

Town of Rowe  
Board of Selectmen  
Minutes  
Thursday, May 09, 2024 – 6:00 pm  
Rowe Town Hall, Meeting Room #1

**Board of Selectmen:** Vice-Chair Joanne Semanie, Ed Silva, Chair Chuck Sokol arrived at 6:12pm  
**Town Officials:** TA – Brooke Shulda  
**Zoom Participation:** MLP Manager – David Dvore, Yankee Rowe - Francis Clifford

**Call to Order:** Vice-Chair Semanie called the meeting to order at 6:02pm

**Announcement of recording devices:** NONE

**Noteworthy Announcements:** NONE

**Yankee Rowe:** Francis Clifford attended the meeting at 6:00 p.m. to request more information on the proposed construction of Yankee Rd. Vice-Chair Semanie and Selectmen Silva explained the current engineering situation and the lack of funding for this project and informed him the town is seeking out all options.

**MLP Manager:** David Dvore attended meeting via zoom to discuss the resignation of MLP Deputy, Simon Zelazo, and the appointment of David Arney as new MLP Deputy.

**MOTION TO APPOINT:** Vice-Chair Semanie made a motion to appoint David Arney at the MLP Deputy, effective immediately. The motion, seconded by Selectmen Silva was approved. (vote: 2-0-0)

**CHAIR SOKOL IS NOW PRESENT - ARRIVED AT 6:12PM**

**New Business:**

1. Review of job descriptions:

- **Police Chief:** Chair Sokol requested TA make a few minor updates before finalizing the description and to draft offer letter, assigned at Grade L.
- **Public Safety Admin Asst:** the Selectboard accepted job description as written and requested TA to draft offer letter, assigned at Grade H.

**MOTION TO APPROVE:** Chair Sokol made a motion to approve the Public Safety Administrative Assistant job description as written. The motion, seconded by Vice-Chair Semanie was approved. (vote: 3-0-0)

- **Highway Superintendent:** Job Description briefly discussed by selectboard. The current description is less than two pages. TA was requested to research other Town's job descriptions and to make edits and to draft necessary changes and to add any additional information.
- **Park Manager:** Job Description was not reviewed by the board.

2. MLP Manager – discussed above.

3. Veteran's Representative: Vice-Chair Semanie informed Chair Sokol and Selectmen Silva that Clayton Miller has volunteered to take over as the Veteran's Representative as the recent rep has moved out of Town.

4. Topics for State Rep. Natalie Blais for 5/23/2024 meeting:

- Yankee Road – Funding

- School Choice/ Charter School Options

## **BOARD OF SELECTMEN CONVENED INTO MUNICIPAL LIGHT BOARD**

**MOTION TO AMEND: Chair Sokol motioned to amend the total amount of the CAF II Grant from \$79,000.00 to \$90,000.00. The motion, seconded by Vice-Chair Semanie was approved. (vote: 3-0-0)**

## **MUNICIPAL LIGHT BOARD CONVENED BACK INTO BOARD OF SELECTMEN**

### **Old Business:**

1. Fire Chief Succession Plan: not discussed.
2. 2022 Audit – no update.
3. Town Line Sign – delivered.

### **Road/Bridge Projects:**

- Yankee Road: See above.
- Cyrus Stage Bridge: No discussion.
- Ford Hill Bridge: No discussion.
- Tunnel Road Bridge: No discussion.

**CHAIR SOKOL LEFT MEETING AT 7:35PM – CHAIR SOKOL RETURNED TO MEETING AT 7:38PM**

### **Warrants/Contracts:**

1. Woodlands Partnership – Please see “Unforeseen Business”

### **Unforeseen Business:**

1. FRCOG – Fuel Bids – scheduled meeting for 05/21/2024
2. DRWA Woodlands Partnership – Support Letter: DRWA has requested the Rowe Selectboard write a letter of support on behalf of the Connecticut River Conservancy in partnership with DRWA Deerfield River Watershed Association Application for Woodlands Partnership Grant for a “Deerfield River Wild and Scenic River Feasibility Study”.

