

AGENDA
BOARD OF SELECTMEN
May 18, 2010
7:00 p.m.
Town Building

Public Input

Chairman's Comments

Town Administrator's Report

Meeting Minutes

Visitors

- 7:10 p.m. Eagle Scout recognition – Peter Gjeltema, June 26 Court of Honor
- 7:15 p.m. Conservation Commission appointment
- 7:25 p.m. One-day liquor license for Decibels Foundation, June 21
- 7:30 p.m. Pompo Use Study Committee appointments

Action/Discussion

- Permit for Memorial Day parade, May 31
- Appointment of call firefighter lieutenants
- FY 2011 meeting schedule (1st/3rd Tuesday vs. 2nd/4th)
- Priority grid update
- Support for amendment Section 66 of Senate Bill 2424, the Municipal Relief Bill
- Start of liaison assignments discussion

Selectmen's Master Planning: Master Plan update and implementation discussion

Liaison Reports, if any

Correspondence

Adjournment

Posted 5/14/10

Correspondence

Town:

ZBA decision on 21 Hale Road, rec'd 4/16

Ten resident emails re school building project and apple barn, rec'd 4/18-26

Resident letter re Honey Pot Hill Orchard traffic layout, rec'd 4/19

Letter from "Concerned Residents" re Historical Commission members, rec'd 4/20

Letter of interest in Conservation Comm vacancy, rec'd 4/23, and Comm's letter of support, rec'd 4/30

Employee Disclosure of Appearance of Conflict of Interest, rec'd 4/27

Two ZBA decisions re school building project, rec'd 4/27

CC of executed MSBA project funding agreement, rec'd 4/27

CC of EOEEA MEPA review of school building project, rec'd 4/29

Letter from Public Safety Officer Sgt Lima re parking changes on Hartley Road, rec'd 4/30

Building permits report for April, rec'd 5/4

CC of MSBA letter to M. Wood re review of school construction submission, rec'd 5/11 and 5/14

DHCD letter on Ch 40B application for Plantation Apts II, rec'd 5/14

PEG grant report for 2010 Q1, rec'd 5/14

General:

Boston Region MPO elections notice, rec'd 4/20

Verizon 2009 financial filing, rec'd 4/27

Notice of Central Mass Mosquito Control Project new program, rec'd 5/4

Comcast notice of channel and price changes, rec'd 5/4

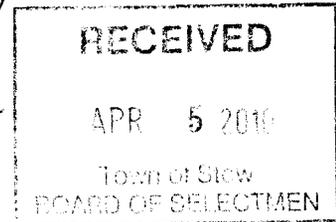
MART Advisory Board 5/18 agenda, rec'd 5/7

TransReport Boston MPO newsletter for May

OAR newsletter for May

April 2, 2010

562-4535(h)
pcgjeltema@
comcast.net



The Board of Selectmen
Town of Stow
380 Great Road
Stow, MA 01775
Attention Mrs. Susan McLaughlin

Dear Mrs. McLaughlin,

Our son, Peter James Gjeltema, a resident of Stow, Massachusetts and a member of Boy Scouts of America Troop 1 in Stow for the past six years, has recently achieved the rank of Eagle, the highest rank of the Boy Scouts of America, on March 15, 2010.

Peter has earned 22 merit badges, and completed an Eagle Service Project which benefited the Stow Recreation Commission as well as the larger community of Stow. His project was to build and install a permanent twelve foot bench overlooking the Pine Bluffs Beach. This sizable bench is for the benefit of those who cannot traverse the steep stairs down to the beach as well as discourage any inappropriate activities that could cause erosion to the bluff itself. In addition, it provides a pleasant place to sit and enjoy a scenic view of Lake Boon – hopefully you might get a chance to try it out!

This letter is to ask your assistance in recognizing Peter's achievements and community service. Would you please be so kind as to send a letter of greeting for Peter to be presented to him at his Court of Honor on June 26, 2010 at the Old Town Hall, Stow, Massachusetts? All of Peter's letters of recognition will be placed in a binder and will be displayed during this special occasion for him.

