would be a one-time payment and that the Treasurer would not be compensated for any additional time above her regular salary compensation.

**MOTION TO APPROVE LIT 03: Chair Sokol made a motion to approve the Line Item Transfer 03 to transfer from Fire Dept. Shift Work Account 01-220-5188 to Treasurer Salaries 01-145-5100 for the amount of \$5,222.53 to cover the additional hours the Treasurer worked to remedy outstanding problems in the department.**

Water Leak Issue:

Executive Secretary explained that plumbers have noted a leak in the water system at Town Hall which supplies water to the 5 town buildings. Our water tester brought up some equipment to help to locate the leak and had no success due to the pipes outside of Town Hall are plastic. It is causing stress on the water pressure tank as it is overworking and costing money in electricity as it runs on 220 volts.

Following discussion with Superintendent Larned are the following options:

- Call Dig Safe and set up 3 possible dig areas
- Set up an appt. with a company who will do a soil vac – to try to locate the pipes going to the FD  
The soil vac would allow a ‘cleaner’ dig and avoid damage to other drainage or actual pipes
- Once a pipe is located, add a shut off valve so that future issues will be easier to handle
- 3 dig locations were determined and by adding shut off valves you gradually are ruling out areas
- Tom Lussier thought this would be the least expensive way for the time being
- This must be dealt with since the problem will, most likely, worsen and should be dealt with while the weather is good

Vice-Chair Semanie said she would speak with Highway Superintendent about the matter.

**Executive Secretary/Administrative Assistant Updates:**

Repairs: Executive Secretary reported that the Town Hall boiler and the water pressure tank had been repaired.

Town Hall Reopening: Executive Secretary and Administrative Assistant expressed that there was some confusion about the reopening of Town Hall and that the messaging to residents with the statement about resuming business as usual was confusing. Chair Sokol noted that the messages had included appointments still had to be made and masks worn for those who had not been vaccinated. Reopening Town Hall fully was discussed, and it would remain by appointment and masks worn if a person has not been vaccinated for Covid-19.

Hut Cleaning: Executive Secretary said there was some issue with trash not being removed from the Broadband Hut and that it had not been cleaned and had reached out to Custodian to inquire about it. Chair Sokol said he had sent an email to the Custodian about it some number of months ago. Executive Secretary said she asked for additional time to clean and following discussion the Board said due to the Gracy House cleaning being eliminated there would be no additional pay for the intermittent cleaning.

**Warrants/Contracts:**

Review Warrants FY21W25 and FY21PW25:

Vice-Chair Semanie has not reviewed them and will next week.

**Unforeseen Business (within preceding 48 hours)**

Video Conference Quotation:

A quotation for a video conferencing system was reviewed and Executive Secretary said Northeast IT could reach out and provide a quotation. It was agreed to meet next Thursday, June 17, 2021 at 6:00 pm to review. It was agreed it would be great to continue having meetings available to remote participants and share documents in the room.

**Adjournment:**

**MOTION TO ADJOURN: Chair Sokol made a motion to adjourn the meeting at 7:03 p.m. The motion was seconded by Selectman Silva.**

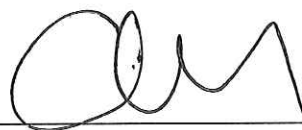
**Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- yes (Vote: 2-0-0)**

Respectfully Submitted,

Janice Boudreau, Executive Secretary

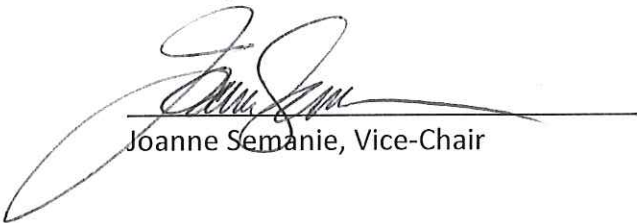
Approval Date: *JULY 8, 2021*

Approved:



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Chuck Sokol, Chair

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Ed Silva, Selectman



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Joanne Semanie, Vice-Chair

**Documents:**

1. Agenda June 10, 2021
2. Minutes of May 27, 2021
3. Treasurer Overtime Hours
4. Line Item Transfer Requests
5. Executive Secretary Updates
6. Valley Communications Video Conferencing Equipment

**Mail:**

1. Email from FRCOG Linda Dunlavy re: Police Reform
2. Yankee Atomic Letter re: New Manager
3. Yankee Support Letter