



**Town of Rowe  
Board of Selectmen  
Minutes**

Thursday, August 29, 2024 – 6:00 pm  
Rowe Town Hall, Meeting Room #1

<u>Position</u>	<u>Name</u>	<u>P</u>	<u>A</u>
Chair	Joanne Semanie	x	
V-Chair	Edward Silva	x	
Selectmen	William Baker	x	

**IN-PERSON AUDIENCE:** Park Commissioner Hannah Poplawski, Finance Committee Daniel Pallotta  
**ZOOM PARTICIPATION:** Franklin Land Trust Liam Cregan

**Call to Order:** Selectmen Semanie called the meeting to order at 6:00 pm  
**Announcement of recording devices:** NONE  
**Noteworthy Announcements:** NONE

**New Business:**

1. Highland through Trail – Town Parcel Easement Inquiry

Franklin Land Trust Land Conservation Specialist Liam Cregan joined the meeting at 6:00 p.m. to discuss the possibility of hosting the Highland through trail in Pelham Lake Park and two additional parcels of town-owned land. The two additional parcels in question are identified on the Assessors' Maps as Map 40 Lot 1 and Map 41 Lot 31. One of the parcels is currently in limbo; Chair Semanie will investigate further. BOS requested that the request be revisited once other abutters' outcomes have been assessed.

2. FY2024 Line-Item Transfer Requests

**MOTION TO APPROVE:** Chair Semanie motioned to approve and sign two Live-Item Transfer Requests as written, (1) requesting to transfer \$8,166.18 from the Town Hall Salaries account to be transferred to the FICA/Medicare Tax account, (2) requesting to transfer \$18,578.58 from the Winter Roads account to be transferred to the Group Health/Dental Insurance account. The motion, seconded by Selectmen Baker, was unanimously approved. (vote: 3-0-0)

3. FRTA Representative Appointment – Town Nurse Rachel Lewis

**MOTION TO APPOINT:** Chair Semanie motioned to appoint the Town Nurse Rachel Lewis as the FRTA Advisory Board Representative for the Town of Rowe. The motion, seconded by Vice-Chair Silva, was unanimously approved. (vote: 3-0-0)

4. School Committee Joint Meeting

The BOS briefly discussed topics for the September 26<sup>th</sup> joint meeting.

5. Define "Complaint" Process

Briefly discussed inquiry regarding dog complaint.

6. Library Feasibility Committee—Vice-Chair Silva and Finance Committee Chair Pallotta briefly discussed the importance of having a library Feasibility Committee. It was highly recommended that such a committee be established with five members.

**MOTION TO APPROVE NEW COMMITTEE:** Chair Semanie motioned to approve the "Library Feasibility Committee" as a new committee. The committee will be represented by five members (town residents) appointed by the Board of Selectmen. The motion, seconded by Selectmen Baker, was unanimously approved. (vote: 3-0-0)

**Old Business:**

1. Fire Chief Succession Plan – The next meeting with the Town of Charlemont is scheduled for Thursday, September 05, 2024, at 10:00am.
2. Audit – Roselli, Clark & Associates Auditing Firm – Awaiting final reports and recommendations.
3. Annual Employee Reviews and Plan—Chair Semanie and TA will conduct Department Head reviews on Thursday, September 12th, beginning at 10:00a.m.

### Road/Bridge Projects:

#### Yankee Road:

1. The BOS decided to put this project out to bid in November/December.
2. The TA received an award letter through the HUD Community Project Funding (CPF) Grant, securing additional funding for the road reconstruction project.
3. FRCOG procurement agreement –

**MOTION TO APPROVE AND SIGN: Chair Semanie motioned to approve and sign the TOWN OF ROWE and FRCOG procurement agreement regarding the Yankee Road Reconstruction procurement process. The motion, seconded by Selectmen Baker was unanimously approved. (vote: 3-0-0)**

Cyrus Stage Bridge: No updates, no discussion.

Tunnel Road Bridge: No updates, no discussion.

Hazelton Road Bridge: No updates, no discussion.