If you could be so kind as to please address your letter of recognition to:

Eagle Scout Peter James Gjeltema.
285 Sudbury Road
Stow, MA 01775.

Thank you very much for taking time from your busy schedule to help our community and Troop 1 Stow recognize the personal achievement and service of Eagle Scout Peter James Gjeltema; and thank you for your service to the town of Stow.

Sincerely,

A handwritten signature in cursive script, appearing to read "PA Gjeltema".

Paul and Carol Ann Gjeltema



Town of Stow
Conservation Commission

380 Great Road
Stow, Massachusetts 01775
(978) 897-8615
FAX (978) 897-4534

NOTICE OF VACANCY

CONSERVATION COMMISSION

1 member

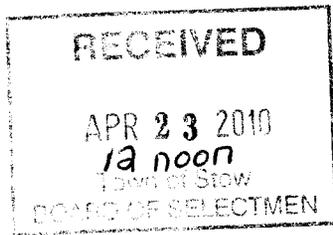
Duties: The Conservation Commission administers and enforces the Massachusetts Wetlands Protection Act and the Town of Stow Wetlands Protection Bylaw and Regulations. Reviews all proposed activity within 100 feet of a wetland resource, 200 feet of a pond, river or stream. The Commission also manages over 1,200 acres of conservation lands throughout the community.

Qualifications: Registered voter of Stow. Commitment to environmental issues or related background and willingness to acquire a working knowledge of the Wetland Protection Act Regulations and the Town of Stow Wetland Protection Bylaw & Regulations.

Term: Appointment by the Board of Selectmen to fill an unexpired term through June 30, 2010 and a three-year appointment to June 30, 2013.

Application: The Board of Selectmen and Conservation Commission will accept letters of application until 5:00 pm on April 23, 2010.

Posted ^{04/22/10}~~04/22/10~~



112 Taylor Road
Stow, MA 01775
(978) 897-0266
helencastles@yahoo.com

April 22, 2010

Mr. Stephen M. Dungan
Stow Board of Selectmen
380 Great Road
Stow, MA 01775

Dear Mr. Dungan:

I am responding to the notice of vacancy on the Stow Conservation Commission. I have attached my resume for your consideration. Over the past six months, I have been assisting the Stow Conservation Commission as an Associate Commissioner. I would be very interested in serving as a full Commissioner.

I enjoy the valuable and important charge of Conservation Commissions in Massachusetts. As you can see from my resume, I have professional experience in soils, wetland functions and values, hydrology, and sediment and erosion control. In addition, over the last two years, I have been volunteering with the Pepperell Conservation Commission assisting the conservation agent with office related activities and wetland permitting duties. I have assisted the office with review of on-site wetland delineations and erosion control. I have also authored several conservation land management plans for the Pepperell Conservation Commission encompassing over 250 acres.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Helen Castles". The signature is fluid and cursive, with a large initial "H" and "C".

Helen Castles

Helen A. Castles

112 Taylor Road, Stow, MA 01775
978-897-0266, helencastles@yahoo.com

QUALIFICATIONS SUMMARY

Accomplished natural resource professional with over 12 years experience working within public, private, and non-profit sectors. Broad background in environmental consulting, public education, and project management. Strong professional record of accomplishing goals for natural resource protection and management. Areas of experience include:

- Soils and Wetland Soils
 - Assessment of Wetland Functions and Values
 - Sediment and Erosion Control
 - Land Use Management and Planning
 - Hydrology
 - Project Coordination and Inspection
 - Water Quality and Stormwater
 - Federal, State and Local Environmental Permitting
-
-

PROFESSIONAL EXPERIENCE

Pepperell Conservation Commission

Pepperell, Massachusetts, 2007 - present

Volunteer- Assist current Conservation Commission agent with conservation and wetland related duties.

