



Town of Rowe
Board of Selectmen Minutes
Thursday, September 14, 2023 – 6:00 p.m.
Rowe Town Hall, Meeting Room #1

Board of Selectmen: Chair Charles Sokol, Vice-Chair Joanne Semanie and Selectmen Ed Silva (arrived at 6:08pm)
Present: Interim TA Brooke Shulda
Audience: Daniel Pallotta

Call to Order: Chair Sokol called the meeting to order at 6:07 P.M.

Announcement of recording devices- No recording device present.

Noteworthy Announcements: None

BOARD OF SELECTMEN BUSINESS:

New Business:

Finance Committee: Finance Committee Chair, Daniel Pallotta presented the Safety Complex Roof Replacement Bid, only one bid was submitted by Capeway Roofing Systems. Mr. Pallotta briefly discussed the options within the bid. Capeway bid prices: Steel Seam (at \$329,000.00, over budget) or Asphalt Shingle (\$151,800.00). Selectmen agreed to move forward award Capeway Roofing Systems in the replacement of the roof. Mr. Pallotta will provide an award letter to

MOTION TO AWARD BID: Chair Sokol made a motion to accept the bid provided by Capeway Roofing Systems on behalf of the Safety Complex Roof replacement project.

Appointments:

Council on Aging – Kathleen Atwood

MOTION TO APPOINT: Chair Sokol made a motion to appoint Kathleen Atwood as a member of the Council on Aging for a one-year term, effective Thursday September 14, 2023, term ending June 30, 2024. The motion seconded by Vice-Chair Semanie was unanimously accepted. (vote: 3-0-0)

Town Administrator – Brooke Shulda

40 hours per week
Grade and Step: N1 – Hourly: \$32.17, Annually: \$66,913.60
90-day Performance review – start date 09/01, end date 12/01

MOTION TO APPOINT: Chair Sokol made a motion to appoint Brooke Shulda as Town Administrator for a three-year term effective Friday September 22, 2023, term ending June 30, 2026. The motion seconded by Vice-Chair Semanie was unanimously accepted. (vote 3-0-0)

Old Business:

1. Special Municipal Employee Disclosure – Franklin County Waste Management - Dan Poplawski

Selectmen reviewed the Revised “Disclosure by Special Municipal Employee of Financial interest in a Municipal Contract” form stating, Dan Poplawski is the representative for the Franklin County Solid Waste Management District on behalf of the Town of Rowe. Chair Sokol signed form and Town Administrator will file with Town Clerk.

2. Planning Board – Goal Post Submission – Selectmen reviewed Town Administrator’s draft article for Goal Post and accepted the letter for submission for the October 2023 article.

Ongoing Projects:

Road/Bridge Projects:

Yankee Road: No new business to discuss.

Cyrus Stage Bridge: Awaiting Final Plans from Mass DOT.

Ford Hill Bridge: Revised Change Order – discussed below

Warrants/Contracts:

1. Review Warrants FY24 Vendor W05 & FY24 Payroll W05 – Vice-Chair Semanie reviewed Warrants 05
2. Gill Engineering Change Order – Selectmen Silva followed up with Keith Nelson from Gill Engineering to confirm the cost of the requested Change Order. Keith explained, due to an invoice error on his end, the original change order amount was incorrect. The revised Change Order has the correct amount and will be issued for payment.

MOTION TO SIGN CHANGE ORDER: Chair Sokol made a motion to sign the revised change order provided by Gill Engineering. The motion seconded by Selectmen Silva was unanimously accepted. (vote: 3-0-0)

3. Woodlands Partnership Grant - Contract: The Town of Rowe has been awarded a Woodland Partnership Implementation Grant of \$23,485.00 for implanting the climate smart forestry plan for Pelham Lake Park.

MOTION TO SIGN CONTRACT: Chair Sokol made a motion to sign and accept the awarded Woodland Partnership Implementation Grant funds of \$23,485.00. The motion seconded by Vice-Chair Semanie was unanimously accepted. (vote: 3-0-0)

4. Woodlands Partnership Grant - Contract: The Towns of Heath and Rowe have been awarded a Woodland Partnership Implementation Grant of \$50,000.00 for the continued work to on the Highland Trail located through both Towns.

MOTION TO SIGN CONTRACT: Chair Sokol made a motion to sign and accept the awarded Woodland Partnership Implementation Grant funds of \$50,000.00. Seconded by Vice-Chair Semanie the motion was unanimously accepted. (vote: 3-0-0)

Minutes:

1. Board of Selectmen Minutes August 31, 2023

MOTION TO APPROVE MINUTES: Vice-Chair Semanie made a motion to approve the Board of Selectmen's minutes as written for the August 31, 2023, meeting. Seconded by Selectmen Silva the minutes were accepted. (vote: 3-0-0)

Future Meetings:

The next Board of Selectmen's Meeting will take place on Thursday, September 28, 2023, at 6:00p.m.


Adjournment:

MOTION TO ADJOURN: Vice-Chair Semanie made a motion to adjourn the meeting at 7:01 P.M. The motion, seconded by Vice-Chair Semanie, was unanimously accepted. (vote: 3-0-0)


Respectfully Submitted,
Brooke Shulda, Interim Town Administrator

Approval Date:

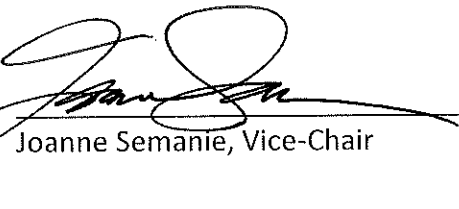
Approved:



Chuck Sokol, Chair



Ed Silva, Selectman



Joanne Semanie, Vice-Chair

Documents:

1. Agenda for September 14, 2023
2. Ford Hill Road Bridge – Change Order
3. Revised FCWMD Request – Dan Poplawski
4. Woodlands Partnership Grant – Forestry Plan, Award Contract
5. Woodlands Partnership Grant – Highland Trail, Award Contract
6. Planning Board – Goal Post Submission
7. Board of Selectmen Minutes August 31, 2023
8. Town Administrator Office Updates