



Town of Stow
Massachusetts
for the year ending
December 31, 2012

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IN MEMORIAM

John Clayton, Jr.
1930 - 2012

Selectman 1976 – 1982

Selectman 1994 - 2006

Zoning Board of Appeals 1982 – 2012

General Bylaw Review Committee 2006

Public Safety Planning Committee 2006

Municipal Land Use Committee 2006

Hale School Building Committee 1995 - 1998

Ground Water Study Committee 1985

Civil Defense Director 1982 - 1984

Frank E. Schmelzer
1906 – 2012

Finance Committee 1959 – 1960

Selectman 1961 – 1964

FEDERAL & STATE OFFICIALS

United States Senators

John F. Kerry
One Bowdoin Square, 10th Floor
Boston, MA 02114

Scott P. Brown
2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203

United States Representative,

Fifth District

Niki Tsongas
11 Kearney Square, 3rd Floor
Lowell, MA 01852

Governor of the Commonwealth

Deval Patrick
Office of the Governor
State House Room 360
Boston, MA 02133

Senator – Middlesex & Worcester

James Eldridge
State House, Room 213A
Boston, MA 02133

Representative – Third Middlesex District

Kate Hogan
State House, Room 166
Boston, MA 02133

ELECTED TOWN OFFICERS

Listed alphabetically

Board of Assessors

Michael Dugas (2015)
Dominick Pugliese (2013)
John E. Smith (2014)

Board of Health

Mary E. Cormier (2014)
Sylvia Daley (2013) (January-July)
Gordon Landis (2013) (August and after)
Marcia B. Rising (2015)

Moderator

David Walrath (2013)

Nashoba Regional School District Committee

Maureen Busch (2012)
Lynn Colletti (2013)
Jeffrey H. Odell (2014)

Planning Board

Ernest E. Dodd (2013)
Leonard H. Golder (2016)
Stephen C. Quinn (2017)
Lori Clark (2014), Chair
Kathy Sferra (2015) (February and after)
Kathleen A. Willis (2015) (January)

Randall Library Trustees

Harold B. Donahue, Jr. (2015)
Jane Sproule Epstein (2015)
Amante Brooks Gaines (2013)
John J. O'Keefe III (2013)
Timothy H. Reed (2014)
Barbara K. Wolfenden (2014)

Board of Selectmen

Gary M. Bernklow (2014)
Donald P. Hawkes (2015) (May and after)
Charles Kern (2013)
Thomas E. Ryan III (2015)
James H. Salvie (2013)
Laura Y. Spear (2012) (January-May)

Stow Housing Authority

W. Robert Dilling
John J. Kendra (2016)
Robert W. Larkin (2014)
Sean Osborne (2015) January
Michael Kopczynski (2015) (May and after)
Cynthia Perkins (2014)

APPOINTED TOWN OFFICERS

APPOINTMENTS BY SELECTMEN, INDIVIDUAL POSITIONS

Listed alphabetically

Assabet River Rail Trail Comm Rep

Donald B. Rising

Constables

Lawrence E. Hartnett (2014)
Robert A. Kirchman (2013)

Emergency Management Officer

Michael McLaughlin

Forest Warden

Michael McLaughlin

Inspectors

Building Inspectors

Craig D. Martin, Building Commissioner
Ray A. Renzoni, Local Inspector

Gas Inspectors

Ray A. Smith
Adam Sahlberg, Deputy
Robert Smith, Deputy

Plumbing Inspectors

Eric S. Sahlberg
Adam Sahlberg, Deputy
Ray A. Smith, Deputy

Wire Inspectors

Robert W. Norton

Wire Inspectors continued

Michael A. Norton, Deputy
Charles Weeks, Deputy

Metropolitan Area Planning Council Representative (MAPC)

Donna M. Jacobs (2014)

Minuteman Advisory Group on Interlocal Coordination (MAGIC)

Karen Kelleher (2012)
James Salvie, Selectmen

Sealer of Weights & Measures

Commonwealth of Massachusetts

Selectmen's and Town Administrator's Assistant

Susan McLaughlin

Stow Advisory Member of the Hudson Light and Power Board

Edward A. Brown (January-June)

Street Numbers

Catherine A. Desmond

Superintendent of Streets

Michael E. Clayton

Surveyor of Wood & Lumber
Vacant

Town Accountant
Julie Costello (2013)

Town Administrator
William J. Wrigley

Town Clerk
Linda E. Hathaway (2013)

Town Counsel
Jonathan D. Witten & Barbara Huggins
of Huggins & Witten, LLC

Treasurer-Collector
Pamela M. Landry (2014)

Tree Warden
Bruce E. Fletcher

Veterans' Services Officer
Brian Stearns (January-July)
Joseph Jacobs (August and after)

APPOINTMENTS BY SELECTMEN, COMMITTEES AND DEPARTMENTS
Listed alphabetically

Agricultural Commission
David Buchholz (2013) (June and after)
Julie Martin-Sullivan (2014)
Elizabeth C. Painter (2014)
Dwight P. Sipler (2015)
Katherine C. Steege (2015)

Cable License Advisory Committee
Arnold R. Buckman (2013)
Robert C. Mong (2014)

Cemetery Trustees
William Clayton (2014) (January-May)
Frederick J. Dodge, Jr. (2012) (January-June)
Roy Dudley (2013)
Gerald P. Kunst (2014) (September and after)
Robert Gledhill, Superintendent

Conservation Commission
Helen Castles (2013) (January-May)
David W. Coppes (2013)
Cortni Frecha (2014) (June and after)
Serena Furman (2014) (May and after)
Ingeborg Hegemann-Clark (2013)
Rebecca G. Mattison (2015) (January-November)

Conservation Commission continued
Douglas E. Moffat (2013)
Douglas Morse (2015) (May and after)
Kathleen V. Sferra (2014) (January-February)

Council on Aging
Ruth Delmonico
Kristen Donovan, Chair
Stephen Dungan
Alice L. Olsen
Gus Stathis
Elizabeth Tobey
Newton Wesley
Alyson Toole, Executive Director
Sharon Funkhouser, Outreach Coord
Suzanne Howley, Outreach Worker

Cultural Council
Ann Deluty (3/2015)
Anne C. Draudt (8/2012)
Phyllis Fitzsimmons-Luce (12/2012)
Nancy Maldari (11/2014)
Patricia Mullin (7/2013)

Fence Viewers
Selectmen

Fire / Rescue – Full-time
Michael McLaughlin, Chief
John Paul Benoit, Captain
Barry Evers, Lieutenant
Mark W. Guerin, Lieutenant
Gregory A. Vogel

On Call Firefighters/EMTs

Eoin Bohnert
James Byrne
Christopher Camelio
Richard Connelly, Captain
Gage Cummings
Barrett Dilling
Paul Dudley
Scott Dwinells
Charles Dunnigan
Shannon Eichorn
Jeremy Fiorvanti
Carolyn Fisher
Jason Galofaro
Jonathan Gray
Timothy Gray, Lieutenant
Todd Jakubek
James Kissane
Mark Latta
Walter Latta
Christopher Lazuka
Jeremy Lyons
Matt Magazu
Scott Morse, Jr.
Jonathan Murphy
James Ruggiero
Michael Scimeca
Susan Siewierski
Gregg Silverio
Robert Smart
Larry Stafford
John Stone
Ryan Swan
Judson Swinimer
George Taylor
Michael Trioli
Nick Trioli
Matt Vickory
Keith Villa

On Call Firefighters/EMTs continued
Sean White
Christopher J. Whitley

Apprentice Firefighters

Erick Benoit
Kevin Benoit
John Bertonassi
Josh Clement
Ben Latta
Dan Nathan

Honorary Firefighters

Steve Landry
Eddie Warren

Historical Commission

Robert Cutler (2013)
Daisy Dearborn (2012) (January-June)
Karen Gray (2014) (May-June)
Carolyn Hastings (2015) (August and after)
Patrick Hopkins (2014) (October and after)
Leslie Kriebel (2014) (January-July)
Dorothy Spaulding (2013)

Lake Boon Commission

Cindy J. Curley (2014)
Lee Heron (2013)
Conray Wharff, Hudson

Local Access Cable Advisory Committee

Gary Bernklow, Selectmen May-Dec
Stephen Dungan, Selectmen Jan-May
Chris Funkhouser (2012) (January-June)
Robert M. Glorioso (2014)
Leonard H. Golder (2014)
Lisa R. Lavina (2014)
Louis (Lee) Pappas (2014)
Anne VanTine, Coordinator

Open Space Committee

Vincent J. Antil
Eve K. Donahue
William H. Maxfield
Brian Mulcahy
Christopher B. Rodstrom
Kathleen V. Sferra (January-March)
Robert T. Wilber

Police Officers –Full-time

William L. Bosworth, Chief
Sean M. Collins
David J. Goguen
Christopher Harrington
Timothy J. Lima, Sergeant
Ralph Marino, Sergeant
Gary P. Murphy
Robert Nelson
Michael J. Sallese, Detective
Steven B. Sturtevant, Detective
Darren J. Thraen, Sergeant

Police Officers -- Special

Robert E. Blanton
Jonathan Butler
John Connors
John Fantasia
James F. Finneran
Lee Heron
Enrico F. Maldari
Michael Smith

Police Officers -- Auxiliary

Darlene D. Trefry

Police Matrons/Prisoner Watch

Rachel R. Belanger
Deborah L. Richardson
Phyllis Tower
Richard Tower
Darlene D. Trefry

Public Safety Dispatchers

Jonathan Butler
Nancy L. Campbell, part-time
John Fantasia

Public Safety Dispatchers continued

Samantha Howard
Darlene D. Trefry
Justine St. John, part-time

Recreation Commission

Timothy Allaire
Eric Bachtell
Patricia Bolton
Michael Busch
John A. Sangermano
Laura Greenough, Director

Registrars of Voters

John Mileski (2015)
John D. O'Connell (2013)
Robert Walrath (2014)
Linda E. Hathaway, clerk ex-officio

SpringFest Organizing Committee

Alice "Pennie" Cushing (2014)
Laura Folsom (2014)
Karen Kelleher (2013)
Elizabeth Tobey (2014) (August and after)
Deborah Woods (2013) (December and after)

Stow Municipal Affordable Housing Trust

Michael Kopczynski (2013), Chair
Donna Jacobs (2013)
Constantine Papanastassiou (2013)
Cynthia Perkins (2014)
James Salvie, Selectmen
Laura spear (2013)
Trish Settles (2014)

Trustees, Hale High School Fund

Robert F. Derby
Wayne A. Fletcher (January-August)
Linda E. Hathaway
Jeffrey D. Smith

Trustees, Randall Relief Fund

Louise E. Peacock, (2015)
Jeffrey D. Smith (2014)
Dorothy G. Sonnichsen (2013)

Trustees, Randall Town Fund

Louise E. Peacock, (2015)
Jeffrey D. Smith (2014)
Dorothy G. Sonnichsen (2013)

Trustees, Town Farm Fund

Louise E. Peacock (2015)
Jeffrey D. Smith (2014)
Dorothy Sonnichsen (2013)

Veterans' Graves Committee

Jeffrey J. Lance
Philip Moseley
George A. Veracka

Veterans' Services Officer

Brian Stearns (January-July)
Joseph Jacobs (August and after)

Zoning Board of Appeals

John Clayton, Jr. (2013) (January-April)
Michele L. Shoemaker (2017).
Edmund C. Tarnuzzer (2013)
Charles A. Barney, Assoc* (2013)
William F. Byron, Jr., Assoc* (2015)
Andrew DeMore, Assoc* (2013)
Bruce Fletcher, Assoc* (2017)
Lee Heron, Assoc* (2014)
Ruth Kennedy Sudduth, Assoc* (2017)
(*Selectmen appoint ZBA associates)

APPOINTMENTS BY BOARD OF HEALTH

Listed alphabetically

Animal Control Officer

Susan G. Latham
Phyllis Tower, Assistant

Burial Agents

John Erb
Town Clerk

Field Driver

Phyllis Tower

Health Agent

John P. Wallace

Inspector of Animals

Phyllis Tower
Susan Latham, Assistant

Medical Reserve Corp Executive Committee

Sharon Brownfield
Sharon Funkhouser
Rini Kester
Michael Matatia
Nancy Plumhoff
John Sangermano
John P. Wallace, Liaison

Public Health Nurse

Linda Cullen

School Health Committee

Sylvia Daley (January-July)

APPOINTMENTS BY MODERATOR
Listed alphabetically

Ancient Documents Committee

Karen C. Gray (2013)
Lewis H. Halprin (2012)
Barbara P. Sipler (2015)
Robert E. Walrath (2016)
Linda Hathaway, Town Clerk

Finance Committee

Richard Connelly (2012) (January-April)
Ann Deluty (2013)
Peter McManus (2014)

Finance Committee continued

Richard Rollins (2014)
Christopher Sarno (2013)
Bruce Walbridge (2015)

Moderators

Gary L Horowitz, Assistant
Elizabeth C. Painter, Deputy

Minuteman School District Rep.

Alice B. DeLuca (2014)

APPOINTMENT BY TOWN CLERK

Assistant Town Clerk

Catherine A. Desmond

APPOINTMENTS BY TREASURER COLLECTOR
Listed alphabetically

Assistant Treasurer-Collector

Donna Kunst

Deputy Collector & Special Constable

Frederick J. Kelley, Jr.

JOINT APPOINTMENTS

Listed alphabetically

Capital Planning Committee

David P. Arsenault (2015) - Moderator
Stephen F. Jelinek (2014) - Moderator
Charles Kern (2013) - Selectmen
Edward R. Perry, Jr. (2014) - Finance
Myie Yvanovich (2013) - Moderator

Community Preservation Committee
continued

Cortni Frecha, Conservation
Vin Antil, Open Space
Kathy Sferra, Planning

Community Preservation Committee

Michael Busch, Recreation
William Byron, Council on Aging
Dorothy Spaulding, Historical Comm
Robert Larkin, Housing Authority
Peter McManus, Finance
Michael Dugas, Assessors

Elementary School Building Committee

(Joint appointment by Selectmen and Stow reps of NRSD School Committee)
Gary M. Bernklow, Finance Committee
Lynn Colletti, NRSD School Committee
Amy Finkel Hastings, At Large
Charles Kern, Selectmen

Elementary School Building Committee continued

Craig D. Martin, Building Commissioner

Stephen C. Quinn, At Large

Ellen S. Sturgis

Kevin LaCoste, Pompo/Center Principal, Ex Officio

Michael L. Wood, NRSD

Superintendent, Ex Officio

NRSD Audit Committee, Stow Representative

(Joint appointment by Finance Committee and Board of Selectmen)

Henry Hagopian, III

ADMINISTRATION

BOARD OF SELECTMEN

The Board of Selectmen, collectively, serves as the Town's Chief Executive Officer and, among its other duties, provides strong and active leadership in setting the Town's strategic direction and coordinating the efforts of the various Town agencies. One of the Board's duties is to implement the Master Plan. The Board began implementation of the most recent Master Plan update in November 2010 and continued this work in 2011 and 2012.

The Board made particularly effective use of its liaison function this year, building strong relationships between the members and their assigned committees and departments. In this way, they gain a detailed understanding of projects and issues in each sphere. An important part of each Board meeting is "Liaison Reports," where members update each other on activities at the ground level of operations. In this way, issues can be identified and resolved and cross-functional solutions can be considered and implemented.

Capital Building Projects

The liaison role was used effectively in the capital building projects, beginning with the addition/renovation of Center School, which neared completion at the close of 2012. With 80 % of the construction done, the project ran into several snags that required the Board's involvement. To remedy a sizable schedule slip, the selectmen worked with the Owner's Project Manager and General Contractor (GC) to revise the project plan. When the GC went bankrupt, the Board worked with the surety company to hire a replacement.

The Board broadened its cross-functional approach when forming capital building project committees for the fire house, Randall Library, and the now-vacant Pompo building. To ensure strong representation of the key financial areas, each building committee had a member from the Board of Selectmen, Finance Committee, and Capital Planning Committee. Additional members were stakeholders and At-Large members. With funds appropriated at a prior town meeting, each hired an architectural firm to create the pre-design plans.

These three committees completed the pre-design process and presented their recommended options at a Special Town Meeting in October 2012, requesting funds for the next stage: design. When voters declined to support the requests, the Board formed an oversight committee composed of senior officials to provide guidance to the project committees in seeking alternatives to their preferred plans. The results will again be presented to Town Meeting.

Economic Development: Lower Village Water, Regional Transportation, and Solar Farms

Providing water to a group of the Lower Village businesses took another step forward with the Conservation Commission's vote to revise a conservation restriction (CR) on the Heritage Lane open space parcel. The revised CR will allow the business owners to drill a well on the land. When Town Meeting approves the CR amendment, the General Court will confirm the change. This improved water supply will allow the businesses to expand.

In January, the Board approved an application for one of the Governor's Community Innovation Challenge grants on regional transportation. Together with five neighboring towns and Clock Tower Place, Stow received a grant to study opportunities to regionalize dispatch services and vehicle use. The first phase of the project was to build a database of the communities' van use, using GPS/GIS tracking devices installed in the vehicles.

Two commercial solar businesses came to town: one on vacant brownfield land on Delaney Street and one at Minute Man Air Field on land restricted by the FAA. Both projects make good use of otherwise undevelopable land and could result in a modest but regular income stream for the town. The Board's liaison to the assessors worked with that department and Town Counsel to write PILOT agreements (Payment in Lieu of Taxes) to be approved by the Board and the voters.

Affordable Housing

The Board continued to take every opportunity possible to underscore its support of the town's two affordable housing projects: Pilot Grove II and Plantation Apartments II. Pilot Grove II is in the final stages of permitting and financing approvals. Plantation Apartments II is expected to move forward as the Pilot Grove II project is completed.

Fiscal Responsibility

In January, presented with notice from the Nashoba Regional School District of its plan to borrow an estimated \$3,860,000 for a high school athletic complex, the Board worked to clarify the process for the district's borrowing and to ensure that the question came before the voters.

In February, the Board heard the Town Administrator's preliminary fiscal year 2013 budget report, in which the town's debt service was the primary driver. Due to interest payments on the Center School project borrowing, FY 13 would see a \$200,000 increase in expenses over FY 2012. However, due in large part to the Town Administrator's management of the budgets over time and the departments' frugal spending, the town finances were in excellent condition, easing the concern about debt.

Community

One of the more pleasurable duties of the Board is acknowledging the contributions of many residents in Stow. They sincerely appreciate the years of dedicated service and, now, retirement of Town officials Russ and Kathleen Willis, Library Director Susan Wusk, Hudson Road Auto owner George Veracka, Hudson Light & Power representative Ed Brown, Stow West School Society founder Connie Schwarzkopf, and our Veterans Service Officer Brian Stearns. The Board enthusiastically thanks the new Troop 1 Eagle Scouts for their community projects in Stow and welcomes our new Veterans Service Officer Joe Jacobs.

Respectfully submitted,

Gary M. Bernklow
Donald P. Hawkes
Charles Kern, Chair
Thomas E. Ryan III, Clerk
James H. Salvie

Susan McLaughlin, Administrative Assistant
Phoebe Haberkorn, Office Assistant

TOWN ADMINISTRATOR

The Town Administrator, by Charter serves as Stow's Chief Administrative Officer. In this capacity, the Town Administrator manages the day-to-day operations of the town, functions as its chief fiscal officer, chief procurement officer, chief personnel officer and its primary contract negotiator. In addition, this position serves the Town as chairman of the dispatch communications administrative body, as the labor union grievance hearing appeal officer, the sexual harassment officer and the public records management officer. Throughout the year 2012, the Town Administrator was actively engaged in managing significant matters in each of these areas.

The most notable aspect of this job is developing the annual operating budget. As has been the case for many years, at the Annual Town Meeting in May 2012 the Town Administrator recommended a balanced FY-2013 budget within the limits prescribed by proposition two and one-half. In fact, the FY-2013 budget approved at Town Meeting left the Town with unused levy capacity in the amount of \$1,488,481, a historical high. The FY-2013 municipal budget is a level-services budget. The most noteworthy increase in the FY-2013 budget is the annual debt service payment.

For FY-2013 the Town's annual debt payment increased by 12% to \$1,854,395. This significant increase is due primarily to the fact that the interest payment on the 8 million dollar second bond issuance for the Center School project is due in FY-2013. The first bond issuance of 9 million dollars has now been fully loaded into the Town's debt schedule and the full financial impact of the second borrowing will be felt in FY-2014. Both of these substantial annual debt payments will be on the books for the next 25 years.

It is important to note that at a Special Town Meeting and election held last November, the voters did not approve proceeding with the design development phase on three new building improvement projects: the library, the fire station and the community center. The Town's debt burden will necessarily increase, if and as, each of these three projects proceeds to full design and construction.

The FY-2013 budget transfers \$50,000 from Free Cash to the Stabilization Fund in a continuing effort to increase the amount of the Town's stored assets. Also, \$200,000 in Free Cash has been provided in FY-2013 to fund a number of non-bonded capital improvement projects. The same total amount of Free Cash was appropriated for the same two purposes in each of the last several years.

The Town's Free Cash account is currently certified at \$1,395,874. The Town's Stabilization Fund account balance, including the \$50,000 that was transferred at last May's Annual Town Meeting is \$773,200. Combined, the current Free Cash and Stabilization Fund balance of \$2,169,074 is at an all-time high. We are fortunate to be able to continue to grow our stored asset accounts during these difficult economic times.

Looking forward to next year's FY-2014 budget, it will be necessary to limit our total budget expenditures to approximately 4% above the current fiscal year if we hope not to exceed the projected percentage increase in total recurring revenues. Stow's operating budget is structurally constrained by several revenue impediments that make it increasingly more difficult to balance annual operating budgets.

Most importantly, during the last two decades the Town's tax base has provided an increasingly large percent of the town's annually recurring revenues. It currently provides approximately 90 percent and this problematic trend is continuing. By comparison, Stow's municipal state aid revenue, on average, represents only 3 percent of the Town's total annual revenues. And there is little expectation that this small revenue source will increase appreciably in the future. Similarly, the Town's annual local receipts revenues generally represent only 7% of the Town's total revenues. This problem is compounded by the fact that our tax base is almost completely undiversified.

Currently, approximately 92% of the Town's tax base is residential. In the 1990s, residential taxes represented 89% of the total tax base. Further, through various governmental programs, approximately 50 percent of the Town's total taxable property is either exempted from taxation or the full tax amount is abated significantly.

The painful truth is that Stow's residential taxpayers receive negligible revenue relief from an insignificant commercial, industrial and personal property tax base that continues to shrink. At this time there is little indication there will be any meaningful growth in commercial or industrial taxes in the foreseeable future.

There were two special projects of note undertaken by the Town Administrator in 2012. First, the Town Administrator chaired a committee that spent several months evaluating in-house candidates to recommend to the Board of Selectmen for promotion to the position of police sergeant. After a comprehensive due diligence process, we recommended Darren Thraen for promotion and he was unanimously appointed sergeant by the Selectmen. Second, without warning, in June the Town was notified that the General Contractor for the Center School construction project was filing bankruptcy and could not continue to fulfill its obligations under the contract. Consequently, the Town Administrator was required to negotiate over three months to execute a Takeover Agreement with the bonding company Western Surety to allow their direct involvement in project management and to execute a Completion Contractor Agreement with Brait Construction Company to become the new General Contractor. During the transition, we had to ensure that the construction work continued uninterrupted.

The Town Administrator is directly responsible for managing and controlling the use of Town Counsel services. As it relates to litigation in 2012, there are a number of on-going administrative legal cases. A few lawsuits relate to various ZBA and Planning Board decisions that have been challenged by permit applicants. However, at the moment there are no significant claims against the Town that expose us to substantial monetary loss.

As the Town's labor contract negotiator, the Town Administrator maintains a close working relationship with our fire, police, clerical and fire unions. For the last two decades, the town's

four labor unions and Town Administrator have successfully negotiated every labor agreement without once reaching an impasse or filing for arbitration. This cooperative track record is a tribute to both our union employees and management.

In addition to the specific management responsibilities detailed above, the Town Administrator is generally engaged in regularly attending to matters critical to the day-to-day operations of the town. In performing these duties, the Town Administrator is regularly in direct contact with most departmental staff and many Town board and committee members. Finally, due diligence requires that the Town Administrator frequently work directly with local, state and federal agencies and officials, the public and various private groups and individuals.

Respectfully submitted,

William Wrigley
Town Administrator

Susan McLaughlin, Administrative Assistant
Phoebe Haberkorn, Office Assistant

PLANNING BOARD

A five-member elected board with one appointed associate voting member, the Planning Board has specific statutory requirements. The Board reviews and approves the division of land under the State Subdivision Control Law (MGL c. 41) and the Stow Subdivision Rules and Regulations; serves as a special permit-granting authority under the State Zoning Act and the Stow Zoning Bylaw; guides the process of Zoning Bylaw amendments under the State Zoning Act (MGL c. 40A); and adopts a Master Plan that is designed to provide a basis for decision making regarding the long-term physical development of the town (MGL c.41).

By statute, the Board is charged with the responsibility of protecting the health, safety and welfare of Stow's residents. Guided by the Massachusetts General Laws, the Stow Zoning Bylaw, the 2010 Stow Master Plan, and citizens' comments and concerns, the Board strives to preserve and enhance the integrity of Stow's character through the use of these regulatory tools, while safeguarding property owners' rights. We recommend and specify changes to development proposals to achieve these goals. Board members and staff strive to work with both applicants and residents to help shape projects so as to positively affect the impact to the community.

The Planning Department also tracks building permits for affordable housing units and submits the necessary documents to the Department of Housing and Community Development for certification.

The Planning Department provides GIS mapping services to various town boards and committees.

Organization

At the annual election, Stephen Quinn was elected to a 5-year term. We were happy that voters chose to elect him for another 5-year term. In February, the Planning Board and Board of Selectmen voted to appoint Kathleen Sferra as an interim Planning Board Member, filling the

vacancy created by Kathleen Willis' resignation until the May 2012 Town Election. She was then elected to fill an unexpired term which expires in 2015.

Regretfully, Kathleen and Russ Willis decided to relocate to California. Both Kathleen and Russ donated many years of volunteer service to the Town. Kathleen was elected to the Planning Board in 2005 for a five-year term and again in 2010. She also was an active member of the Garden Club, personally spending many hours on gardens at the Town Building and Police Station. Russ Willis served many years on the Lower Village Sub-Committee and the Light Pollution Study Sub-Committee. Both Kathleen and Russ were members of the Medical Reserve Corps. We extend a special thanks to Kathleen and Russ, and best wishes on their future endeavors.

Following the election, the Board elected Lori Clark to serve as Chairman, and Stephen Quinn as Vice Chairman. Brian Martinson was appointed as the Voting Associate Member. The Associate Member's voting power is limited to Special Permit applications in the case of absence, inability to act, or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on the Board. Mark Jones was appointed as non-voting Associate Member. Stephen Quinn and Karen Kelleher were designated to endorse ANR Plans (Subdivision Approval Not Required). The Board appointed representatives to various Committees:

Community Preservation Committee: Kathleen Sferra
Elementary School Building Committee: Stephen Quinn
Liaison to Zoning Board of Appeals: Ernest Dodd
Liaison to the Board of Health: Brian Martinson
Liaison to Metropolitan Area Planning Council (MAPC): Karen Kelleher
Representative to Minuteman Advisory Group on Interlocal Coordination (MAGIC): Karen Kelleher

The Planning Board dissolved the Light Pollution Study Sub-Committee and appointed Greg Troxel as an Association Member so that he may continue to offer advice to the Board on Lighting issues.

In 2012 we also saw a change in staff. Administrative Assistant Kristen Domurad took position with the Town of Acton as Assistant Town Planner. Kristen was a tremendous asset the Department and will be sorely missed.

We are pleased to welcome Assistant Planner Jesse Steadman to the Planning Department. Jesse brought outstanding skills to the Planning Department through the combination of earning an M.A in Urban and Environmental Policy and Planning, and experience gained in the Environmental Leadership Program and internships with the Brookline Planning Department and the New Entry Sustainable Farming Project. His planning, GIS, presentation, and communication skills have proven to be invaluable in the few short months since he joined the Planning Department.

Development Activity

The Board reviewed (6) Special Permits/Site Plans:

- 149 Whitman Street – Preservation of a Historic Structure – Special Permit **Granted**
- 433 Taylor Road – Accessory Apartment Site Plan Approval **Granted**
- Boxboro Road - Commercial Solar Photovoltaic Renewable Energy Installation – application **Withdrawn**
- Delaney Street - Commercial Solar Photovoltaic Renewable Energy Installation Special Permit **Granted**
- First Parish Church addition – Concept Plans Reviewed
- Walcott Street – Hammerhead Lot Special Permit **Granted**

The Board considered three (4) Special Permit Modifications:

- Ridgewood at Stow Active Adult Neighborhood – request to convert condominium exclusive use areas to fee simple lots - Application **Withdrawn**
- 501 Gleasondale Road – Special Permit Modification to upgrade Sprint equipment at the wireless service facility - **Granted**
- 353 Great Road – Special Permit Modification to upgrade Sprint equipment at the wireless service facility at First Parish Church - **Granted**
- Stow Shopping Plaza – Propane filling station at Ace Hardware - **Granted**

The Board reviewed 3 Subdivision Plans:

- 117 Walcott Street – Concept Plans reviewed
- Wedgewood Road – Concept Plan reviewed
- Walcott Street – Preliminary Plan **Approved**

The Board approved two (2) ANR Plan (Approval Not Required under the Subdivision Control Law) Plans:

- 38 Dunster Drive
- Dunster Drive and Derby Woods Open Land Parcel

With the assistance of the Board’s Consulting Engineer, Susan Carter, P. E., the Board reviewed plans, considered amendments and monitored ongoing construction of subdivisions and Special Permits:

- Linear Retail – Stow Shopping Center
- Derby Woods I & II (Sylvan Drive and Dunster Drive extension), a 33-lot subdivision, located off of Harvard Road
- Arbor Glen Active Adult Neighborhood
- RidgeWood at Stow Active Adult Neighborhood
- Taylor Road Planned Conservation Development
- Highgrove Estates Hammerhead Lot Development
- Riverhill Estates Subdivision
- Center School
- Orchard View (Brandymeade Circle)
- Crow Island Boat Rental Establishment

The Board reviewed plans and made a recommendation to Town Meeting to accept Sylvan Drive as a public way.

Fees Collected - Fees collected in 2012 in the amount of \$10,649.00 offset expenses incurred for processing applications and for miscellaneous copies. The Applicant is responsible for plan review and inspection fees.

Work Plan - The Board's work plan continues to include efforts to maintain Stow's rural character, and has taken large steps in its planning goals for Lower Village. The Board continues ongoing assessments of the Town's future land needs, updating Rules and Regulations and the Zoning Bylaw, and affordable housing and the creation of a Lower Village and Gleasondale Village Master Plan. The Board also continues to keep abreast of proposed changes to Massachusetts General Law such as proposed zoning reform proposals, as well as grants and technical assistance opportunities.

Priority Goals - The Planning Board adopted the following priority goals:

- Lower Village Planning Effort - **High Priority – Short Term**
- Foster Pedestrian Mobility –**High Priority – Short Term**
- Comprehensive Permit Policy – **High Priority – Short Term**
- Gleasondale Planning Effort– **High Priority – Short Term**
- Review and Evaluate Floodplain/Wetlands Overlay District –**High Priority - Short Term**
- Evaluate Wireless Service Overlay District – **High Priority - Medium Term**
- White Pond Road Planning Effort – **High Priority – Medium Term**
- Zoning Reform – **High Priority – Long Term**
- Golf Course Water Monitoring – **Medium Priority – Medium Term**

Comprehensive Permit Policy – Planning Board Members Kathleen Sferra and Ernie Dodd and Planning Coordinator Karen Kelleher worked with representatives of the Stow Municipal Affordable Housing Trust and the Zoning Board of Appeals in updating the Comprehensive Permit Policy. The Final Document is expected to be presented to the Board of Selectmen early 2013.

Rules and Regulations

The Board adopted Rules and Regulations for Solar Photovoltaic Renewable Energy Installations.

Golf Course Water Quality Monitoring – As recommended by the Board's Consultant, Northeast Geoscience, Inc. (NGI) in 2011, the Planning Board followed up with the Board of Health, urging that they adopt guidelines suggesting that the list of DEP Zone II banned chemicals not be used on golf courses in Stow.

FEMA Flood Insurance Rate Maps – FEMA is in the process of updating the Flood Insurance Rate Maps (FIRM) for the Town of Stow and will be contacting the Planning Department in the winter of 2013 to post notice for an official 90-day appeal period. Preliminary Flood Insurance Rate Maps (FIRMs) are available for review on the third floor of the Town Building or through

links on the Planning Board Web Page or on the Planning Board Blog. To help residents navigate the updated FIRMs, the Planning Department has created a list of documents that detail frequently asked questions, various definitions, the appeal process and more. Links to the various documents are located above and on the Planning Department Blog.

Pedestrian Walkway Planning Committee – The Pedestrian Walkway Planning Committee submitted its final report to the Planning Board. Thanks to the efforts of this committee, Stow now has a contiguous walkway network from the municipal buildings in the center of Stow to Old Bolton Road.

Wireless Service Overlay District – In response to an application, and subsequent denial, of a proposed Wireless Service Facility to be located outside the Wireless Service Overlay District, the Board retained the services of Isotope to evaluate wireless service coverage in Stow so the Town may determine if boundaries of the Wireless Service Overlay District are appropriate. The Planning Board continues to work with the Zoning Board of Appeals and Town Counsel on this issue.

Affordable Housing - In order to maintain the affordable status, the Town is required to provide documentation that building permits and occupancy permits have been issued. The Planning Department submitted the necessary documents to the Department of Housing and Community Development for certification of 5 affordable housing units to be counted towards Stow's Affordable Housing Inventory.

Planning Department Staff worked with the Stow Municipal Affordable Housing Trust on efforts to provide additional affordable units throughout Town. Specifically, staff worked with the Trust and their Housing Consultant in evaluating the potential for affordable housing units on town-owned parcels as well as another privately owned parcel of interest.

Economic Development – Planning Staff is in discussions with a representative of the Board of Selectmen and Stow business owners on the merits of establishing an Economic Development Committee. Several business owners attended the initial meeting, where we discussed business owners' issues and concerns; and the pros and cons of forming a group, its make-up in terms of membership, primary function/role and potential local government support role. It is our hope to meet again in early 2013 to further discuss and come to a consensus on a recommendation to the Board of Selectmen.

Lower Village Planning Effort - The Planning Board adopted the following overarching goals for its Lower Village Planning Effort:

- Attract more businesses to serve the needs of Stow residents
- Foster a more attractive, walkable “downtown” area for Stow that reflects the local and historic character of Stow
- Advocate for infrastructure improvements that will foster opportunities for appropriate development and redevelopment
- Improve vehicular and pedestrian safety

We made great strides in our Lower Village Planning effort this year.

Working with Linear Retail (owners of the Stow Shopping Plaza), the Planning Board and owner came to an agreement as to the design and size of a pair of pylon signs to replace the old pylon sign that was in disrepair.

With funding assistance from the Stow Garden Club, a Lower Village Gateway Sign was installed. The sign will greet residents and commuters to Stow's historic Lower Village business district, as well as act as a cue for drivers to slow down as they enter a busy stretch of Town.