- Participate and assist with on-site wetland delineation and application review.
- Attend Conservation Commission meetings and hearings relating to land management issues.
- Principal author for two conservation land management plans covering two hundred and fifty acres.
- Wrote a successful grant for \$68,000, to the Wildlife Habitat Incentives Program. Conducted public site-walks discussing the proposed wildlife habitat improvements. Perform regular site inspections for the project implementation.

Middlesex Conservation District

Westford, Massachusetts - 2002

Consultant – Reviewed land disturbance permit applications submitted to the Town of Groton Earth Removal Advisory Committee. Wrote detailed technical reviews and provided advice to the Advisory Committee. Attended public hearings, site-walks and provided technical assistance on soil erosion and earth removal issues.

USDA Natural Resources Conservation Service

Milford, New Hampshire 1996 - 2002

District Conservationist- Primary duties included management and administration of the office, coordination with conservation partners, state and federal agencies, and management of conservation projects and initiatives.

- Developed and assessed areas for conservation treatment; wrote proposals and secured funding for natural resource initiatives.
- Planned and implemented conservation projects including full resource assessments, evaluating alternatives and developing viable resource solutions for solving environmental issues concerning water quality, soil erosion, ecosystem degradation, and wetland protection. Performed regular inspections of on-going construction projects.
- Proficiently utilized skills in the areas of hydrology, soils, wetlands, forestry, agronomy and elementary engineering for clients and community officials.

USDA Natural Resources Conservation Service

Natural Resource Conservationist

Westford, Massachusetts- 1995 – 1996

Soil Conservationist- consulted with landowners on the planning and design of conservation related projects. Worked with local government agencies and landowners in the design and implementation of best management practices including: animal waste management systems, irrigation water management systems, hydrologic analysis for erosion and sediment control practices, and wetland protection.

Verona, Virginia- 1993 -1995

Soil Conservationist- Directed and administered all land treatment watershed initiatives for a two county area. Planned, designed, and supervised the construction of conservation projects with landowners in the agricultural community.

Dover, New Hampshire- 1991- 1993

Soil Conservationist- Analyzed and evaluated landowner's natural resource problems and planned and designed conservation practice solutions. Provided hands-on education and outreach to landowners to address water quality problems.

Peace Corps Volunteer

Botswana, Africa- 1988 – 1990

Agricultural Teacher- Taught school at the 8th through 10th grade levels. Conducted practical lessons on improved methods in agriculture, including: soil conservation, forestry, horticulture, and agronomy.

EDUCATION AND PROFESSIONAL DEVELOPMENT

M. S. Natural Resource Management and Administration
Antioch New England Graduate School, 1998

B. S. Geology, Minor in Hydrology
University of New Hampshire, 1987

Graduate course work, Soils, 14 semester credits, University of New Hampshire, 1990

Massachusetts Association of Conservation Commissions, Certificate Training Program, Fundamentals for Conservation Commissioners, four training units, 2008.

U.S. Army Corps of Engineers, Regulatory IV- Wetlands Identification and Delineation

REFERENCES: Available upon request



Town of Stow Conservation Commission

380 Great Road
Stow, Massachusetts 01775
(978) 897-8615
FAX (978) 897-4534

April 30, 2010

Stephen Dungan, Chairman
Board of Selectmen
380 Great Road
Stow, MA 01775

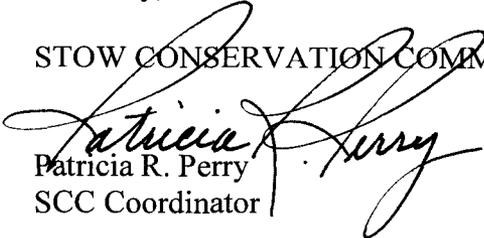
Dear Chairman Dungan and Members of the Board of Selectmen:

The Commission has received a request from Helen Castles, 112 Taylor Road, to be considered for an appointment as a member of the Stow Conservation Commission. Helen has the qualifications and professional experience that the Commission is looking for and understands the regulatory and land management responsibilities associated with being a member of the Conservation Commission. Since her appointment as an associate member of the Commission, Helen's expertise in wetland functions and hydrology have been invaluable to the Commission and the community.

