



Town of Rowe
Board of Selectmen
Minutes

Thursday, November 06, 2025 – 6:00 PM
Rowe Town Hall, Meeting Room #1

BOARD OF SELECTMEN: Joanne Semanie, Bill Baker

TOWN OFFICIALS: Highway Superintendent Lance Larned, OSRC Member Justine Krumm, OSRC Member Aaron Poulin, OSRC Member Teresa Anguinaldo, Town Administrator Brooke Shulda

ZOOM PARTICIPATION: OSRC Member Amy Trevvett, Resident Loretta Dione

IN-PERSON AUDIENCE: Dave Stevenson

Call to Order: Chair Semanie called the meeting to order at 6:00 PM

Announcement of recording devices: None.

Noteworthy Announcements: None.

APPOINTMENTS:

6:00 PM – Highway Superintendent – February Storm Cleanup Progress

Highway Superintendent Lance Larned joined the meeting to give an update on the February storm cleanup progress. He stated that some of the trees along Joe King Hill that were discussed during the 10/23 Selectboard meeting were cleaned up by the highway crew, but a number of the remaining trees were left because they were too dangerous for the highway crew to remove safely. He stated that the two dangerous trees on County Road have been addressed and that the cleanup from the February storm is nearly complete, except for Tunnel Road.

Other HWY Updates:

The recent windstorm caused some minor damage, with a few fallen trees and debris scattered across the roadway and right-of-way. The highway crew cleared the roadway and removed trees and debris.

The new highway truck is underway and expected to be completed and delivered in the coming weeks. The current highway truck is being prepared for winter and will be handed down to the park manager for park and recreation use. The newly implemented "Transfer Form" will be completed upon delivery of the new truck.

The highway crew cut and removed multiple limbs posing a threat to the compactor at the transfer station.

The crew has been working on the plow trucks and equipment, getting the vehicles ready for the winter season. Noting that with the Cyrus Stage Road Bridge closed, it will take more time for the highway crew to get over to the remaining half of Cyrus Stage Road, Old Cyrus Stage Road, Davis Mine, Davenport, and Davenport Branch Road to plow.

*Note: Superintendent Larned departed the meeting at 6:10 PM.

6:15 PM – Open Space and Recreation Committee (OSRC) – Tunnel Road Land Purchase Update

OSRC Member Justine Krumm attended the meeting to update the Selectboard on the status of the Tunnel Road Land Acquisition and Grant and to request their approval and signature on the grant documents needed to proceed with the land purchase.

The OSRC applied for the Massachusetts Local Acquisitions for Natural Diversity (LAND) Grant and was awarded \$173,173.00 out of the total land cost of \$333,025.00. Ms. Krumm explained that Mass Audubon has agreed to cover the remaining cost of the land purchase. The grant period is October 2025 – June 30, 2026, with a land closing goal of May 30, 2026, and a grant reimbursement deadline of June 30, 2026.

Selectman Baker asked whether fees, including legal expenses, are covered under the grant or by Mass Audubon. Ms. Krumm replied, yes.

Ms. Krumm noted that Town Council, K.P. Law will be finalizing all the legal documentation related to the land purchase.

The Selectmen agreed to approve and sign the documents presented. It was decided that since the Project Agreement document needed to be signed in the presence of a notary, they would vote to approve the grant, and Chair Semanie would sign the Authorized Signatory Listing and Standard Contract form at this time and would sign the Project Agreement in the presence of a Public Notary the following week. The Selectboard requested that the Town Administrator set up a Notary appointment for Chair Semanie and get the documents back to the OSRC once completed.

MOTION TO APPROVE AND SIGN: Chair Semanie motioned to approve and sign the Massachusetts Local Acquisitions for Natural Diversity (LAND) Grant documents as presented. The motion, seconded by Selectman Baker, was approved. (vote: 2-0-0)

Ms. Krumm requested the Selectboard's permission for the OSRC to apply for the Fall Appalachian Landscapes Project Capital Grant to cover the costs of building trails and signs for the Tunnel Road Land. She estimates the total cost will be between \$100,000.00 and \$ 110,000 and plans to request that amount in the grant.

MOTION TO GRANT PERMISSION: Chair Semanie motioned to grant the Open Space and Recreation Committee permission to apply for the Fall Appalachian Landscapes Project Capital Grant. The motion, seconded by Selectman Baker, was approved. (2-0-0)

New Business:

1. Carl Nielman Scholarship Appointment

MOTION TO APPOINT: Chair Semanie motioned to appoint Carol Lively as the Carl Nielman Scholarship point of contact for the Town of Rowe. The motion, seconded by Selectman Baker, was approved. (vote: 2-0-0)

2. Transfer of Town Property Form – Needs Approval
3. Disposal of Town Property Form – Needs Approval

MOTION TO APPROVE: Chair Semanie motioned to approve the Transfer of Town Property Form and the Disposal of Town Property Form as prepared. The motion, seconded by Selectman Baker, was approved. (vote: 2-0-0)

4. Management of Cliff Swallows – TABLED

FUTURE STM Items:

1. FY26 Mid-Year 20% Health Insurance Increase
2. Yankee Road – Parcel Donations.

Chair Semanie suggested holding the STM in the second week of January.