### Warrants/Contracts:

1. Chair Semanie reviewed Fiscal Year 2025 Warrants 05.

### Mail:

None

### Minutes:

1. Board of Selectmen Minutes – August 01, 2024 – Amendment Requested

The Park Commission requested that the TA amend the BOS minutes from August 01, 2024, as the details of the Woodlands Partnership Implementation Grant were inaccurately written. It was requested to change the wording from: purchase of booklets for the beach kiosk **TO** Demonstration Forest signage and the booklet design for the “Old Growth Interpretive Trail”. A reflection on how the motion will be written in the amended minutes is provided below.

**MOTION TO ACCEPT AND SIGN: Chair Semanie motioned to accept and sign the Woodlands Partnership Implementation Grant of \$12,840.00 for Demonstration Forest signage and the ~~purchase of booklets for the beach kiosk~~ booklet design for the “Old Growth Interpretive Trail”. The motion, seconded by Vice-Chair Ed Silva, was unanimously approved. (vote: 3-0-0)**

**MOTION TO APPROVE AMENDED MINUTES: Chair Semanie motioned to approve the amended August 01, 2024, meeting minutes. The motion seconded by Selectmen Baker was unanimously approved. (vote: 3-0-0)**

2. Board of Selectmen Minutes – August 15, 2024

**MOTION TO APPROVE: Chair Semanie motioned to approve the written August 15, 2024, meeting minutes as written. The motion seconded by Vice-Chair Silva was unanimously approved. (vote: 3-0-0)**

**Unforeseen Business:**

1. Yankee Road – Procurement Agreement, Bid date preference, HUD Award Letter – Please see above.
2. Amendment to the Meeting Minutes – Please see above.
3. Clinician Co-Responder/Jail Diversion Grant Program Agreement – SECOND YEAR

**MOTION TO APPROVE: Chair Semanie motioned to approve and sign the Clinician Co-Responder (Jail Diversion Program) Regional Partner Agreement on behalf of the Rowe Police Department. The motion, seconded by Vice-Chair Silva was unanimously approved. (vote: 3-0-0)**

4. Road/Broadband Loan Renewal Documents
  1. Certificate and Covenant
  2. Certificate of Town Clerk
  3. Renewal Anticipation Serial Loan

**MOTION TO APPROVE AND SIGN LOAN RENEWAL: Chair Semanie motioned to approve and sign the following documents regarding the renewal of the Town of Rowe's Roads and Broadband Loan, with an interest rate of 4.590 percent per annum; . The motion, seconded by Vice-Chair Silva, was unanimously approved. (vote: 3-0-0)**

5. Dog Complaint

The BOS requested the TA follow up on the party against which the written complaint was made.

6. Council on Aging - Appointment

**MOTION TO APPOINT: Chair Semanie motioned to appoint Michael Denson to the Council on Aging. The motion, seconded by Selectmen Baker, was unanimously approved. (3-0-0)**

**Citizen Comments:**

NONE

**Future Meetings:**

Thursday, September 12, 2024  
Thursday, September 26, 2024  
Thursday, October 10, 2024

**Adjournment:** 8:02pm


**MOTION TO ADJOURN: Chair Semanie motioned to adjourn the meeting at 8:02pm. The motion, seconded by Vice-Chair Silva, was unanimously approved. (vote: 3-0-0)**

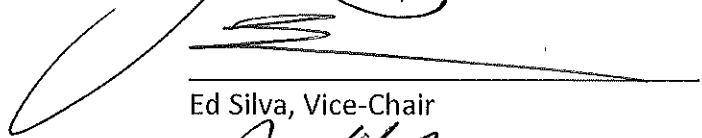
Respectfully Submitted,

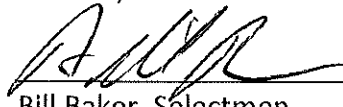
Brooke E. Shulda, Town Administrator

Approval Date: 9/26/2024

Approved by:

  
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Joanne Sermanie, Chair

  
\_\_\_\_\_  
Ed Silva, Vice-Chair

  
\_\_\_\_\_  
Bill Baker, Selectmen

**Documents:**

1. Agenda for August 29, 2024
2. Highlands through Trail – Letter
3. LIT Request – FICA/Medicare Tax
4. LIT Request – Group Health/Dental Insurance
5. BOS & SC Joint Meeting – Topics List
6. Board of Selectmen Minutes – August 15, 2024