The Commission highly recommends Helen Castles for the open position and would like to thank the Board of Selectmen for their continued support in assisting the Commission in appointing candidates that compliment each other.

Sincerely,

STOW CONSERVATION COMMISSION


Patricia R. Perry
SCC Coordinator

TOWN OF STOW
STOW, MASSACHUSETTS 01775

APPLICATION FOR SPECIAL LIQUOR LICENSE

Date: April 29, 2010

Name of Applicant(s)

Julia Dunning

Home Address & Telephone

241 Red Acre Road

Stow, MA 01775

978-461-2582

Name of Organization

Decibels Foundation

Address

1269 Main Street
Concord, MA 01742

978-
287-
7878

Date(s) for which license is requested: June 21, 2010

Hours of sales: 10 AM - 10 PM

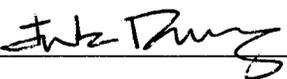
Type of beverage(s) to be sold: all alcoholic beverages

Event for which license is requested: GOLF Tournament

Profit or non-profit? non-profit

Location of event: Wedgewood Pines Country Club

The undersigned will be responsible for the license, if granted.

Signature(s): 

Stow Selectmen's Office

From: TownAdministrator [TownAdministrator@stow-ma.gov]
Sent: Monday, May 10, 2010 11:08 AM
To: Susan McLaughlin
Subject: FW: Call Lieutenants

Susan, please add this to the agenda on the 18th. Thanx, Bill.

-----Original Message-----

From: Mike McLaughlin [mailto:FireChief@stow-ma.gov]
Sent: Monday, May 10, 2010 9:24 AM
To: TownAdministrator
Subject: RE: Call Lieutenants

Bill,

They are:

Tim Gray
George Taylor

The process was as follows:

We ran two Fire Officer classes. One was an internal class taught by Rick Connelly a Stow resident who is a Captain on the Boston Fire Department. The second class was run by the Fire Academy. We have been running lean on officers. One went to Acton Fire, Lisa back to school and one dropped due to family and work priorities. Four firefighters applied for call lieutenant positions. Step I a written exam was administered. Step II we conducted team interviews with the current Fire officers.

If you need anything else from me, please let me know.

Thank you,

Mike

-----Original Message-----

From: TownAdministrator [mailto:TownAdministrator@stow-ma.gov]
Sent: Monday, May 10, 2010 6:55 AM
To: Mike McLaughlin
Subject: RE: Call Lieutenants

Yes

-----Original Message-----

From: Mike McLaughlin [mailto:FireChief@stow-ma.gov]
Sent: Friday, May 07, 2010 10:15 AM
To: Town Administrator
Subject: Call Lieutenants

Bill,

We have selected two new Call Lieutenants. Do they have to be run by the board of Selectmen for approval?

Stow Selectmen's Office

From: AliceMRVTSD [AliceMRVTSD@solynx.com]
Sent: Wednesday, May 12, 2010 12:04 PM
To: Susan Flint Hosier; Bill Wrigley; Stephen Dungan; Charles Kern; Christopher Sarno; Ellen Sturgis; Laura Spear; Kathy Farrell; Kathy Farrell; Tom Ruggiero; FinCom@stow-ma.gov; james.salvie@trb.state.ma.us
Subject: Fwd: Request for support of amendment

Dear all -

I am forwarding you this message that I have just sent to Sen. Eldridge, at the request of the Business Manager of Minuteman (Camie Lamica).

I encourage everyone to both call Sen. Eldridge and email him and his aides (listed below in the email) to let them know that we need his support of the amendment described below. When I spoke with his office a this morning they were not aware of this omission.

Please let me know if you do contact Sen. Eldridge's office.