Based on an existing conditions survey plan, the Board began working with traffic consultants Coler & Colantonio, Inc. to determine the feasibility of the preferred alternatives identified in the 2006 Lower Village Traffic Study and to identify constraints and opportunities in the Lower Village. It was determined that the preferred alternative to construct a pair of modern roundabouts was not feasible. The Board is now working with Coler & Colantonio on an alternate plan with the goal of accommodating vehicular traffic in terms of through traffic and destination traffic to the extent practicable, as well as pedestrian and bicycle traffic.

The Planning Department, working with representatives of the Board of Selectmen, Conservation Commission and Business owners, continued to work toward a solution to accommodate development/redevelopment of the business-zoned parcels on the south side of Lower Village. These properties are experiencing development constraints due to the limited lot size which cannot accommodate DEP regulations for a Public Water Supply. Our goal is to facilitate the development of a privately owned and operated public water supply by offering town-owned land to be leased for development of a well to serve the business-zoned properties, located on the south side of Lower Village.

Community members had a chance to learn about the Lower Village planning effort, including the status of past proposals, as well as current projects and plans for the future. The forum was proven to be a great opportunity for Stow residents and business owners to offer input to help guide us through the next step of the planning process.

Gleasondale Village Planning Effort – We are pleased to report that the University of Massachusetts Center for Economic Development has accepted our application to participate in a Studio Project for Graduate Students to create a Master Plan designed to assist the Town in its efforts to protect Gleasondale's character and stimulate economic activity. The Center for Economic Development will undertake the study in the spring semester of 2013.

Regional Planning - The Board also continues to keep abreast of regional activities. Board members and staff frequently attend meetings of the Massachusetts Association of Planning Directors, Metropolitan Area Planning Council (MAPC), and Minute Man Advisory Group on Interlocal Coordination (MAGIC), a sub-group of MAPC, serving the communities of Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Lexington, Lincoln, Littleton, Maynard, Stow and Sudbury. A Public Forum is planned for the winter of 2013.

Planning Coordinator Karen Kelleher worked with MAGIC Communities on the Suburban Mobility Study Phase II. Phase II is a follow-up to the recommendations made under the first Transit Study. It provides additional research and analysis of the costs for public transportation

and human service transportation in each community. The report identifies opportunities and challenges to moving toward a shared-service model using Council on Aging vans and public school buses, which could reduce costs, provide more trips, and increase service areas. The study will also analyze the potential for creating a Transportation Management Association in the MAGIC Subregion and beyond to connect employers to transportation alternatives.

Assistant Planner Jesse Steadman is working with MAGIC Communities on a Sustainable Communities program, funded by MAPC, to develop a Comprehensive Agricultural Planning Program that will increase the economic viability of farming and protect sustainable “foodsheds” (farms and agricultural soils close to metropolitan markets) in the Subregion.

Planning Staff is working with MAGIC Communities and the Stow Municipal Affordable Housing Trust in exploring a regional housing services office (RHSO) for the seven MAGIC towns of Bolton, Boxborough, Carlisle, Hudson, Littleton, Maynard and Stow. MAPC has made arrangements for MAGIC to have Beth Rust from the Sudbury RHSO help with the feasibility study.

Communications – We encourage residents to keep updated on the latest information on current developments and projects by visiting the Planning Board Web Page at http://www.stow-ma.gov/pages/StowMA_Planning/index, the Planning Department Blog at stowplanning.wordpress.com, the Planning Department Facebook Page, or stopping by the office on the third floor of the Town Building.

Thanks

None of the planning efforts would be possible without the enormous contributions by Stow residents, who serve as volunteers on the boards and committees and Town staff. It is a pleasure to continue working with all of you.

The Board extends a special thanks to our very capable professional consultants - Susan Carter of Places Associates, Inc. and Town Counsel, Jon Witten, of Huggins and Witten, LLC.

As can be seen by this report, the Board had another busy year, but this amount of work would never have been possible without the tireless and outstanding efforts of Karen Kelleher, and Jesse Steadman, who not only work diligently for the Board, but also for other Town Boards and Committees and the general public with whom they interact on a daily basis.

Respectfully submitted,

Lori Clark, Chair
Stephen Quinn, Vice Chair
Leonard H. Golder
Ernest E. Dodd
Kathleen Sferra

Brian Martinson, Voting Associate
Greg Troxel, Non-Voting Associate

Karen Kelleher, Planning Coordinator
Jesse Steadman, Assistant Planner

CONSERVATION COMMISSION

The Conservation Commission consists of seven members appointed by the Board of Selectmen to administer and enforce both the Massachusetts Wetlands Protection Act and the Town of Stow Wetlands Protection Bylaw and associated regulations. Areas subject to protection under these regulations include wetlands, rivers, streams, other water bodies and their banks, and flood plains, among others. In addition to these resource areas, the Commission must review and, if appropriate, stipulate conditions under which proposed activities within 100 feet of the resource or 200 feet of ponds and streams must be conducted. The Commission also works to manage over 1,500 acres of conservation land throughout the community and a network of trails on these lands, and to protect additional high priority lands. Trail maps and permit applications are available in the Conservation Commission office, which is located in the Town Building.

Currently, the Commission consists of seven members with varied backgrounds and a common interest in environmental issues. In addition, we have the strong support of several associate members who work on special projects, such as wetland delineation, drainage issues, trail mapping, forestry management, community gardens and open space planning. Additional support comes from our full-time Conservation Coordinator, part-time Secretary and part-time Conservation Land Steward.

Conservation Land Maintenance: Permits were issued for guided walks and educational activities scheduled at several of our conservation properties. The walks are sponsored by the Stow Conservation Trust and serve to familiarize participants with the trails and natural resources unique to each area.

There were numerous instances of downed trees and limbs on several properties after storms and high winds during the year. Immediate hazards on the trails, especially those that are overhead, are our first priority, after which impassible trails are cleared of obstruction and general cleanup begins. Abutter concerns regarding the removal of hazardous trees and the management of invasive species were addressed based on the conditions and will continue to be monitored in the future. Seasonal mowing of trail entrances improves parking and trail access, and helps contain invasive species. The meadow located on the Woodhead parcel of Flagg Hill is mowed annually to enhance the habitat for Eastern Bluebirds and other open meadow species.

It is a matter of concern that the number of unofficial trails continues to increase on our properties, some of which cross sensitive wetlands or in other ways fragment wildlife habitat. Although perhaps well intentioned, any activity that alters the land must be conducted in conformance with existing management plans, policies, and the town's liability insurance requirements and approved by this office.

You can help preserve the beauty of our lands by reporting acts of vandalism, regulation violations, downed limbs and trees, and any other potential hazards or concerns to the Conservation Commission at 978-897-8615. Thank you in advance for your help and cooperation.

Community Gardens:

This spring the annual field was plowed and harrowed, plots were measured and staked and wood chips were spread around the four pitcher pump wells and the center path of the perennial field. Applications were mailed to all 2011 gardeners, posters were put up in public buildings around town and notices were put in local papers.

There were 55 annual and 30 perennial plots this year. As the garden grew larger it became more difficult for people to meet many of the other gardeners. To promote "COMMUNITY" at the garden we held a Pot Luck Dinner on the far side of the perennial field and encouraged gardeners to bring their family and dishes with some ingredients they grew in their garden plots. We had a good turnout and two six foot tables covered with a wide variety of homemade food. A good time was had by all and we have decided to make it an annual event.

The Conservation Commission conducts a community garden program on the Captain Sargent Conservation Area on Tuttle Lane. If interested in a community garden plot, please call the Conservation Commission office at 978-897-8615 for an application. Plots are assigned on a first come first serve basis and all returning gardeners are assigned their same plot.

Public Hearings

Hearings for residential construction, wetland delineations/resources and restoration projects as a result of enforcement action continued at a brisk pace. Projects this year included Lake Boon Drawdown and Herbicide Treatments for weed management, review of plans for the Center School Project, a wetland delineation off Walcott Street, solar projects off Delaney Street and Minute Man Air Field and several small applications for home improvements and septic repair. Commission members continued their participation in several town-wide planning projects, including the Center/Hale School expansion (including monitoring construction activities), and participation in the Open Space Committee and Community Preservation Committee.

The Commission held 28 public hearings for projects during the year. A total of \$11,677.34 was generated for the Town by these hearings and applications. License Agreements, Community Garden fees, Regulations for Wetland Protection Bylaw, Trail Guides, copy fees and donations also generated \$2,400.00.

Cooperative Efforts and Long Range Planning

Work plan priorities for the coming year include but are not limited to revisions to the Town of Stow's Wetland Protection Regulations, baseline monitoring for conservation restrictions, vernal pool education and invasive species identification. The Commission also works collaboratively with local conservation organizations including the Stow Conservation Trust, CISMA, OARS and Sudbury Valley Trustees on both land protection and land management issues.

The Conservation Commission has assisted the Stow Conservation Trust in drafting a conservation restriction for the open space parcel of the Derby Woods subdivision off Harvard Road, Taylor Road subdivision and for the Corzine Woodlands. Once approved and accepted by the Board of Selectmen and the Secretary of Environmental Affairs, the Conservation

Commission will accept title of the open space at Derby Woods. The Commission is also still involved in working with the Board of Selectmen to advance an effort to place a water supply well on a conservation land and assisting with securing the necessary approvals to allow this to happen.

Administration

Cortni Frecha is the Commission's liaison to the Community Preservation Committee.

Bruce Trefry is the Commission's Land Steward and the Parcel Steward for Flagg Hill Conservation Area and Heath Hen Meadow Brook Woodland. Bruce provides overall management of the town's conservation lands and does an outstanding job for the Commission.

Joyce Bunce is the Steward for the community gardens at the Captain Sargent Conservation Area on Tuttle Lane. She is also a member of the Stow Garden Club. Joyce has done a wonderful job coordinating participants, laying out plots, educating the gardeners on organic farming and providing fresh vegetables to the Stow Food Pantry.

Maureen Trunfio is our part-time secretary assisting with daily operations of the Conservation Commission office and attends to the Commission's needs when called upon. Maureen is in the process of getting her certification in Fundamentals for Conservation Commissioners from MACC.

Kathy Sferra resigned from the Commission this year to join the Planning Board. Kathy was instrumental in drafting the Open Space and Recreation Plan, and served on the Open Space Committee and the Community Preservation Committee. Kathy served as the Commission's chair for two years and continues to assist the Commission with questions regarding open space easements, acquisition, and Chapter 61 properties.

Due to work and family commitments, Becky Mattison and Helen Castles resigned from the Commission this past year.

Becky served on the Commission for eight years, acting as the Commission's chair for two of those years. She was the liaison to the Master Plan Committee and was one of Stow's representatives on the Study Coordination Team for the U. S. Army Corps of Engineers Assabet River Sediment and Dam Removal Feasibility Study, and assisted in submitting comments to the Army Corps on behalf of the Town.

Helen Castles served the Commission as an associate member and was appointed to the Commission in 2010. Helen was instrumental in assisting the Commission in managing our agriculture fields, invasive species identification and with review of the Center School project.

Thanks to their hard work, the Commission has maintained and improved its high standard of professionalism in its interactions with town residents, other town boards and commissions, and state regulatory and enforcement bodies.

Pat Perry continues to do an outstanding job in her role of coordinating daily operations and the successes of the Conservation Commission are due in large part to her dedication and effort.

The Commission benefits from working with town departments, land trusts, associate members and the community. Your input and assistance are invaluable to the Commission. **THANK YOU!**

If you have an interest, expertise or experience in conservation or environmental protection and would like to be a member, an associate member or volunteer, please call the office at 897-8615 or attend a meeting. Meetings are generally held on the first and third Tuesday of every month.

Respectfully submitted,

Ingeborg Hegemann Clark, Chair
David Coppes, Vice Chair
Douglas Moffat
Serena Furman
Cortni Frecha
Doug Morse

Rebecca Mattison, Associate
Jeff Saunders, Associate
Dwight Sipler, Associate
Adrianna Snow, Associate
Alexander Taft, Associate
Bruce Trefry, Associate

Joyce Bunce, Associate
Stewart Dalzell, Associate

Patricia Perry, Coordinator
Maureen Trunfio, Secretary

BOARD OF HEALTH

As the local permitting authority responsible for the health and safety of Stow residents, the Board of Health continues its service to the Town by insuring that our water, sanitation, habitation, and environment continue to meet the high standards set by those early pioneers who recognized that good health practices create positive outcomes for people and the environment.

Resignation of a Member

A longtime member of the Board, Sylvia Daley, resigned following the sale of her Stow home. Ms. Daley served the town well and will be missed. A former member of the Board, Gordon Landis, was appointed to fill the remainder of Ms. Daley's term.

Medical Reserve Corps (MRC)

During 2012 we continued working with the Medical Reserve Corps and Fire and Police Chiefs, on the Town's Emergency Planning Program. Money from Emergency Preparedness grants distributed by the Department of Homeland Security come to the Town through the MRC to

allow planning, purchase, and storage of materials necessary in case of a natural or manmade disaster.

In November we held our regular seasonal flu clinic. This clinic is run as a drill to test our Emergency Dispensing Site plan under the direction of the Department of Homeland Security. 227 people attended the clinic. We wish to thank all of the MRC volunteers who stepped forward to help prepare for and run these clinics. Their willingness to donate their time and effort for the smooth running of this program is much appreciated.

Public Health Nurse

Town residents can connect with our public health nurse, Linda Cullen, every Wednesday from 9 AM to 12 PM. Her office is located on the third floor of the Town Building. She provides home visits, follows up with communicable disease reporting, helps with the clinics that the Board runs, interfaces with the Council on Aging and offers immunizations to town employees as needed. Linda continues to provide a valuable and much-needed service to the town. The Board appreciates the support it has received for this program from the residents of Stow.

Hazardous Waste and Recycling

The Board collaborated once again with the Stow Boy Scouts Troop 1 in the spring of 2012 for the electronics recycling program they were organizing. We encouraged the Town Municipal Offices to recycle many old computers and parts out of the Town Building where they were stored and donated money from the hazardous waste fund to the Boy Scouts for taking all of this old equipment. We continue to offer battery and mercury thermometer collections during our daily office hours. Our hazardous waste collection was held in April of 2012.

We instituted a collection/disposal program for hypodermic syringes, needles and lancets (collectively known as "sharps"), in July 2012, due to a new statewide ban on the disposal of sharps, including unopened packages of hypodermic needles and lancets in the trash. The Board of Health provides the sharps containers for a small fee and when the container is full, residents can return it to the Board of Health office for safe disposal and purchase another one.

Mosquito Control

The Town of Stow continues to belong to the Central Massachusetts Mosquito Control Project to provide control of this pest, which is a carrier of such diseases as Equine Encephalitis and West Nile Virus. The Project is committed to an Integrated Mosquito Management Program, which utilizes a variety of control techniques and evaluation procedures. The first and most permanent method is water management, source reduction or wetlands restoration. The second method is called larviciding and the third method is to attempt to control the adult mosquito by spraying. The presence of adult mosquitoes is confirmed before any application is done. All control efforts are undertaken only after surveillance data has been collected and analyzed. This allows control decisions to be made based on the exact need that exists at each specific site. Environmental considerations are paramount when prescribing various control techniques. The Project's goal is to provide effective and environmentally sound mosquito control, reducing mosquito annoyance and the potential for the transmission of mosquito-borne diseases.

Animal Control

Ongoing repair work continued at the dog kennel under the supervision of Building Commissioner Craig Martin. Insulation, siding and storm windows were added as well as weather protection over the door and motion sensor security lighting. A portable air conditioning unit was purchased to aid in climate control during the hot summer months. The Animal Control Officer and the Animal Inspector continue to provide excellent coverage throughout the town with the ability to respond quickly to any situation. The following is a report of activity for the year 2012:

| | | | | | |
|-----------------------|-----|----------------------|----|-----------------|----|
| Dog Complaints | 108 | Cat Complaints | 4 | Wildlife Calls | 66 |
| Lost Dogs | 48 | Found Dogs | 34 | Cruelty/Neglect | 3 |
| Dead Animals on Roads | 56 | Lost Cats | 20 | Found Cats | 11 |
| Dogs Impounded | 20 | Livestock Complaints | 8 | Other | 57 |

| | | | | | |
|------------------|---|-------------|----|--------------|---|
| Citations Issued | | 25.00 Fines | 15 | 100.00 Fines | 4 |
| Written Warnings | 1 | 50.00 Fines | 3 | 150.00 Fines | 1 |
| | | 75.00 Fines | 5 | | |

The following is the annual livestock count:

| | | | | | | | |
|---------|-----|-----------------|---------------|----------------|----|----------|---|
| Cattle | 14 | Llamas | 5 | Goats | 75 | Pigeons | 6 |
| Swine | 16 | Alpacas | 11 | Sheep | 36 | Beehives | 1 |
| Rabbits | 43 | | | | | | |
| Equine | 130 | Horses-102 | Ponies -25 | Donkey-3 | | | |
| Poultry | 653 | Chickens- 585 , | Waterfowl-68, | Game Birds- 24 | | | |

Quarantines are as follows:

| | | | |
|--|----|--|---|
| Dog Quarantines 10 Day : | 26 | Cat Quarantines: 10 Day | 2 |
| Dog bite/scratch to another dog | 11 | Cat bite/ scratch to a person | 2 |
| Dog bite/scratch to a person | 14 | Cat 45 Day Quarantines: currently vaccinated with wound unknown origin . | 8 |
| Dog bite/scratch to a cat | 1 | | |
| Dog 45 Day Quarantines: currently vaccinated with wound of unknown origin. | 2 | Cat 6 Month Quarantines: unvaccinated with wound of unknown origin. | 2 |
| | | Dog 6 Month Quarantine: unvaccinated with wound of unknown origin. | 1 |

Permitting & Revenues

Revenue of \$ 26,939.81 was remitted to the Town. The following is a list of permits issued:

| | | | | | |
|-----------------|----|-----------------|----|-----------------|----|
| Bed & Breakfast | 2 | Ice Sales | 2 | Pools | 2 |
| Beach | 1 | Stable Licenses | 21 | Dumpsters | 12 |
| Pet Shop | 1 | Septage Haulers | 14 | Rubbish Haulers | 6 |
| Cider Mill | 3 | Camps | 4 | Tobacco | 7 |
| Installers | 32 | Well Permit | 24 | Disposal Works | 34 |

| | | | |
|--------------------------|----|---------------------|----|
| Food Service Permits: 59 | | | |
| Restaurant | 15 | Residential Kitchen | 6 |
| Retail Food | 3 | Temporary | 26 |
| Ice Cream Truck | 2 | Seasonal | 7 |

| | |
|--|---------------|
| Total Permit Fees: | \$ 15,386.00 |
| Other Fees Collected: | |
| Hazardous Waste Collection Donations | \$ 1,227.00 |
| 46 Soil Tests | 6,670.00 |
| 76 Title 5 Reviews | 2,150.00 |
| Kennel | 1,155.00 |
| <u>Sharps Disposal, Recycling, Copies,</u> | <u>351.81</u> |
| Total | \$ 26,939.81 |

The public is invited to visit our office in the Town Building to learn what information we have available on public health, the environment, hazardous materials, and recycling. As always, we encourage you to call or visit if you have any questions, problems, or concerns. We are open from 8AM to 4PM Monday through Friday and by phone at 978-897-4592. Don't forget to visit us on the Town of Stow website. We post our meetings and information on special issues on this site. Visit us at www.stow-ma.gov.

Respectfully submitted,

| | |
|--|--|
| Betty Cormier, Member | Cynthia Colosi, Administrative Assistant |
| Sylvia Daley, Member, resigned August 2012 | John P. Wallace, Health Agent |
| Gordon Landis, Member | Susan Latham, Animal Control Officer |
| Marcia B. Rising, Chair | Phyllis Tower, Animal Inspector |

ZONING BOARD OF APPEALS

The Board of Appeals conducted hearings on applications for four Special Permits, two Special Permit alterations and three Variances. One of the hearings concerned the Fire Department's new communication antenna tower that has now been installed at the Fire Station, replacing the one damaged by the 2011 Halloween storm. An application for variance filed by Linear Retail was granted for the new signs at the entrances to the shopping center.

The appeal in U. S. District Court by Star Tower/T-Mobile of the denial of a cell tower on the Wedgewood Pines Country Club property off Harvard Road has not been completely resolved. A settlement agreement, ordered by the Court, had been reached to vacate the Board's January 2011 decision regarding use and dimensional variances. At this writing, the Board is awaiting a final revised settlement agreement document to be filed with the Court.

The appeal of the Plantation II Chapter 40B Comprehensive Permit granted in 2010 for 37 units of supportive housing is continuing.

The Board lost a long-term member with the passing of John Clayton. Jack was a Board member for thirty years, beginning in 1982, and served the Town in many other capacities, notably as Selectman for two separate terms. He is greatly missed.

There are currently three vacancies on the Board. We encourage anyone with interest in joining to attend a meeting.

The Board of Appeals meets on the first Monday of each month, as needed, in the Town Building. Applications for hearing may be obtained from the Town Clerk's office or the Town's web page. Information regarding procedure may be obtained by contacting Catherine Desmond, Secretary to the Board.

Respectfully submitted,

Edmund C. Tarnuzzer, Jr.
Michele L. Shoemaker
Vacancy to July 2013
Vacancy to July 2014
Vacancy to July 2017
Catherine A. Desmond, Secretary

Charles A. Barney, Associate
Lee Heron, Associate
William F. Byron, Jr., Associate
Bruce E. Fletcher, Associate
Ruth K. Sudduth, Associate
Andrew J. DeMore, Associate

TOWN SERVICES

AGRICULTURAL COMMISSION

The Stow Agricultural Commission is charged with maintaining the viability of agriculture in Stow. This includes advising other Town boards on matters pertaining to agriculture, resolving conflicts between agricultural and residential uses, and promoting agriculture in town. The Agricultural Commission has a website, StowAgCom.org, which provides notices of agricultural events and conditions. The website can also be reached through the Town website.

In 2011, a new berry pest arrived in New England: the Spotted Wing Drosophila. This new pest attacks brambles such as raspberries, blackberries, and also strawberries and other fruit. The pest appeared in late August, and pretty much wiped out the fall raspberry crop. The pest was present in 2012 also, but no solution has yet been found. The combined efforts of the Extension Services of all the New England states are trying to determine the best way to combat this pest. There may be organic methods of control. When information is available, it will be posted on StowAgCom.org.

Residents are reminded that Stow has a right-to-farm bylaw, which reiterates State laws in our Town bylaws. As part of this bylaw, we provide a notification form for use in transfers of property that lets people know that farms are active in Stow. The notification form should be filed with the Selectmen's office before the transfer of property is completed. The form can be downloaded from StowAgCom.org or through the Town website.

In 2012, we are pleased to report that Dave Buchholz filled a vacancy on the commission. We look forward to working with him.

Respectfully submitted,

Dwight Sipler, chair
Liz Painter, clerk

Julie Martin Sullivan
Kathy Steege
Dave Buchholz

BUILDING DEPARTMENT

The Building Department issued a total of 252 Building Permits in 2012. We spent a considerable amount of time at the Center School site attending construction coordination meetings and performing rough & final inspections of the buildings in order to open the new Phase I building section in February 2012 and the renovated Phase II building section in September 2012. Other inspections included commercial expansions, new homes, kitchen & bath remodeling, home additions, roofing, siding, wood/pellet stoves and annual inspections of restaurants, golf clubs & day care facilities. New home construction is 98% complete at Villages at Stow and Derby Woods. In addition we attended seminars for new ICC/MA building codes, energy codes & fire safety as required under the continuing education requirements set forth by the Department of Public Safety. In addition to the duties as Building Inspectors, we are also in charge of the following municipal properties: Town Building, Town Hall, West School, and the Crescent Street Garage. We also assist the Library Trustees with building improvement projects at the Randall Library. We have maintained the existing Town Buildings as follows:

Town Hall

Regular maintenance and walkway snow removal were performed. In addition, annual maintenance of the oil burners was completed as well as annual testing of the smoke detectors & fire alarm notification system.

Town Building

Regular maintenance items included changing air filters, grease for the air handling units and the hot water circulating pumps. A leaking valve on the hot water circulating pump intake was replaced. Annual inspections were completed for the elevator, smoke alarm system and the sprinkler system. On the public water supply distribution system, water meters were installed at the 6 buildings that are supplied with water.

West School & Crescent Street Garage Building

These buildings were checked periodically for security. Additional repairs to the roof of the West School were made due to critter damage.

Randall Memorial Library

We provided assistance to the Library Trustees with interior & exterior repair work required at the library. Pull down shades were installed on the north facing windows on the second floor of the original library and several lighting fixtures required replacement.

Hale Middle School

New handrails were installed for the upper level seats at the auditorium

In summary, I want to thank all the Town Departments for their support, particularly members of the Fire Department who are integral in the building permit and inspection process and the Highway Department for their assistance with heavy lifting when needed. Many thanks to Judie Scraggs and Sheila Deleo for their dedicated service in the Building Department.

Respectfully submitted,

Craig D. Martin, P.E. Building
Commissioner

Judith Scraggs, Administrative Assistant
Sheila Deleo, Clerk

Ray Renzoni, Local Inspector
Robert Norton, Wire Inspector
Charles Weeks, Deputy Wire Inspector

Michael Norton, Deputy Wire Inspector
Eric Sahlberg, Plumbing Inspector
Raymond Smith, Deputy Plumbing
Inspector
Adam Sahlberg, Deputy Plumbing Inspector
Raymond Smith, Gas Inspector
Adam Sahlberg, Deputy Gas Inspector
Robert Smith, Deputy Gas Inspector

BUILDING PERMITS ISSUED IN 2012

| Number of Permits | Type of Construction | Construction Value |
|-------------------|--|-----------------------|
| 10 | Single Family Dwellings | \$3,975,272.00 |
| 84 | Remodeling and Additions | \$2,949,149.00 |
| 78 | Strip and Re-roof, Re-siding & Windows | \$972,801.00 |
| 3 | Swimming Pools | \$149,300.00 |
| 12 | Commercial/Industrial | \$183,400.00 |
| 5 | Foundations | \$120,000.00 |
| 10 | Outbuildings | \$114,774.00 |
| 6 | Temporary Tents | N/A |
| 19 | Wood/Pellet Stoves | \$65,845.00 |
| 10 | Demolition Permits | \$40,850.00 |
| 1 | Fence | \$3,500.00 |
| 7 | Solar | \$257,912.00 |
| 7 | Sheet Metal | \$103,000.00 |
| 252 | TOTALS | \$8,935,803.00 |

TOTAL PERMITS/CERTIFICATES ISSUED IN 2012

| Number of Permits/Certificates | Fees Collected |
|--------------------------------|--------------------|
| 252 Building Permits | \$47,961.00 |
| 190 Electrical Permits | \$11,655.00 |
| 123 Plumbing Permits | \$7,700.00 |
| 108 Gas Permits | \$4,830.00 |
| 7 Sheet Metal Permits | \$70.00 |
| 35 Sign/Banner Permits | \$1,172.00 |
| 14 Annual Certificates | \$480.00 |
| 10 Trench Permits | \$300.00 |
| 732 TOTAL | \$74,098.00 |

CABLE LICENSE ADVISORY COMMITTEE

The Cable License Advisory Committee (CLAC) assists the Stow Board of Selectmen with awarding the license a cable company requires from the town in order to provide cable television service to its residents. It also works to assure that the terms of the license are being followed.

Stow's first cable license was awarded to Adams Russell in 1986 and was last renewed in 2012 for ten years. Adams Russell provided Stow video cable service under this license for many years, and then sold its license to Cablevision, which sold it to AT&T. Today, Comcast holds that license.

The Selectmen signed a 15-year cable license with Verizon on June 24, 2008. Verizon has provided fiber optic cable to most parts of the Town and currently offers full video cable service, along with high-speed Internet service and digital telephone service to those parts of town serviced by overhead wiring. Service is gradually being extended to neighborhoods with underground wiring.

The contract with Comcast was renewed for ten years on October 23, 2012. The Cable License Advisory Committee joined forces with the Local Access Channel Advisory Committee (LACAC) to guide renegotiation of the town's cable contract with Comcast. LACAC engaged Attorney and Cable Specialist Bill August to help with the process. The new 10-year contract provides for gradually increasing Stow TV funding and a one-time stipend for equipment. It allows for Stow TV to have two programmable Comcast channels, and regulates many issues involving cable service to the Town.

Both Comcast and Verizon offer many options within their video service packages. They provide Stow's local access channel (Stow TV) on Comcast channel 9 and on Verizon channel 32. In addition, Verizon provides Stow with a second channel (33), which carries repeats of government meetings more frequently. Under the new contract, Comcast will also soon provide a second channel, probably channel 8, which will also feature government shows.

Both licenses provide for a percentage of Comcast's and Verizon's income from Stow subscribers to be returned to the Town in order to support Stow TV operation. The Cable Committee ensures that all the terms of the license are being met and that all license payments are being made at the time specified by the license.

Comcast and Verizon broadband Internet and the digital telephone service provided are carried by the same cable each uses to provide Stow residents with video service. But only the video service requires a Stow license (and provides Stow with operational funds) since the Internet and telephone services are considered a 'data' service and are regulated by the State, not by Stow.

The Stow Cable License Advisory Committee has no control over the cost of service by either company, nor in the selection of programs offered by the companies over their video cable service. Subscribers need to call the company's customer service to resolve any problems of this nature. If the problem is related to providing service (not content or price) and cannot be resolved by customer service, contact the Stow Cable Committee to see if additional assistance can be provided.

Respectfully submitted,

Arny Buckman

Robert Mong

CEMETERY COMMITTEE

The Cemetery Committee, which reports to the Board of Selectmen, is composed of three members, each serving a 3-year term. In this past year the Committee has seen two members resign, Fred Dodge and William E. Clayton. Kenneth Banks and Gerald Kunst have been appointed in their place and join the Committee with Steve Gray and Roy Dudley. The Committee oversees the management, maintenance, and upkeep of the town's cemeteries.

The three cemeteries in Stow (Hillside Cemetery on Crescent Street, The Lower Village Cemetery at Great Road and Pompositicut Street, and Brookside Cemetery on Gleasondale Road and Box Mill Road) are maintained by the Superintendent and two seasonal part-time employees. They have kept the cemeteries in good shape and have allowed the Superintendent to get many projects done. They include the restoration of stone walls at the Lower Village Cemetery and the repair and restoration of many old markers that have been broken. These projects will continue into 2013 and beyond. We would like to thank the Historical Commission and the Community Preservation committee for their support in funding these projects.

The Committee is researching the viability of purchasing a leaf vacuum system to increase productivity and flexibility during the spring and fall cleanup.

The Committee would like to thank Superintendent Robb (GH) Gledhill for the outstanding work he does in maintaining all three cemeteries. We would also like to thank the Board of Selectmen, the Town Administrator, and all the townspeople who supported us this past year.

The Committee is always looking for anyone who would be interested in helping out with the maintenance of the cemeteries on a part-time basis. If you are interested, contact the Superintendent at the office of the Cemetery Committee in the Town Hall.

Respectfully submitted,

Kenneth Banks
Roy A. Dudley
Gerald P. Kunst

Stephen A. Gray, Associate

Robb (GH) Gledhill, Superintendent

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Act (CPA), MGL c.44B, was enacted into legislation on September 14, 2000. The goal of the Community Preservation Act is to provide communities with the means to expand their ability to pursue and implement projects that preserve or enhance their quality of life. Under this legislation, municipalities may opt to participate by adopting a property tax surcharge to create a locally-controlled Community Preservation Fund administered by a Community Preservation Committee. The state provides a match, up to a maximum of 100 percent, depending on what percentage surcharge is adopted and the number of communities participating statewide. The Community Preservation Fund can be used to fund projects related to the acquisition and preservation of open space and provision of recreational opportunities, the

creation and support of affordable housing, and the acquisition and preservation of historic buildings, landscapes and documents.

Stow voters accepted the provisions of the Community Preservation Act (CPA) at the Town Meeting in May of 2001. At the subsequent Annual Town Election, Stow voters opted to enact a property tax surcharge of 3 percent to create the Stow Community Preservation Fund. Stow voters also opted to adopt all of the possible exemptions to the surcharge. As a result, Stow is participating in a manner that maximizes the state matching funds with the least possible financial impact to the community.

The fiscal year ending June 30, 2012 was the eleventh year of collections and state matching grants. In October 2012 Stow was awarded \$174,492 – a 38 percent match – greatly increasing our community's ability to undertake CPA-eligible projects. State matching funds have been awarded each year in which Stow has participated (over \$3 million in state matching funds awarded to date). Community Preservation funds are deposited in a locally controlled, interest-bearing account. Additionally, Stow has earned over \$680,000 in interest on CPA funds since adoption in 2001. All projects recommended by the CPC must be approved by a majority vote at Town Meeting before expenditures can be made from Stow's Community Preservation Fund.

At the Annual Town Meeting in May of 2012, Town Meeting voters approved Community Preservation warrant articles for appropriating funds for Part 1 of a Historic Document Preservation Project (\$100,000), a consultant for the Stow Municipal Affordable Housing Trust (\$7,200), Community Preservation administrative purposes (\$31,000) and for making the Community Preservation annual reserves required under the Community Preservation Act: Acquisition and Preservation of Historic Buildings and Landscapes (\$63,000), Acquisition and Preservation of Open Space and Recreation Land (\$63,000), and Acquisition and Support of Affordable Housing (\$63,000).

The CPC looks forward to working with others to implement additional Community Preservation projects selected by Town Meeting voters. The prospect of receiving increased state matching funds appears promising for 2013.

The Committee thanks the residents who served as CPC members in 2012 in addition to their positions on their respective boards/committees/commissions/etc. In addition, the Committee would like to thank and acknowledge Bob Wilber for his 12 years of dedication and service to the Community Preservation Committee. Bob played an instrumental role when the Town adopted the Community Preservation Act and served as Chair to the CPC from 2001 – 2012. The committee would also like to thank Kathleen Willis for her service as the Planning Board representative and Dom Pugliese for his service as the Assessors' representative.

Respectfully submitted,

Member

Mike Busch

Bill Byron

Wayne Fletcher (Jan-July)

Committee Represented

Recreation Commission

Council on Aging

Historical Commission

| | |
|----------------------|------------------------------|
| Member | Committee Represented |
| Karen Gray (Aug-Dec) | Historical Commission |
| Bob Larkin | Housing Authority |
| Peter McManus | Finance Committee |
| Dominick Pugliese | Board of Assessors |
| Kathy Sferra | Conservation Commission |
| Bob Wilber, Chairman | Open Space Committee |
| Kathleen Willis | Planning Board |
| Deb Seith | Administrative Assistant |

COMMUNITY PRESERVATION COMMITTEE PROJECT STATUS REPORT

| | Original Project Cost | Final Project Cost |
|---|------------------------------|---------------------------|
| Totals for Open Space/Recreation | \$ 2,211,600.00 | \$ 2,167,899.89 |
| Conservation Comm Acquisition of Open Space | \$ 50,000.00 | |
| Acq Open Space Tyler APR \$21,500 | | |
| Hale Woodlands | \$ 35,000.00 | \$ 35,000.00 |
| Lake Boon Preservation Project | \$ 77,000.00 | \$ 33,299.89 |
| Assabet Rail Trail Easement | \$ 227,000.00 | \$ 135,949.50 |
| Moseley APR | \$ 23,600.00 | \$ 23,600.00 |
| Maple Street CR for SCT | \$ 80,000.00 | |
| Snow Property Acquisition | \$ 673,000.00 | \$ 658,899.46 |
| Stow Community Park Construction | \$ 1,000,000.00 | \$ 999,595.93 |
| Design Plan for Track Road Rail Trail | \$ 46,000.00 | |
| | | |
| Totals for Historical | \$ 268,419.00 | \$ 260,362.36 |
| Exp-West School Parking/Access | \$ 20,000.00 | |
| Secure Blacksmith School | \$ 929.00 | \$ 745.00 |
| Lower Village Cemetery Wall Restoration | \$ 9,990.00 | \$ 9,918.28 |
| Lower Village Cemetery Wall Restoration #2 | \$ 19,500.00 | \$ 14,199.08 |
| Lower Village Cemetery Wall Restoration #3 | \$ 20,000.00 | \$ 17,500.00 |
| Rehab Monuments & Headstones | \$ 48,000.00 | |
| Historic Document Preservation Project | \$ 100,000.00 | |
| Townwide Inventory of Historic Properties | \$ 50,000.00 | |
| | | |
| Totals for Affordable Housing | \$ 2,357,200.00 | \$ 2,357,200.00 |
| Pilot Grove Perpetual Deed Restrictions | \$ 350,000.00 | \$ 350,000.00 |
| Exp-Purchase Perpetual Deed Restriction | \$ 250,000.00 | |
| Consultant SMAHT | \$ 7,200.00 | |
| Pilot Grove and Plantation Expansions | \$ 1,750,000.00 | |
| | | |

COUNCIL ON AGING

Transportation remains the number one service. The COA transported approximately 863 riders totaling over 6,580 trips covering 28,000 miles. The van fare income received was approximately \$4,500. The Council on Aging (COA) billed MART for transportation services totaling over \$36,344, which was turned back to the Town's General Fund Account.

