



**Town of Rowe
Board of Selectmen
Minutes**

Friday, May 08, 2025 – 12:00 PM

Rowe Town Hall, Meeting Room #1 & Via Remote Participation

<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	

FINANCE COMMITTEE: Dan Pallotta, Loretta Dione, Susan Gleason, Wayne Zavotka
IN-PERSON AUDIENCE: Treasurer/Collector Ben Gelb
ZOOM PARTICIPATION: Accountant Angela Garrity
TOWN ADMINISTRATOR: Brooke Shulda

Call to Order: Chair Semanie called the meeting to order at 6:02 PM
Announcement of recording devices: NONE
Noteworthy Announcements: NONE

Finance Committee & Board of Selectmen Business:

1. Decide on Special Town Meeting Date – the Board of Selectmen agreed to hold the Special Town Meeting on Monday, June 16, 2025, at 6:30 PM.
2. Review proposed Special Town Meeting warrant articles – the Board of Selectmen and Finance Committee reviewed the draft STM warrant provided by the Town Administrator. Collaboratively, the BOS and FinCom suggested revisions and agreed to meet at a later date to review the warrant before finalization.

Additionally, the Board of Selectmen and Finance Committee discussed a few Annual Town Meeting warrant articles and went over who would be responsible for making motions or providing residents with explanations for the upcoming ATM, scheduled for Monday, May 12, 2025. The articles discussed are as follows:

1. Article 24: Tunnel Road Land Acquisition – The Board of Selectmen and the Finance Committee expressed concerns about the article's language. The current wording suggests that the Open Space and Recreation Committee is asking the town to raise and appropriate \$305,000.00 for the purchase of the proposed property. Both boards concurred that town residents will require clarification on this article during the meeting.
2. Articles 25 & 26: Veterans' Exemption Clauses - Assessors Chair Rick Williams recently communicated to the Town Administrator that he is prepared to explain both articles as both article relate to the Board of Assessors.
3. Articles 27, 28, & 29: Chair Pallotta offered to help prepare the planning board chair, Matt Stine, on these articles and motions. The Town Administrator was requested to connect the two.
4. Article 30: The proposed Fire District – Both the BOS and FinCom requested additional clarification on the process for the next steps and whether town residents will have another opportunity to vote on the district. The Town Administrator was requested to reach out to the Town of Charlemont's Administrator as well as town counsel for clarification on this article prior to Monday's meetings.
5. Article 31: Historic Commission—Both BOS and FinCom agree that this article lacked information, and both felt uneasy about proceeding with it. Brief discussion on tabling this article at the ATM on Monday evening.

Lastly, the Board of Selectmen and Finance Committee requested the Town Administrator to connect with the NBSU School System administration and the Town of Clarksburg to provide clarification on how, Town of Rowe, Board of Selectmen - Meeting Minutes – May 08, 2025 – 6:00 PM

when, and who send the Berkshire County Retirement System invoices to each member town and to ensure this expense is not included in the Elementary Schools shared services budget.

At 6:33 PM, the Finance Committee departed from the meeting room and reconvened their meeting on the Second Floor in the Town Hall.

Board of Selectmen Business:

1. Treasurer/Collector: Revised Job Description – The Treasurer/Collector will be taking on the responsibilities of any workman’s compensation related claims moving forward. This additional task is now reflected within the job description and needing approval and signature of the BOS.

MOTION TO APPROVE & SIGN: Chair Semanie motioned to approve and sign the Treasurer/Collector revised job description as written. The motion, seconded by Selectman Baker, was unanimously approved. (vote: 3-0-0)

2. Vacation Request(s) – Highway Superintendent Lance Larned submitted (2) vacation requests. Chair Semanie approved and signed both requests.

Unforeseen Business:

1. POST Recertification Attestation Form – This form must be completed by the appointing authority, which is the Board of Selectmen. The Town Administrator reached out to POST to inquire if there could be another individual authorized to fill out the form. POST confirmed that if the Board of Selectmen wants the Town Administrator to complete this form on behalf of the Police Chief, they must vote to grant her that authority.

MOTION TO AUTHORIZE: Chair Semanie motioned to grant the Town Administrator, Brooke Shulda, authorization to complete and submit the POST recertification Attestation form on behalf of the Police Chief, Christopher Hyytinen. The motion, seconded by Selectman Baker, was unanimously approved. (vote: 3-0-0)

2. North Cemetery Land Purchase: Sign Finalized Documents – The Board of Selectmen signed the finalized North Cemetery Land Purchase documents in the presence of a public notary, Treasurer/Collector Ben Gelb, who joined the meeting at 6:35 PM.

Citizen Comments:

1. None.

Meeting Minutes:

1. Board of Selectmen Meeting Minutes – April 09, 2025
2. Board of Selectmen Meeting Minutes – April 10, 2025

Adjournment: 7:20 PM

MOTION TO ADJOURN: Chair Semanie motioned to adjourn the meeting at 7:20 PM. The motion, seconded by Selectman Baker, was unanimously approved. (vote: 3-0-0)

Respectfully Submitted,

Brooke E. Shulda, Town Administrator

Approval Date: JUNE 05, 2025

Approved by:



Joanne Semarie, Chair

Ed Silva, Vice-Chair



Bill Baker, Selectmen

Documents:

1. Agenda for May 08, 2025
2. STM Draft Warrant
3. Treasurer/Collector – Revised Job Description
4. Vacation Request(s)
5. Meeting Minutes – April 09, 2025
6. Meeting Minutes – April 10, 2025