**MOTION TO SIGN: Chair Sokol made a motion to sign the letter in support of the Connecticut River Conservancy in partnership with the Deerfield River Watershed Association Application for the Woodlands Partnership Grant for a “Deerfield River Wild and Scenic River Feasibility Study”. The motion, seconded by Vice-Chair Semanie was approved. (vote: 3-0-0)**

3. Opioid Settlement – Please see “New Business”
4. Neighborhood Renewal Program – Informational Meeting Invitation, provided by Board of Health

### **Mail:**

1. National Grid – Yearly Operational Plan

### **Minutes:**

1. Board of Selectmen Minutes – April 11, 2024

MOTION TO APPROVE: Chair Sokol made a motion to approve the April 11, 2024, minutes as written. The motion, seconded by Vice-Chair Semanie was approved. (vote: 2-0-1)

2. Board of Selectmen Minutes – April 18, 2024

MOTION TO APPROVE: Chair Sokol made a motion to approve the April 18, 2024, minutes as written. The motion, seconded by Vice-Chair Semanie was approved. (vote: 3-0-0)

3. Board of Selectmen Minutes – April 22, 2024

MOTION TO APPROVE: Chair Sokol made a motion to approve the April 22, 2024, minutes as written. The motion, seconded by Vice-Chair Semanie was approved. (vote: 3-0-0)

**Citizen Comments:**

See above.

**Future Meetings:**

Tuesday, May 21, 2024, at 2:00pm – FUEL BIDS ONLY

Thursday, May 23, 2024, at 6:00pm

Thursday, June 06, 2024, at 6:00pm

**Adjournment:** 8:03pm

MOTION TO ADJOURN: Chair Sokol made a motion to adjourn the meeting at 8:03pm. The motion, seconded by Vice-Chair Semanie, was unanimously approved. (vote: 3-0-0)

Respectfully Submitted,

Brooke E. Shulda, Town Administrator

Approval Date: *May 23, 2024*

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 for May 09, 2024
2. Job Descriptions; PD, Highway, Park
3. Woodlands Partnership Letter of Support
4. MAIL: National Grid - YOP



**Town of Rowe**  
**Board of Selectmen**  
**Minutes**

Thursday, May 21, 2024 – 2:00 pm  
Rowe Town Hall, Meeting Room #1

Board of Selectmen: In-Person: Selectmen Semanie, Selectmen Baker  
Zoom Participation: Selectmen Silva  
Town Officials: TA – Brooke Shulda

Call to Order: Selectmen Semanie called the meeting to order at 2:02pm

Announcement of recording devices: NONE

Noteworthy Announcements: NONE

## FISCAL YEAR 2025 FUEL BIDS

### Heating Fuel:

MOTION TO ACCEPT BID: Selectmen Semanie motioned to accept the Heating Fuel bid for FISCAL YEAR 2025 submitted by A.R Sandri, Inc., for 3,605 gallons at a fixed price of \$3.479/ gallon. The motion, seconded by Selectmen Baker, was approved. (roll call vote: 3-0-0)

### Diesel Fuel:

MOTION TO ACCEPT BID: Selectmen Semanie made a motion to accept the Diesel Fuel bid for FISCAL YEAR 2025 submitted by Dennis K. Burke, Inc., for 8,500 gallons at a fixed price of \$3.540/ gallon. The motion, seconded by Selectmen Baker, was approved. (roll call vote: 3-0-0)

### Gasoline:

MOTION TO ACCEPT BID: Selectmen Semanie motioned to accept the Diesel Fuel bid for FISCAL YEAR 2025 submitted by Dennis K. Burke, Inc., for 2,500 gallons at a fixed price of \$3.546/ gallon. The motion, seconded by Selectmen Silva, was approved. (roll call vote: 3-0-0)

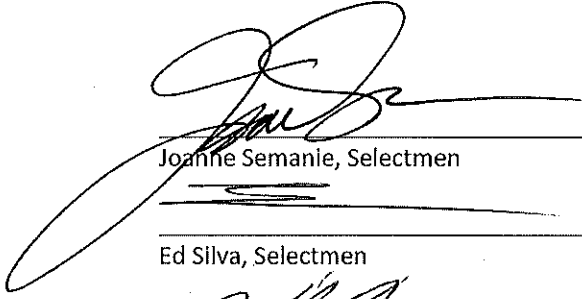
### Adjournment: 2:10pm

MOTION TO ADJOURN: Selectmen Semanie motioned to adjourn the meeting at 2:10pm. The motion, seconded by Selectmen Baker, was approved. (roll call vote: 3-0-0)


Respectfully Submitted,  
Brooke Shulda, Town Administrator

Approval Date: *may 23, 2024*

Approved:

  
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Joanne Semanie, Selectmen

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Ed Silva, Selectmen

  
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Bill Baker, Selectmen

### Documents:

1. Agenda for May 21, 2024
2. Fuel Bid Tabulations