The COA acts as the social services agency for the town, providing a variety of services and assistance to all ages in need. Our Outreach Coordinator and Worker provided numerous hours of *assistance* such as: housing, homecare, fuel assistance, food stamps, food pantry referrals, meals on wheels, RUOK, Life Line, home and hospital visits. *Nutritional Programs* are offered such as: Congregate Meals, Meals on Wheels, Monthly Breakfast, and "Soups On" Program. *Arts & Craft* classes are offered weekly. *Health and Educational* presentations are offered monthly on a variety of topics. Podiatry Clinics are held monthly. This past year, COA has loaned out over 146 items of Durable Medical Equipment including: wheelchairs, tub transfer benches, shower chairs, commodes, walkers, and other miscellaneous items. Weekly *Exercise Classes* offered include: Aerobics, Arthritis Stretch, Yoga and Zumba Gold. *Outings & Social Programs* such as: museums, casinos, restaurants, shopping, special teas, caregiver support groups, pet therapy, intergenerational events and a variety of holiday parties throughout the year. *Free Professional Services* offered this past year included: Reiki Clinic, S.H.I.N.E., Tax Preparation, Computer Class & In-Home Repair Service, Veterans Benefits, etc.

The COA oversees the Senior Tax Work-Off Program which continues to be very successful. It was filled to capacity; 20 participants worked in various town departments and the schools.

Approximately 86 volunteers provided over 4,000 hours of service this past year. Martha (Marty) Sheehan was presented with our "Unsung Hero Award". She has been a dedicated volunteer for over 7 years. She logged in over 234 hours, and always goes above and beyond the call of duty. The COA would not be able to do all that we do without their help. Thank you all!

Local organizations have offered their help such as Stow Garden Club, the schools, the Scouts, Stow Lions Club, First Parish, St. Isidore's, and Union Church. Local businesses have supported the COA throughout the year such as: Nancy's Airfield Café, Shaw's & Stow farms and orchards.

The Stow Friends of the Council on Aging (SFCOA) raise funds to supplement the COA. The COA would not be able to offer all the programs and services without their financial support. They pay for our monthly newsletter "The Stow Senior Scoop". They have a gift shop at COA.

Minuteman Senior Services (MSS) provided \$182,439 worth of services to 811 Stow residents this past year in return for our contribution of \$1,070.00.

Funding Sources: Mass. Executive Office of Elder Affairs, Stow Community Chest, Stow Cultural Council, Stow Friends of the COA, Stow Lions Club and the Stow Women's Club.

Respectfully submitted,

Ruth Delmonico, Secretary
Kristen Donovan, Chair
Stephen Dungan
Alice Olsen
Gus Stathis
Elizabeth Tobey
Newton Wesley, Vice Chair
Brian Burke, Associate

William Byron, Associate
Rep. Kate Hogan, Associate

Alyson Toole, Executive Director
Sharon Funkhouser, Outreach & Volunteer
Coordinator
Suzanne Howley, Outreach Worker

CULTURAL COUNCIL

The Stow Cultural Council is dedicated to creating a closer-knit community in Stow by sponsoring and supporting activities in the arts, humanities, and interpretive sciences that bring the diverse elements of our community together for enjoyment and cultural enrichment. The SCC especially seeks to fund projects that bring together parts of the community that do not often interact in their day-to-day lives, to foster understanding by experiencing events together, working on projects, and sharing stories about Stow's history.

The Stow Cultural Council completed a successful year, receiving a total of \$5,370.00 in grants from the following sources: \$3,870 from the State Legislature through the Massachusetts Cultural Council and \$1,500 from Town Meeting.

The Council voted to grant funds to the following projects for the 2012/2013 fiscal year:

- Nashoba Regional High School Friends of Drama: \$500 (Hello Dolly)
- Hale Middle School Play: \$600
- Stow Historical Society, \$400 (Katie Green as Mary Rowlandson)
- 2012/2013 Concert Season: \$250 (Acton Community Chorus)
- Lake Boon Water Carnival Music Boat: \$350 (Lake Boon Improvement Association)
- Summer Reading Program: \$650 (Randall Library)
- 2010-2011 Concert Season: \$500 (Sounds of Stow)
- Symphony Pro Musica: \$200
- Stow Recreation Department: \$425 (Henry the Juggler)
- 77th Regular Exhibition of Art and Craft: \$100 (The Fitchburg Art Museum)
- Rivers Edge Holiday concerts: \$200 (Hudson Area Arts Alliance)
- Ed Morgan: \$450 (The Music Man)
- Contemporary Arts International: \$200 (Sculpture Symposium)

The Stow Cultural Council encourages any Stow resident to apply for a grant for a project of his or her own imagination, or to sponsor an event by an area artist or performer, that will benefit the Stow community. Grant applications may be received at any time, but must be received no later than October 15, 2013 for the next granting cycle. For more information see the Cultural Council page on the town website, www.stow-ma.gov. Local cultural council grants are to be considered a temporary aid, to encourage groups to find added sources of funding. In particular, this year the state continued to reduce funding and all Fieldstone funds have been expended.

Membership currently stands at four (4), which does not meet the Massachusetts Cultural Council's minimum requirement of five members. The Council is required to have 5 members in order to receive and disburse funds. . Members are: Pat Mullen (Treasurer), Nancy Maldari, Rick Lent, and Ann Deluty (Chair).

Respectfully submitted,

Ann L Deluty, Chair
Rick Lent
Nancy Maldari

Patricia Mullen, Treasurer

HIGHWAY DEPARTMENT

This year of 2012 was unlike any other we've had in a long time at this department. We had very low snowfall totals for the winter, only accumulating an unofficial total of 14 inches of snow for the season. Plowing operations only had to be dispatched 5 times to deal with small snowfall amounts, the largest snowfall being 4 inches for one storm. Our salt trucks were dispatched 25 times throughout the course of the winter to deal with unfavorable road conditions. This was more than a 50% drop in the amount of salting operations we generally average through the course of a year. As a result of the mild winter, we were able to turn back about \$47,600 of our \$150,000 snow and ice budget to the Town coffers. This is quite good because during any normal winter, we would end up running a deficit beyond our \$150,000 budget.

The lack of snow allowed us to do quite a bit of tree and brush cutting. We spent a total of 8 weeks cutting brush and low-hanging limbs from the roadsides and we also removed 38 trees along the roadsides that were considered dead or hazardous.

Unfortunately, this year, a delay in the State's distribution of Chapter 90 funds put off any plans we had for large-scale road reconstruction. The Town's apportionment, usually received in May, wasn't received until August; as a result, it didn't leave us enough time before the end of the construction season to complete any projects. The projects which were planned for 2012 are scheduled for Spring 2013.

We did complete some smaller construction and drainage projects throughout the season, which were of a size that this department could handle. A new drainage system was added to the existing drainage system on Boon Road, west of Robert Road, to remedy an existing winter icing problem along the roadside. Road repairs were made to sections of failing road on Harvard Road

at the Harvard Town Line, sections of Lowell Drive, North Shore Drive, Barton Road, Pine Point Road, Mitchell Road and Walnut Ridge Road. We also replaced one of the failing stone box culverts on the one-way section of Old Marlboro Road.

Towards the end of the summer we took delivery of our new brush chipper and new ¾ ton pick-up truck that replaces our 1998 GMC ¾ ton pick-up truck. Both new pieces replace equipment that served the Town faithfully during a long tenure at this department.

Hurricane Sandy blew through town at the end of October, bringing limbs and trees down in the streets and on power lines, and causing widespread power outages. This department was able to keep the majority of the roads open, cleaning up fallen limbs and trees where possible, except where the trees became entangled in power lines. Four streets were closed to through traffic for about a 24-hour period while we worked with Hudson Light and Power's line crews to open the closed streets back up the day after the storm.

I would like to make note of the hard-working employees at the Highway Department. Their hard work and effort, even during the chaotic times such as snowstorms and hurricanes, seems to go unnoticed quite a bit. These employees' dedication to their jobs is what makes your drive to work or just cruising around the Town of Stow that much more safe and enjoyable. I commend them for their hard work. Thank you.

Respectfully submitted,

Michael E. Clayton, Superintendent of Streets

Scott Morse, Assistant Superintendent of Streets

Rachel Belanger, Administrative Assistant
Brian Hatch, Crew Chief
Tim Gray, Crew Chief
Joe Landry, Mechanic
Bill Tuttle, Equipment Operator

Mark Trefry, Equipment Operator
Albeo Duguay, Tree Worker
Steve Landry, Maintenance Person
Scott Landry, Driver/Laborer
Bruce Fletcher, Tree Warden

STOW HOUSING AUTHORITY

The Stow Housing Authority founded by town meeting is authorized by and operates under the provisions of Chapter 121B of the Massachusetts General Laws to manage and administer low rent housing programs, funded by the Massachusetts Department of Housing and Community Development (DHCD) and the U.S. Department of Housing and Community Development. The operations of the Authority are supported entirely by grants or contracts with the state or federal governments. The Stow Housing Authority is governed by a Board of five commissioners, four of which are locally elected with the fifth member appointed by the Commonwealth. The Board of Commissioners meets as necessary at the Town Building.

The Stow Housing Authority administers state vouchers, which are assigned to the Pilot Grove Development. However, due to the small number of participants that remained on the program in

2012, the Board of Commissioners voted unanimously to transfer their Annual Contributions Contract (ACC) for the Massachusetts Rental Voucher Program in Stow to the Hudson Housing Authority.

The Stow Housing Authority continues as the monitoring agent for the affordable housing units built at the Villages at Stow as well as the LIP (local initiative program) located at Elm Ridge.

Respectfully submitted,

W. Robert Dilling, State appointee
John Kendra
Michael Kopczynski
Robert Larkin, Chair

Cynthia Perkins
Julie M. Torres, Administrator

INFORMATION TECHNOLOGY DEPARTMENT

The Information Technology Department serves other Town departments through a series of services, including integrating computer systems, coordinating and providing training, negotiating and managing information technology-related contracts, and technology assistance and support. This includes but is not limited to, all IT-related upgrades, migrations or integrations, as well as responsibility for planning the future IT infrastructure.

The department creates the technological environment that enables Town employees to quickly access vital information using the most efficient and cost-effective system hardware and software. The department provides leadership as an active partner in the Departmental telecommunications and data-sharing network.

Mission

The Information Technology Department assists Town departments in responding to the needs of the citizens by enabling Town employees to quickly access vital information. We are dedicated to providing quality service through teamwork, partnerships, and developing team and individual strengths.

Outcomes

- Provide quality, cost-effective telecommunication services to all Town departments.
- Provide and maintain effective business applications, which help us maintain our information to meet residents' needs.
- Provide and maintain a secure, reliable, and effective Information Technology Infrastructure.
- Increase public access to information and Town services through the Internet.
- Provide project management of Information Technology solutions that are being deployed at any time within the municipal departments.
- Responsible for the strategic planning and implementation of all computer, data-networking and telecommunications systems.

•

Volunteers

The Information Technology Department extends a special thanks to our volunteers, Paul Yannoni and Robert Mong for their numerous donated hours and their ongoing efforts in helping to maintain our infrastructure.

A special thanks for keeping the IT repair and service costs at a minimum.

Respectfully submitted,

Elizabeth Tobey, Information Technology
Director

Paul Yannoni, IT Volunteer
Robert Mong, IT Volunteer

LAKE BOON COMMISSION

The Lake Boon Commission (LBC) is made up of three people appointed by the Selectmen of Hudson and Stow. There are two members from Stow and one from Hudson, reflecting the area of the lake in each town. Current serving members are Lee Heron from Stow, Cindy Curley from Stow and Conray Wharff from Hudson (Chair). The LBC holds meetings at the Stow Town Building about once a month. The meetings are public; everyone is welcome and encouraged to attend. Meeting notices are posted at both Town Halls at least 48 hours before the meetings.

Lake Boon is under attack from non-native invasive weeds and increased nutrient loading. The primary way to combat these attacks is a comprehensive lake management program that includes nutrient management and aquatic vegetation management. Aquatic vegetation management is done with state-approved herbicides applied under state permits and Orders of Conditions from the Conservation Commissions of Stow and Hudson. Nutrient management is accomplished by intercepting nutrients before they get to the lake in catch basins and Lake Drawdown, which removes the nutrients.

Lake Drawdown is one of the ways we limit nutrient loading, and is best thought of as emptying a bath tub. Drain some of the water away and the nutrients leave the lake. It is free but may affect shallow wells around the lake. Working with the Stow boards, and many interested parties including the Lake Boon Association, we accomplished a Lake Drawdown of approximately one foot during the 2012-2013 winter season.

We have an ongoing aquatic vegetation management program in place that includes treatment of the weeds in accordance with the Orders of Conditions, DEP File #190-362. The lake was treated this past summer according to state regulations and the Orders of Conditions in place. The treatments are successful in limiting but not eliminating the invasive weeds. Weed treatment is now an annual program, treating the lake as required after a spring survey of the invasive weeds in the lake.

Lee Heron is one of Lake Boon's patrol officers. As a member of the LBC he manages patrolling of Lake Boon for both the LBC patrol boat and the Stow Police patrol boat. The Stow Police boat is also manned by Stow police officers. The goal is to ensure safety and enforce regulations

on the lake. Anyone seeing violations or safety issues on the lake is requested to call the Stow Police who will log and respond to the events.

Boat owners are responsible for their boats at all times, including their wakes, regardless of who is driving their boat. Every summer we stop many boats for minor violations resulting in tickets and fines. We have a zero tolerance policy for safety violations; if a boat is stopped for safety violations it will be ticketed.

The rules are posted at the launch site or available on line from the Stow Web site. State rules are on line as well at Mass.gov. If you send Conray Wharff an e-mail (conraywharff@gmail.com) at the address below, he will send you a copy of the rules.

We are always looking for volunteers to help with ongoing lake management projects. If you are interested, please contact us via your Town Offices or send e-mail to ConrayWharff@gmail.com.

Respectfully submitted,

Cindy Curley, Stow
Lee Heron, Stow

Conray Wharff, Hudson, Chair

OPEN SPACE COMMITTEE

The purpose of the Open Space Committee (OSC) is to advise the Town on open space priorities and to assist the Board of Selectmen and other Town boards and committees in implementing Stow's Open Space and Recreation Plan (OSRP).

In 2012, there were changes to the roles of three OSC members. Vin Antil completed his effective tenure as Chairman after several years leading the Committee, succeeded by Chris Rodstrom. Vin Antil became the OSC representative to the Community Preservation Committee (CPC), succeeding Bob Wilber who had skillfully served in that role since the CPC was first established.

In its continuing efforts to implement the OSRP, the Committee completed several activities including:

- - Completing its study of the significance of Stow's golf courses in terms of natural resource values and contributions to town character, including an examination of the ecological, scenic and other resources valuable to the community. This work was then shared with the Town's Planning Board for their review and input.
- - Working with the Conservation Commission, evaluated the characteristics of a property along Boxboro Road abutting Flagg Hill as a potential priority for acquisition by the Town.
- - Evaluating the characteristics of a property along Great Road by Ministers Pond as a potential priority for acquisition by the Town, and in early 2013 participated in a meeting of the other Town committees to make a recommendation to the Board of Selectmen.

The Town of Stow Open Space Committee met regularly throughout the year, with the goal of convening monthly. In the coming year, the OSRC will continue to provide timely and objective analysis of specific open space properties in Stow, as well as working toward the implementation of the OSRP.

Respectfully submitted,

Vincent Antil
Eve Donahue
William Maxfield

Brian Mulcahy
Chris Rodstrom, Chair
Robert Wilber

RANDALL LIBRARY

2012 was a year of exciting events and changes at the Randall Library. Susan Wysk retired as Library Director after 25 years of service, and a town-wide retirement party was held at the library in her honor on March 30th. The new Library Director, Melissa Fournier, began her employment in February. A new Library Aide was hired in October and the Children's Librarian resigned in December.

Programs and Events

New programs and events were initiated, including special author presentations and readings for adults, young adults and children. Among the authors who appeared at the library was the New York Times bestselling author Jacqueline Sheehan. Also appearing at the library were authors, Julie Berry, Erin Cashman, David Rothenberg, Beverly Ford, Stephanie Schorow, Beverly Mann Lessard, Ali Hosseini and Jonathan Hall.

Early literacy specialist Cynthia Maxfield from Nashoba Community Partnerships for Children began monthly visits to the library, conducting story-time sessions with preschoolers to help teach parents and caregivers how to promote early literacy skills in their children and better prepare the children for school. The "Reading Dogs" began appearing at the library on a weekly basis beginning in June 2012. These therapy dogs are provided by the organization *Pets and People*, and they come to the library to help children improve their reading skills and comfort levels with reading. Kim Rezendez of the Franklin School of Performing arts began making monthly visits to the Randall Library to conduct preschool music hours each month, to encourage literacy skills via the use of music and dance.

The library hosted the Randall Library Friends Organization's Book Sale on May 19th and 20th. This was a very successful event and will be held again in 2013. Proceeds from this sale helped to purchase furniture and sponsored special events at the library. The Library Director is very grateful to all who helped during this event.

Thanks to the generous efforts of Town Administrative Assistant Susan McLaughlin and the donation by Jean McFedries in honor of her late husband William McFedries, the Randall Library became home to a 1768 Charleville musket. This historical item likely belonged to the Minuteman Ichabod Stow, grandson of John Stow for whom the town is named. The Library

staff is very honored to have the musket at the Randall Library, and acknowledged the generous donation with a town-wide celebration taking place on October 27th.

The Library sponsored a joint public service effort with the Stow Food Pantry in 2012 which was called "Win-Win". During this event the library staff requested, in lieu of fines on overdue items, the donation of personal care items be made to the Stow Food Pantry. The "Win-Win" program managed to get over 75 much needed personal care items to the Stow Food Pantry during the summer, when donations to the pantry are historically lower.

Facilities

The staff at the library began a major clean-up, weeding, inventory, redistribution and re-cataloging of materials in the collection. This included painting walls on the first floor thanks to the help of Gregg's Painting and Ace Hardware of Stow. Cleaning and organizing items to open up event spaces on the second floor and the storage of these items in the attic was done with the help provided by staff and volunteers. The children's story time area got a major "sprucing up" with the tables and chairs in the craft area painted and resurfaced and the summer reading club "toy bin" painted. Weeding and redistribution of items has allowed for less clutter, better access and circulation by patrons, and allows more natural light into the building. Weeding of the collection allowed for withdrawal of damaged and unused items and donations were made to several organizations including Book Worm Angels. Some books also were used to support educational efforts in Uganda, Africa.

Patrons interested in having the library purchase titles for the collection now have available to them "New Materials Request" forms which can be found at the circulation desk. The Library Director and staff make every effort, considering time and available funds, to fill requests by patrons for items not currently available in the collections.

Circulation and Attendance

E-book usage has increased in 2012 from previous years and using the Minuteman Library Network's Overdrive collection, the Randall Library provides access to e-books for patrons. Statistics show that there were 1,069 downloads of e-books and 754 downloads of audio books by Stow patrons from Overdrive in 2012. In order to better serve patrons and move the Randall Library into the electronic e-book age, the library purchased access to the "Advantage" program. This allows access to some e-books specifically for the use of Stow patrons only, and cuts down the hold time on popular e-book titles available via the library catalog.

Attendance statistics indicate that over 37,000 visits to the Randall Library were made during 2012. Circulation statistics record that 87,772 items circulated via the library circulation desk, and based on the number of circulation staff the Randall Library is the 4th most used library for circulating items per staff member in all of the Minuteman system.

Acknowledgements and Future Events

The Randall Library would like to acknowledge the financial support of the Stow Cultural Council, Randall Library Friends Organization, Stow Community Chest, Second Century fund, Hale Reference fund and the Randall Library Trust fund during 2012. The Library staff would

also like to extend a heartfelt thanks to all the volunteers who helped with library functions during 2012. Volunteer help was critical during 2012 and deeply appreciated.

Many programs initiated in 2012 will continue in 2013, including early literacy workshops with Cynthia Maxfield, “Win-Win” programs in conjunction with the Stow Food Pantry, continued redistribution and weeding of items in the collection to create more public space areas in the library, purchasing more e-books via the “Advantage” program, as well as special author readings, musical events, and workshops. The Randall Library will be establishing a Teen/Tween Advisory Board for input on special programs and purchases for young adults and the continued support of volunteers will be needed for this effort.

Trust Funds for the Benefit of the Randall Library

The policy of the Randall Library Trustees is to spend interest and capital gains in excess of inflation generated by the trust funds for the purchase of library materials, primarily books. Trust funds are combined and are managed by the Board of Trustees to target a 60%/40% split between equity and income-based securities, respectively. Highly rated, professionally managed mutual funds are primarily used as investment vehicles. Based on a five year averaging formula of trust performance minus the rate of inflation to calculate annual disbursements by the Trustees, a disbursement of \$20,000 was authorized and used for the benefit of Randall Library patrons. The current and past year ending values, cash flow and fund performance for the 2012 Calendar Year are shown in the CY'12 Report.

Respectfully submitted

Randall Library Trustees:

Amante G. Coppes (2013)
John O’Keefe III (2013)
Harold B. Donahue, Jr. (2015)
Timothy H. Reed (2014) Chair/Treasurer

Jane Sproule Epstein (2015)
Barbara Wolfenden (2014)
Kathleen O’ Brien (2013)
Melissa Fournier, Library Director

Randall Library Trust Funds Statement of Sources & Uses of Funds, CY '12:

January 1, 2012 Opening Balance \$ **502,873.67**

Sources of Funds:

Contributions and Donations

Randall Library Friends \$ 3,674.16
 Hale High School \$ 10,000.00
 Stow Cultural Council \$ 1,050.00
 Miscellaneous \$ 561.15

Net Investment Income \$ **14,893.52**

Capital Gain \$ **50,493.91**

Total \$ **80,672.74**

Uses of Funds:

Books \$ (13,970.71)
 Periodicals \$ (2,511.62)
 Reference \$ (1,615.46)
 DVD \$ (573.23)
 Children's Programming \$ (2,595.00)
 Audio \$ (1,658.10)
 Copier \$ (1,674.03)
 Software \$ (63.74)
 Fees \$ (94.69)
Total \$ **(24,756.58)**

December 31, 2012 Ending Balance \$ **558,789.84**

Randall Library Trust Funds Statement of Assets and Liabilities, CY '12

| Assets | 01/01/12 Balance | 12/31/12 Balance |
|---|-------------------------|-------------------------|
| Cash and Bank Accounts | | |
| Family Federal Savings i-Checking Account | \$4,766.13 | \$15,294.86 |
| | | |
| Investment Trusts: | | |
| Combined Trust Funds | \$498,107.54 | \$543,494.98 |
| | | |
| Total Assets | \$502,873.67 | \$558,789.84 |
| Liabilities | \$0.00 | \$0.00 |
| Overall Total | \$502,873.67 | \$558,789.84 |

RECREATION COMMISSION

This past year has been exciting and eventful for the Recreation Commission. The Commission is very excited about the new swings at Stow Community Park playground that were installed this year and they have been a wonderful addition to the children and parents of the Town. One of our biggest accomplishments in 2012 was the rehab of the beach and volleyball court located at Pine Bluff Recreational Area. The volleyball court was well-used in 2012 and we hope to promote further use moving forward in the future. Town-wide brochures are distributed throughout the year, highlighting the many new programs that have been established as well as the existing programs. The sixth-annual Stow Gobbler road race was once again a huge success with over 900 participants walking or running the race on Thanksgiving Day. Many thanks to the Piccioli, Hangen, and Honig families, volunteers, and sponsors for making this race such a success

I would like to acknowledge the financial support we have received from, SMS Youth Hockey, the Alice Eaton Fund, and Warm Hearts of Stow. Your support has allowed us to give out over 30 scholarships to children of Stow in 2012, as well as help maintain the ice rink at Stow Community Park.

The Recreation Commission is dedicated to providing town-wide recreational programming for all ages. During the past year the Recreation Commission has outlined its short- and long-term goals and the steps needed to achieve success. The Commission is excited about the possibilities that can be accomplished in the years ahead to make recreation in Stow an important ingredient towards maintaining and improving the quality of life for all Town residents. The Commission would like to encourage others within the community to participate, either as a member or an associate member or to assist in the development and implementation of programs. Also, please feel free to bring any issues or ideas to the Commission. The Recreation Commission always welcomes your input. Thanks to all the workers and volunteers who helped with the programs throughout this last year as well as in the past years.

Respectfully submitted,

Tim Allaire
Eric Bachtell
Patty Bolton
Michael Busch, Chair
John Sangermano

Dan Nicholson, Associate
Lars Rohrberg, Associate

Laura Greenough, Recreation Director

SPRINGFEST ORGANIZING COMMITTEE

There was no Springfest in 2012, but a Children's Festival was held at the Stow Community Park. It was organized by Rachel Belanger and Karen Kelleher.

STOW TV and LOCAL ACCESS CHANNEL ADVISORY COMMITTEE

The Local Access Channel Advisory Committee (LACAC) (formerly PEG) was created by the Board of Selectmen in 2002 for the purpose of establishing a local cable TV access channel for the Town of Stow to provide programming in areas of public affairs, education and town government. Funding for operations is provided through license agreements negotiated by the Town with Comcast and Verizon.

“Stow TV” is a community access station available in Stow on Verizon Channels 32 and 33 and Comcast Channel 9 (soon to add Comcast Channel 8). Stow operates with a small staff and volunteer producers. Residents are welcome to use Stow TV equipment for video recording or editing and to submit or request video shows. Stow TV will provide training. Anyone interested in volunteering or contributing video or photos, or assisting productions may call 978-897-7732 or email stowtv@stow-ma.gov. Stow TV is on the web at www.stowtv.org.

Coordinator Anne VanTine managed overall operations of the station in 2012. Assistant Coordinator Kathy O’Keefe created, implemented, and publicized program schedules. She also created announcements and displays of photos on the bulletin board. As Technical Assistant, Lew Halprin made improvements to recording setups and devised innovative and practical solutions for various recording situations.

Marika Barnett, Jonathan Daisy, Lew Halprin, Mike Jordan, Linda Stokes and Anne VanTine produced and recorded the majority of new shows seen on Stow TV in 2012. Mike and Maureen Busch, Paul and Maureen Trunfio, and Evan Daisy also contributed to video recordings. Linda Stokes recorded most of the Selectmen meetings. Special recognition goes to Lew Halprin who was always willing to fill in or help, and provided the lion’s share of shows. Ralph DeFlorio, Scott Glorioso, and Paul Trunfio assisted with sound for some recordings.

Residents produced about 160 new shows and public service announcements in addition to 25 Selectmen meetings and two Town Meetings. Many shows from previous years were replayed, often to promote annual events or celebrate the season. A few shows and PSAs produced outside of Stow were cablecast, including about 15 school committee meetings. In all, Stow TV cablecast about 342 different shows during the year. There were over 1100 shows in the video archives at the end of 2012.

Stow TV helped educate residents about local issues and the actions of their government. Besides Selectmen, School Committee and Town Meetings, other town government events, and state government topics were shown. The bulletin board encouraged voter participation with registration and election information. Many shows entertained and educated with a focus on Stow. These shows covered a wide array of concerts, school events, and local organizations. High school and grade school activities were emphasized thanks to collaboration with Bolton Access Television and the Stow PTO.

Stow TV implemented hundreds of colorful, eye-catching announcements on the “bulletin board.” Local event announcements were updated regularly based on requests from community

organizations. Many of the announcements provided public health and safety information and promoted local charities.

Many photo shows were displayed on the bulletin board. Local contributing photographers included Nancy Arsenault, Amy-Jo Conant, Scott Glorioso, Amy Hastings, Dick Luxner, Dwight Sipler, Ellen Sturgis, Greg Troxel, and Paul Trunfio.

LACAC combined forces with the Cable License Advisory Committee to help guide renegotiation of the town's cable contract with Comcast. LACAC engaged Attorney and Cable Specialist Bill August to help with the process. The new 10-year contract, signed by Stow Selectmen on October 23, 2012, provides for gradually increasing Stow TV funding and a one-time stipend for equipment. It allows for Stow TV to have two programmable Comcast channels, and regulates many issues involving cable service to the Town.

Bob Mong and Beth Tobey provided IT support. Stow TV engaged Michael Ridinger for video server support. Gerry Horne managed Town Meeting sound and Lew Halprin managed Town Meeting technical setup.

LACAC met twelve times during the year. LACAC members contributed time, advice, and oversight for spending and policy decisions as well as managing the cable contract negotiations. LACAC member Bob Glorioso advised on equipment selection. Steve Dungan resigned as Associate member early in the year. Chris Funkhouser resigned at the end of June, and Lee Pappas became a member in December. The committee thanked both Steve and Chris for their service and contributions.

Respectfully submitted,

Gary Bernklow
Robert Glorioso
Len Golder

Lisa Lavina
Lee Pappas
Anne VanTine, Stow TV Coordinator

VETERANS' GRAVES COMMITTEE:

The primary responsibility of the Veterans' Graves Committee is to ensure the proper marking and identification of Veterans' graves in each of the town's three cemeteries. We are also responsible for annual replacement of all U.S. flags marking a Veteran's grave, and ensuring a proper Veteran's marker is available to hold the flag. The Committee coordinates all Memorial Day Parade activities, including the NRHS Marching Band, Stow Minutemen, groups such as Boy and Girl Scouts and the guest speakers. In 2012 we gladly participated in the inaugural Memorial Day Ceremony at the new Center School auditorium and began the task of updating documentation for each of our Veterans' graves.

We are proud of the strong turnout our town citizens provide each year for the Memorial Day Parade and Ceremonies. It sends a strong message that our Servicemen and -women who gave

their lives for us in battle, as well as all Veterans who served to protect our freedom, are not forgotten. See you on Memorial Day!

Respectfully submitted,

Jeff Lance, Chairman
Philip Moseley
George Veracka



VETERANS SERVICES

Director's Report

To the Honorable Board of Selectmen, the Town Administrator, the Citizens, and the Veteran Community of Stow, this report is submitted for the year ending 2012.

Veterans Benefits

Veterans Benefits are governed under Chapter 115 of the Massachusetts General Laws (M.G.L. c. 115) and Commonwealth of Massachusetts Regulations 108 (C.M.R. 108). Benefits assist qualified needy veterans and their dependents based on income levels and in accordance with the Budget Standards Chart. The Town of Stow is reimbursed 75% by the State for veterans' assistance payments issued by this office.

The Director of Veterans Services is responsible for determining the eligibility of all cases processed through this office. The Director conducts interviews, establishes approvals, and conducts follow-up on veterans receiving assistance. Field investigations within the local community are also performed by this office to determine the recipient's continued eligibility to receive benefits.

Veterans Services also provides assistance to Stow veterans in filing federal forms for benefits, which include service-connected disability claims, non-service-connected claims, VA health care, requests for medals, requests for service records, bonus applications, burial assistance and other federal benefits such as counseling in vocational rehabilitation and employment.

Additionally, the Director acts under Power of Attorney for veterans researching and processing cases to the Ratings Review Board (Department of Veteran Services), and prepares appeal cases for the Board of Veterans Appeals on the veteran's behalf. The Director also acts as liaison between State and U.S. Representatives on behalf of veterans and their dependents.

Office

Starting August 1st, this department assisted in approximately 25 Veterans' and family members' requests for Federal, State, and Local Veteran benefits, some of which included Burial assistance, Service-Connected disability, Aid and Attendance, Pension, VA Healthcare, Annuities, and Exemptions in addition to State Chapter 115 assistance, resulting in one new case.

Respectfully submitted,

Joseph Jacobs, Director

FINANCIAL REPORTS

FINANCE COMMITTEE

Introduction to the Finance Committee

Every town in Massachusetts with a property valuation of over \$1 million is required by state law, MGL Ch. 19, Sect. 16, to have a Finance Committee that shall “consider any or all municipal questions for the purpose of making reports or recommendations to the town.” The Finance Committee’s primary responsibility is advisory and, in some towns, is referred to as the Advisory Committee. It examines the budget and all other warrant articles and makes recommendations to the voters on each article. It also administers the reserve fund to provide for urgent and unforeseen expenditures that might arise between town meetings. Further, the Finance Committee Annual Report should give the people of the town a clear picture of the town’s financial condition.

In Stow, the Moderator appoints five voting and up to five associate members to the Finance Committee. Any voter registered in Stow is eligible to join. As of February 13, 2013 there were five voting members and one associate member on the committee.

Overview of Town Finances and the Fiscal Year 2012 Budget

The Town balanced the budget for the fiscal year 2013, covering the period July 1, 2012 through June 30, 2013, (“FY13”) without an override. Though no overrides have been required in the past seven budgets, the Center School construction project (“Center School Project”) will increase expenditures by an estimated 5% to 6% by fiscal year 2014, depending on the prevailing interest rates when the final bonding occurs.

The Finance Committee remains concerned about some long-term trends and needs, as well as more recent cyclical conditions. New construction, which increases our tax base, has been flat, after a precipitous decline during the recession. Local receipt growth has been a bright spot over the last few years, after showing a significant decline during the recession. State aid, tied very closely to variable and cyclical state tax revenue, actually saw a very slight increase in FY13. Still, state aid (both municipal and educational aid) may take several years (if ever) to recover back to fiscal year 2009 levels. The long-term constraints on our finances remain unchanged from prior years. Stow has an undiversified tax base, forcing the town to rely heavily on residential taxation. Beyond that, Stow has large amounts of land exempted or abated from taxes and one of the lowest amounts of state aid per capita in Massachusetts.

The more immediate concern is the backlog of capital projects and the ability of the taxpayer to absorb the corresponding debt service. The backlog had no doubt built up behind the Center School Project. Though the interest rate environment is currently favorable for financing capital projects, Stow will not see a significant reduction from the debt service for another five to six years. Many Stow residents may see the need for these capital projects, but at the same time may not be able to absorb the possible increases to their property taxes.

Stow’s savings remain solid at just under 9% of the overall budget.