Old Business:

1. Fire Chief Succession Plan – no update.
2. Personnel Policy Manual – no update.
3. Franklin Land Trust: 08/23/2025 Bike Race Letter – TABLED

Ongoing Projects:

Yankee Road: Waivers were received the afternoon of 11/06.

Tunnel Road Bridge: no update.

Sam Rice Brook Bridge: MassDOT has approved the engineered plan. The Town Administrator suggested looking into a procurement company to place this project out to bid, only if FRCOG is unable to. The ideal time to put this project out to bid is December, with a spring start date.

Hazeltown Road Culvert: no update.

Cyrus Stage Bridge: no update.

Oil Tank Removal: no update.

National Grid – 10W19: no update.

Town Hall Heating/Cooling System: Projected start date, November 19, 2025. The Selectboard suggested using cones and signs to ensure residents are aware of the construction and to keep the public safe throughout the construction period.

Warrants/Contracts:

1. Chair Semanie Reviewed Warrants – FY26 Vendor, Payroll, Deduction & NBSU Warrants #9
2. Grid Wealth – 12 Month Fixed Rate Contract – TABLED – Selectman Baker would like to investigate further if the proposed rate is competitive.
3. Park Commission – Climate Smart Forestry Project – Engagement for Services Agreement

Davis Mine Slash Wall project: Over the past year, the Park Commission has been engaging in a forestry project to build a slash wall to protect regeneration from deer browsing on a portion of park-owned land. The proposal primarily concerns forestry consulting services in conjunction with the continued planning and administration of this work between the Town of Rowe and Long View Forest Management.

MOTION TO APPROVE AND SIGN CONTRACT: Chair Semanie motioned to approve and sign the Engagement for Services contract between the Town of Rowe and Long View Forest

Management as written. The motion, seconded by Selectman Baker, was approved. (vote:2-0-0)

4. OSRC – Tunnel Rd. Land Grand Contract – Please refer to 6:15 Appointment

Mail:

1. None.

Minutes:

1. September 25, 2025 – Meeting Minutes

MOTION TO APPROVE & SIGN: Chair Semanie motioned to approve and sign the meeting minutes from September 25, 2025, as written. The motion, seconded by Selectman Baker, was approved. (2-0-0)

Future Meetings:

1. Thursday, November 20, 2025 – 6:00 PM
2. Thursday, December 04, 2025 – 6:00 PM
3. Thursday, December 18, 2025 – 6:00 PM

Unforeseen Business:

1. Selectboard Resignation – Chair Semanie briefly brought up Vice-Chair Wilson’s resignation from the Selectboard. She stated that she believes there are two options: one is that the Selectboard or a resident interested in running for the vacant position could request a special election, and the other is to stay with two members on the board until the next scheduled election in May 2026. She asked that the Town Administrator add it to the agenda for the November 20 meeting for further discussion.
2. The Town Administrator informed the Selectmen that she will be working on putting together an Employment Agreement between herself and the Town.
3. The Town Administrator indicated that she has been considering the acquisition of a town-issued cell phone to ensure a clear separation between official town business and her personal mobile device. Chair Semanie expressed full support for this initiative.

Selectman Baker asked if there are sufficient funds within the admin budget for this expense. The Town Admin stated that there are funds in the Town Admin training and expenses account to cover the costs.

MOTION TO APPROVE: Chair Semanie motioned to approve the Town Administrator to proceed with obtaining a town-issued cell phone. The motion, seconded by Selectman Baker, was approved. (vote: 2-0-0)

Citizen Comments: None.

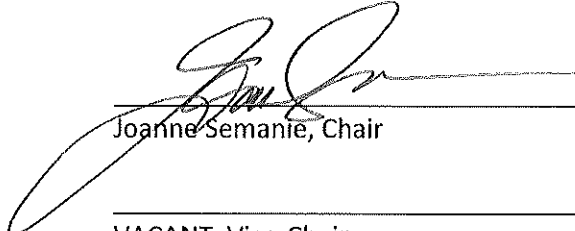
Adjournment: 6:48 PM

MOTION TO ADJOURN: Chair Semanie motioned to adjourn the meeting at 6:48 PM. The motion, seconded by Vice-Chair Wilson, was approved. (vote: 2-0-0)


Respectfully Submitted,
Brooke E. Shulda, Town Administrator

Approval Date: 12/18/2025


Approved by:



Joanne Semanie, Chair



VACANT, Vice-Chair



Bill Baker, Selectman

BOS Documents:

1. Agenda for November 06, 2025
2. Transfer of Town Property Form
3. Disposal of Town Property Form
4. FLT D2R2 Bike Race Letter
5. Grid Wealth 12-Month Fixed Rate Contract
6. Park – Climate Smart Forestry Project Contract
7. OSRC – Tunnel Rd. Land Grant Contract
8. September 25, 2025 – Meeting Minutes