



**Town of Rowe
Board of Selectmen
Minutes**

Thursday, April 10, 2025 – 6:00 p.m.
Rowe Town Hall, Meeting Room #1

Position	Name	P	A
Chair	Joanne Semanie	x	
V-Chair	Edward Silva	x	
Selectmen	William Baker	x	

IN-PERSON AUDIENCE: Treasurer/Collector Ben Gelb

ZOOM PARTICIPATION: Greenfield Recorder - Madison Schofield, Town Clerk - Kevin Balawick

TOWN ADMINISTRATOR: Brooke Shulda

Call to Order: Chair Semanie called the meeting to order at 6:04 PM

Announcement of recording devices: None.

Noteworthy Announcements: None.

New Business:

1. Employee Safety/Code of Conduct

The Board of Selectmen (BOS) examined the existing Code of Conduct Policy and asked the Town Administrator to implement a few minor changes to the policy before the next upcoming BOS meeting.

MOTION TO UPDATE EXISTING CODE OF CONDUCT: Chair Semanie motioned to update the existing Code of Conduct as discussed in the meeting. The motion, seconded by Selectmen Baker was unanimously approved. (vote: 3-0-0)

2. FY2025 Community Compact Grant Contract

The Town Administrator received notice that the Town was awarded \$51,350.00 for the FY2025 Community Compact Grant.

MOTION TO APPROVE, ACCEPT& SIGN CONTRACT: Chair Semanie motioned to approve, accept, and sign the FY2025 Community Compact Grant Contract as written. The motion, seconded by Selectmen Baker was unanimously approved. (vote: 3-0-0)

3. Franklin Land Trust – Highland Through Trail Revised Agreement

MOTION TO APPROVE, ACCEPT& SIGN CONTRACT: Chair Semanie motioned to approve, accept, and sign the REVISED Highland Through Trail Agreement as written and suggested by Town Counsel, KP Law. The motion, seconded by Selectmen Baker was unanimously approved. (vote: 3-0-0)

4. Historic Commission Appointments – Justine Krumm, Abby Lively, and Teresa Aquinalda

MOTION TO APPOINT: Chair Semanie motioned to appoint Justine Krumm, Abby Lively, and Teresa Aquinalda to the Historic Commission. The motion, seconded by Vice-Chair Silva was unanimously approved. (vote: 3-0-0)

5. Vacation Request – Chair Semanie approved and signed the vacation request submitted by Highway Superintendent Larned.

6. Cliff Swallows on Town Hall –

The Town Administrator shared her concerns about the Cliff Swallows nesting on the Town Hall Building. She pointed out that the side of the building becomes quite unsanitary, preventing town employees in offices on that side from opening their windows for fresh air. Additionally, they cannot use air conditioning units due to the birds consistently leaving droppings on them. The droppings are also a health concern for employees, as they can carry various diseases such as salmonella, histoplasmosis, or meningitis. She

believes it would be in the Town's best interest to no longer allow the cliff swallow nests to be placed on the building. She has spoken with the Park Commission about the possibility of utilizing the Soule Barn as a new nesting place for the swallows, to which the Park Commission agreed.

The Town Administrator will collaborate with the Facilities Maintenance Manager to address how to prevent Cliff Swallows from nesting on the building in the future. She has permitted the nests to stay for this year but requests that all nests be relocated to the Soule Barn by spring 2026, and that no new nests be permitted on Town Hall.

The Board of Selectmen has concurred that this approach is the most effective and fully supports the Town Administrator's implementation of this change.

ATM/STM Articles/Business:

1. ATM/STM Meeting Date – Monday, May 12, 2025
2. Bylaw Updates
 - a. Veterans' Services – Adoption of Clauses 22I and 22J
 - b. Planning Board – Zoning Bylaw Amendment Proposals
 - c. Fire District Bylaw
 - d. FRCOG – Charter Amendment

Old Business:

1. Fire Chief Succession Plan – Not discussed.
2. Personnel Policy Manual Review – Not discussed.

Road/Bridge Projects:

Yankee Road: No update.

Hazelton Road Bridge: No update.

Tunnel Road Bridge: No update.

Cyrus Stage Bridge: No update.

Warrants/Contracts:

1. Chair Semanie reviewed and signed FY25 Vendor & Payroll Warrants #19 & #20
2. FY25 Community Compact Grant Contract
3. Franklin Land Trust – Highland Through Trail REVISED Agreement

Mail:

1. Brookfield Renewables – Yearly Operational Plan
2. United States Postal Service – Customer Experience Survey

Unforeseen Business:

1. Assistant Constable – Robert Beaumier

MOTION TO APPOINT: Chair Semanie motioned to appoint Robert Beaumier as the Assistant Constable. The motion, seconded by Vice-Chair Silva, was unanimously approved. (vote: 3-0-0)

Minutes:

1. February 13, 2025 – Meeting Minutes – Budget Hearings/BOS Business
2. February 27, 2025 – Meeting Minutes – BOS Business
3. February 27, 2025 – Meeting Minutes – Budget Hearings

4. March 12, 2025 – Meeting Minutes – BOS Business
5. March 20, 2025 – Meeting Minutes – FY26 Budget Discussion
6. March 27, 2025 – Meeting Minutes – BOS Business
7. March 27, 2025 – Meeting Minutes – FY26 Budget Discussion

MOTION TO APPROVE AND SIGN MEETING MINUTES: Chair Semanie motioned to sign and approve the Board of Selectmen Meeting Minutes from 02/13, 02/27, 02/27, 03/12, 03/20, 03/27, 03/27 as written. The motion, seconded by Selectman Baker, was unanimously approved. (vote: 3-0-0)

Citizen Comments:

None

Adjournment: 6:57 PM

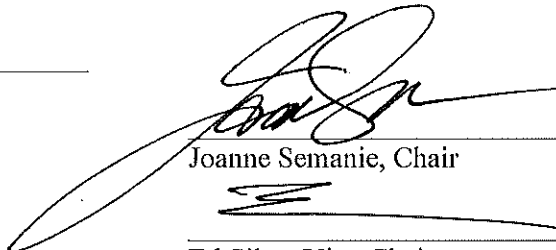
MOTION TO ADJOURN: Chair Semanie motioned to adjourn the meeting at 6:57 PM. The motion, seconded by Vice-Chair Silva was approved. (vote: 3-0-0)

Respectfully Submitted,

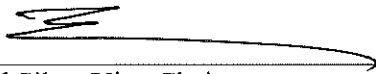
Brooke E. Shulda, Town Administrator

Approval Date: _____

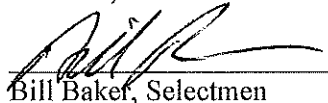
Approved by: _____



Joanne Semanie, Chair



Ed Silva, Vice-Chair



Bill Baker, Selectmen

Documents:

1. Agenda for April 10, 2025
2. Visitors' Code of Conduct & Supporting Meeting Minutes from 08/01/2019
3. Community Compact Grant – Contract
4. Highland Through Trail – REVISED Agreement
5. Vacation Request
6. MAIL: Brookfield Renewables – Yearly Operational Plan
7. MAIL: United States Postal Services – Customer Experience Survey
8. February 13, 2025, Meeting Minutes – Budget Hearings/BOS Business
9. February 27, 2025, Meeting Minutes – BOS Business
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