Stow continues to benefit from a 2009 bond rating upgrade which has contributed to favorable interest rates obtained for the ongoing Center School Project. Bond ratings, which function as the town's credit rating and are the fundamental basis of our borrowing costs, are determined based on a number of factors. These include the overall economy of the town and its residents, the ability of the town to balance budgets and control spending, the debt structure of the town, the balance of the town's reserve funds and the overall strength and performance of town management, among others. The factors that most likely played a predominant role in the 2009 upgrade were no doubt the town's ability to balance the budget over the previous years without an override, as well as the solid management of the town by the Town Administrator and various town departments. It cannot be emphasized enough how important the bond rating is to a town, as an upgrade has the potential to save the town millions of dollars in future debt service costs, especially during periods of economic uncertainty when there is a greater value placed on higher quality bonds. Fortunately, despite the additional debt burden of some of the Center School Project, Stow was able to maintain that credit rating at the most recent review. Though the rating may certainly be tested if we add the debt service associated with potential large capital projects or dip into our town savings, it was indicated recently by at least one of the rating agencies that the town remains well within a safe borrowing range.

The costs associated with the Center School Project began to be noticed by taxpayers in FY12, when we had about \$650,000 in Center related debt service. FY13 saw only about \$150,000 in additional Center debt service on top of the FY12 level. Overall costs of the Center School Project should be finalized this coming spring, at which time the final amount will be bonded. As such, FY14 is predicted to be the first full year of long-term debt service associated with the Center Project. Right now we are predicting about \$17 Million in overall costs to the town, with an annual debt service cost of about \$1.1 Million. The average taxpayer's share of this would be approximately \$375/year (for FY13, the average taxpayer is paying about \$275, which means an additional \$100 estimated to be added in FY14 for the average taxpayer).

Though Stow is in good fiscal shape, the Finance Committee remains concerned about capital needs within the town and the schools, and the taxpayer's ability to fund these needs. Despite the fact that the town is well within the current levy limits, the current capital needs may hamper the taxpayer's ability to absorb any significant operational cost increases.

Town Meetings

Stow held two town meetings in 2012, the Annual Town Meeting in May and a Special Town Meeting in November.

The Annual Town Meeting approved the annual budget (largely level services), various capital items totaling about \$400,000 and debt associated with a \$2.2 Million improvement to the Nashoba Regional High School athletic facilities (of which Stow will be paying about a 1/3).

The Special Town Meeting and election this past November largely centered around four large capital projects. These included funds for upgrading the Nashoba Regional High School Science Labs, along with design funds for a new fire station, design funds for a significant add/reno to the library and design funds for converting the Pompositticut School to a community center. The

science lab project was never put to a vote, as it was rejected in Lancaster and Bolton prior to the Stow Special Town Meeting. The design funds for the library were rejected by a slim margin at the special election, which preceded the Special Town Meeting and the design funds for the fire station and community center were rejected by slim margins at the Special Town Meeting (approval required a super majority).

Town Revenues

Town Revenue decreased 1.6% in FY13, after a significant increase FY12. Table 1 shows a comparison of revenue sources for FY12 and FY13. The largest source of town revenue, property taxes, accounted for the bulk of the decrease. The decrease in property taxes was balanced by increases in other revenue sources. After showing a large decrease in FY11, local receipts, which include the excise tax receipts, have rebounded in FY12 and FY13. State aid, not including state aid to the school districts, increased slightly. The increase in Savings and Other Funds represents a one-time recapture of reserves set aside for possible abatements. The “Other” line item pertains to pass-through related funds for Community Preservation Fund projects, which saw little activity in FY13. Regardless, as Community Preservation Projects are funded by pass-through funds, there is no direct effect on taxation for Community Preservation Projects.

As noted earlier, state aid to the town is nominal. In fact, approximately \$540,000 of the amount shown below is just pass-through debt service money associated with the Hale renovation from many years ago. In other words, when taking this reimbursement out, state aid to the town is only approximately \$380,000 for FY13.

Nevertheless, besides that state reimbursement for Hale and in spite of low amounts of state aid, the town has been active in pursuing grants over the last several years. These grants do not show up in the budget, nor do the expenses associated with these grants. Since 2008 Stow has received over \$19 million in grant funds. Though approximately \$17,400,000 of this was for the Center School Project, approximately \$1,600,000 has been received since 2008 for dozens of other uses, ranging from highway and road improvement, to fire equipment, to library books.

Table 1: Revenue Sources

| | FY12 | FY12 % of Total | FY13 | FY13 % of Total | \$ Change FY12- FY13 | % Change FY12-FY13 |
|-------------------------|---------------------|--------------------|---------------------|--------------------|-------------------------|-----------------------|
| Property Tax | \$21,475,098 | 89.9% | \$20,861,552 | 88.8% | (\$613,546) | -2.9% |
| Local Receipts | \$1,247,245 | 5.2% | \$1,353,000 | 5.8% | \$105,755 | 8.5% |
| State Aid | \$896,287 | 3.8% | \$922,442 | 3.9% | \$26,155 | 2.9% |
| Savings and Other Funds | \$250,000 | 1.0% | \$357,000 | 1.5% | \$107,000 | 42.8% |
| Override | \$0 | 0.0% | \$0 | 0.0% | \$0 | 0.0% |
| Other (CPF) | \$8,343 | 0.0% | \$3,965 | 0.0% | (\$4,378) | -52.5% |
| Total | \$23,876,973 | 100.0% | \$23,497,959 | 100.0% | (\$379,014) | -1.6% |

Source: Town Administrator, Budget Report, Annual Town Meeting

Town Expenditures

Total Stow expenditures increased 2.7% in FY13 after a 5.1% increase in FY12. These expenditures can be divided into three large groups: Education, which increased 2.9% (not

including debt service on Hale or Center), Municipal Government, which increased 3.0% and Other/special items, which increased 1.1%. Table 2 shows a comparison of total Stow expenditures for FY12 and FY13.

Though the Center School Project (whose debt service is part of Other/special items) was largely completed in FY13, the second large bond associated with the project has not yet bonded and only about \$150,000 of this year's increase can be attributed to Center, as the Town will largely just pay interest only on that amount until FY14 at a very low rate. Still, this increase in debt service was largely offset by a decrease in capital spending in FY13.

The more expensive capital items in FY13 included about \$160,000 to install air conditioning in the Hale School, \$60,000 for a brush chipper for the Highway Department and \$50,000 in town building improvements. In addition, the town approved \$40,000 for a new truck for the Highway Department, \$40,000 for a new police cruiser, \$30,000 in costs associated with replacing the damaged police and fire radio tower, about \$14,000 in cemetery equipment/improvements, \$13,000 for a new plot/plan printer for the planning board and \$12,000 to install handrails in the Hale School auditorium.

The Municipal Government portion of the budget showed a 3% increase that was largely related to higher benefit costs along with a living wage increase of 3%.

Recap items saw a 5.4% *decrease* in FY13, after showing a 7.3% increase the previous year. The recap items' largest line item is Stow's portion of county retirement, or the retirement cost of town employees. Though the retirement costs saw about a 5% increase in FY13 (not that large compared to some prior years), this was more than offset by about a \$60,000 decrease in the allowance account for abatements (which was appropriately reduced having seen significant reserves remaining from prior years).

| Table 2: Town Expenditures | | | | | | |
|-----------------------------------|---------------------|--------------|---------------------|--------------|-------------------|------------------|
| | FY12 % of | | FY12 % of | | \$ Change | % Change |
| | FY12 Voted | Total | FY13 Voted | Total | FY11-FY12 | FY11-FY12 |
| Municipal Govt | | | | | | |
| General | \$ 1,000,363 | 4.4% | \$ 1,047,937 | 4.6% | \$ 47,574 | 4.8% |
| Public Safety | \$ 2,039,135 | 8.9% | \$ 2,083,054 | 9.1% | \$ 43,919 | 2.2% |
| Public Works | \$ 958,058 | 4.2% | \$ 1,017,384 | 4.4% | \$ 59,326 | 6.2% |
| Human Services | \$ 257,708 | 1.1% | \$ 264,715 | 1.2% | \$ 7,007 | 2.7% |
| Culture/Rec | \$ 280,501 | 1.2% | \$ 292,149 | 1.3% | \$ 11,648 | 4.2% |
| TownWide Expense | \$ 876,780 | 3.8% | \$ 871,442 | 3.8% | \$ (5,338) | -0.6% |
| Total Municipal Govt | \$ 5,412,545 | 23.6% | \$ 5,576,681 | 24.4% | \$ 164,136 | 3.0% |
| Education | | | | | | |
| Nashoba | \$ 13,194,166 | 57.6% | \$ 13,726,429 | 60.0% | \$ 532,263 | 4.0% |
| Minuteman | \$ 746,981 | 3.3% | \$ 622,982 | 2.7% | \$ (123,999) | -16.6% |
| Total Education | \$13,941,147 | 60.9% | \$14,349,411 | 62.7% | \$ 408,264 | 2.9% |
| Other | | | | | | |
| Debt Service | \$ 1,657,146 | 7.2% | \$ 1,854,395 | 8.1% | \$ 197,249 | 11.9% |
| Special Articles | \$ 393,560 | 1.7% | \$ 433,777 | 1.9% | \$ 40,218 | 10.2% |
| Capital Spending | \$ 562,834 | 2.5% | \$ 414,030 | 1.8% | \$ (148,804) | -26.4% |
| Recap Items | \$ 919,792 | 4.0% | \$ 869,665 | 3.8% | \$ (50,128) | -5.4% |
| Total Other | \$ 3,533,332 | 15.4% | \$ 3,571,867 | 15.6% | \$ 38,535 | 1.1% |
| GRAND TOTAL | \$22,887,024 | | \$23,497,959 | | \$ 610,935 | 2.7% |

Source: Town Administrator, Budget Report, Annual Town Meeting
 --- Departmental operating budgets include wages and expenses.

Town Expenditures: Education

The Nashoba Regional School District (“NRSD”) is Stow’s largest expense. The total NRSD expense can be divided into our assessment of \$13,726,429, which includes debt service paid by the district, and NRSD-related debt paid by the town of \$1,028,315, for a total of \$14,754,744, or over 61% of total town spending in FY13. This represents about a \$700,000, or 5%, increase over FY12.

About a quarter of the NRSD-related increase comes from the debt service related to the Center School Project. FY14 will see an additional increase for the Center School Project of approximately \$300,000. The Center School Project annual debt service payments will level out in FY14 and are estimated to be between \$1.1 Million and \$1.2 Million. Other than the Center School Project, the assessment for NRSD is largely reflective of a level services budget. Similar to the increases in the municipal budget, a large amount of this remaining increase can be attributed to negotiated salary increases and increasing employee benefit costs.

It should be noted that the overall increase in the district budget was approximately 3.5%, but that Stow saw a 4% increase in the assessment. The difference is based on formulas in the regional agreement that are driven by student enrollment.

For Minuteman Career and Technical High School (“Minuteman”), the Town’s assessment for FY13 was \$622,982. Though this was a significant decrease over the prior year, this decrease was largely reflective of enrollment decreases. The Minuteman assessment can vary significantly from year to year, as the enrollment can vary significantly and in fact it is predicted to go back up to FY12 levels in FY14 based on estimated enrollment.

As indicated for the last several years, Minuteman has a significant capital project on the horizon and, in conjunction with this project, is currently in the process at examining the regional agreement that has the formula for determining the member towns’ assessments. Minuteman will be going through the Massachusetts School Building Authority and is hoping to have a significant portion of the project reimbursed by the state (currently set at 40%). As there are a number of moving parts surrounding this project, it is not slated to impact the budget for the next several years. Nevertheless, in the interim, Minuteman is expected to incur higher than usual repair and maintenance costs. The most significant of these expenses will be necessary repairs to the school’s roof.

The school budgets have a much heavier reliance on state aid than the municipal government budget and Stow’s assessments are net of the state aid provided to the districts. Decreases in education-related state aid largely came to halt in FY12. Whether there are any increases in aid going forward remains to be seen.

Table 3: Stow’s School Assessment Budgets

| | FY09 | FY10 | FY11 | FY12 | FY13 | % Change |
|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-----------------|
| Nashoba (incl debt) | \$12,970,229 | \$13,384,438 | \$13,338,116 | \$14,046,203 | \$14,754,744 | 5.0% |
| Minuteman | \$ 963,952 | \$ 750,000 | \$ 609,427 | \$ 746,981 | \$ 622,982 | -16.6% |
| TOTAL | \$13,934,181 | \$14,134,438 | \$13,947,543 | \$14,793,184 | \$15,377,726 | 4.0% |

Source: Town Administrator, Budget Report, Annual Town Meeting & Treasurer, Debt Service Schedule

Town Savings

Stow’s savings remain healthy. Though as a percent of the budget savings decreased slightly in FY13, the Town did add almost \$200K in savings during the year and the amounts add up to almost 9% of the overall budget. Town savings are “rainy day” accounts that are built up during good times and drawn down in bad times. As indicated previously, town savings is a key determinant of the town credit rating and the credit rating will affect the interest rate the town would pay should it decide to borrow money for some future use. There are two major accounts that reflect the town’s savings, or stored assets: Free Cash and Stabilization Fund. Table 4 shows the status of our stored assets.

Free Cash contains unrestricted funds from operations of the previous fiscal years. It is certified by the state before the calendar year end. These funds are a necessity, not a luxury. Although the fund is available for appropriation, its primary purpose is to provide for unforeseen expenditures. Still, at various times in the past four fiscal years, including in FY13, the town has used Free Cash to fund certain capital articles.

The Stabilization Fund is designed to accumulate amounts for capital and other future spending purposes. A two-thirds vote of town meeting is required to appropriate funds to deposit into the stabilization fund. The level of the Stabilization Fund is examined closely by the bond rating agencies when determining the Town's bond rating, as it is not as easily spent as free cash. The last Annual Town Meeting voted to increase the Stabilization Fund by \$50,000 by transferring funds from Free Cash.

The Finance Committee would recommend that town savings remain in the range of 5% to 10%. This would require an additional \$350,000 in total savings amounts before we hit the top of the range.

With other possible capital projects on the horizon, this additional savings is very timely, first and foremost to help ensure the funding for these projects gets bonded at a low rate. It also helps ensure we have adequate reserves for any unanticipated significant expenses or revenue decreases in the future.

Table 4: Town Savings

| | FY 09 | FY 10 | FY 11 | FY 12* | FY 13* | \$ Change FY12-FY13 | % Change FY12-FY13 |
|--------------------|-------------------|--------------------|--------------------|--------------------|--------------------|------------------------|-----------------------|
| Free Cash | \$ 434,769 | \$ 604,198 | \$ 778,703 | \$1,283,016 | \$1,395,874 | \$ 112,858 | 8.8% |
| Stabilization Fund | \$ 436,124 | \$ 575,000 | \$ 586,998 | \$ 700,367 | \$ 773,200 | \$ 72,833 | 10.4% |
| Total | \$ 870,893 | \$1,179,198 | \$1,365,701 | \$1,983,383 | \$2,169,074 | \$ 185,691 | 9.4% |
| % of Budget | 4.0% | 5.3% | 6.3% | 8.7% | 8.5% | -0.1% | |

Source: Town Administrator (approximate balances at start of calendar year)

Effect on Property Taxes

Based on a calculation of the typical residential property (Massachusetts Class 101 properties), the average valuation of a single-family house in Stow is about \$424,000. The effect of changes to the budget on your tax bill is shown in Table 5. The 1.4% increase corresponds to the overall budget increase in FY13, less increases in other revenue sources, such as local receipts, use of free cash for capital projects and overlay surplus funds used. Resident's tax bills may reflect an increase greater or less than 1.4% over FY12, which will largely correspond to how the value of their property changed with respect to the other properties in Stow. It has been noted in the past by the Finance Committee that Stow's tax rate is one of the highest in the state. Stow's residential tax rate of \$18.37 per \$1,000 puts the town just inside the top thirty highest rates in the state. For comparative purposes, the town's rate remains below Bolton (\$20.96), Acton (\$19.10), Maynard (\$20.05) and Lancaster (\$19.08) and slightly above Boxborough (\$17.69) and Sudbury (\$17.99). At \$16.68, Harvard had a rate significantly below Stow's. Keep in mind that home valuations can vary significantly from town to town. Of the rates shown above, Bolton, Boxborough and Harvard would most closely resemble Stow valuations.

| | FY 09 | FY 10 | FY 11 | FY 12 | FY 13 | % Chnge FY12-FY13 |
|-----------------------------|--------------|--------------|--------------|--------------|--------------|------------------------------|
| Tax Rate (per \$1,000) | \$ 15.28 | \$ 16.58 | \$ 17.05 | \$ 17.90 | \$ 18.37 | 2.6% |
| Avg Single Family Valuation | \$463,581 | \$445,062 | \$428,744 | \$429,172 | \$423,931 | -1.2% |
| Avg Single Family Tax Bill | \$ 7,084 | \$ 7,379 | \$ 7,310 | \$ 7,682 | \$ 7,788 | 1.4% |

Source: Calculation based on 2013 Board of Assessor assessed values and tax rate using Massachusetts Class 101 properties.

Conclusion

There are a number of factors that indicate that the town remains in great fiscal shape. There has been no override in recent years, our reserves are almost 9% of the overall budget, the town's property taxes remain well within the levy capacity, our debt rating remains strong and our tax rate, relative to the rest of the state, has improved slightly in FY13.

However, there are a number of capital projects, both within the town and the school districts that may be needed in the near future. At the same time, the town will not see a significant decrease in existing debt service until fiscal year 2020. Though the cost of borrowing is currently cheap, there have been anecdotal indications that construction inflation is beginning to creep above 5%.

Further, taxpayers should see about a 1.25% increase in taxes in FY14 for the remaining Center School debt alone.

Though Stow does not have many businesses to help absorb the burden of capital projects and increasing education costs, it does have a significant senior population. Though the average tax bill only had a minor increase this year, it was approximately 5% in FY12 (averaging out to about 3.5% over the last two years). Though this may not seem like a lot to some, these increases can be a heavy burden for Stow's senior population, which tends to rely on a fixed income and typically sees property taxes as one of their largest expense items.

It is our opinion that this is a fair and accurate picture of the Town's financial state. Whether you are pleased or displeased, we remind you that Town Meeting directly controls the rate of growth of town expenses. We encourage your participation.

Respectfully submitted,

Peter McManus, Chair
Rick Rollins, Vice Chair
Ann Deluty

Christopher Sarno
Bruce Walbridge
Richard Eckel, Associate Member

CAPITAL PLANNING COMMITTEE

The Capital Planning Committee is charged by the Town Bylaws to annually study capital outlays proposed for the ensuing five fiscal years that involve the acquisition of land and any expenditure of \$10,000 or more having a useful life of at least three years. The Committee and the Town Administrator together consider the relative need, timing, and cost of these outlays and the effect that each will have on the financial position of the Town.

Prior to Town Meeting in May, the Committee reviewed and recommended that the Town approve the following capital outlay requests for fiscal year 2013:

- By the Building Department: \$12,000 for installation of handrails in the Hale School auditorium and \$50,000 for repairs to and painting of the Town Hall,
- By the Cemetery Department: \$14,200 for purchase of mowing equipment,
- By the Fire/Rescue Department: \$27,830 to cover a portion of the cost to replace the Department's radio tower,
- By the Highway Department: \$40,000 to replace a $\frac{3}{4}$ ton pickup truck, and \$60,000 to replace the Department's brush chipper,
- By the Planning Board: \$13,000 for a new large format printer/copier/scanner,
- By the Police Department: \$40,000 for a new police vehicle,
- By the Nashoba Regional School District: \$145,000 to install air conditioning in classrooms on the second floor of the Hale School, \$12,000 to replace the roof on the well head/storage building at Hale School. The Committee also recommended the Town approve funding the District's project to replace the athletic field and track at the High School,
- By the Town Clerk: \$100,000 for the first phase of a project to restore and preserve the Town's historic documents.

The voters approved all of the above-listed outlays at the Annual Town Meeting in May.

The Committee also reviewed a request by the Fire/Rescue Department for \$23,150 to upgrade the Department's computer network. The Committee recommended the Town not support this request and no action was taken on this item at Town Meeting.

Prior to the Special Town Meeting in November, the Committee reviewed and recommended that the Town approve the following capital expenditure requests:

- By Community Center Building Committee: \$110,000 for architectural and engineering services relative to converting Pompositticut School to a multi-use community center,
- By the Fire Station Building Committee: \$390,000 for architectural and engineering services relative to replacing the Fire Station, and

- By the Library Building Committee: \$300,000 for architectural and engineering services relative to repair and expansion of the Randall Library building.

At the Special Town Meeting, the voters did not approve the funding requests for the community center and fire station, and no action was taken on the funding request for the library building.

Respectfully submitted,

David Arsenault
 Stephen Jelinek, Chair
 Charles Kern, Selectmen appointee

Ross Perry, Finance appointee
 Myie Yvanovich, Clerk
 Ed Steinfeld, Associate

BOARD OF ASSESSORS

Although the residential real estate market remains weak, it appears that the major downtrend may have ended. The final valuations for FY2013, with an assessment date of January 1, 2012, show only small declines. Sales of real estate occurring in 2011 were used to determine assessments for the current fiscal year. The new average assessment of a single-family home, which had been decreasing over the last few years, is \$423,931. For FY2013, the average tax bill has increased by only 1.4 %.

Fiscal 2013 was a certification year for Stow, and the Assessors' office was required to perform extensive analysis to provide the Department of Revenue with data required to certify that property assessments are uniform throughout town and are representative of the real estate market. The Assessors' office adjusts values every year to reflect the current market, now required by the Department of Revenue

For FY2013, the residential sector has remained stable, down just slightly. The total assessed value for FY2013 has decreased from \$1,144,424,530 in FY12 to \$1,135,631,550. New Growth has gone down by over \$100,000 reflecting the slowdown in building. The commercial/industrial sector is stable while personal property has decreased. Land values remain relatively stable.

Seniors on fixed incomes can be particularly vulnerable in the current economy. A notebook at the Assessors' window contains information on the details of the various exemptions, deferrals, and other programs designed to help with taxes. The 41C tax exemption of \$1000 is available for those over the age of 65 that qualify with limited income and assets. Other exemptions are also available. In addition, an article was passed at Town Meeting increasing all exemptions by up to 100% in certain circumstances. Lastly, the interest rate on Tax Deferrals is now at 4%. Do not hesitate to check with the Stow Assessor's office to see whether you qualify for any of these programs.

The Community Preservation Act (CPA) surcharge system continues to be administered by the Assessors' office. The total CPA surcharge raised during FY2011 was \$459,361 with \$174,492 in matching funds received in the fall. The percentage of matching funds is no longer at 100%, because more towns take advantage of the CPA program, thus decreasing the percentage each

town receives. Exemptions from the surcharge are available for certain income brackets. Please check with the Assessors' office for more information.

Dom Pugliese, the current chairman, offers his extensive appraisal background to the Board. Mike Dugas, now in his third year as a Board member, has worked as assessment director in two towns. Jack Smith has been on the Board for nearly twenty years and offers his experience as a builder. From time to time, you may see the staff or a sub-contractor collecting data on property in Stow. We hope you will allow these representatives of the Assessors' office to do their job. Our property assessments are reliant on accurate data collection.

The Board of Assessors encourages taxpayers to ask any questions or discuss any matter that might help them better understand their assessments. The staff in the Assessors' office is available every day to assist the public.

Respectfully submitted,

Michael Dugas
 Dominick Pugliese, Chair
 John E. Smith

Dorothy K. Wilbur, Principal Assessor
 Louise A. Nejad, Assistant Assessor
 Tina Salvo, Assessors' Clerk

FISCAL 2013 TAX RATE RECAPITULATION

TAX RATE SUMMARY

| | | |
|----|--|-----------------|
| A. | Total Amount to be Raised | \$24,381,623.58 |
| B. | Total Estimated Receipts & Other Revenue | \$ 3,520,072.00 |
| C. | Tax Levy | \$20,861,551.58 |
| D. | Distribution of Tax Rates & Levies | |

| CLASS | LEVY PERCENTAGE | LEVY BY CLASS | VALUATION BY CLASS | TAX RATES |
|-------------|-----------------|-----------------|--------------------|-----------|
| Residential | 91.1587% | \$19,017,119.22 | \$1,035,226,960 | \$18.37 |
| Open Space | -0- | -0- | -0- | -0- |
| Commercial | 4.9542% | 1,033,522.99 | 56,261,000 | \$18.37 |
| Industrial | 2.0138% | 420,109.93 | 22,869,300 | \$18.37 |
| Personal | 1.8733% | 390,799.45 | 21,274,290 | \$18.37 |
| <hr/> | | | | |
| TOTAL | 100% | \$20,861,551.58 | \$1,135,631,550 | |

TREASURER'S FINANCIAL REPORT

| | FY 2011 | FY 2012 | % Change |
|----------------------------------|-------------------|-------------------|-----------------|
| BEGINNING CASH BALANCE: | 8,454,763 | 13,009,722 | 53.9% |
| RECEIPTS: | | | |
| Property Tax | 19,331,236 | 20,336,402 | 5.2% |
| Community Preservation Surcharge | 431,887 | 457,003 | 5.8% |
| Motor Vehicle & Other Taxes | 879,797 | 879,157 | -0.1% |
| Tax Titles & Deferrals | 128,063 | 102,163 | -20.2% |
| Department & Misc Revenue | 2,248,136 | 3,421,234 | 52.2% |
| State Aid & Grants | 4,846,780 | 5,193,802 | 7.2% |
| Bond/Note Receipts | 15,777,000 | 7,436,000 | -52.9% |
| Interest on Investments | 112,056 | 102,122 | -8.9% |
| Offset Payroll Deductions | 1,278,925 | 1,301,808 | 1.8% |
| TOTAL RECEIPTS: | 45,033,880 | 39,229,691 | -12.9% |
| EXPENDITURES: | | | |
| Payroll | 3,886,737 | 3,975,252 | 2.3% |
| Vendor | 13,127,185 | 19,514,883 | 48.7% |
| School District Assessments | 13,600,888 | 13,971,544 | 2.7% |
| Retirement Assessment | 519,630 | 556,433 | 7.1% |
| Debt Payments | 9,344,481 | 2,313,350 | -75.2% |
| TOTAL EXPENDITURES: | 40,478,921 | 40,331,462 | -0.4% |
| ENDING CASH BALANCE: | 13,009,722 | 11,907,951 | -8.5% |

Prepared by Pamela Landry
Treasurer-Collector

TAX COLLECTOR'S REPORT FY 2012

| Tax & Levy Year | Tax Outstanding as of 7/1/11 | New Commitments | Amount Collected | Exemptions & Abatements | Refunds | Tax Takings & Deferrals | Tax Outstanding as of 6/30/12 |
|----------------------------|---|----------------------------|-----------------------------|--|----------------|--|--|
| 2012 Real Estate | \$0.00 | \$20,073,838.65 | \$19,771,589.88 | \$66,241.87 | \$41,663.48 | \$98,682.60 | \$178,987.78 |
| 2011 Real Estate | \$188,973.58 | \$0.00 | \$159,071.44 | \$0.00 | \$0.00 | \$13,319.58 | \$16,582.56 |
| 2010 Real Estate | \$6,751.01 | \$0.00 | \$2,656.59 | \$0.00 | \$0.00 | \$0.00 | \$4,094.42 |
| 2012 Supplemental RE Tax | \$0.00 | \$61,278.48 | \$38,339.05 | \$0.00 | \$0.00 | \$498.13 | \$22,441.30 |
| 2011 Supplemental RE Tax | \$19,964.80 | \$0.00 | \$19,964.80 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2012 Comm Pres Act | \$0.00 | \$467,962.45 | \$452,767.09 | \$9,034.20 | \$156.83 | \$2,320.36 | \$3,997.63 |
| 2011 Comm Pres Act | \$5,145.65 | \$0.00 | \$4,365.96 | \$0.00 | \$0.00 | \$328.80 | \$450.89 |
| 2010 Comm Pres Act | \$149.49 | \$0.00 | \$26.66 | \$0.00 | \$0.00 | \$0.00 | \$122.83 |
| 2012 Personal Property | \$0.00 | \$415,379.06 | \$384,331.16 | \$1,712.49 | \$1,220.14 | \$0.00 | \$30,555.55 |
| 2011 Personal Property | \$27,758.02 | \$0.00 | \$3,306.03 | \$0.00 | \$0.00 | \$0.00 | \$24,451.99 |
| 2010 Personal Property | \$12,670.33 | \$0.00 | \$26.78 | \$0.00 | \$0.00 | \$0.00 | \$12,643.55 |
| 2009 Personal Property | \$1,777.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,777.20 |
| 2008 Personal Property | \$2,666.01 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,666.01 |
| 2007 Personal Property | \$895.46 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$895.46 |
| 2012 Motor Vehicle | \$0.00 | \$838,508.86 | \$758,612.03 | \$32,364.60 | \$5,692.23 | \$0.00 | \$53,224.46 |
| 2011 Motor Vehicle | \$77,970.79 | \$76,253.66 | \$126,555.52 | \$7,147.04 | \$5,701.21 | \$0.00 | \$26,223.10 |
| 2010 Motor Vehicle | \$11,688.44 | \$0.00 | \$4,740.53 | \$292.50 | \$250.00 | \$0.00 | \$6,905.41 |
| 2009 Motor Vehicle | \$3,214.70 | \$0.00 | \$455.21 | \$194.39 | \$153.14 | \$0.00 | \$2,718.24 |
| 2008 Motor Vehicle | \$2,613.02 | \$0.00 | \$131.25 | \$0.00 | \$0.00 | \$0.00 | \$2,481.77 |
| 2007 & Prior Motor Vehicle | \$9,255.58 | \$261.66 | \$459.16 | \$3,747.72 | \$0.00 | \$0.00 | \$5,310.36 |
| Well Betterments | \$649,945.73 | \$0.00 | \$98,269.13 | \$0.00 | \$0.00 | \$0.00 | \$551,676.60 |
| Well Betterments Interest | \$0.00 | \$834.96 | \$834.96 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Totals: | \$1,021,439.81 | \$21,934,317.78 | \$21,826,503.23 | \$120,734.81 | \$54,837.03 | \$115,149.47 | \$948,207.11 |

Interest & Fees Collected: \$69,789.08

Total Collected: \$21,896,292.31

Prepared by: Pamela Landry, Treasurer-Collector

TOWN OF STOW
 COMBINED BALANCE SHEET (Unaudited)
 ALL FUND TYPES AND ACCOUNT GROUP
 June 30, 2012

| | Governmental Funds | | | Fiduciary Funds | | General Long-Term Debt Account Group | Totals (Memorandum Only) |
|--|---------------------|-----------------------------|-----------------------------|------------------------------|----------------------|---|--------------------------------|
| | General Fund | Special Revenue Funds | Capital Project Funds | Trust And Agency Funds | | | |
| Assets | | | | | | | |
| Cash and Interest Bearing Deposits | \$ 3,241,383 | \$ 5,850,815 | \$ 1,846,763 | \$ 1,391,565 | \$ - | \$ | 12,330,526 |
| Cash and Investments Held by Trustees | | | | 1,017,533 | | | 1,017,533 |
| Receivables: | | | | | | | |
| Real Estate Taxes | 199,665 | | | | | | 199,665 |
| Personal Property Taxes | 72,990 | | | | | | 72,990 |
| Less Allowance for Abatements and Exemptions | (455,338) | | | | | | (455,338) |
| Motor Vehicle Excise Taxes | 96,863 | | | | | | 96,863 |
| Tax Liens | 268,110 | 5,436 | | | | | 273,546 |
| Deferred Real Estate Taxes | 6,647 | | | | | | 6,647 |
| Supplemental Taxes | 22,441 | | | | | | 22,441 |
| Tax Foreclosures | 129,491 | | | | | | 129,491 |
| Ambulance | 127,833 | | | | | | 127,833 |
| CPA Surcharge | | 4,571 | | | | | 4,571 |
| Other | | 551,677 | | | | | 551,677 |
| Due From Other Funds | 12,453 | | | | | | 12,453 |
| Due From Other Governments | | | 973,777 | | | | 973,777 |
| Amount to be Provided for Notes and Bonds Payable | | | | | 16,430,000 | | 16,430,000 |
| Total Assets | \$ 3,722,538 | \$ 6,412,499 | \$ 2,820,540 | \$ 2,409,098 | \$ 16,430,000 | \$ | \$ 31,794,675 |

TOWN OF STOW
 COMBINED BALANCE SHEET (Unaudited)
 ALL FUND TYPES AND ACCOUNT GROUP
 June 30, 2012

| | Governmental Funds | | | Fiduciary Funds | | General Long-Term Debt Account Group | Totals (Memorandum Only) |
|--|--------------------|-----------------------------|-----------------------------|------------------------------|-------------------|---|--------------------------------|
| | General Fund | Special Revenue Funds | Capital Project Funds | Trust And Agency Funds | | | |
| Liabilities and Fund Equity | | | | | | | |
| Liabilities | | | | | | | |
| Warrants Payable | \$ 166,094 | \$ 38,745 | \$ 809,551 | \$ 13 | \$ - | \$ - | \$ 1,014,403 |
| Retainage Payable | | | \$ 1,128,446 | | | | \$ 1,128,446 |
| Accrued Payroll | 91,862 | 6,991 | 32 | 1,125 | | | 100,010 |
| Amounts Withheld from Employees and Other Liabilities | 42,775 | | | 97,229 | | | 140,004 |
| Due to Other Funds | | | | 12,453 | | | 12,453 |
| Deferred Revenue: | | | | | | | |
| Personal Property and Real Estate Taxes | (182,683) | | | | | | (182,683) |
| Motor Vehicle Excise Taxes | 96,863 | | | | | | 96,863 |
| Tax Liens | 268,110 | 5,436 | | | | | 273,546 |
| Deferred Real Estate Taxes | 6,647 | | | | | | 6,647 |
| Supplemental Taxes | 22,441 | | | | | | 22,441 |
| Tax Foreclosures | 129,491 | | | | | | 129,491 |
| Ambulance | 127,833 | | | | | | 127,833 |
| CPA Surcharge | | 4,571 | | | | | 4,571 |
| Other | | 551,677 | | | | | 551,677 |
| Notes Payable | | | 6,700,000 | | | | 6,700,000 |
| Bonds Payable | | | | | 16,430,000 | | 16,430,000 |
| Total Liabilities | 769,433 | 607,420 | 8,638,029 | 110,820 | 16,430,000 | | 26,555,702 |

TOWN OF STOW
COMBINED BALANCE SHEET (Unaudited)
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2012

| | Governmental Funds | | | Fiduciary Funds | | General Long-Term Debt Account Group | Totals (Memorandum Only) |
|--|---------------------|-----------------------------|-----------------------------|------------------------------|----------------------|---|--------------------------------|
| | General Fund | Special Revenue Funds | Capital Project Funds | Trust And Agency Funds | | | |
| Fund Equity | | | | | | | |
| Reserved for Expenditure | 357,000 | 2,313,479 | (5,817,489) | | | | (3,147,010) |
| Reserved for Encumbrances | 6,519 | | | | | | 6,519 |
| Reserved for Appropriation | 712,323 | 1,055,795 | | | | | 1,768,118 |
| Reserved for Endowment | | | 146,045 | | | | 146,045 |
| Designated for Revolving Funds | | 58,633 | | | | | 58,633 |
| Undesignated | 1,877,263 | 2,377,172 | 2,152,233 | | | | 6,406,668 |
| Total Fund Equity | 2,953,105 | 5,805,079 | (5,817,489) | 2,298,278 | | | 5,238,973 |
| Total Liabilities and Fund Equity | \$ 3,722,538 | \$ 6,412,499 | \$ 2,820,540 | \$ 2,409,098 | \$ 16,430,000 | \$ 31,794,675 | |