Thanks,
 Alice DeLuca
 Stow representative to Minuteman Regional School District

----- Original Message -----

Subject: Request for support of amendment
Date: Wed, 12 May 2010 11:44:12 -0400
From: AliceMRVTSD <AliceMRVTSD@solynx.com>
Reply-To: AliceMRVTSD@solynx.com
To: James.Eldridge@state.ma.us
CC: Elizabeth.Brusie@state.ma.us, "Jarboe, Brendan (SEN)" <Brendan.Jarboe@state.ma.us>, "Schnitzer, Sara (SEN)" <Sara.Schnitzer@state.ma.us>, Neel Chaudury <Neel.Chaudhury@state.ma.us>

Dear Jamie -

I appreciate your continuing support of Minuteman Regional High School. In particular, it was a pleasure to speak with you at our legislative breakfast in May of 2009 and I know you have recently attended Selectmen's meetings in the town of Boxborough.

I am writing to ask you now to support Senator Susan Fargo's amendment Section 66 of Senate Bill 2424, the Municipal Relief Bill. This is a non-controversial amendment which will help all the regional school districts in your senate district - it is a Win-Win!

This amendment would have regional school districts be considered a municipality for purposes of this section. I know that as you are a graduate of Acton-Boxborough, the issues of regional schools are near and dear to your heart.

The Municipal Relief Bill would include the non-teaching staff in Regional School Districts as part of the early retirement incentive.

5/16/2010

As you know, Regional School district budgets are falling under the same financial constraints as municipalities and therefore we are seeking the same consideration in the relief effort as are proposed for cities and towns.

- <!--[if !supportLists]-->1. <!--[endif]-->We believe the regional school districts were inadvertently omitted. This needs to be corrected.
- <!--[if !supportLists]-->2. <!--[endif]-->Due to budget reductions Minuteman is anticipating layoffs to a number of non-teaching staff. If this amendment passes we wouldn't have to lay off staff members leaving them without health insurance and able to collect unemployment. Passage would allow our eligible staff members to take early retirement.

Please reply to me and let me know of your support of Senator Susan Fargo's amendment Section 66 of Senate bill 2424, the Municipal Relief Bill.

Sincerely,

Alice DeLuca

Stow representative to Minuteman Regional School District

5/16/2010

**Selectmen's FY10 Committee Memberships and Liaisons/Contacts,
Final version, June 16, 2009**

Committee Memberships

- Capital Planning Committee Kathy Farrell, 3-yr., ending 6/30/10
- Elementary School Building Comm Ellen Sturgis, indefinite term
- Local Access Channel Advisory Steve Dungan, 1-yr., ending 6/30/10
- MAPC Selectmen's alternate Laura Spear, 1-yr, ending 6/30/10
- MAGIC Selectmen's rep Laura Spear, 1-yr, ending 6/30/10
- Master Plan Committee Steve Dungan, indefinite term
- Municipal Affordable Housing Trust Steve Dungan, until plan complete,
then Laura Spear will replace him for
the remainder of term

- Public Safety Study Committee Tom Ruggiero, 1-yr., ending 6/30/10
- Sidewalk Task Force Tom Ruggiero, 1-yr, ending 6/30/10

Liaisons/ Contacts, Annual July 1 to June 30

- Assabet River Rail Trail Committee Kathy Farrell
- Community Preservation Laura Spear
- Conservation and Open Space Kathy Farrell
- Council on Aging Tom Ruggiero
- Finance Committee Ellen Sturgis
- Fire/Highway/ Police Tom Ruggiero
- Health, Board of Tom Ruggiero
- Historical Commission Susan McLaughlin
- Lower Village Subcommittee Ellen Sturgis
- Nashoba Regional School Comm Ellen Sturgis
- Planning Board Laura Spear
- Recreation Commission Tom Ruggiero
- Tri-Town Kathy Farrell
- Zoning Board of Appeals Ellen Sturgis

Note: Communications with other Town departments and committees will be as needed.