Prepared by: Julie Costello
Town Accountant

TOWN OF STOW
 SCHEDULE OF CHANGES IN FUND EQUITY
 STATE GRANTS & REVOLVING FUNDS
 June 30, 2012

| | Beginning Fund Equity | Revenues | Expenditures | Ending Fund Equity |
|-------------------------------|--------------------------|-------------------|-------------------|-----------------------|
| STATE GRANTS: | | | | |
| Public Safety | \$ 18,190 | \$ 8,791 | \$ 19,332 | \$ 7,649 |
| Education Grant | 2,469 | - | - | 2,469 |
| Culture & Recreation | 11,956 | 3,872 | 5,610 | 10,218 |
| Council on Aging | - | 8,013 | 8,013 | - |
| Library | 8,869 | 4,346 | 2,279 | 10,936 |
| Other Grants | 1,346 | 32,973 | 31,753 | 2,566 |
| TOTAL STATE GRANTS: | \$ 42,830 | \$ 57,995 | \$ 66,987 | \$ 33,838 |
| REVOLVING FUNDS: | | | | |
| Recreation | \$ 19,714 | \$ 204,962 | \$ 214,510 | \$ 10,166 |
| Inspectors | 36,245 | 25,973 | 24,702 | 37,516 |
| Ambulances Services | - | 66,436 | 66,436 | - |
| TOTAL REVOLVING FUNDS: | \$ 55,959 | \$ 297,371 | \$ 305,648 | \$ 47,682 |

Prepared by:
 Julie Costello
 Town Accountant

TRUST FUND FINANCIAL REPORT - FY 2012

The following Town trust funds are managed by Abbey Capital LLC and as of 6/30/12 were invested as follows:
 Government Money Market Fund (27%), Certificates of Deposit (52%), and Equities (21%).

| | | | |
|---|----------------------------|---------------|---------------------|
| Stabilization Fund | Beginning Balance 7/1/2011 | \$649,952.56 | |
| | Disbursements | \$0.00 | |
| | Receipts | \$50,000.00 | |
| | Investment Earnings | \$13,357.29 | |
| | Ending Balance 6/30/2012 | | \$713,309.85 |
| | | | |
| Affordable Housing Fund | Beginning Balance 7/1/2011 | \$212,073.25 | |
| | Disbursements | (\$11,750.00) | |
| | Receipts | \$0.00 | |
| | Investment Earnings | \$4,124.24 | |
| | Ending Balance 6/30/2012 | | \$204,447.49 |
| | | | |
| Cemetery Perpetual Care Non-Expendable | Beginning Balance 7/1/2011 | \$125,225.00 | |
| | Receipts | \$6,925.00 | |
| | Ending Balance 6/30/2012 | | \$132,150.00 |
| | | | |
| Expendable | Beginning Balance 7/1/2011 | \$43,253.59 | |
| | Disbursements | (\$17,573.41) | |
| | Investment Earnings | \$3,253.39 | |
| | Ending Balance 6/30/2012 | | \$28,933.57 |
| | | | |
| Conservation Fund | Beginning Balance 7/1/2011 | \$48,099.90 | |
| | Disbursements | (\$6,050.00) | |
| | Receipts | \$6,905.00 | |
| | Investment Earnings | \$1,018.52 | |
| | Ending Balance 6/30/2012 | | \$49,973.42 |

RANDALL RELIEF FUND

| | |
|---------------------------|-------------|
| Balance January 1, 2012 | \$48,498.64 |
| Interest received | 36.47 |
| Contributions received | 0.00 |
| Repayments received | 0.00 |
| Payments | (1,700.00) |
| Balance December 31, 2012 | \$46,835.11 |

Citizens Bank Insured Money Market Account

RANDALL TOWN FUND

| | |
|---|-------------|
| Balance January 1, 2012 | \$20,000 |
| Previous accumulated CD interest earned | 525.67 |
| Paid to Town Treasurer | (525.67) |
| Current interest earned | 13.38 |
| Payable to Town Treasurer | (13.38) |
| Balance December 31, 2012 | \$20,000.00 |

Citizens Bank 15-month Certificate of Deposit

Respectfully submitted,

Louise E. Peacock, Trustee
Jeffrey D. Smith, Trustee

Dorothy G. Sonnichsen, Trustee and
Treasurer

HALE HIGH SCHOOL FUND ANNUAL REPORT
INCOME/EXPENSE - 7/1/2011- 6/30/2012

INCOME

| | | |
|--------------------|--|-------------|
| Dividends | | \$ 8,076.05 |
| Bond Interest | | 7,494.29 |
| Mutual Fund Income | | 769.60 |
| Total Income | | \$16,339.94 |

EXPENSE

| | | |
|--------------------------------------|------------|-------------|
| Greenfield Savings Bank- Services | Management | \$ 6,222.81 |
| Total Expense | | \$6,222.81 |

HALE HIGH SCHOOL FUND PORTFOLIO HOLDINGS

| Assets Held | Value | % of Portfolio |
|---------------------------|---------------------|----------------|
| STOCKS | | |
| Common Stock | \$200,605.32 | |
| Funds – Domestic | 22,500.21 | |
| Funds – International | 51,387.25 | |
| Total Stocks | \$274,492.78 | 51.39% |
| BONDS | | |
| Agencies | \$ 84,119.95 | |
| Corporate | 118,919.20 | |
| Funds/ETFs | 19,894.90 | |
| Total Bonds | \$222,934.05 | 41.74% |
| MONEY MARKET | | |
| Total Money Market | \$ 36,706.33 | 6.87% |
| Total Market Value | \$534,133.16 | |

Respectfully submitted,

Hale High School Fund Trustees:
 Robert F. Derby
 Wayne A. Fletcher

Linda E. Hathaway
 Jeffery D. Smith

EDUCATION

NASHOBA REGIONAL SCHOOL DISTRICT

Nashoba Regional School District continues to be a vibrant, thriving educational community consisting of students, staff, parents and citizens who value above all a rigorous education that affords student options and choices when they graduate. Ninety-two (92%) percent of our seniors in 2012 were accepted to over two hundred seventy-three (273) post-secondary institutions. Eighty-one percent (81%) of our students attend a four (4) year college, while nine percent (9%) more attend a two (2) year college. Over fifty-six (56%) percent of our senior class scored a three (3) or better on the four hundred nine (409) Advanced Placement (AP) Exams taken over the course of the last school year. We had six (6) national AP Scholars, eleven (11) National Merit Commendations, and four (4) National Merit Semi-Finalists.

Our high school underwent a smooth change in leadership with the hiring of our new Principal, Dr. Frank (Parry) Graham. Dr. Graham has distinguished himself as an educator in the first few months of his tenure, working with staff to start the accreditation process, with parents on the high school improvement council on goals addressing school climate and safety, and with students through classroom visits, attendance at extracurricular events and sports competitions.

The high school, a convener of our student bodies from three different towns, shows a tremendous amount of accomplishment through its extracurricular events as well. Our *Best Buddies Chapter* has been awarded its highest honor for the Commonwealth. Committed to helping students with disabilities assimilate into the culture of the high school at every turn, our best buddies strive to have all of our students involved in sports, theater and everyday events such as school lunch. The high school drama club has been busy putting on very ambitious productions like "*We Love Lucy*" (Fall 2012) and last year, we presented "*Disney's Beauty and the Beast*" in the spring. We were nominated for fifteen (15) TAMY awards by the Mount Wachusett Community College theatre organization in which we competed. We won five (5) of the awards, including Best Scenic Design, Best Lighting Design, Best Costumes, and Best Director.

This fall we had champion teams in all varsity sports with each one making State tournaments. The football team earned a spot in the division super bowl and won against Shepherd Hill at Gillette Stadium. In *Volleyball* we earned the best overall record since the program began. *The Boys' Cross-Country team* was the Mid-Watch B League Champions and earned 4th place in District Championship. *The Girls' Cross-Country squad* was the Mid-Wach B League Champions; MIAA Central Mass. Division 1 Champions (first time since 2000); and placed 11th in the State overall. Freshman Rylee Gillen (Stow) placed first in the League and District Championship. In winter of 2012 our League All-Stars total was twenty-three (23).

The teams all benefited from the generous contributions of our citizens toward the favorable vote to renovate the existing stadium to create a new multi-plex with an artificial-turf new track and adjoined with five new tennis courts. A new building that will house concessions still is to be built along with housing comfort stations for visitors and spectators. Future renovations include

earth work to level practice fields and to relocate the baseball diamond and provide fill to extend the javelin throwing area.

The District's elementary schools continue to strive toward excellence with each one having a unique, caring and dedicated staff to do so. The Center School was completed on September 4, 2012, a crowning achievement to a collaborative process that took the past nine years to accomplish. It is a beautiful school, with attractive grounds and a wonderful connection to Stow's history. The school is furnished with interactive white boards, one-to-one computing capabilities, and incredible spaces for music instruction and performances. The staff has implemented a new program entitled Peaceful Playgrounds that helps children make more out of recess through problem solving and advance planning to ensure their time is well spent. Additionally, physical education teachers Diana Mandile and Marcia Melone have been working to update the Project Adventure course and outdoor classroom.

Hale Middle School has a beautiful new sign to welcome visitors as it continues to focus on exploring students' interests in everything from theater, cooking and art, to athletics, robotics and print journalism. Hale's staff has been instrumental in leading the district's efforts in using Google Applications and has a plethora of student work samples as a result. They have been huge advocates of voice thread opportunities in their work, thus saving student voices forever.

The District also said goodbye to many fine individuals in 2012.

| | |
|----------------------------|-----------------------------|
| Cheryl Benson (Stow) | Dawn Laughlin (Lancaster) |
| Sheryl Lavigne (Lancaster) | Paulette Prucha (Lancaster) |
| Grace Raher (Lancaster) | Marion Rayner (Stow) |
| Pat Fontes (NRHS) | Linda Marashio (Stow) |
| Janet Savignano (Stow) | |

Financial Stability

Our District continues to enjoy a healthy financial status. We have weathered significant economic turbulence, while at the same time having budgets on average less than three (3%) percent increases; eliminating positions, but not staff; and continued attention toward the foundational elements of good instruction: professional development, teacher resources, and highly talented professionals. Our FY 13 District budget is \$44,675,778. It allowed us enough capacity to maintain all existing professional positions, and required only minimal transitions among para-professionals and support staff. With a student population just over 3500 students, our growth has been minimal from year to year at less than one (1%) percent. We have earned a **AA bond rating** for the ninth (9) year running.

We have an outstanding school system that thrives on the work of teaching and learning. We are thankful to be comprised of three communities that value education so that their children and greater community will benefit for years to come.

Respectfully submitted,

Michael L. Wood, Superintendent of Schools

Maureen Busch, Stow representative

Lynn Colletti, Stow representative

Jeffrey Odell, Stow representative

Nashoba Regional High School Class of 2012

| Class Officers | | Graduates | |
|-----------------------|----------------------------|------------------|--------|
| President | Oliver Jenkins, Stow | Amy | Bolton |
| Vice President | Samantha Malmberg, Bolton | Erik | Bolton |
| Secretary | Angelina DeSocio, Bolton | Nicole | Bolton |
| Treasurer | Hamilton Carpenter, Bolton | Megan | Bolton |
| Valedictorian | Tanner Douglas, Stow | James | Bolton |
| Salutatorian | Oliver Jenkins, Stow | Jack | Bolton |
| | | Alexander | Bolton |
| | | Anna | Bolton |
| | | Alexander | Bolton |
| | | Adam | Bolton |
| Levi | Berry Auburn | Hastings | Bolton |
| Amanda | Abraham Bolton | Joseph | Bolton |
| Nicole | Adams Bolton | Killackey | Bolton |
| Aidan | Ahearn Bolton | Koppelman | Bolton |
| Thomas | Ayres Bolton | Lamontagne | Bolton |
| Colin | Bateman Bolton | Laythe | Bolton |
| Bret | Bemis Bolton | LeBlanc | Bolton |
| Kathryn | Berg Bolton | Lemay | Bolton |
| Aaron | Black Bolton | Lovington | Bolton |
| Kathryn | Bruning Bolton | MacGregor | Bolton |
| Hamilton | Carpenter Bolton | Mahoney | Bolton |
| Timothy | Collins Bolton | Malley | Bolton |
| Gregory | Comas Bolton | Malmberg | Bolton |
| Kerry | Conlin Bolton | Malone | Bolton |
| Jennifer | Conry Bolton | Miller II | Bolton |
| Michelle | Cuddy Bolton | Moran | Bolton |
| Giovanna | DeMeo Bolton | Mullane | Bolton |
| Jessica | Demmer Bolton | O'Neil | Bolton |
| Angelina | DeSocio Bolton | O'Ryan | Bolton |

Nashoba Regional High School Class of 2012

| | | Graduates | | Graduates | |
|-------------|--------------|-----------|------------|-------------|-----------|
| Gregory | Parrow | Bolton | Kira | Thomas | Clinton |
| Alex | Pastorkovich | Bolton | Rebecca | Tang | Fitchburg |
| Philip | Peacock | Bolton | Kristoff | Foster | Gardner |
| Hayden | Peirce | Bolton | Galen | Lisse-Brown | Hudson |
| Jacob | Pelland | Bolton | Larissa | Abreu | Lancaster |
| Samuel | Porteus | Bolton | Zachary | Arsenault | Lancaster |
| Brandon | Radziewicz | Bolton | Caroline | Atkinson | Lancaster |
| Eric | Rice | Bolton | Andrew | Bailey | Lancaster |
| Eric | Richards | Bolton | Tyler | Boudreau | Lancaster |
| Nicholas | Riseman | Bolton | Jordin Lee | Bushnell | Lancaster |
| Christopher | Rucinski | Bolton | Rachel | Butler | Lancaster |
| Sabrina | Salvage | Bolton | Heather | Cannon | Lancaster |
| Reid | Sullivan | Bolton | Nathaniel | Christoph | Lancaster |
| Evan | Tarullo | Bolton | Faith | Connor | Lancaster |
| Zachary | Temple | Bolton | Alison | Crooker | Lancaster |
| Isabelle | Tower | Bolton | Megan | Crowley | Lancaster |
| Ashley | Tripp | Bolton | Jair | Cruikshank | Lancaster |
| Colleen | Vickers | Bolton | Devin | Doyle | Lancaster |
| Jennie | Webb | Bolton | Eric | Dray | Lancaster |
| Mitchell | Witkowski | Bolton | Brian | Falvey | Lancaster |
| Kathleen | Zayka | Bolton | Jordan | Farren | Lancaster |
| Samson | Ashline | Clinton | Melissa | Genest | Lancaster |
| Carroll | Bailey | Clinton | Joshua | Glover | Lancaster |
| Magan | Baldwin | Clinton | John | Graves | Lancaster |
| Tamika | Isaac | Clinton | Robert | Green | Lancaster |
| Thomas | Jernberg | Clinton | Ronald | Hamway | Lancaster |
| Rana | LaPine | Clinton | Caleb | Hart | Lancaster |
| Steven | Saari | Clinton | Nicole | Hart | Lancaster |

Nashoba Regional High School Class of 2012

Graduates

| | | |
|-----------|------------|------|
| Elizabeth | Rogers | Stow |
| Elizabeth | Sabourin | Stow |
| Lisa | Sangermano | Stow |
| Daniel | Sardella | Stow |
| Sarah | Schomp | Stow |
| Nicholas | Sestito | Stow |
| Joshua | Sherman | Stow |
| Cameron | Skoletsky | Stow |
| John | Slattery | Stow |
| Gabrielle | Sloan | Stow |
| Casey | Teska | Stow |
| Timothy | vonStetten | Stow |
| Justin | Wasserman | Stow |
| Julie | Wheeler | Stow |
| Eric | Woelki | Stow |
| Trevor | Wyand | Stow |

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

About Minuteman

Minuteman is a four-year public high school in Lexington, Massachusetts founded in the Career and Technical Education tradition. Minuteman serves the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston and teaches more than 700 diverse young men and women from local communities across eastern Massachusetts. Minuteman is a REVOLUTION IN LEARNING, preparing every student for success in college, industry and life.

Stow Enrollment

As of October 1, 2012, twenty-five (25) high school students and one (1) post graduate student were enrolled at Minuteman providing a full time equivalent (FTE) of twenty-six (26) residents of Stow.

While attending Minuteman, these students receive a number of benefits:

- **Experience the Modern American High School.** Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that's Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.
- **Believe in Yourself.** Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.
- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college *and* the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.
- **Learn from Experts.** Minuteman's teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as "just another student" at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

Nashoba Regional High School and Minuteman Half Day Program

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student

to graduate from Nashoba Regional High School *and* receive a competency certificate from Minuteman. Currently, no Stow students participate.

Minuteman offers technical training programs to adults who are looking for rewarding jobs in high demand careers. Adults may apply to the Minuteman Technical Institute programs to hone skills in a technical area, retrain for new employment, or learn new technical skills for the first time.

2012 Stow Graduates and Awards

Nicolo Antonelli, Metal Fabrication
 Erin Collins, Cosmetology
 Samantha Linstrom, Graphic Communications

SkillsUSA

| <u>Student</u> | <u>Program Category</u> | <u>State Results</u> | <u>National Results</u> |
|--------------------|-------------------------|----------------------|-------------------------|
| Christine Hamilton | Environmental Science | Gold Medalist | Second Place |

Class of 2012 Graduate Achievement Highlights

- 66% college bound or advanced Technical Training, 27% career bound and 3% military.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care Infant/Toddler and Preschool graduates achieved Teacher Certification.
- 100% of Cosmetology graduates passed State Board examinations.
- 100% of Health Occupation graduates achieved college acceptance or career placement.
- 100% of Environmental Technology graduates were certified in OSHA 40-Hour HAZWOPER training, and confined-space entry training. 62% passed either the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License exam, and the Massachusetts Drinking-Water Treatment Plant Grade 1 Operator License Exam.
- Valedictorian James Cardillo, Electrical Wiring graduate from Peabody attending Florida Atlantic University in Boca Raton Fl. Salutatorian Daniel Dangora, Robotics graduate from Medford attending UMass, Lowell to pursue electrical engineering.

Capital Projects

- MSBA Update: Minuteman moves forward in the “pipeline” of the MSBA Vocational School Repair and Renew program announced by the State Treasurer’s office in 2010. On December 3, 2012 Minuteman was approved by MSBA to hire SKANSKA as the Owner’s Project Manager (OPM) for the Feasibility Study. The OPM and School Building Committee will work together to review various models of enrollment as stated in the Request For Service for the OPM. In January of 2013 a link to the School Building Project will keep all towns informed of our progress.

Curriculum and Instruction

- Since 2008, all 9th grade students have English and Math every day, rather than a “week-on-week-off” schedule, thus providing more consistent and concentrated instruction as well as project-based learning. Minuteman is rated a Level 1 school by the DESE. The first-time pass rates on MCAS remain high across all disciplines including a 100% passing rate in ELA in 2012.
- As part of our Revolution in Learning, we want every Minuteman student to fully explore their interests and discover their passion. Minuteman offers more than twenty different majors categorized into three clusters: Bio-Science/Engineering, Human & Commercial Services, and Trades & Transportation. The Educational Program planning process has identified potential new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science, Entertainment Engineering, Advanced Computer Manufacturing, and Medical Equipment Repair.
- Each student graduates with the OSHA 10 Safety Certification. In addition, during the CTE week, juniors and seniors participate in an Entrepreneur Class. Prior to commencement, seniors are required to produce a comprehensive Business Plan related to their career major.

Professional Development

- Minuteman teachers continue to control much of the context for their professional development. Teachers pursue academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices and common summative assessments. Teachers meet to review student work and adjust the curriculum and instruction as needed. Teacher-to-teacher peer observations are conducted at least twice per year according to protocols derived from the National School Reform Faculty model. More and more, Executive Function strategies and techniques are being adopted toward the development of a specific Minuteman approach to: note-taking, unit organization, and study skills. Academic-Career and Technical curriculum integration results in lessons and student work that feature the application of academic skills in the CTE context and vice versa. That integration lends itself to students' developing and practicing 21st century skills (speaking, listening, collaborating, researching, and presenting). The integration of technology to enhance student learning is an on-going commitment. Finally, this year professional development has also been focused on the new DESE model teacher evaluation system, which requires the development of individual and team goals following the SMART model (Specific and Strategic; Measurable; Action-oriented; Rigorous, Realistic, and Results oriented; and Timed).

Student Access, Participation and Support

- An Executive Function initiative was launched in 2010. Led by our reading specialist, we have expanded our efforts to include study skills, pre-reading strategies, and unit re-organization to help students with resources to develop habits and techniques to enhance their planning and organization skills.

- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education Department continuously develops individualized programs and provides services so that all our students succeed. We focus on teaching students about the nature of their disability and their Individualized Education Program. The Special Education department successfully implemented the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC supports the transition to college. The SLC also supports the transition to college by following a model of service delivery that is popular among most colleges and universities in the United States.
- The Music and Art department continues to grow. Most recently, two students were accepted to the Massachusetts Music Educator's Association Northeast District Chorus; one of whom also received an All State Chorus recommendation. The Visual Arts Department offers 8 different elective courses including traditional studio courses and Digital Photography to over 200 students. Student work has been displayed in various communities including Lexington, Carlisle, Arlington and Watertown. Recent graduates have been accepted at MassArt, Savannah College of Art and Design, Lesley University, New Hampshire Institute of Art and Art Institutes of Boston. The program continues to grow as student interest and enthusiasm is high.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 12 years the number of participants has doubled in many of the sports offered. The athletic department is also looking to expand to include a track team. Students are offered more than 20 clubs and activities. Success of the Athletic teams has been outstanding within the past few years as students are winning awards and competitions. Minuteman has been participating in the Vocational and MIAA State tournaments. This past Fall season Cross Country runners qualified for the Vocational tournament, the golf team competed in the individual Vocational tournament, the Girls Soccer team qualified and competed in the Vocational tournament (losing in the Quarterfinals) and also competed in the MIAA State tournament, and the Minuteman Football team competed and was runner-up in the Vocational Superbowl.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the Grant-a-Wish program supports numerous initiatives and incentives for student achievement.

Respectfully submitted,

Alice DeLuca, School Committee Chair

Edward Bouquillon, Superintendent of Schools

PUBLIC SAFETY

POLICE DEPARTMENT

I would like to begin the Police Department's 2012 annual town report by first thanking all the members of the Police Department, Dispatchers, and the Department's Administrative Assistant for their outstanding efforts and contributions to the department and the citizens of Stow throughout the year. I would also like to thank the efforts of the other departments and town employees who support and assist us throughout the year. Stow is fortunate to have such dedicated employees; it is truly a team effort.

This past year we had a significant increase in house breaks, from 15 last year to 26 this year, and an increase in motor vehicle accidents, from 89 last year to 114 this year. We would like to remind everyone again to lock their houses and vehicles, remove valuable equipment and personal items when they are not attended, and please call the Police Department if you see anything suspicious. During this past year we had several unoccupied homes broken into and the copper plumbing piping removed. We also had an incident of an occupied home broken into, with a resident of Stow calmly and bravely calling 911 from her home while it was being broken into by two suspects. Her quick response and thorough information to dispatch led to the arrest of two suspects on her property with a vehicle that had cash, jewelry, silverware, and a safe from house breaks earlier in the day. Stow is a nice quiet safe town, but we are not shielded from criminal activity. Please stay alert and call the Police Department if you see anything suspicious.

Over 2012 the Stow Police Department has continued to utilize social media to disseminate public information, and prevent criminal activity. The Stow Police Cybercrime Unit has continued to train in new and upcoming technology to help us advise residents about new criminal practices. Over the past year we have seen a decline in the reports of stolen credit card numbers, larcenies, and identity thefts by individuals falling victim to scams. To combat these crimes, the Cyber Investigative Unit has completed numerous talks with residents about how to better protect themselves while using the internet. We have also been using social media to reach more people in a quick and timely manner by sending out electronic copies of our press log when communicating with our residents. Some crimes the department has seen are digital crimes which have involved Facebook, Yearbook.com and new applications for smart phones. In an example from the past year, the department investigated the use of Facebook as a means to entice a young female to leave her family's home and meet up with a male who was two-and-a-half-times her age. Other examples include a suspect using Yearbook.com to complete an identity theft, and another suspect using text messages to entice young people to send inappropriate photos to the suspect.

On July 1 the Stow Dispatch Center was fully operational under State mandates for EMD (emergency medical dispatch) Dispatching. The dispatchers and police officers were trained at the State 911 Center in Maynard utilizing funds obtained by State 911 grants.

Police Officers were recertified at the Lowell Police Academy. This is our second year participating in training at this site, as State funding of in-service training at State Police Academies has been reduced.

We continue our Firearms Training Program and re-qualify with Officer Murphy and Officer Butler, the Firearms Instructors, and the generous support of the Riverside Gun Club in Hudson.

This past spring we had a Police Sergeant promotional process and after a complete and thorough process, Officer Darren Thraen was promoted to the position of Police Sergeant. I would like to congratulate Sergeant Thraen and the other fine candidates involved in this process. I would like to thank Town Administrator William Wrigley, Selectmen Tom Ryan, Fire Chief Mike McLaughlin, Highway Superintendent Mike Clayton, and the area Police Chiefs who assisted us in this process.

We continued to update our equipment and have purchased new portable radios for the officers, a cruiser radio, a police boat radio, two new laptop computers for the police cruisers, two computers for the police station, tables for our training room, two radar units, two shotguns, and a new 2013 Ford Interceptor 6 cylinder SUV that we took delivery of in October. Due to a couple of personal bodily injuries that resulted in substantial insurance claims, we made several improvements to the property around the police station. With input and assistance from the Building Inspector and Tree Warden, the Highway Department installed a drainage system in the parking lot. Numerous large pine trees were removed from the front of the building, to allow sunlight onto the property and assist with our parking lot icing and roof issues in the winter. We added a light pole in the rear of the building to illuminate the parking lot and garage door area. We have also continued to update and improve our video security system in and around the police station. These improvements continue to increase our security and reduce the risk of liability.

Weather was again an issue for us with an incredible Halloween storm. I would like to thank the Fire and Highway Departments, Board of Health, Council on Aging, Local Emergency Planning Committee, Medical Reserve Corps, Hudson Light and Power and other agencies that assist us through these emergencies; again, it is a team effort that gets us through these incidents. We welcomed and appointed three new part-time Special Police Officers: retired Chief of Police Mark Trefry, Dispatcher Samantha Howard, and retired Wayland Police Department Sergeant Rick Manley.

Officer Chris Harrington continued the child safety seat installation program. People can access this information on our website or call the Police Department and leave a message for him. Officer Harrington has done some on-site facility security checks and informational seminars upon request, and recently accepted on the department's behalf the Southern New England AAA Pedestrian Safety award for eleven years without a pedestrian fatality. Officer Harrington was also involved in a serious motor vehicle accident on his way into work. He struck a moose on the highway and sustained serious injuries and totaled his vehicle. Officer Harrington was hospitalized and needed extensive physical therapy. With the help and support of the Board of Selectmen, Town Administrator, Administrative Assistant Rachel Belanger and the majority of

Police and Dispatch union members, we were able to do some creative scheduling and moving of personnel to allow Officer Harrington to perform Dispatch duties.

We continue our partnership with Communities for Restorative Justice (C4RJ). Detective Salles has been very active in cases involving C4RJ with victims of crimes, the appropriate defendant, and the proper criminal activity. This agency's information is linked on our website.

We also continue our partnership with Domestic Violence Services Network (DVSN) with the ongoing problem of domestic violence. This past year all members of the department received extensive "High Risk" training with DVSN. I was honored to be invited to the Board of Directors, as a Police Chiefs Council Representative.

Upon the cancellation of Springfest, a very successful Children's Festival was held at the Stow Community Park, spearheaded by Rachel Belanger and Karen Kelleher. They took it upon themselves to organize this Children's Festival. Hundreds of families and children enjoyed face painting, thumbprints, played on the inflatables, games, sat in police cruisers and fire trucks, and consumed over 500 free hotdogs, compliments of the Stow Police Association. Thank you to all the volunteers, town employees, and private companies that made this day successful.

In the fall Officer Harrington held a very successful Children's Safety Day at Shaw's parking lot, with the financial assistance of Shaw's Supermarket in Stow. Through UMass Medical Healthcare Injury Prevention Center, they provided the "Mobile Safety Street" to educate and teach the children about home safety. The event was well-received and very beneficial to the children of Stow. I would like to thank Shaw's Supermarket for their continued support throughout the year.

The Drug Abuse Resistance Education (D.A.R.E.) Program is taught by Sergeant Darren Thraen. This is the twenty-first year the Stow Police Department has worked in conjunction with the Nashoba School District to provide the D.A.R.E. Program to the 5th grade students at Center School. The program is a fourteen-week course presented in one-hour sessions throughout the school year. A graduation ceremony held at Center School is the last lesson of the program. The graduation is a special and rewarding evening for students, parents, teachers and the community leaders who attend the ceremony. Sergeant Thraen also instructs students at the 8th grade level in the D.A.R.E. Program as a refresher before entering high school.

In the spring, with the cooperation of Middlesex County District Attorney Gerry Leone, we began a prescription drug take-back program. We have a prescription drug take-back box in the lobby and it has been very popular and widely utilized by residents. Having the drug collection box available in Stow will make it easier for residents to safely dispose of unused drugs and help prevent future drug related incidents; it is a safe disposal for unused or expired prescription medication.

Paul Yannoni, a resident of Stow, deserves recognition and thanks for his dedication and support of the Police Department. Paul is a major contributor in maintaining our network integrity, software and hardware, our security system, and servers, and in providing trouble shooting and solutions for the Police Department network, on his own time.

In conclusion, I would like to thank all Stow Departments for their continued help and cooperation. Special thanks go to the Highway and Fire Departments, with whom we work on a daily basis and whose continued help we appreciate. I would like also to personally thank the Police Officers, Public Safety Dispatchers and Administrative Assistant Rachel Belanger for all they do to help make the department what it is. I also would like to acknowledge the Stow Independent and the Maynard Beacon Villager for their support and honest reporting of the Stow Police Department's logs and news throughout the year. And, last but not least, I would like to thank the citizens of Stow, the Honorable Board of Selectmen, and Town Administrator William Wrigley for their continued support throughout the year.

Respectfully submitted,
William Bosworth, Chief of Police

Rachel R. Belanger
Administrative Assistant

Full-Time Officers:

Ralph Marino, Sergeant
Timothy Lima, Sergeant
Steven B. Sturtevant, Detective
Gary P. Murphy, Prosecutor
David J. Goguen, Patrolman
Darren J. Thraen, Sergeant, D.A.R.E. Officer
Sean M. Collins, Patrolman
Michael Sallese, Detective
Robert Nelson, Patrolman
Christopher Harrington, Patrolman

Public Safety Dispatchers:

John Fantasia
Jonathan Butler
Darlene Trefry
Samantha Howard
Justine St. John – part-time
Nancy Campbell – part-time

Special Police Officers:

John Fantasia
Jonathan Butler
James F. Finneran
Robert F. Blanton
Lee Heron
Michael Smith
John Connors
Enrico Maldari

Police Matrons:

Deborah L. Richardson
Rachel R. Belanger
Darlene D. Trefry
Phyllis Tower
Richard Tower

Auxiliary Police Officer:

Darlene Trefry



POLICE DEPARTMENT STATISTICS

| Activity | 2012 | 2011 | 2010 | Activity | 2012 | 2011 | 2010 |
|--------------------------------|-------------|-------------|-------------|-----------------------|---------------|---------------|---------------|
| Accidental 911 Calls | 64 | 88 | 95 | | | | |
| 911 Calls | | 964 | 869 | Domestic Disturbances | 11 | 10 | 13 |
| Alarms | 169 | 212 | 188 | Found/Lost Property | 65 | 54 | 56 |
| Animal Calls | 187 | 246 | 191 | General Complaints | 223 | 229 | 198 |
| Annoying Calls | 4 | 2 | 11 | House Checks | 1217 | 786 | 1069 |
| Assaults | 2 | 24 | 27 | Larcenies | 40 | 47 | 36 |
| Assist Citizens | 560 | 573 | 448 | Medical Calls | 359 | 332 | 353 |
| Assist Other Agency | 227 | 236 | 288 | Missing Persons | 8 | 6 | 6 |
| Auto Theft | 2 | 0 | 1 | MV Accidents | 132 | 89 | 101 |
| Burglary | 29 | 18 | 12 | MV Stops | 1912 | 2597 | 3487 |
| Bylaw Violations | 12 | 8 | 8 | Suspicious Activity | 471 | 376 | 394 |
| Citations | 1227 | 1867 | 2455 | Threats | 2 | 3 | 3 |
| Disturbances | 41 | 15 | 13 | Vandalism | 31 | 32 | 60 |
| Disabled MV Calls | 67 | 113 | 108 | | | | |
| Total Calls for Service | | | | | 14,427 | 15,133 | 17,756 |

FIRE/RESCUE DEPARTMENT

The Fire Department provides the Town of Stow with Emergency Fire, Rescue and Emergency Medical Services (EMS). The dedicated individuals of this department work tirelessly, around the clock, responding to a wide range of emergency calls.

2012 was again a very busy year for the Fire Department. Your department responded to 855 combined fire and medical calls. Some of the major calls we answered are as follows: We responded to a two-alarm structure fire on West Acton Road, a fire on North Shore Drive, and a Christmas Day fire on Fairway Drive. We responded to requests fifteen times for mutual aid fire calls, 68 mutual aid ambulance calls and received 32 mutual aid ambulance calls to Stow. The department responded to 82 motor vehicle accidents.

Fire Prevention was once again a major focus for your Fire Department in the year 2012. Under the direction of Captain John Paul Benoit, the Fire Department completed 345 inspections and permits for smoke detectors, wood stoves, oil burners and propane tank installation for all new construction as well as homes being sold. Our department also issued 572 Open Burning Permits.

The Fire Department continues to upgrade our education program for the children of Stow. During Fire Prevention Week the Fire Department, in conjunction with the S.A.F.E. program, visited schools and day care centers to teach the children about general safety. At other times during the year, again working with the S.A.F.E. program, we perform other educational events (such as our annual Fire Prevention Week open house in October) where children and adults learn about fire prevention. The Fire Department members also conduct many tours and safety talks throughout the year. We also participate in a Juvenile Firesetter prevention coalition. This year we again greeted youngsters at the Pompo Picnic and did the same at the Open House for Kids-A-Lot's 25th anniversary at Snow Field.

Training for our emergency personnel continues to be a major focus. As the scope of our job continues to change and broaden, it is essential that your Firefighters and Emergency Medical Technicians (EMT's) be properly trained in all areas of Firefighting and EMS services as well as Hazardous Materials, Confined Space Rescues, Auto Extrication, Firefighter & EMT Safety and Survival, and Water & Ice Rescue. Members of the department conduct training drills monthly and on weekends. We also attend classes offered by the Massachusetts Firefighting Academy and the National Firefighting Academy. Our firefighters conduct an extensive recruit class every year to recruit and train new firefighters. Ongoing EMS training is continuous throughout the year. All of our EMTs must complete a 24-hour recertification class every two years along with 28 hours of continuous education approved by the Massachusetts Office of Emergency Medical Services (OEMS). We recently completed the eight hour EMT practical portion on Sunday, December 3, 2012.

Apparatus and Maintenance

Stow Fire is fortunate to have an excellent mechanic on staff as a full-time firefighter/EMT. Firefighter Greg Vogel holds the position of Department Mechanic. He does an excellent job keeping everything running, saving the Fire Department and the Town of Stow substantial money and minimizing equipment down time. We continue to provide maintenance to all our equipment and current apparatus in-house whenever possible. Greg recently attended classes and passed the complex certification exam to become a Registered Emergency Vehicle Technician (EVT), furthering our commitment to firefighter safety by being certified in the latest fire apparatus repair and safety techniques. Fire apparatus today is very expensive and complex. New fire apparatus today is highly computerized and cost hundreds of thousands of dollars to purchase.

Grants

For the last four years, we have applied for a grant to move the Stow Fire Department over to a new radio frequency. The federal grant will defer the cost from our taxpayers to funding provided by a Homeland Security grant through FEMA. In order to enhance our chances of gaining the funding, we entered into a three-town regional grant application with Boxborough Fire, Littleton Fire and Stow Fire. FEMA places a higher award status to regional grants involving more than one community. The Town was gracious enough to provide us with the 10% grant co-pay last year. We are hopeful that we will receive the grant funding before the end of fiscal 2013.

SCBA Upgrade. We applied for a similar FEMA grant for the last four years for updating our self contained breathing apparatus (SCBAs). The cost of upgrading the equipment to current NFPA standards is \$120,000 with a 5% co-pay (\$6,000). We do anticipate some funding from FEMA for the coming calendar year. The cost to replace all our air packs would be approx. \$180,000.

We are continuing our pursuit for a new fire station. We narrowly missed the vote at the fall 2012 Special Town Meeting, missing the 2/3 approval needed by a few votes. The Stow taxpayers have been very good to us in purchasing the necessary firefighting equipment. Our firefighters are now asking for your support to protect your equipment investment and improve the safety and quality of our work and living conditions. Our current fire station is outdated, overcrowded and, most importantly, not a safe place to work. The building committee has diligently worked for hundreds of hours to right size the new station. The station we are asking for will meet the needs of the Stow Fire Department for many years.

Our goal is to build a highly functional and affordable fire station, a building that incorporates green technology to lower ongoing energy costs, newer building materials for low future maintenance costs, and one that the Stow residents and our neighbors can be proud of.

We welcome people to stop by the station to see us for a tour of our existing building and the current conditions we work in. We would also be happy to give you a walk through

our new station plans and experience what safety features are necessary in modern fire stations today. Thank you to our residents for their continued financial support for a new fire station.

Thanks from the Chief

I would like to take this opportunity to thank all the Firefighters and Officers on the Stow Fire Department for their help and support during this past year. Your dedication, commitment and professionalism make a department that we can all be proud of.

I would also like to thank all of the citizens of the Town of Stow, the business community, the Town Administrator, the Board of Selectmen, Building Inspector, Board of Health, Planning Board, Council on Aging and all other town departments for their support of the Fire Department. I would especially like to thank the Police Department, Communications Center and the Highway Department for all your help and support during the year. State Fire Marshal Stephen Coan also deserves special thanks for his continued help and support over this past year.

A special thanks to the Medical Reserve Corps (MRC) and the Local Emergency Planning Committee (LEPC) for all their ongoing support, especially with emergency shelter operations.

Thank you all! I look forward to another year of progress and teamwork in the Town of Stow.

Respectfully submitted,

Michael McLaughlin, Fire Chief

Fire / Rescue – Full-time Staff

John Paul Benoit, Captain
Barry Evers, Lieutenant
Mark W. Guerin, Lieutenant
Gregory A. Vogel
Judson Swinimer, Firefighter, EMT,
Administrative Assistant

On Call Firefighters/EMTs

Christopher Camelio, Lieutenant
Tim Gray, Lieutenant
Eoin Bohnert
James Byrne
Richard Connelly
Gage Cummings
Charles Dunnigan
Shannon Eichorn
Jeremy Fiorvanti
Carolyn Fisher
Jason Galofaro
Jonathan Gray
James Kissane
Mark Latta
Walter Latta
Christopher Lazuka
Jeremy Lyons
Jonathan Murphy
James Ruggiero
Michael Scimeca
Robert Smart
Susan Siewierski
John Stone
Judson Swinimer
George Taylor
Michael Trioli
Matt Vickory
Keith Villa
Christopher J. Whitley

On Call Firefighters

Barrett Dilling
Paul Dudley
Scott Dwinells
Todd Jakubek
Matt Magazu
Scott Morse, Jr.
George Nunez
Gregg Silverio
Larry Stafford
Ryan Swan
Sean White

Apprentice Firefighters

Armangau Benoit
Erick Benoit
Kevin Benoit
John Bertonassi
Matthew Blood
Andrew Bolton
Michael Cisek
Josh Clement
Kristina Ellis
James Fortin
Ben Latta
Dan Nathan
Matthew Olson
Jack Stafford
Michael Volkert
Chris Whitley

Honorary Firefighters

Steve Landry
Eddie Warren

2012 Incident Responses Total 855

| | | | |
|---|-----|--|----|
| Fire , Other | 1 | Service Call, other | 8 |
| Building fire | 8 | Lock-out | 9 |
| Cooking fire, confined to container | 1 | Water problem, other | 4 |
| Chimney or flue fire, confined to chimney or flue | 6 | Smoke or odor removal | 2 |
| Fuel burner/boiler malfunction, fire confined | 1 | Animal rescue | 1 |
| Mobile property (vehicle) fire, other | 1 | Public service assistance, other | 9 |
| Water vehicle fire | 1 | Assist police or other governmental agency | 9 |
| Off-road vehicle or heavy equipment fire | 1 | Public service | 6 |
| Forest, woods or wildland fire | 1 | Unauthorized burning | 4 |
| Brush, or brush and grass mixture fire | 8 | Cover assignment, standby, moveup | 6 |
| Grass fire | 1 | Good intent call, other | 13 |
| Outside rubbish, trash or waste fire | 1 | Dispatched & canceled en route | 1 |
| Rescue, emergency medical call (EMS) call, other | 182 | No incident found on arrival at dispatch address | 3 |
| Medical assist, assist EMS crew | 10 | Authorized controlled burning | 7 |
| EMS call, excluding vehicle accident with injury | 247 | Smoke scare, odor of smoke | 15 |
| Vehicle accident with injuries | 24 | Hazmat release investigation w/ no hazmat | 1 |
| Motor vehicle/pedestrian accident (MV Ped) | 2 | False alarm or false call, other | 3 |
| Motor vehicle accident with no injuries | 56 | Malicious, mischievous false call, other | 1 |
| Search , Other | 1 | Direct tie to FD, malicious/false alarm | 1 |
| Search for person on land | 2 | System malfunction, other | 4 |
| Removal of victim(s) from stalled elevator | 1 | Sprinkler activation due to malfunction | 1 |
| Gasoline or other flammable liquid spill | 3 | Smoke detector activation due to malfunction | 3 |
| Gas leak (natural gas or LPG) | 9 | Alarm system sounded due to malfunction | 45 |
| Oil or other combustible liquid spill | 2 | CO detector activation due to malfunction | 8 |
| Carbon monoxide incident | 2 | Smoke detector activation, no fire - unintentional | 17 |
| Electrical wiring/equipment problem, other | 4 | Detector activation, no fire - unintentional | 5 |
| Power line down | 7 | Alarm system sounded, no fire - unintentional | 37 |
| Arcing, shorted electrical equipment | 3 | Carbon monoxide detector activation, no CO | 15 |
| Accident, potential accident, other | 1 | Wind storm, tornado/hurricane assessment | 13 |
| Vehicle accident, general cleanup | 1 | Severe weather or natural disaster standby | 1 |
| Attempted burning, illegal action, other | 8 | Citizen complaint | 7 |

2012 Permits Issued

| | |
|----------------------|-----|
| Blasting | 2 |
| Fire Alarm Permits | 34 |
| Fire Suppression | 0 |
| Oil Burner Permits | 35 |
| Open Burning Permits | 572 |
| Propane | 31 |
| Sprinkler | 8 |
| Tank Removal | 6 |
| Fuel Truck | 5 |



Fire Prevention / Inspections

| | |
|------|-----|
| 2012 | 345 |
|------|-----|

FOREST WARDEN

The Stow Fire Department responded to many Brush Fires and investigations of outdoor smoke calls in the year 2012.

The open burning season was once again very busy for the Fire Department. 572 burning permits were issued from January 15 until April 30, 2012. This year we were very fortunate to secure a \$5,000 grant to place the burning permits online. Ross Perry was instrumental in securing the grant. The system was installed and rolled out to our residents. Those who wish to burn brush can check online every day to see if burning is allowed. Residents without computer access can visit the station to receive a permit. We allow burning between 10:00 am and 4:00 pm with permission from the Fire Department, depending on staffing and weather conditions. This allows us to have the appropriate personnel available in case your fire gets out of control. Our plan is to roll out additional permit applications in the future.

Many burning days are declined by the Department of Environmental Protection due to atmosphere conditions. The State Forest Warden cancels burning due to unfavorable weather conditions. Extreme conditions are reported as "Red Flag Days" on local weather reports.

I would like to thank the State Forest Fire Division and the Sudbury Fire Tower for all their help in locating and extinguishing some of these fires.

Respectfully submitted,

Michael McLaughlin, Forest Warden

EMERGENCY PLANNING AND MANAGEMENT

We are the point of contact for the Local Emergency Planning Committee (LEPC). The LEPC is comprised of a number of cross-functional departments that have demonstrated the ability to professionally manage emergency incidents in Stow. We are extremely fortunate to have such a talented group of volunteers. They have handled everything from desktop exercises to real life emergencies opening and managing emergency shelters. In the beginning, the LEPC met monthly until we were operationally ready. The group now meets on a quarterly basis or more frequently if an emergency arises. Our meetings take place at our primary shelter which is the Hale School.

The Stow Emergency Management Team responded to several recent major weather-related natural disasters. In 2009 we had the Ice Storm, 2010 the March spring floods and the countless winter snow storms in the winter of 2010/2011. Last year we

encountered tornadoes, Hurricane Irene and the October “Halloween Nor’easter”. This year we had Hurricane Sandy and Nemo the Nor’easter storm. We work closely with the Highway, Fire and Police Departments to mitigate and manage the town’s recovery efforts. After large incidents, a representative from the Federal Emergency Management Agency (FEMA) is on site in Stow for several weeks. We collect and consolidate the necessary paperwork to apply for reimbursement of Stow’s expenses. We are in the process right now of recording and submitting the latest paperwork. This financial recovery effort has proved to be very successful in returning thousands of dollars for the Town of Stow’s out of pocket disaster expenditures back to the general fund. Efforts to date are approaching \$100,000 back to the Town.

The LEPC recently received approval from the Department of Homeland Security (DHS), FEMA and MEMA Region I for Stow’s Hazard Mitigation Plan. This dynamic plan will be reviewed and revised as appropriate and resubmitted every five years. This formal approval provides us with the authorization to apply for Federal and State Grants.

I would like to thank all the LEPC members and town departments for their time and professionalism. I want to thank the Nashoba Regional School District for their support and Bill Cleary, Director of Facilities at Nashoba.

Local Emergency Planning Committee (LEPC)

| | | |
|----|-----------------------|------------------------------------|
| 1 | Arsenault, Nancy | Stow Independent |
| 2 | Baranofsky, Ann-Marie | Nashoba Regional School District |
| 3 | Blake, Vicki | Plantation Apartments |
| 4 | Brownfield, Sharon | Medical Reserve Corp (MRC) |
| 5 | Chief Bill Bosworth | Stow Police Chief |
| 6 | Clayton, Michael | Stow Highway Superintendent |
| 7 | Cleary, Bill | Director Facilities Nashoba (NRSD) |
| 8 | Cullen, Linda | Town Nurse |
| 9 | Donovan, Kristen | Neighborhood Watch |
| 10 | Fantasia, John | Stow Communications Center |
| 11 | Funkhouser, Sharon | Stow Council on Aging |
| 12 | Glorioso, Robert | Ham Radio Operators |
| 13 | Greenough, Laura | Stow Recreation Committee |
| 14 | Hathaway, Linda | Stow Town Clerk |
| 15 | Heffernan, Al | Meeting House |
| 16 | Holbrook, Jack | Arber Glenn |
| 17 | Kern, Charlie | Stow Board of Selectmen |
| 18 | King, George | Nashoba Regional School District |
| 19 | Martin, Craig | Building Inspector |
| 20 | McLaughlin, Mike | Stow Fire Chief |
| 21 | McLaughlin, Susan | Office of the Board of Selectmen |

| | | |
|----|--------------------|----------------------------------|
| 22 | Norton, Bob | Stow Wiring Inspector |
| 23 | Perry, Patricia | Stow Conservation Committee |
| 24 | Perry, Ross | Medical Reserve Corp (MRC) |
| 25 | Rising, Marcia | Board of Health/MRC |
| 26 | Robart, Sarah | Medical Reserve Corp (MRC) |
| 27 | Ryan, Tom | Board of Selectmen |
| 28 | Sallese, Michael | Detective Stow Police Dept. |
| 29 | Spratt, Bill | Nashoba Regional School District |
| 30 | Stadolnik, Rebecca | Medical Reserve Corp (MRC) |
| 31 | Swinimer, Judson | Stow Fire Dept. |
| 32 | Tobey, Elizabeth | Stow Information Technology |
| 33 | Toole, Alyson | Stow Council on Aging |
| 34 | Trahman, Patricia | Nashoba Regional School District |
| 35 | Trefry, Bruce | Emerson Hospital |
| 36 | Wallace, Jack | Stow Board of Health |
| 37 | Wrigley, William | Stow Town Administrator |

Respectfully submitted,

Mike McLaughlin
Emergency Management Director

SPECIAL COMMITTEES

COMMUNITY CENTER BUILDING COMMITTEE

The Committee Center Building Committee, which reports to the Board of Selectmen, is composed of seven members, each serving an undefined term. The Committee is responsible for finding the best use possible for the Pompositicut School Building after the Nashoba Regional School District has vacated the building.

After gathering information by utilizing on-line surveys, newspapers, public forums and interviewing those departments, groups and businesses that are interested in space at the Pompositicut building we have confirmed that there is a great need in the town for a community center. It is our mission to be sure that everyone is heard and we deliver an accurate and well-planned idea for the building.

On November 22, 2011 the Board of Selectmen voted to extend the charge and terms of the former Pompo Use Study Committee, so that it can continue its work, by creating a new Community Center Building Committee.

Respectfully submitted,

Patricia Bolton
Michael Busch
Paul Chaisson
Ann Deluty
Charles Kern

James Sauta, Chair
Gus Stathis

Elizabeth Tobey, Secretary

ELEMENTARY SCHOOL BUILDING COMMITTEE

The Elementary School Building Committee was formed following the 2007 Annual Town Meeting, to direct and oversee the renovation and addition to the Center School. 2012 saw the school finally open and the project very close to completion.

Phase One (the new part of the building) was supposed to have been completed by December 2011, but was delayed, and students were not able to move in until February 2012. This changed the plan significantly, as it meant we had grades K-3 all at Pompo for the entire school year 2011-12. But it was still an exciting day when the 4th and 5th graders moved into the new building and work began on the “original” Center School.

There were of course surprises in the second phase: asbestos we had not anticipated, a slab flooring that wasn't level, walls that had to come down when we had thought they could stay, no footings at all where the old kitchen had been, requiring a wall to be created---in fact, we pretty much got a new building in Phase 2, hardly a renovation. But

by June, it was looking like it would be done in time for school opening in September. Only one more surprise: the bonding company fired our contractor, PJ Stella, with only 3 months to go till opening! Luckily, they moved quickly to replace Stella with Brait Builders, who jumped in promptly to keep things moving along.

It was a tense few months, but with incredible determination and coordination of Brait, our architect and project manager and scrupulous attention to detail by our Clerk of the Works, Glenn Davis, we did it, and school opened for all grades K-5 on September 4, 2012. It was quite a day when Principal LaCoste could address his entire student body and staff sitting in one room! The new Cafeteria/Gym space was gorgeous! We welcomed the entire community to the Ribbon Cutting celebration on September 22. MSBA Executive Director Jack McCarthy, State Senator Jamie Eldridge, State Representative Kate Hogan joined residents, staff and students in a celebration of a project that took years and many, many people to complete. Special awards were given to Greta Morgan, chair of the RECESS fundraising committee, Glenn Davis, our Clerk extraordinaire, and Bill Byron, our Unsung Hero, for attending nearly every one of our meetings as a concerned citizen.



“Unsung Hero” Bill Byron receiving award from ESBC co-chair Ellen Sturgis
Photo by Paul Trunfio

Though school was now in session, there was still work being done after school and on nights and weekends to finish up the final work. The ESBC continued to meet monthly to monitor the progress of the punch list, and the project close-out process. Though not an ESBC responsibility, Pompositticut School was closed, with the Town Clerk organizing a furniture sale that cleaned out the last of the old equipment.

Meetings will continue while we wait for negotiations on the close-out to be completed with the Contractor, Bonding Company and Town. We anticipate a final financial report will be presented at Annual Town Meeting in May. Currently, we estimate the final cost

of the project to be **\$31.2 million**, of which approximately **\$16 million** will be paid by the MSBA. This will include an estimated \$300,000 in additional funding due to our successful fundraising which in itself offset the cost to taxpayers by \$342,000. The Town had voted \$37.8 million in 2009; we are happy to report that through tight supervision (we still have \$1.4 million in contingency funds unspent), negotiations and a soft economy, we were able to reduce the cost to the taxpayers by nearly **\$6 million**, and still produce a school and a community resource of which we can all be very proud. This process has encompassed not only the six years of the ESBC, but the intensive work of the School Building Task Force, and several committees before that. We appreciate the support of the entire community in coming to agreement and supporting the creation of a tremendous school. A final thanks to our project managers CMS, and to Symmes Maini McKee Architects, for being great partners.

Respectfully submitted,

Gary Bernklow, Finance
Lynn Colletti, School Committee
Amy Finkel Hastings, Co-Chair;
Architect
Charles Kern, Selectman
Craig Martin, Building Commissioner
Stephen Quinn, Planning Board

Ellen S. Sturgis, Co-Chair
Michael Wood, Superintendent
Kevin LaCoste, Ex-officio; Principal

Lisa D'Alessio, Associate
David Korn, Associate



“Opening Day” at Center School, September 2012 *Photo by Ellen Sturgis*

MULTI-USE TRACK ROAD COMMITTEE

The objective of the Multi-Use Track Road (MUTR) Committee is to obtain and implement a design plan for a multi-use path along Track Road including connections with the Maynard Rail Trail and the White Pond Road trail in the Assabet River National Wildlife Refuge.

This year we accomplished the following:

- The Assabet River National Wildlife Refuge (ARNWR) made a parking lot with spaces for over 30 cars where White Pond Road meets ARNWR. MUTR facilitated an agreement that allows Stow residents to park their cars in ARNWR's parking lot while they visit Track Road. In exchange, Stow's DPW will plow this parking lot.
- Established a good working relationship with ARNWR.
- Recommended that Stow sign a contract with the engineering firm, AECOM, for the design of a multi-use trail along Track Road.
- Had aerial photos taken of Track Road for use in making a plan for the design of the multi-use trail along Track Road.
- Hosted a site walk of Track Road with representatives from Mass DOT, AECOM, Assabet River Rail Trail, Inc.(ARRT), and Stow. Comments were logged and will be used to make improvements to Track Road.

This committee has set the following goals for 2013:

1. Improve the pathway from ARNWR's new parking lot to Track Road.
2. Improve Track Road.
3. Continue good working relationships with local and state organizations involved with trails.

Respectfully submitted,

John Akers, Chair
Rachel Ganimian, Secretary

Michael Kaskiewicz
Barbara Myles

STOW MUNICIPAL AFFORDABLE HOUSING TRUST

The Stow Municipal Affordable Housing Trust made great strides in 2012 due in large part to the CPC -funded Housing Specialist who joined us as a consultant in October 2012.

The ending 2012 balance of funds in the Trust was \$206,648.95. The current inventory of Subsidized Housing in Stow is 5.9%.

Some 2012 highlights of the Trust's activities:

- Collaborated with several other groups in town to revise and update the Comprehensive Permit Policy
- Met with several affordable housing developers to understand their perspectives on potential projects and express our interest in housing development in town
- Loaned \$10,000 to the Stow Community Housing Corporation for expenses related to the of affordable housing development previously approved by Stow Town Meeting
- Actively engaged in discussions with the local planning group MAGIC regarding joining a regional housing services group of neighboring towns to provide critical housing services
- Applied to the Community Preservation Committee for funds to retain as a consultant a Housing Specialist to assist in implementation of the Housing Production Plan which had been approved and submitted by the Stow Board of Selectmen to the MA Division of Housing and Community Development in 2011.
- Directed the Housing Specialist to review all town-owned undeveloped parcels and identify potential in-fill affordable housing sites,
- Defined and received approval for the process through which town-owned lands might be reassigned to SMAHT custody in order to develop affordable housing
- Received a grant application on which the decision was deferred due to the imminent UMass study of the Gleasondale area

Respectfully submitted,

Donna Jacobs
 Michael Kopczynski, Chair
 Quince Papanastassiou
 Cynthia Perkins

James Salvie, Selectman
 Trish Settles
 Laura Spear, Vice Chair

OUR HERITAGE

ANCIENT DOCUMENTS COMMITTEE

The Ancient Documents Committee, formed in 1973, is charged with collecting, cataloguing, and preserving Stow town records which date to 1669, housed in the Town Vault in the Town Building. Each year committee members work on specific areas in the extensive collection.

Bob Walrath has completed a computerized inventory of all maps in the collection. Liz Moseley and Bill Byron continue to inventory recent collections of materials given to the town. Liz also continues to update items in the small historical museum in Randall Library. Requests for copies of old photographs are handled by Lew Halprin, and in addition, Lew is starting a collection for the vault of CDs of historical programs for the vault, many of which air on Stow TV.

Dorothy Spaulding is working on completing computerized cemetery records, a project started by Jody Newman a number of years ago. She is assisted by Marilyn Zavorski, volunteer, who also is researching information on headstone carvers. Another volunteer, Rosemary Bawn, is updating information files. Ralph Fuller continues to update newspaper files and to fill speaking engagements on Stow history.

Both Lew Halprin and Ralph Fuller are guest columnists on Stow history in local newspapers. The vault provides background material.

Descendants of the Samuel Gates family from Missouri spent two days researching vital records in the vault, and Jody Newman kindly showed the couple her home on Whitney Rd., the original Samuel Gates house.

The committee continues to be most appreciative of a donation of Vital Records to 1850 of Bolton, Concord, Lancaster, Acton and Sudbury, all given to the town by Emily Beyette, a descendant of the Gleason family.

The committee was greatly saddened by the death of Dorothy MacDonald, committee genealogist for the past 10 years.

Respectfully submitted,

Lew Halprin
Linda Hathaway
Barbara Sipler, chair
Bob Walrath

Bill Byron, Associate
Ralph Fuller, Associate
Liz Moseley, Associate
Dorothy Spaulding, Associate

HISTORICAL COMMISSION

The Stow Historical Commission continues to sponsor programs through which residents may gain knowledge of the town's history. As part of this effort, in conjunction with the Stow Historical Society, we conducted a tour of the Hillside Cemetery narrated by Skip Warren. With the support of new members we are planning more tours and programs for 2013. We are still promoting a "historic house" plaque program.

The Public Archaeology Survey Team is completing a survey of Stow historical buildings and sites. The cost of this project is being paid by the town from Community Preservation Funds. .

The Stow Musket is now proudly displayed in the Randall Library along with a plaque describing its history.

This year, West School Summer Programs were again conducted under the leadership of Ralph Fuller, Karen Gray and Linda Stokes. The four programs were as follows: Oral History, Native American Culture, Mark Twain and Skills of Our Town. These programs are made possible through a grant from the Stow Cultural Council.

Respectfully submitted,

Robert Cutler
Carolyn Hastings
Patrick Hopkins
Dorothy Spaulding, Chair
Rosemary Bawn, Associate

Ralph Fuller, Associate
Lewis Halprin, Treasurer
Karen Gray, resigned
Leslie Kriebel, resigned
Daisy Dearborn, retired

TOWN CLERK

2012 was an extremely busy year in the clerk's office. The town held five elections and two town meetings. The November special town meeting was postponed by Hurricane Sandy, one of the largest hurricanes to hit the Northeast in many years.

Stow is now divided into two precincts with both precincts voting in one polling location. Basically, the south side of town is in Precinct 1 and the north side of town is in Precinct 2. *See the precinct map at the end of the report.* The total town population number from the 2010 Federal Census determines the number of precincts.

We also changed polling locations this year. Stow's elections have been held at Hale School since 2007, when the school administrators asked us to move out of Center School, due to a conflict with a Special State Primary and the first day of school. We returned to the newly renovated and expanded Center School in November for the State Election and Special Town Election. It was an incredible experience running two elections simultaneously, in a new facility with two precincts, and a large turnout for the highly contested Senate and Presidential races. More than 900 absentee ballot requests were received between the two elections. This is the most we have ever processed.

In addition to elections with voter registrations, nomination papers, petitions and campaign finance reporting, the town clerk's office is responsible for dog licensing, maintaining vital records (birth, marriage, death), business certificates, raffle permits, administering the oath of office to all elected and appointed officials, filings for the Planning Board and Zoning Board of Appeals, fuel storage tank registrations, annual town census, collection of fines (parking, dog, and marijuana violations), preservation of permanent records, town meeting setup, scheduling the use of the town common sign and town hall.

Other responsibilities include implementing the Open Meeting Law and the Ethics Law requirements that went into effect two years ago. Every municipal employee and official must receive a summary of the Ethics Law annually and provide the clerk with documentation that he/she has received the summary. Every other year municipal employees and officials must take an online educational training and provide a certificate of completion to the town clerk. All of this paper work is retained for a minimum of six years.

We do all of this with minimal staffing. The town clerk is the only full-time staff person. The assistant town clerk, Kay Desmond, and office assistant, Debbie Seith, work for a combined total of less than 25 hours per week. I am greatly indebted to these two dedicated women.

Volunteers are also an integral part of the office. Bill Byron and Ellie Beaudette assisted with the tedious task of opening all the census envelopes and sorting the forms by street number again this year. Other office volunteers include Donna Bonczek, Georgie Smith, Barbara Jerome, Dot Spaulding and Carol Clayton. Several other volunteers helped prepare for the election the weekend prior. On Election night more volunteers assisted with putting all the equipment away. I could not have made it through this year without all of you. THANK YOU all so very much!!!!

2012 VITAL RECORDS

| | |
|-----------|----|
| BIRTHS | 51 |
| MARRIAGES | 9 |
| DEATHS | 27 |

**Individual vital record listings are omitted as a security precaution to deter identity theft.*

TOWN CLERK 2012 FINANCIAL TRANSACTIONS

| FEES COLLECTED | |
|--|-----------|
| Vital record copies, bylaws, maps, etc | 2,330.65 |
| Fines, bylaw violations, late fees | 2,945.00 |
| Business Certificate filings | 615.00 |
| Fuel storage tank registrations | 0 |
| Raffle permit | 10.00 |
| Dog Licenses | 10,433.00 |
| Kennel Licenses | 810.00 |
| TOTAL FEES COLLECTED | 17,143.65 |

PRESIDENTIAL PRIMARY MARCH 6, 2012

Pursuant to the Board of Selectmen's warrant of January 24, 2012, the Presidential Primary was held in Hale Middle School Gymnasium and was called to order at 7 a.m.

After examining the ballot box in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

During polling hours, a total of fifty-one absentee ballots were opened, recorded and cast into the ballot box (twelve Democratic, thirty-nine Republican). There were ten spoiled ballots. There were no provisional ballots.

The polls were declared closed at 8 p.m. Total votes cast: 906 Turnout = 19%

Total Registered Voters = 4762

Democrat = 1119 Republican = 719 Green Rainbow = 4
 Libertarian = 15 Unenrolled = 2905

| Primary Total | Precinct 1 | Precinct 2 | Total Ballots Cast |
|---------------------------|------------|------------|--------------------|
| Democrat | 95 | 117 | 212 |
| Republican | 379 | 312 | 691 |
| Green-Rainbow | 1 | 2 | 3 |
| Total Ballots Cast | 475 | 432 | 906 |

| Democrat Race/Candidates | Prec. 1 | Prec. 2 | Total |
|--------------------------------|---------|---------|-------|
| Presidential Preference | | | |
| Barack Obama | 90 | 108 | 198 |
| No Preference | 3 | 8 | 11 |
| Blanks | 1 | 0 | 1 |
| Scatterings | 1 | 1 | 2 |

| Democrat Race/candidates | Prec. 1 | Prec. 2 | Total |
|----------------------------------|----------------|----------------|--------------|
| State Committee Man | | | |
| James McGowan | 81 | 96 | 177 |
| Blanks | 14 | 21 | 35 |
| Scatterings | 0 | 0 | 0 |
| State Committee Woman | | | |
| Kate Donaghue | 78 | 98 | 173 |
| Faye L. Morrison | 8 | 10 | 18 |
| Blanks | 9 | 12 | 21 |
| Scatterings | 0 | 0 | 0 |
| Democratic Town Committee | | | |
| Stephen M. Dungan | 77 | 90 | 167 |
| Pamela J. Weathers | 75 | 90 | 165 |
| Susan Vick | 67 | 84 | 151 |
| Daisy Dearborn | 74 | 94 | 168 |
| Gregory D. Jones | 75 | 85 | 160 |
| James P. Cohen | 71 | 79 | 150 |
| Mary R. LaPalme | 70 | 80 | 150 |
| Allan R. Fierce | 76 | 90 | 166 |
| Shirley A. Burchfield | 69 | 80 | 149 |
| Patricia A. Walrath | 83 | 102 | 185 |
| John F. Zettler | 70 | 79 | 149 |
| Kate Hogan | 81 | 108 | 189 |
| Robert J. Cohen | 74 | 81 | 155 |
| Weston A. Fisher | 70 | 81 | 151 |
| Leonard H. Golder | 74 | 84 | 158 |
| Sharon Lee Brownfield | 72 | 81 | 153 |
| Blanks* | 2144 | 2707 | 4851 |
| Scatterings | 3 | 0 | 3 |
| Total | 3325 | 4095 | 7420* |

*There were 35 openings for town committee on each ballot.
35 openings x 212 ballots = 7,420

| Republican Race/Candidates | Prec. 1 | Prec. 2 | Total |
|-----------------------------------|----------------|----------------|--------------|
| Presidential Preference | | | |
| Ron Paul | 38 | 25 | 63 |
| Mitt Romney | 279 | 225 | 504 |
| Rick Perry | 0 | 0 | 0 |
| Rick Santorum | 38 | 41 | 79 |
| Jon Huntsman | 4 | 5 | 9 |
| Michele Bachmann | 0 | 0 | 0 |
| Newt Gingrich | 15 | 14 | 29 |
| No Preference | 4 | 1 | 5 |
| Blank & scatterings | 1 | 1 | 2 |

| Republican Race/Candidates | Prec. 1 | Prec. 2 | Total |
|-----------------------------------|----------------|----------------|--------------|
| State Committee Man | | | |
| Brian P. Burke | 300 | 219 | 519 |
| Michael "Iron Mike" Farquhar | 36 | 42 | 78 |
| Paul R. Ferro | 10 | 8 | 18 |
| Blanks | 33 | 42 | 75 |
| Scatterings | 0 | 1 | 1 |
| State Committee Woman | | | |
| Jeanne Kangas | 271 | 212 | 483 |
| Blanks | 106 | 98 | 204 |
| Scatterings | 2 | 2 | 4 |
| Republican Town Committee | | | |
| Brian P. Burke | 266 | 197 | 463 |
| John R. Mileski | 207 | 175 | 382 |
| Shannon M. Sarno | 209 | 153 | 362 |
| Walter Robert Dilling Jr. | 197 | 146 | 343 |
| Laura C. Folsom | 233 | 161 | 394 |
| Brian R. Folsom | 213 | 155 | 368 |
| Stephen P. Pottle | 210 | 153 | 363 |
| Richard A. Konash | 209 | 149 | 358 |
| Theresa Ann O'Riorden | 217 | 152 | 369 |
| Dean J. Cavaretta | 205 | 159 | 364 |
| Edward C. Grund | 198 | 149 | 347 |
| Edward R. Perry Jr. | 230 | 165 | 395 |
| Maria B. delRosario | 211 | 149 | 360 |
| Andrew S. Martin | 247 | 162 | 409 |
| Kristine M. Martin | 241 | 158 | 399 |
| Blanks | 8065 | 6974 | 15039 |
| Write-in: Michael Mattia | 6 | 2 | 8 |
| Scatterings | 6 | 1 | 7 |
| Total Votes Cast | 11370 | 9360 | 20730* |

*There were 30 openings for town committee on each ballot.
30 openings x 691 ballots = 20,730

| Green-Rainbow Races/Candidates | Prec. 1 | Prec. 2 | Totals |
|---------------------------------------|----------------|----------------|---------------|
| Presidential Preference | | | |
| Kent Mesplay | 0 | 0 | 0 |
| Jill Stein | 1 | 2 | 3 |
| Harley Mikkelson | 0 | 0 | 0 |
| No Preference | 0 | 0 | 0 |
| Blanks | 0 | 0 | 0 |
| | | | |
| State Committee Man | | | |
| Blanks | 1 | 2 | 3 |
| | | | |
| State Committee Woman | | | |
| Blanks | 1 | 2 | 3 |
| | | | |
| Town Committee | | | |
| Blanks | 10 | 20 | 30 |

ELECTION WORKERS

Warden

Philip T. Detsch

Deputy Warden

Edward R. Perry, Jr.

Clerk

Pamela G. Gjestebly

Ballot Box

Mary Cutler

Robert Cutler

Checkers & Ballot Counters

Josephine Crowell

Alice Cushing

Ann Deluty

Lisa Lavina

Joanne C. Newman

Kathleen O'Brien

Kate Ogle

Susan Pauley

Laura Reiner

Betty Sauta

Tammy Van Buren

Barbara Wolfenden

ANNUAL TOWN MEETING MAY 7, 2012

Pursuant to the Selectmen's warrant of April 20, 2012, posted by the Constable on April 26, 2012, the annual town meeting was opened at 7:06 p.m. in Hugh Mill Auditorium a Hale School by Moderator David Walrath.

The meeting rose for the *Pledge of Allegiance to the Flag* led by Mr. Walrath. Town officials were introduced: Selectmen, Town Clerk, Assistant Town Clerk, Town Counsel, Town Administrator, Selectmen's and Administrative Assistant, Finance Committee, Capital Planning Committee and others. Several non-voters who may be heard were approved. Deputy Gary Horowitz and Assistant Moderator Elizabeth Painter were unanimously approved.

Moderator Walrath recognized the recent passing of former Selectman John Clayton, Jr. and former Selectman Frank Schmelzer.

On motion of Selectman Gary Bernklow, it was voted unanimously that the reading of the warrant and return of the constable thereon be waived but made a part of the record of this meeting, and that the Moderator be permitted to refer to each article by subject matter instead of reading each article in its entirety.

ARTICLE 1. Reports of Selectmen and Other Officers and Committees

On motion of Selectman Charles Kern, it was voted unanimously that the reports of the Selectmen and other Officers and Committees of the Town be accepted as printed in the 2011 Annual Town Report.

ARTICLE 2. Reports of Special Committees

On motion of Selectman Thomas Ryan, it was voted unanimously that the reports of the special committees be accepted as printed in the 2011 Annual Town Report.

At this point, Finance Committeeman Peter McManus presented a financial summary. The proposed Fiscal 2013 budget to be voted upon at this meeting will not require a Proposition 2-1/2 override. A \$1.3 million surplus allows flexibility. Debt service will increase next year due to the Center School project. Capital requests were reviewed, \$200,000 of which will be funded from free cash. Future capital projects will involve reuse of Pompositticut School and expansion of the Fire Station and Randall Library.

ARTICLE 3. Wage and Salary Schedules for Fiscal Year 2013

On motion of Selectman James Salvie, it was voted unanimously to amend Article 11 of the General Bylaws of the Town, Personnel Administration, by deleting from Section 20.h. the existing salary Schedules A, B, C, D and E, and inserting in place thereof new Schedules A, B, C, D and E, as printed in the warrant.

**TOWN OF STOW
WAGE & SALARY SCHEDULES
Effective July 1, 2012 (3%)**

**SCHEDULE A
ANNUAL RATE POSITIONS**

| <u>Position Title</u> | <u>Minimum</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> | <u>Maximum</u> |
|-----------------------|----------------|---------------|---------------|---------------|----------------|
| Police Chief | 76,442 | 79,223 | 83,393 | 90,340 | 102,188 |
| Police Lieutenant | 69,168 | 74,387 | 78,303 | 82,217 | 84,828 |
| Supt. of Streets | 68,397 | 72,672 | 76,949 | 81,220 | 85,500 |
| Fire Chief | 67,841 | 70,556 | 74,628 | 81,416 | 88,195 |
| Town Accountant | 62,749 | 66,647 | 70,574 | 74,498 | 78,424 |
| Treasurer-Collector | 53,967 | 57,342 | 60,715 | 64,086 | 67,460 |
| Building Inspector | 52,831 | 56,131 | 59,432 | 62,735 | 66,039 |
| Library Director | 50,273 | 53,416 | 56,556 | 59,704 | 62,842 |
| Town Clerk | 45,178 | 47,861 | 50,678 | 53,489 | 56,307 |

**SCHEDULE B
HOURLY RATE POSITIONS**

GROUP A

| <u>Position Title</u> | <u>Minimum</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> | <u>Maximum</u> |
|------------------------|----------------|---------------|---------------|---------------|----------------|
| Parks & Commons Worker | 11.49 | 12.45 | 13.51 | 14.51 | 15.50 |
| Cemetery Worker | 11.49 | 12.45 | 13.51 | 14.51 | 15.50 |
| Custodian | 11.49 | 12.45 | 13.51 | 14.51 | 15.50 |

GROUP B

| <u>Position Title</u> | <u>Minimum</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> | <u>Maximum</u> |
|---------------------------------|----------------|---------------|---------------|---------------|----------------|
| Asst. Town Clerk | 16.92 | 18.23 | 19.59 | 21.22 | 22.80 |
| Capital Program Comm. Secretary | 13.05 | 14.00 | 15.06 | 16.34 | 17.54 |

GROUP C

| <u>Position Title</u> | <u>Minimum</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> | <u>Maximum</u> |
|------------------------------|----------------|---------------|---------------|---------------|----------------|
| Board of Appeals Secretary | 17.81 | 19.41 | 20.92 | 22.54 | 24.06 |
| Town Secretary | 14.00 | 15.29 | 16.48 | 17.75 | 18.97 |
| Highway/Tree/ Grounds Worker | 14.00 | 15.29 | 16.48 | 17.75 | 18.97 |

GROUP D

| <u>Position Title</u> | <u>Minimum</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> | <u>Maximum</u> |
|-------------------------------------|----------------|---------------|---------------|---------------|----------------|
| Highway/Tree Grounds Driver-Laborer | 17.37 | 18.47 | 19.55 | 20.61 | 21.67 |

GROUP E

| <u>Position Title</u> | <u>Minimum</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> | <u>Maximum</u> |
|----------------------------------|----------------|---------------|---------------|---------------|----------------|
| Highway Dept. Equipment Operator | 18.96 | 20.14 | 21.31 | 22.52 | 23.67 |
| Tree Worker (Moth) | 18.96 | 20.14 | 21.31 | 22.52 | 23.67 |
| Maintenance Person | 18.96 | 20.14 | 21.31 | 22.52 | 23.67 |

GROUP F

| <u>Position Title</u> | <u>Minimum</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> | <u>Maximum</u> |
|------------------------------|-----------------------|----------------------|----------------------|----------------------|-----------------------|
| Highway Dept. Mechanic | 20.10 | 21.26 | 22.63 | 23.89 | 25.10 |
| Crew Chief | 20.90 | 22.12 | 23.54 | 24.82 | 26.12 |

GROUP G

| <u>Position Title</u> | <u>Minimum</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> | <u>Maximum</u> |
|------------------------------|-----------------------|----------------------|----------------------|----------------------|-----------------------|
| Asst. Supt. of Streets | 24.56 | 26.11 | 27.63 | 29.16 | 30.69 |
| Highway Dept. Foreman | 22.31 | 23.72 | 25.09 | 26.50 | 27.86 |

SCHEDULE C
SINGLE RATE POSITIONS PAID ANNUALLY

| <u>Position Title</u> | <u>Salary</u> |
|-------------------------------|----------------------|
| Registrar of Voters | 135.00 |
| Assistant Registrar of Voters | 270.00 |
| Animal Control Officer | 15,944.00 |
| Animal Inspector | 3,620.00 |
| Director of Summerthing | 2,709.00 |
| Beach Director | 5,838.00 |
| Veterans' Agent | 1,424.00 |
| Council on Aging Secretary | 400.00 |
| Tree Warden | 6,383.00 |
| Health Agent | 20,035.00 |
| Cemetery Superintendent | 42,382.00 |

SCHEDULE D
SINGLE RATE POSITIONS PAID HOURLY

| <u>Position Title</u> | <u>Hourly Rate</u> |
|------------------------------|---------------------------|
| Election Warden | 10.32 |
| Election Clerk | 10.32 |
| Election Teller | 9.14 |
| Election Clerical Assistance | 9.14 |
| Lifeguard | 11.34 |
| Lifeguard (W.S.I.) | 13.40 |
| Beach Checker | 9.14 |
| Summerthing Assistant | 9.14 |
| Street Lister | 9.86 |
| Street Listing Clerk | 9.14 |

| | |
|--|-------|
| Street Numberer | 9.14 |
| Per Diem Firefighter (call) | 14.33 |
| Apprentice Firefighter (call) | 13.88 |
| Firefighter (call) | 15.87 |
| Emergency Medical Technician (call) | 15.87 |
| Firefighter/EMT (call) | 16.59 |
| EMT -w/Defib & Epi Pen (call) | 17.33 |
| Firefighter/EMT - w/Defib & Epi Pen (call) | 18.05 |
| Officers - Fire or Medical (call) | 19.51 |
| Police Officer - part-time | 22.19 |
| Police Matron | 19.58 |
| Auxiliary Police Officer | 14.48 |
| Dispatcher - part-time | 18.45 |
| Town Engineer | 30.69 |

SCHEDULE E
FIRE DEPARTMENT ANNUAL SINGLE RATES

| Position Title | Salary |
|---------------------------|---------------|
| Deputy Fire Chief (call) | 979.00 |
| Fire Engineer | 849.00 |
| Fire Captain (call) | 651.00 |
| Fire Lieutenant (call) | 522.00 |
| Fire Medical Officer | 391.00 |
| EMS Quartermaster | 262.00 |
| EMS Schedule Coordinator | 197.00 |
| EMS Assistant Coordinator | 327.00 |
| EMS Records Coordinator | 391.00 |

ARTICLE 4. General Budget for Fiscal Year 2013

Selectman Laura Spear moved that the Town vote to raise and appropriate the sum of \$21,780,487.00, as recommended by the Town Administrator and Selectmen for Items 1 through 75 inclusive, as printed in the warrant under the column entitled "*FY2013 Budget Town Admin/Selectmen Recommended*", each item to be considered a separate appropriation for the purposes designated and the same to be expended only for such purpose.

Moderator Walrath read off each group of line items. Several questions were asked and answered. Line item 3 Administrative Assistant Salary now covers two positions so becomes "Salaries". Item 47 Gasoline & Diesel Fuel Expense was increased as the current appropriation will require a Reserve Fund transfer.

When put to a vote, the general budget for FY2013 at \$21,780,487.00, as printed in the warrant, was unanimously approved.

General Government

| | | |
|---|--------------------|----------|
| 1 | Moderator Salary | \$ 39.00 |
| 2 | Moderator Expenses | 45.00 |

| | | |
|----|---|----------------|
| 3 | Selectmen Administrative Assistant Salaries | 62,392.00 |
| 4 | Selectmen Expenses | 8,585.00 |
| 5 | Town Administrator Salary | 113,856.00 |
| 6 | Town Administrator Expenses | 500.00 |
| 7 | Town Building Clerical Wages | 0.00 |
| 8 | Finance Committee Wages | 3,946.00 |
| 9 | Finance Committee Expenses | 700.00 |
| 10 | Town Accountant Salary | 48,632.00 |
| 11 | Town Accountant Clerk Salary | 0.00 |
| 12 | Town Accountant Expenses | 4,025.00 |
| 13 | Principal Assessor Salary | 65,768.00 |
| 14 | Assessors' Clerical Wages | 68,979.00 |
| 15 | Assessors' Expenses | 7,000.00 |
| 16 | Treasurer-Collector Salary | 65,761.00 |
| 17 | Treasurer-Collector Clerical Wages | 49,970.00 |
| 18 | Treasurer-Collector Expenses | 38,800.00 |
| 19 | Information Technology Clerical Wages | 24,866.00 |
| 20 | Information Technology Expenses | 68,432.00 |
| 21 | Town Clerk Salary | 56,308.00 |
| 22 | Town Clerk Other Wages | 35,781.00 |
| 23 | Town Clerk Expenses | 16,291.00 |
| 24 | Conservation Commission Clerical Wages | 73,600.00 |
| 25 | Conservation Commission Expenses | 4,280.00 |
| 26 | Planning Board Clerical Wages | 114,495.00 |
| 27 | Planning Board Expenses | 5,210.00 |
| 28 | Board of Appeals Clerical Wages | 7,237.00 |
| 29 | Board of Appeals Expenses | 2,890.00 |
| 30 | Municipal Buildings & Property Wages | 28,619.00 |
| 31 | Municipal Buildings & Property Expenses | 62,930.00 |
| 32 | Town Reports Expenses | 8,000.00 |
| | General Government Total | \$1,047,937.00 |

Public Safety

| | | |
|----|------------------------------------|-----------------|
| 33 | Police Chief Salary | \$ 100,538.00 |
| 34 | Police & Dispatch Wages | 1,107,746.00 |
| 35 | Police & Dispatch Expenses | 93,500.00 |
| 36 | Fire Chief Salary | 81,416.00 |
| 37 | Fire and EMS Wages | 499,101.00 |
| 38 | Fire and EMS Expenses | 92,101.00 |
| 39 | Building Inspector Salary | 66,039.00 |
| 40 | Building Department Clerical Wages | 38,663.00 |
| 41 | Building Department Expenses | 3,950.00 |
| | Public Safety Total | \$ 2,083,054.00 |

Public Works and Facilities

| | | |
|----|--|------------------------|
| 42 | Supt. of Streets Salary | \$ 85,500.00 |
| 43 | Highway & Grounds Wages | 476,184.00 |
| 44 | Highway & Grounds Expenses | 118,825.00 |
| 45 | Snow & Ice Removal Expense | 150,000.00 |
| 46 | Municipal Lighting | 13,000.00 |
| 47 | Gasoline & Diesel Fuel Expense | 110,000.00 |
| 48 | Cemetery Salary & Wages | 57,400.00 |
| 49 | Cemetery Expenses | 6,475.00 |
| | Public Works and Facilities Total | \$ 1,017,384.00 |

Human Services

| | | |
|----|--|----------------------|
| 50 | Health Agent Wages | \$ 20,035.00 |
| 51 | Health Department Wages | 76,183.00 |
| 52 | Health Department Expenses | 8,275.00 |
| 53 | Council on Aging Executive Director Salary | 55,890.00 |
| 54 | Council on Aging Wages | 89,523.00 |
| 55 | Council on Aging Expenses | 12,736.00 |
| 56 | Veterans' Agent Salary | 1,873.00 |
| 57 | Veterans' Agent Expenses | 200.00 |
| | Human Services Total | \$ 264,715.00 |

Culture and Recreation

| | | |
|----|-------------------------------------|----------------------|
| 58 | Library Director Salary | \$ 50,273.00 |
| 59 | Library Wages | 102,325.00 |
| 60 | Library Expenses | 60,631.00 |
| 61 | Recreation Wages | 49,820.00 |
| 62 | Recreation Expenses | 23,550.00 |
| 63 | Lake Boon Commission Wages | 2,775.00 |
| 64 | Lake Boon Commission Expenses | 1,200.00 |
| 65 | Historical Commission Expenses | \$ 525.00 |
| 66 | Memorial Day Expenses | 950.00 |
| 67 | Lighting of Clock Expenses | 100.00 |
| | Culture and Recreation Total | \$ 292,149.00 |

Town-Wide Expenses

| | | |
|----|---------------------------------|----------------------|
| 68 | Group Insurance | \$ 705,600.00 |
| 69 | Insurance and Bonds | 135,000.00 |
| 70 | Telephone | 30,842.00 |
| | Town-Wide Expenses Total | \$ 871,442.00 |

Education

| | | |
|----|---|-----------------|
| 71 | Nashoba Regional School District Assessment | \$13,726,429.00 |
| 72 | Minuteman Voc-Tech Assessment | 622,982.00 |
| | Education Total | \$14,349,411.00 |

Debt Service

| | | |
|----|-------------------------------------|-----------------|
| 73 | Maturing Principal – Long-Term Debt | \$ 1,075,000.00 |
| 74 | Interest, Long-Term Debt - Bonds | 779,395.00 |
| 75 | Interest, Temporary Loans - Revenue | 0.00 |
| | Debt Service Total | \$ 1,854,395.00 |

TOTAL GENERALBUDGET.....\$21,780,487.00

ARTICLE 5. Minuteman Regional School District Amended Assessment for FY2012

On motion of Selectman Gary Bernklow, it was voted unanimously to appropriate and transfer from Free Cash an additional sum of money in the amount of \$30,397 to defray the necessary expenses of the Minuteman Regional Vocational Technical School District (the "District") for the District's 2012 fiscal year, bringing the total appropriation from the Town for the District's 2012 fiscal year to \$777,378.

The Finance Committee was in favor.

CONSENT CALENDAR

On motion of Selectman Charles Kern, it was voted to take action on Articles 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 25, 26, 27, 28, 29, 30 and 31, as said motions are printed in the Consent Calendar, a copy of which has been provided to the voters at this meeting, without debate on any such articles, and provided that upon the request of any voter at this meeting made before the vote is taken on this motion, an article shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course and order of business at this town meeting.

Articles 13 and 24 were dropped from the Consent Calendar at the request of voters. The Finance Committee recommended approval of the articles within the Consent Calendar.

ARTICLE 6. Reserve Fund

Voted to raise and appropriate the sum of \$70,000 for a Reserve Fund for the fiscal year beginning July 1, 2012.

ARTICLE 7. Audit of Financial Records

Voted to raise and appropriate the sum of \$10,800 for a town financial audit.

ARTICLE 8. Revolving Fund for Inspection Fees

Voted to authorize, upon the recommendation of the Selectmen, a revolving fund pursuant to Mass. General Laws Chapter 44, Section 53E-1/2 for FY2013, to which shall be credited all permitting fees for wire, gas, plumbing and fire alarm permits and for weights and measures sealing, to a limit of \$40,000.00 for FY2013, to be expended by the Selectmen without further appropriation, for the purpose of payment of fees to the inspectors administering such permits and reimbursement of expenses incurred on behalf of the Town.

ARTICLE 9. Revolving Fund for Advanced Life Support Services

Voted to authorize, upon the recommendation of the Selectmen, the establishment of a revolving fund pursuant to Mass. General Laws Chapter 44, Section 53E-1/2 for FY2013, to which shall be credited all fees received for advanced life support services provided by the Town of Stow, to a limit of \$40,000.00 for FY2013, to be expended by the Fire Department without further appropriation, for the purpose of payment of all costs associated with providing advanced life support ambulance services.

ARTICLE 10. Transfer to Conservation Fund – Land Maintenance

Voted to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation Fund the sum of \$1,900 to be expended by the Conservation Commission.

ARTICLE 11. Transfer from Wetlands Protection Fund

Voted to appropriate and transfer from the Wetlands Protection Fund the sum of \$2,065 as additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act.

ARTICLE 12. Update of Property Valuations

Voted to raise and appropriate the sum of \$27,190, to be added to the balance previously appropriated for the purpose of updating property valuations in the town to full and fair cash value, to be expended by the Assessors.

ARTICLE 14. Highway Department

Voted to raise and appropriate the sums of money for Highway Department purposes as set forth in the schedule below:

- | | |
|-----------------------------------|-------------|
| 1. For the Road Machinery Account | \$43,072.00 |
| 2. For Repairs on Private Ways | \$15,000.00 |

ARTICLE 15. Highway Road Construction

Voted to appropriate and borrow the sum of \$284,358 from FY2013 apportionment for construction, reconstruction and/or improvements to town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth.

ARTICLE 16. Federal Safe Drinking Water Act

Voted to raise and appropriate the sum of \$6,000 to be added to any balance previously appropriated for the purpose of satisfying the compliance requirements of the Federal Safe Drinking Water Act, as amended, in accordance with State regulations, to be expended under the direction of the Board of Health.

ARTICLE 17. Household Hazardous Waste Collection

Voted to raise and appropriate the sum of \$10,000, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing for household hazardous waste collection.

ARTICLE 18. Public Health Nurse

Voted to raise and appropriate the sum of \$8,000, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health, for the purpose of providing home care services, public health nursing services and communicable disease follow-up to Stow residents.

ARTICLE 19. Municipal Solid Waste Disposal

Voted to raise and appropriate the sum of \$1,000, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health, for the purpose of renting a container and disposing of solid waste, which has been dumped on town land and roadsides.

ARTICLE 20. Medical Reserve Corps Expenses

Voted to raise and appropriate the sum of \$2,500, to be expended under the direction of the Board of Health, for the purpose of providing for equipment and operating expenses for the Stow Medical Reserve Corps.

ARTICLE 21. Construction and Maintenance of Water Holes for Firefighting

Voted to raise and appropriate the sum of \$5,000 to be expended under the direction of the Fire Chief for the purpose of constructing and maintaining water holes and hydrants to support firefighting operations.

ARTICLE 22. Stow Cultural Council

Voted to raise and appropriate the sum of \$3,500, to be added to any balance remaining from previous appropriations, to produce cultural activities and programming in Stow, including \$2,000 of these funds to be used to support Springfest activities.

ARTICLE 23. Employee Educational Incentive Program

Voted to raise and appropriate the sum of \$92,000, to be expended under the direction of the Town Administrator, for funding the Town's employee educational incentive program.

ARTICLE 25. Police Officer and Firefighter Medical Payments

Voted to raise and appropriate the sum of \$1,500, to be added to any balance remaining and previously appropriated, in anticipation of possible claims presented to the Town under the provisions of Mass. General Laws Chapter 41, Section 100, for the payment of medical and other allowable expenses incurred by police officers or firefighters injured in the performance of and within the scope of duty.

ARTICLE 26. Weights and Measures Testing

Voted to raise and appropriate the sum of \$1,250, to be added to any balance remaining from a previous appropriation, for the purpose of funding the Town's weights and measures testing.

ARTICLE 27. SwiftReach 911 Notification System

Voted to raise and appropriate the sum of \$3,000, to be expended under the direction of the Chief of Police, for the purpose of paying for a town-wide telephone emergency notification system known as SwiftReach Networks.

ARTICLE 28. Lake Boon Water Quality Remediation

Voted to raise and appropriate the sum of \$10,000 to be expended under the direction of the Lake Boon Commission for the purpose of weed control.

ARTICLE 29. Veterans' Benefits

Voted to raise and appropriate the sum of \$4,400, to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Veterans' Services Officer to provide services for Stow veterans.

ARTICLE 30. Community Preservation Expenses

Voted to appropriate from Fiscal Year 2013 Community Preservation Fund Annual Revenues the sum of \$31,000 to be expended for wages and expenses associated with the creation, implementation and maintenance of Community Preservation programs, in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, including but not limited to office supplies, clerical assistance, property surveys, appraisals, attorney's fees and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2013, in accordance with a budget to be prepared for the Town Administrator.

ARTICLE 31. Community Preservation Reserves

Voted to reserve for later appropriation monies from the Community Preservation Fund Balance collected from both the Community Preservation Act Surcharge and the State Trust Fund Distribution and collected from Fiscal Year 2013 Community Preservation Fund Annual Revenues, for 10-percent allocation to reserve accounts in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects.

- | | |
|---------------------------------------|----------|
| 1. Preservation of Historic Resources | \$63,000 |
| 2. Preservation of Open Spaces | \$63,000 |
| 3. Affordable Housing | \$63,000 |

=====End of Consent Calendar=====

ARTICLE 13. Town Records Binding and Repair

On motion of Selectman Charles Kern, it was voted unanimously to raise and appropriate the sum of \$200 to be added to any balance previously appropriated for the purpose of binding and repairing town records in accordance with M.G.L. Chapter 66, Section 9, to be expended by the Town Clerk.

The Finance Committee was in favor.

ARTICLE 24. Legal Services

On motion of Selectman Kern, it was voted unanimously to raise and appropriate the sum of \$25,000 to be added to any balance remaining from any previous appropriation for the purpose of funding the Town's general legal account.

The Finance Committee was in favor.

ARTICLE 32. Capital Requests

On motion of Selectman Thomas Ryan, it was voted by majority to discuss the items of this article individually and vote upon each separately as to the amount to be appropriated for each item, as set forth in separate motions proposed.

ARTICLE 32-1. Handrails for Hale School Auditorium

On motion of Selectman James Salvie, it was voted by majority to raise and appropriate the sum of \$12,000 for the installation of handrails in the upper sections of the Hale School auditorium.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 32-2. Town Hall Exterior Painting and Repairs

On motion of Selectman Laura Spear, it was voted unanimously to appropriate and transfer from Overlay Surplus the sum of \$50,000 for exterior painting and repairs to the Town Hall.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 32-3. Cemetery Mowing Equipment

On motion of Selectman Gary Bernklow, it was voted unanimously to raise and appropriate the sum of \$14,200 for mowing equipment for the Cemetery Department.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 32-4. Fire-Rescue Computer Network Upgrade

On motion of Selectman Charles Kern, it was voted unanimously to **take no action** on this article. Fire Chief Michael McLaughlin explained that additional information is required.

The Finance Committee and Capital Planning Committee were in favor of no action.

ARTICLE 32-5. Police/Fire Radio Tower

On motion of Selectman Thomas Ryan, it was voted unanimously to raise and appropriate the sum of \$27,830 for the replacement cost of the Police and Fire radio tower not reimbursed by the Town's property insurance.

The Finance Committee and Capital Planning Committee were in favor.

The communication tower to be replaced was destroyed by the Halloween 2011 snowstorm. The 60-ft. tower attached to the Fire Station is temporarily replaced by a leased 110-ft. free-standing tower that serves both police and fire.

ARTICLE 32-6. Highway Department Pick-Up Truck

On motion of Selectman James Salvie, it was voted unanimously to raise and appropriate the sum of \$40,000 for a 3/4-ton pick-up truck for the Highway Department.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 32-7. Brush Chipper

On motion of Selectman Laura Spear, it was voted unanimously to appropriate and transfer from Overlay Surplus the sum of \$60,000 for a brush chipper for the Highway Department.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 32-8. Large Format Scanner/Plotter/Copier

On motion of Selectman Gary Bernklow, it was voted unanimously to raise and appropriate the sum of \$13,000 for a large format scanner/plotter/copier for the Planning Board.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 32-9. Police Cruiser

On motion of Selectman Charles Kern, it was voted by majority to appropriate and transfer from Free Cash the sum of \$40,000 for a new cruiser for the Police Department.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 32-10. Hale School Classroom Air Conditioning

On motion of Selectman Thomas Ryan, it was voted by majority to appropriate and transfer from, Free Cash the sum of \$145,000 for air conditioning for the Hale School classrooms.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 32-11. Hale School Well Building Roof Repairs

On motion of Selectman James Salvie, it was voted unanimously to appropriate from Free Cash the sum of \$12,000 to repair the roof of the Hale School well building.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 33. Nashoba Regional High School Athletic Facilities

On motion of Selectman Laura Spear, it was voted Yes 131 and No 87, with 218 votes hand counted, to approve the sum of \$2,210,000 indebtedness, authorized by a vote of the Nashoba Regional District School Committee on March 15, 2012, for the purpose of funding the upgrade and renovations to the athletic facilities at the Nashoba Regional High School.

The Selectmen, Finance Committee and Capital Planning Committee were in favor.

Asst. School Supt. George King spoke of the current poor condition of the playing fields. Bolton and Lancaster town meetings have voted approval. Voters spoke both in favor and opposed.

Following the vote of approval, voters were reminded there will be a Proposition 2-1/2 debt exclusion question on the annual election ballot.

Note: The Town voted on May 15, 2012 at the Annual Town Election to exempt from the provisions of Proposition 2-1/2 the amounts required to pay the Town's apportioned share of the principal and interest on the indebtedness to be issued by the Nashoba Regional School District in order to finance the construction to upgrade and renovate the athletic facilities at the high school.

At this point, Deputy Moderator Gary Horowitz assumed the gavel.

ARTICLE 34. Historic Document Preservation Project, Part One

On motion of Selectman Gary Bernklow, it was voted unanimously to appropriate and transfer the sum of \$100,000, or any lesser sum, from the Community Preservation Fund Reserve for Historic Preservation purposes, to be expended under the direction of the Town Clerk, in consultation with the Community Preservation Committee, for the preservation of historic documents that are required to be kept in perpetuity.

The Finance Committee and Capital Planning Committee were in favor.

Town Clerk Linda Hathaway explained that preservation will include, among other permanent documents, vital records, annual reports, Selectmen meeting minutes, etc. The Community Preservation Committee voted on February 27, 2012 to support the motion.

ARTICLE 35. Consultant for Stow Municipal Affordable Housing Trust

On motion of Selectman Charles Kern, it was voted unanimously to appropriate and transfer the sum of \$7,200, or any lesser sum, from the Community Preservation Fund Reserve for Affordable Housing purposes, to be expended under the direction of the Stow Municipal Affordable Housing Trust, in consultation with the Community Preservation Committee, to engage the services of an affordable housing consultant to provide technical and administrative support relating to affordable housing issues. Principal tasks will be to facilitate implementation of Stow's Housing Production Plan, research and apply for affordable housing funding resources (e.g., grants and loans), and act as the liaison to various local and regional housing-related groups.

The Finance Committee was in favor.

Moderator David Walrath returned to the podium at this point.

ARTICLE 36. Planning Board Engineering/Consulting and Master Plan Expenses

On motion of Selectman Thomas Ryan, it was voted unanimously to raise and appropriate the sum of \$6,000, to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Planning Board for Planning Board engineering/consulting services and master plan expenses.

The Finance Committee was in favor.

ARTICLE 37. Purchase of Assisted Listening Devices

On motion of Selectman James Salvie, it was voted unanimously to raise and appropriate the sum of \$3,000 to be expended by the Town Clerk to purchase assisted listening devices for Town Building meeting rooms.

The Finance Committee was in favor.

ARTICLE 38. Purchase of Thermal Imaging Camera

On motion of Selectman Laura Spear, it was voted unanimously to raise and appropriate the sum of \$9,500 to be expended by the Fire-Rescue Department to purchase a thermal imaging camera used to locate people and objects in fire-related calls to improve emergency fire and rescue operations.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 39. Purchase of Automated Electronic Defibrillators

On motion of Selectman Gary Bernklow, it was voted unanimously to raise and appropriate the sum of \$8,700 to be expended by the Fire-Rescue Department to replace the outdated automated electronic defibrillators, used for serious cardiac-related medical calls, to improve emergency fire and rescue operations.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 40. Holiday Decorations and Lighting

On motion of Selectman Charles Kern, it was voted by majority to raise and appropriate the sum of \$2,000 to be expended by the Highway Department for the purpose of purchasing and installing holiday decorations and lights on municipal properties.

The Finance Committee was in favor.

ARTICLE 41. Internet Access of Assessment Records

On motion of Selectman Thomas Ryan, it was voted unanimously to raise and appropriate the sum of \$2,200 to be expended by the Assessors for the purpose of setting up on-line internet access to Stow's assessment data.

The Finance Committee was in favor.

ARTICLE 42. Zoning Board of Appeals Legal Fund

On motion of Selectman James Salvie, it was voted unanimously to raise and appropriate the sum of \$7,000 to be expended by the Zoning Board of Appeals for the purpose of funding the Board's legal expenses.

The Finance Committee was in favor.

ARTICLE 43. Tax Title Foreclosure

On motion of Selectman Laura Spear, it was voted unanimously to raise and appropriate the sum of \$2,000, to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Treasurer-Collector for the purpose of funding tax title foreclosures and related Land Court expenses

The Finance Committee was in favor.

ARTICLE 44. Transfer from Harvard Acres Well Loan Receipts

On motion of Selectman Gary Bernklow, it was voted unanimously to appropriate and transfer from MWPAT (Harvard Acres Wells) Receipts the sum of \$55,834 as additional appropriation to the Debt Service line item, to be expended by the Treasurer-Collector for the purpose of repayment of the MWPAT loan.

The Finance Committee was in favor.

ARTICLE 45. Senior Tax Relief

On motion of Selectman Charles Kern, it was voted unanimously to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, and further to act under the aforesaid statutes to increase by 100 percent the amount of property tax exemption granted to persons who qualify for said exemption under clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B and 41C of Section 5 of Chapter 59 of the Massachusetts General Laws and Acts and amendments thereof or additions thereto, for FY2013.

The Finance Committee was in favor.

ARTICLE 46. Syncarpha Solar, LLC Tax Agreement

On motion of Selectman Thomas Ryan, it was voted unanimously to ratify and authorize the Selectmen to execute a tax agreement with Syncarpha Solar, LLC (or a special purpose entity with Syncarpha Solar, LLC as its manager) pursuant to Massachusetts General Laws Chapter 59, Section 38H. The tax agreement establishes terms and conditions allowing for annual payments by Syncarpha Solar, LLC in lieu of personal property taxes on, or alternately, establishes a specific method of taxation of, the proposed solar energy system to be installed on a 20+/- acre parcel of land, parcel number 000R-4-28-1 located at Delaney Street, Stow, MA.

The Finance Committee was in favor.

ARTICLE 47. Kearsarge Solar, LLC Tax Agreement

On motion of Selectman James Salvie, it was voted unanimously to ratify and authorize the Selectmen to execute a tax agreement with Kearsarge Solar, LLC (or a special purpose entity with Kearsarge Solar, LLC as its manager) pursuant to Massachusetts General Laws Chapter 59, Section 38H. The tax agreement establishes terms and conditions allowing for annual payments by Kearsarge Solar, LLC in lieu of personal property taxes on, or alternately, establishes a specific method of taxation of, the proposed solar energy system to be installed on 12+/- acres of land located on three parcels in Stow, MA (R-7-35 on Boxboro Road, R-7-34 and R-7-30-7 both off Taylor Road)

The Finance Committee was in favor.

ARTICLE 48. Crescent Farm Conservation Restriction Extinguishment

On motion of Selectman Laura Spear, it was voted unanimously to approve and once approved authorize and direct the Board of Selectmen and Conservation Commission to petition the General Court to approve the extinguishment of the Conservation Restriction imposed on "Parcel C", said "Parcel C" being a portion of a 26.1-acre subdivision shown on the plans entitled "Crescent Farms, Definitive Subdivision Plan in Stow, Massachusetts" and dated April, 1995, revised November 2, 1995 (consisting of three sheets), said Conservation Restriction recorded at the Middlesex Registry of Deeds at Book 26767, Page 184 (entitled "Conservation Restriction and Pedestrian Easement");

AND, once approved by the General Court, to authorize without any further action by the town of Stow or its employees, officers, boards, departments or commissions, the immediate transfer of said "Parcel C" to the Stow Conservation Commission, said land to be held and managed thereafter pursuant of G.L. c.40,s8C and as directed by Town Meeting as stated herein;

AND, thereafter, to grant to the Conservation Commission, in coordination with the Board of Selectmen and its designees, full authority and permission, subject only to relevant state and federal law and Town Meeting appropriation, to develop a public water supply together with appurtenant structures, transmission lines, systems and facilities to support said public water supply;

AND, thereafter, to grant to the Conservation Commission, in coordination with the Board of Selectmen and its designees, full authority and permission to negotiate a lease, license or other arrangement, including contracts with a third party or parties, to develop, distribute and manage a public water supply, in the best interests of the Town of Stow, on said "Parcel C";

AND, with the exception of the permission granted to develop a public water supply together with appurtenant structures, transmission lines, systems and facilities to support said public water supply, and consistent with G.L. c.40, s.8C, require that the Conservation Commission observe and comply with each of the conservation purposes imposed by the aforementioned Conservation Restriction found at pages 185 and 186 of Book 26767 as recorded at the Middlesex Registry of Deeds, that is, to prohibit:

1. Constructing or placing of any building, tennis court, landing strip, mobile home, swimming pool, fencing, asphalt or concrete pavement, billboard or other advertising display, antenna, utility pole, tower, conduit, line or other temporary or permanent structure or facility on, above or under "Parcel C";
2. Mining, excavating, dredging or removing from "Parcel C" of soil, loam, peat, gravel, sand, rock or other mineral resource or natural deposit;
3. Placing, filling, storing or dumping on "Parcel C" of soil, refuse, trash, vehicle bodies or parts, rubbish, debris, junk, waste or other substance or material whatsoever or the installation of underground storage tanks.
4. The subdivision of "Parcel C";
5. Activities detrimental to drainage, flood control, water conservation, erosion control, soil conservation;
6. The use of motorized vehicles, to include motorcycles, off-road vehicles, motorbikes and snowmobiles;
7. The use of chemical fertilizers, herbicides or pesticides unless such chemicals are determined by the Stow Conservation Commission to be necessary and non-injurious to the proper management of "Parcel C";
8. Trail use after dark; the creation of noise; or any other activity which could be a detriment to homeowners;
9. Any other use of "Parcel C" or activity which would materially impair significant conservation interests.

ARTICLE 49. Transfer from Free Cash to the Stabilization Fund

On motion of Selectman Gary Bernklow, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$50,000 to be added to the Stabilization Fund.

The Finance Committee was in favor.

ARTICLE 50. Balance the Fiscal Year 2013 Budget

On motion of Selectman Charles Kern, it was voted unanimously to **take no action** to use a sum of money from available funds in the hands of the Treasurer-Collector in reducing the tax rate (balancing the budget) for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

ARTICLE 51. Town Election

On motion of Selectman Laura Spear, it was voted unanimously to adjourn the meeting until the Annual Election on Tuesday, May 15, 2012, commencing at 7:00 a.m. at the Hale Middle School Gymnasium in said Town of Stow and then and there to act on Article 51 for such election of officers and ballot question as listed in the warrant; and thereafter, at the close of the polls, to dissolve this meeting.

The meeting was adjourned at 10:51 p.m. to reconvene on May 15, 2012 at 7:00 a.m. for the Annual Election.

Checkers at the Door: Josephine Crowell, Mary Cutler, Robert Cutler, Carol Dudley, Elizabeth MacGilvra, Betty Sauta

Tellers: Marjorie Alessio, Alice Cushing, Stephen Dungan, Donald Hawkes, Stephen Jelinek, Jane Merrick, Joanne Newman, John O'Keefe, Edward Perry, Jr., Laura Reiner, Marcia Rising, Kathleen Sferra, Dwight Sipler, Robert Walrath

Timekeeper: Catherine Desmond

Number of Voters Checked: 246 Turnout Percentage: 5% Number of Registered Voters: 4,768

**ANNUAL TOWN ELECTION
MAY 15, 2012**

Pursuant to the Board of Selectmen's warrant of April 20, 2013, the Annual Town Election was held in Hale Middle School Gymnasium and was called to order at 7 a.m.

After examining the ballot box in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

During polling hours, a total of twenty-nine absentee ballots were opened, recorded and cast into the ballot box. There were six spoiled ballots. There were no provisional ballots.

The polls were declared closed at 8 p.m. Total votes cast: 492 Turnout = 10.3%
Registered Voters = 4768

**ANNUAL TOWN ELECTION
(CONTINUED)**

| Office and Length of Term | Candidates | Votes | Elected |
|---|---|--------------|-------------------|
| Board of Selectmen | Thomas E. Ryan, II | 332 | Re-elected |
| Two - three year terms* | Ann L. Deluty | 162 | |
| | Donald P. Hawkes | 322 | elected |
| | Blanks & scatterings | 168 | |
| Board of Assessors | Blanks | 477 | |
| One - three year term | Write-in Michael Dugas | 7 | Re-elected |
| | scatterings | 8 | |
| Nashoba Regional School District Committee | Maureen B. Busch | 357 | Re-elected |
| One -three year term | Blanks & scatterings | 135 | |
| Board of Health | Marcia B. Rising | 383 | Re-elected |
| One -three year term | Blanks & scatterings | 109 | |
| Planning Board | Stephen C. Quinn | 366 | Re-elected |
| One- Five year term | Blanks | 126 | |
| Planning Board | Kathleen V.A. Sferra | 362 | elected |
| One unexpired 5 year term – Expires 2015 | Blanks & scatterings | 130 | |
| Trustees, Randall Library | Harold B. Donahue, JR | 314 | Re-elected |
| Two - three year terms* | Jane Sproule Epstein | 335 | Re-elected |
| | Blanks | 324 | |
| | Write-Ins Kathy O'Brien Daisy Dearborn Liz Moseley | 9 1 1 | |
| Trustees, Randall Library | Daisy Dearborn | 211 | |
| One unexpired three year term - Expires 2013 | Kathleen C. O'Brien | 239 | elected |
| | Blanks | 42 | |
| | Scatterings | 0 | |

**Note: The total number of votes in the 'vote for two' race will be two times the number of ballots cast.*

| Office and Length of Term | Candidates | Votes | Elected |
|--|--|-----------------------|---------|
| Stow Housing Authority | Blanks | 486 | |
| One -five year term | Write-ins Cynthia Perkins Jim Dunlap Greg Jones Mike Kopczynski Jack Smith | 2 1 1 1 1 | Elected |
| Stow Housing Authority | Blanks | 486 | |
| One unexpired 5 year term -- expires in 2015 | Write-ins Mike Kopczynski Bruce Fletcher Brian Crowell Herb Messinger Rob Dilling | 2 1 1 1 1 | Elected |
| Ballot Question 1. | Yes | 270 | |
| Exempt from Prop 2 ½ Stow's share of the costs for Nashoba Reg. H.S. athletic fields upgrade & renovations | No | 159 | |
| | Blanks | 63 | |

**Note: The total number of votes in the 'vote for two' race will be two times the number of ballots cast.*

ELECTION WORKERS

Warden

Philip T. Detsch

Dep. Warden

Edward R. Perry, Jr.

Clerk

Judith Scraggs

Pamela G. Gjestebly

Ballot Box

Robert Cutler

Mary Cutler

Checkers.& Counters

Josephine Crowell

Alice Cushing

Carol J. Dudley

Utahna Hallet

Lisa Lavina

Laura Reiner

Susan Pauley

Betty Sauta

STATE PRIMARY SEPTEMBER 6, 2012

Pursuant to the Board of Selectmen's warrant of July 24, 2013, the State Primary was held in Hale Middle School Gymnasium and was called to order at 7 a.m.

After examining the ballot box in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

**STATE PRIMARY
CONTINUED**

During polling hours, a total of thirty-one absentee ballots were cast into the ballot box. Of the thirty-one absentee ballots, sixteen were Democrat and fifteen were Republican. There were five spoiled ballots. There were no provisional ballots.

The polls were declared closed at 8 .p.m.

Total Votes Cast = 470

Total Voters = 4906

Turnout percentage = 9.6%

| Primary – Sept. 6 | Precinct 1 | Precinct 2 | Total Ballots Cast |
|---------------------------|------------|------------|--------------------|
| Democrat | 129 | 135 | 264 |
| Republican | 116 | 89 | 205 |
| Green-Rainbow | 0 | 1 | 1 |
| Total Ballots Cast | 245 | 225 | 470 |

| Democrat Primary Race & Candidates | Prec. 1 | Prec. 2 | Total |
|---|---------|---------|-------|
| Senator in Congress | | | |
| Elizabeth A. Warren | 111 | 129 | 240 |
| Blanks & Scatterings | 18 | | 24 |
| | | | |
| Representative in Congress | | | |
| Nicola S. Tsongas | 120 | 131 | 251 |
| Blanks & Scatterings | 9 | 4 | 13 |
| | | | |
| Councillor | | | |
| Marilyn M. Petitto Devaney | 62 | 66 | 128 |
| Harry S. Margolis | 23 | 28 | 51 |
| Charles N. Shapiro | 19 | 21 | 40 |
| Blanks and Scatterings | 25 | 20 | 45 |
| | | | |
| Senator in General Court | | | |
| James B. Eldridge | 111 | 126 | 237 |
| Blanks & Scatterings | 18 | 9 | 27 |
| | | | |
| Representative in General Court | | | |
| Kate Hogan | 120 | 131 | 251 |
| Blanks & Scatterings | 9 | 4 | 13 |
| | | | |
| Clerk of Courts | | | |
| Michael A. Sullivan | 99 | 111 | 210 |
| Blanks & Scatterings | 30 | 24 | 54 |

| Democrat Primary Race & Candidates | Prec. 1 | Prec. 2 | Total |
|---|----------------|----------------|--------------|
| Registrar of Deeds | | | |
| Robert B. Antonelli | 27 | 26 | 53 |
| Frank J. Ciano | 10 | 6 | 16 |
| Thomas B. Concanno, Jr. | 12 | 16 | 28 |
| Maria C. Curtatone | 25 | 21 | 46 |
| Tiziano Doto | 5 | 6 | 11 |
| Maryann M. Heuston | 20 | 35 | 55 |
| Blanks & Scatterings | 30 | 25 | 55 |
| | | | |
| Sheriff | | | |
| Peter J. Koutoujian | 103 | 115 | 218 |
| Blanks & Scatterings | 26 | 20 | 46 |

| Republican Primary Race & Candidates | Prec. 1 | Prec. 2 | Total |
|---|----------------|----------------|--------------|
| Senator in Congress | | | |
| Scott P. Brown | 114 | 86 | 200 |
| Blanks & Scatterings | 2 | 3 | 5 |
| | | | |
| Representative in Congress | | | |
| Jonathan A. Golnik | 65 | 56 | 121 |
| Thomas J.M Weaver | 45 | 32 | 77 |
| Blanks & Scatterings | 6 | 1 | 7 |
| | | | |
| Councillor | | | |
| Blanks | 116 | 89 | 205 |
| | | | |
| Senator in General Court | | | |
| Dean J. Cavaretta | 99 | 78 | 177 |
| Blanks & Scatterings | 17 | 89 | 205 |
| | | | |
| Representative in General Court | | | |
| Chuck S. Kuniewich, Jr. | 102 | 81 | 183 |
| Blanks & Scatterings | 14 | 8 | 22 |
| | | | |
| Clerk of Courts | | | |
| Blanks & Scatterings | 116 | 89 | 205 |
| | | | |
| Registrar of Deeds | | | |
| Blanks & Scatterings | 116 | 89 | 205 |
| | | | |
| Sheriff | | | |
| Blanks & Scatterings | 116 | 89 | 205 |

| Green –Rainbow Primary Race & Candidates | Prec. 1 | Prec. 2 | Total |
|---|----------------|----------------|--------------|
| Senator in Congress | | | |
| Blank | 0 | 1 | 1 |
| Representative in Congress | | | |
| Blank | 0 | 1 | 1 |
| Councillor | | | |
| Blank | 0 | 1 | 1 |
| Senator in General Court | | | |
| Scattering | 0 | 1 | 1 |
| Representative in General Court | | | |
| Blank | 0 | 1 | 1 |
| Clerk of Courts | | | |
| Blank | 0 | 1 | 1 |
| Sheriff | | | |
| Blank | 0 | 1 | 1 |

ELECTION WORKERS

Warden

Philip T. Detsch

Checkers & Ballot Counters

Josephine Crowell

Ann Deluty

Carol Dudley

Kathleen O'Brien

Susan Pauley

Laura Reiner

Betty Sauta

Tammy Van Buren

Clerk

Tammy Van Buren

Pamela G. Gjestebly

Ballot Box

Mary Cutler

Robert Cutler

STATE ELECTION NOVEMBER 6, 2012

Pursuant to the Board of Selectmen's warrant of September 25, 2012, the State Election was held in The Center School Gymnasium and was called to order at 7 a.m.

After examining the ballot box in precinct 1 and 2, and finding both empty and in good order, the counters were set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

During polling hours, 458 absentee ballots were opened, recorded and cast into the ballot box. There were eighteen spoiled ballots. There were eighteen provisional ballots. *Four provisional voters were determined qualified to vote in the elections and their ballots counted.*

The polls were declared closed at 8 .p.m.

**STATE ELECTION
CONTINUED**

On Election Night, there were 4288 ballots cast with Precinct 1 recorded 2287 votes and Precinct 2 recorded 2001 votes. The total voters in Stow was 5032 and the voter turnout was 85%

On November 16th, at a duly posted meeting, the Board of Registrars of Voters opened and tallied six Overseas ballots and four Provisional ballots. The votes were added to the Election night totals and the final votes are as follows:

| RACE/CANDIDATES | Precinct Totals | | Final Total | RACE/CANDIDATES | Precinct Totals | | Final Total |
|---------------------------------------|-----------------|---------|-------------|---|-----------------|--------|-------------|
| | Prec. 2 | Prec. 1 | | | Prec. 2 | Prec.1 | |
| Pres/Vice Pres | | | | Rep in Gen. Court | | | |
| Johnson / Gray | 25 | 28 | 53 | Kate Hogan | 1383+3 | 1424+4 | 2814 |
| Obama / Biden | 1136 + 2 | 1216+ 4 | 2354 | Chuck S. Kuniewich, Jr | 528+2 | 747+1 | 1278 |
| Romney / Ryan | 812+ 3 | 1019+ 1 | 1835 | Blanks | 84 | 110 | 194 |
| Stein / Honkala | 12 | 12 | 24 | Write-ins | 1 | 1 | 2 |
| Blanks | 6 | 10 | 16 | | | | |
| Write-Ins | 5 | 1 | 6 | Clerk of Courts Middlesex County | | | |
| | | | | Michael A. Sullivan | 1402+5 | 1537+4 | 2948 |
| Senator in Congress | | | | Blanks | 587 | 731+1 | 1319 |
| Scott P. Brown | 1002+ 3 | 1214+1 | 2220 | Write-ins | 7 | 14 | 21 |
| Elizabeth A. Warren | 985 +2 | 1058+4 | 2049 | | | | |
| Blanks | 9 | 6 | 15 | Registrar of Deeds Middlesex Southern District | | | |
| Write - Ins | 0 | 4 | 4 | Maria C. Curtatone | 1387+5 | 1524+4 | 2920 |
| | | | | Blanks | 603 | 747+1 | 1351 |
| Representative in Congress | | | | Write-Ins | 6 | 11 | 17 |
| Nicola S. Tsongas | 1237+ 3 | 1323+5 | 2568 | | | | |
| Jonathan A. Golnik | 694+2 | 879 | 1575 | Sheriff Middlesex County (fill vacancy) | | | |
| Blanks | 65 | 79 | 144 | Peter J. Koutoujian | 1127+2 | 1249+4 | 2382 |
| Write -Ins | 0 | 1 | 1 | Ernesto M. Petrone | 458+3 | 541+1 | 1000 |
| | | | | Blanks | 410 | 488 | 898 |
| Councillor | | | | Write-Ins | 4 | 4 | 8 |
| Marilyn M. Petitto Devaney | 1110+ 4 | 1203+4 | 2321 | | | | |
| Thomas Sheff | 487+1 | 640+ 1 | 1129 | Senator in Gen. Court | | | |
| Blank | 397 | 433 | 830 | James B. Eldridge | 1136+3 | 1194+4 | 2337 |
| Write-Ins | 2 | 6 | 8 | Dean J. Cavaretta | 712+2 | 902+1 | 1617 |
| | | | | Blanks | 148 | 185 | 333 |
| | | | | Write-Ins | 0 | 1 | 1 |

| Question 1 – Availability of Motor Vehicle Repair Information | | | | Question 2 – Prescribing Medication to End Life | | | |
|---|--------|--------|-------------|--|--------|--------|-------------|
| Yes | 1552+3 | 1789+4 | 3348 | Yes | 1106+4 | 1245+3 | 2358 |
| No | 237+2 | 262 | 501 | No | 795+1 | 951+1 | 1748 |
| Blank | 207 | 231+1 | 439 | Blank | 95 | 86+1 | 182 |
| Question 3- Medical Use of Marijuana | | | | Question 4 – Non-Binding – Concerning Political Campaign Donations by Corporations | | | |
| Yes | 1248+5 | 1411+4 | 2668 | Yes | 1327+4 | 1570+4 | 2905 |
| No | 650 | 780 | 1430 | No | 343 | 398 | 741 |
| Blank | 98 | 91+1 | 190 | Blank | 326+1 | 314+1 | 642 |

**SPECIAL TOWN ELECTION
NOVEMBER 6, 2012**

Pursuant to the Selectmen's warrant of September 28, 2012, the Special Town Election was held in The Center School Gymnasium and was called to order at 7 a.m.

After examining the ballot box in precinct 1 and 2, and finding both empty and in good order, the counters were set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

During polling hours, 363 ballots were opened, recorded and cast into the ballot box. There were thirty spoiled ballots. There were eighteen provisional ballots. The polls were declared closed at 8 .p.m.

On Election Day, there were 4164 ballots cast. The total voters in Stow was 5032 and the voter turnout was 83%

On November 16th, at a duly posted meeting, the Board of Registrars of Voters opened and tallied seven Overseas and Provisional ballots. The votes were added to the Election night totals and the final votes are as follows:

Total ballots cast = 4171

Total Voters in Stow = 5032

Turnout Percentage 83%

Question 1. Design Cost to convert Pompositticut School to a Community Center

Shall the Town of Stow be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bond issued for the purpose of funding the architectural and engineering services necessary for project design development and complete construction documents for basic building and systems improvements to Pompositticut School, in order to meet code compliance in converting the School into a community center, including related administrative expenses and any other costs incidental or related thereto?

| | Election Night Total | Nov. 16 Overseas & Provisional Ballots | Final Total |
|--------|----------------------|--|-------------------|
| Yes | 2194 | 4 | 2198 Yes |
| No | 1828 | 1 | 1829 No |
| Blanks | 142 | 2 | 144 Blanks |

Question 2. Demolish Pompositticut School

Shall the Town of Stow be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bond issued for the purpose of funding the architectural and engineering services necessary for project design development for the demolition of the Pompositticut School and for the construction of a community center building on this site, including related administrative expenses and any other costs incidental or related thereto?

| | Election Night Total | Nov. 16 Overseas & Provisional Ballots | Final Total |
|--------|-----------------------------|---|--------------------|
| Yes | 1318 | 3 | 1321 Yes |
| No | 2663 | 2 | 2665 No |
| Blanks | 183 | 2 | 185 Blanks |

Question 3. Design Costs for a Fire Station

Shall the Town of Stow be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bond issued for the purpose of funding the architectural and engineering services necessary for project design development and complete construction documents for the construction of a new fire station on the current Crescent Street site to replace the existing fire station, including related administrative expenses and any other costs incidental or related thereto?

| | Election Night Total | Nov. 16 Overseas & Provisional Ballots | Final Total |
|--------|-----------------------------|---|--------------------|
| Yes | 2089 | 4 | 2093 Yes |
| No | 1903 | 1 | 1904 No |
| Blanks | 172 | 2 | 174 Blanks |

Question 4. Design Costs for Randall Library Renovation and Addition

Shall the Town of Stow be allowed to exempt from the provisions of Proposition two and one half, so-called, the amounts required to pay for the bond issued for the purpose of funding the architectural and engineering services necessary for project design development and complete construction documents for the extensive renovation of and an addition to the Randall Library, including related administrative expenses and any other costs incidental or related thereto?

| | Election Night Total | Nov. 16 Overseas & Provisional Ballots | Final Total |
|--------|-----------------------------|---|--------------------|
| Yes | 1891 | 3 | 1894 Yes |
| No | 2112 | 2 | 2114 No |
| Blanks | 161 | 2 | 163 Blanks |

Question 5. Nashoba Chemistry Lab Renovations *

Shall the Town of Stow be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Nashoba Regional School District for the purpose of paying costs of renovating core science classrooms, partial roof replacement and window replacement at the District High School, including the payment of all costs incidental or related thereto?

| | Election Night Total | Nov. 16 Overseas & Provisional Ballots | Final Total |
|--------|-----------------------------|---|--------------------|
| Yes | 1863 | 4 | 1867 Yes |
| No | 2118 | 1 | 2119 No |
| Blanks | 183 | 2 | 185 Blanks |

ELECTION WORKERS FOR STATE ELECTION AND SPECIAL TOWN ELECTION

Warden

Philip T. Detsch
Robert Cutler

Deputy Warden

Edward R. Perry, Jr.

Clerk

Tammy Van Buren
Judith Scraggs

Deputy Clerk

Pamela G. Gjestebly

Checkers, Ballot Counters & Greeters

Marjorie Alessio

Cecelia Burke

Betty Cote

Carol Clayton

Josephine Crowell

Mary Cutler

Alice Cushing

Ruth Delmonico

Ann Deluty

Anne Draudt

Carol Dudley

Mary LaPalme

Claire Lavina

Lisa Lavina

Elizabeth Lindberg

Elizabeth MacGilvra

Donald McPherson

Alice Mortenson

Kathleen O'Brien

Martin Owen

Susan Pauley

Diane Parker

Laura Reiner

Betty Sauta

Georgie Smith

Ellen Sturgis

Barbara Wolfenden

A special Thank You to the numerous volunteers assisting with the polling place setup on Monday and closing on Election night. Your help was greatly appreciated.

**SPECIAL TOWN MEETING
OCTOBER 29, 2012
ADJOURNED TO NOVEMBER 6, 2012
ADJOURNED TO NOVEMBER 14, 2012**

Pursuant to the Selectmen's warrant of September 28, 2012, posted by the Constable on October 11, 2012, the Special Town Meeting was called to order at 7:00 p.m. on October 29, 2012 at Hale School by Moderator David Walrath. Linda Hathaway, Town Clerk, was present. The following voters were present Selectman Charles Kern, Selectman Thomas E. Ryan, III, Selectman James H. Salvie, Alice and Edward Deluca, Kathleen Sferra and for the Stow Independent, Nancy Arsenault. Fire Chief Michael McLaughlin was present and opened the building. A quorum being present, Moderator Walrath explained the need to re-schedule town meeting due to the Governor's State of Emergency and Hurricane Sandy.

On motion made by Selectman Kern, and seconded, it was voted unanimously that the meeting be adjourned until the Special Town Election on Tuesday, November 6, 2012, commencing at 7:00 a.m., at the Center School Gymnasium in said Town of Stow and then and there to act on Article 11 for such ballot questions as listed in the warrant; and thereafter, at the close of the polls, to reconvene the meeting on Wednesday, November 14 at 7:00 p.m. at the Hale Middle School auditorium in said Town of Stow. Meeting adjourned at 7:02 p.m.

The Town Election polls were opened by the Warden on November 6, 2012 at 7 a.m. and closed by the Warden at 8 p.m.

Moderator David Walrath called the meeting to order on November 14, 2012 at 7:09 p.m. in Hugh Mill Auditorium at Hale School. He led the meeting in the *Pledge of Allegiance to the Flag*. Deputy Moderator Elizabeth Painter was introduced as were the Selectmen, Town Counsel, Town Administrator, board and committee members. He recognized the team of volunteers who set up the audio/visual equipment. For the first time, this meeting was being televised live. Non-voters who may be heard during the course of the meeting were approved unanimously.

On motion of Selectman Gary Bernklow, it was voted unanimously that the reading of the warrant and return of the constable thereon be waived but made a part of the record of this meeting, and that the Moderator be permitted to refer to each article by subject matter instead of reading each article in its entirety.

On motion of Selectman Donald Hawkes, it was voted unanimously that the Moderator take NO vote for the main motion on Articles 1 and 3 until debate has completed on both articles; however, if the Moderator determines that debate on both articles will not complete within the first night of the meeting a vote shall be taken on those articles that have completed.

ARTICLE 1. Design Funds for Community Center Building Project – Plan 1

Selectman Charles Kern moved that the town vote to borrow the sum of \$144,600 for the purpose of funding the architectural and engineering services necessary for project design development and complete construction documents for basic building and systems improvements to Pompositticut School, in order to meet code compliance in converting the school into a community center, including related administrative expenses and any other costs incidental or related thereto; that the total cost of the proposed improvements is estimated at this time to be \$2,500,000, however, it is acknowledged that this estimate is non-binding and subject to change as a result of project details developed during the design phase.

Note: Question 1 of the November 6, 2012 Special Town Election ballot to exempt the borrowing from the provisions of Proposition 2-1/2 passed in the affirmative.

The Selectmen, Finance Committee and Capital Planning Committee were in favor.

Kristen Donovan of the study committee presented an overview of the proposed project. It is felt that a community center is the best use of the former school. Spaces would be created for the Council on Aging, the Food Pantry, the Recreation Department, Boy and Girl Scouts, after-school activities, etc. Tearing down the building was not felt to be an option due to an estimated one million dollar cost. Shared space with a fire station was not felt compatible by all concerned. Renovation of the entire building would cost \$10 million. The proposal is to completely renovate 10,000 sq. ft., a third of the structure, and bring up to code the remaining two-thirds. The portable classrooms will be removed.

Representatives of the Food Pantry, Boy Scouts and Community Chest spoke in favor of the proposal. There was concern about the cost of maintenance and upkeep. A voter questioned the seemingly high cost of demolition. It was explained that was attributable to removal and disposal of hazardous materials such as asbestos.

Discussion continued until 8:22 p.m. when there was a motion to terminate debate that passed unanimously.

ARTICLE 2. Design Funds for Community Center Building Project – Plan 2

On motion of Selectman Thomas Ryan, it was voted unanimously to take NO ACTION on Article 2. It was explained that demolition of the building is not a preferred option.

ARTICLE 3. Design Funds for Fire Station Building Project

Selectman James Salvie moved to borrow the sum of \$390,000 for the purpose of funding the architectural and engineering services necessary for project design development and complete construction documents for the construction of a new fire station on the current Crescent Street site to replace the existing fire station, including related administrative expenses and any other costs incidental or related thereto; that the total cost of the proposed fire station project is estimated at this time to be approximately \$7,200,000, however, it is acknowledged that this estimate is non-binding and subject to change as a result of project details developed during the design phase.

Note: Question 3 of the November 6, 2012 Special Town Election ballot to exempt the borrowing from the provisions of Proposition 2-1/2 passed in the affirmative.

The Selectmen, Finance Committee and Capital Planning Committee were in favor.

Edward Perry of the Fire Station Committee reported that an evaluation of the existing 47-year old building had been conducted. It was originally constructed as a combined Fire-Police Station. The operation of the Fire Department has changed over the years from part-time to include EMS and Rescue. There is not enough space for current equipment and vehicles. Wall cracks are evident due to settlement. The recommendation is for a new building on the existing site.

Fire Chief Michael McLaughlin spoke of safety concerns and the need for space to store equipment and material. Separate accommodations are needed for male and female firefighters. The current site allows good response time to all parts of Stow.

Voters asked about temporary quarters as construction is underway. There is a plan and that cost was said to be included in the estimate. Comments were made about these projects coming before the voters while there are increased taxes due to the new Center School.

At 9:15 p.m. there was a motion to end debate that was declared by the Moderator to have passed in excess of a two-thirds vote.

ARTICLE 4. Design Funds for Randall Library Building Project

On motion of Selectman Gary Bernklow, it was voted by majority to take NO ACTION on Article 4. Library Trustee Timothy Reed spoke and noted that Question 4 of the Special Town Election on November 6th had not passed, so it was decided not to pursue this article. There are issues with water damage, space limitations and handicapped access. Funding sources are being investigated.

At 9:30 p.m. Articles 1 and 3 were put to a vote by paper ballot. Town Clerk Linda Hathaway explained the process to the voters. At 9:58 p.m. the results of the balloting were announced.

Article 1: Community Center – 313 votes cast. 209 necessary for required two-thirds
Yes - 189 No- 124 **Motion did not carry**

Article 3. Fire Station – 315 votes cast. 210 necessary for required two-thirds
Yes - 202 No - 113 **Motion did not carry**

ARTICLE 5. Funds for Nashoba Regional High School Science Labs and Other Work

On motion of Selectman Donald Hawkes, it was voted unanimously to take NO ACTION on Article 5. It was explained that the other two towns within the District, Bolton and Lancaster, had voted not to approve the borrowing of \$8,010,035. A unanimous vote of all three towns was required for passage.

ARTICLE 6. Pompositticut Building Maintenance

On motion of Selectman Charles Kern, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$50,000 for the purpose of providing building maintenance services to Pompositticut School, including but not limited to providing heating oil, electricity, annual fire alarm testing, labor and expenses required to maintain DEP water system certification, snow plowing and wages for facility management, until the Annual Town Meeting in May 2013.

The Finance Committee was in favor.

ARTICLE 7. Transfer Funds for Fire Station Public Safety Tower Rental

On motion of Selectman Thomas Ryan, it was voted unanimously to appropriate \$61,169.95 from the "Receipts Reserved for Appropriation, Insurance Reimbursement in Excess of \$20,000" account for the purpose of paying for a temporary tower rental and replacement of the 1960's radio tower destroyed during the Halloween 2011 nor'easter storm.

The Finance Committee was in favor.

ARTICLE 8. Acceptance of Arbor Glen Open Space Access Easement

On motion of Selectman James Salvie, it was voted unanimously to accept an access agreement with Pulte Homes of New England, LLC for access easements to pedestrian trails and Town of Stow conservation land within the Arbor Glen Condominium project, recorded in Book 48083, Page 475, as shown on the plan entitled "Access Easement Arbor Glen Condominiums in Stow, MA", prepared for Pulte Homes of New England, LLC, dated February 4, 2011.

The Finance Committee was in favor.

ARTICLE 9. Acceptance of Fairway Drive Open Space

On motion of Selectman Gary Bernklow, it was voted unanimously to accept a parcel of land given to the Town of Stow by Stow Woodlands, LLC of approximately 12.714 acres on the easterly side of Edson Road, and being shown as Parcel C1 on a "Plan of Land in Stow, MA" prepared for S.C.C. Associates, Inc., 58 Randall Road, Stow, MA by Acton Survey and Engineering of Acton, MA, dated February 3, 1998, and which plan is filed with the Middlesex Registry of Deeds as Plan No. 264 of 1998, recorded in Book 28298, Page 44, as an Open Space parcel with a Perpetual Restriction imposed on the use of the land, providing in substance that the land be kept in its natural state and that the land shall not be built upon or developed.

The Finance Committee was in favor.

ARTICLE 10. Street Acceptance – Sylvan Drive

On motion of Selectman Donald Hawkes, it was voted unanimously to accept as a public way the following street, or portion thereof, as laid out by the Board of Selectmen according to a plan on file with the Town Clerk and authorize the Board of Selectmen to take the fee or easement in said street by eminent domain or otherwise, including easements for drainage, utility or other purposes where shown on said plan or described in the Order of Layout:

"Definitive Subdivision Plan, Derby Woods, A Planned Conservation Development, Stow, Massachusetts, Record Plan for Landwest Development, LLC, Scale: 1" = 40', dated June 12, 2003, revised September 19, 2003 and July 28, 2004" by Stamski and McNary, Inc., recorded with the Middlesex South District Registry of Deeds as Plan No. 20 of 2005 (the "Subdivision Plan")

As-Built Plan of Sylvan Drive for Landwest Development, LLC, Scale: 1" = 40' by Rose Land Survey dated April 2, 2012, revised August 10, 2012.

Subject to and together with easements and restrictions of record insofar as the same may be still in force and applicable, the eleven easements being conveyed as written in Article 10 of the warrant.

And to authorize the Board of Selectmen to acquire by purchase, eminent domain, gift or otherwise, for highway purposes, the fee or any lesser interests, as well as easements for drainage, utility, sidewalk, slope and otherwise, in any lands that may be necessary for said Town way; and to determine whether the Town will appropriate money therefore to be provided by taxation, by appropriation from available general funds, by borrowing under the provisions of Chapter 44 of the General Laws, or otherwise.

The Finance Committee was in favor.

ARTICLE 11. Town Election

On motion of Selectman Charles Kern, it was voted unanimously to take NO ACTION on Article 11 as the Town Election had been held on Tuesday, November 6th.

On motion of Selectman Kern, it was voted unanimously at 10:13 p.m. to dissolve the meeting

Checkers at the Door: Josephine Crowell, Alice Cushing, Mary Cutler, Robert Cutler, Lisa Dubois, Carol Dudley, Pamela Gjestebly, Elizabeth MacGilvra, Alice Mortenson

Tellers: Maureen Busch, Lynn Colletti, Eve Donahue, James Donahue, Stephen Dungan, Stephen Jelinek, William Maxfield, Jayne Merrick, Joanne Newman, John O'Keefe, Laura Reiner, Kathleen Sferra, Dwight Sipler, Christian Spear, Ellen Sturgis, Elizabeth Tobey, John Toole, Gregor Trinkaus-Randall, Vickery Trinkaus-Randall, Robert Walrath

Timekeeper: Catherine Desmond

Number of Voters Checked: 332

Turnout Percentage: 7%

Number of Registered Voters: 5,032

A True Copy. Attest: Linda E. Hathaway, Town Clerk of Stow

TOWN OF STOW

***County of Middlesex
Commonwealth of Massachusetts***



Established as the Plantation of Pompositticut, 1669

Incorporated as a Town, May 16, 1683



Land area given to seven surrounding towns



Area today 17.94 Square Miles

11,311.4 Acres Land; 167 Acres Water

11,478.4 Acres Total



Longitude: 71° Latitude: 42° 26'

Altitude (above sea level) at Town Hall: 231 feet



Population per 2000 Federal Census: 5,902

Population per 2010 Federal Census: 6,590

Population per 2012 Stow Annual Census: 6,846

TOWN DEPARTMENT TELEPHONES

Emergency: Ambulance, Fire / Rescue, Police DIAL 911

| | |
|------------------------------------|-----------------|
| Animal Control Officer | 978-897-2784 |
| Assessors, Board of. | 978-897-4597 |
| Building Department and Inspectors | 978-897-2193 |
| Cemetery Committee. | 978-461-1403 |
| Conservation Commission | 978-897-8615 |
| Council on Aging | 978-897-1880 |
| Fire / Rescue Department business | 978-897-4537 |
| Health, Board of. | 978-897-4592 |
| Highway Department | 978-897-8071 |
| Inspectors: Gas, Plumbing, Wiring | 978-897-2193 |
| Minuteman Regional High School | 781-861-6500 |
| Nashoba Regional School District | 978-779-0539 |
| Center School | 978-897-0290 |
| Hale Middle School | 978-897-4788 |
| Nashoba Regional High School | 978-779-2257 |
| Planning Board | 978-897-5098 |
| Police Department business | 978-897-4545 |
| Randall Library | 978-897-8572 |
| Recreation Commission | 978-461-1411 |
| Selectmen, Board of | 978-897-4515 |
| Stow TV Office | 978-897-7732 |
| Town Accountant | 978-897-5012 |
| Town Administrator | 978-897-2927 |
| Town Clerk | 978-897-4514 x1 |
| Treasurer-Collector | 978-897-2834 |
| Tree Warden | 978-897-8071 |
| Veterans' Services Officer | 978-290-0278 |

Mailing Address: 380 Great Rd., Stow, MA 01775-2127
Website: www.stow-ma.gov

COMMITTEE MEETINGS CALENDAR
(unofficial)

| | |
|---------------------------------------|---|
| Agricultural Commission | As needed |
| Ancient Documents Committee | First and third Fridays, 10 a.m., Nov-Jun |
| Assessors, Board of | Once or twice a month, Tuesdays, 5:30 p.m. |
| Cable License Advisory Committee | As needed |
| Capital Planning Committee | As needed |
| Cemetery Committee | Third Wednesday, 7 p.m., Town Hall |
| Community Center Building Committee | Second and fourth Wednesdays, 7:30 p.m. |
| Community Preservation Committee | Second and fourth Mondays, 7:30 p.m. |
| Conservation Commission | First and third Tuesdays, 7:30 p.m. |
| Council on Aging | Monthly, second Thursday, 10:00 a.m. |
| Cultural Council | As needed |
| Elementary School Building Committee | Monday, at least twice a month, 7:30 p.m. |
| Finance Committee | Second and fourth Tuesdays, 7:30 p.m. |
| Fire Station Building Committee | Thursdays at 6:00 p.m. |
| Historical Commission | First Thursday, 7:30 p.m., Town Hall |
| Health, Board of | Monthly, usually third Thursdays, 5:00 p.m. |
| Housing Authority | As needed |
| Lake Boon Commission | As needed |
| Local Access Cable Advisory Committee | Monthly, date varies |
| Local Emergency Planning Committee | Monthly, usually third Thursdays, 7:45 a.m. |
| Medical Reserve Corps Exec Committee | Monthly, Thursday, 7:00 p.m. |
| Minuteman Regional School Committee | Monthly, Tuesday, 7 p.m., Lexington |
| Multi-Use Track Road Committee | As needed |
| Municipal Affordable Housing Trust | First and third Mondays, 7 p.m. |
| Nashoba Regional School Committee | Second and fourth Tuesdays, 6:15 p.m., Bolton |
| Open Space Committee | As needed |
| Planning Board | First, second, and third Tuesday, 7:00 p.m. |
| Randall Library Building Committee | As needed. |
| Randall Library Trustees | Monthly, Second Wednesday, 7:30 p.m., Library |
| Recreation Commission | Monthly at 6:30 p.m., date varies |
| Selectmen, Board of | Second and fourth Tuesdays, 7:00 p.m. |
| Zoning Board of Appeals | Monthly, first Monday, 7:30 p.m. |