



Town of Stow
Massachusetts
for the year ending
December 31, 2011

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IN MEMORIAM

Jean H. Lynch

1941 – 2011

Selectman

1992 – 1995

Capital Planning Committee

1996 – 2011

Open Space Committee

1999 – 2009

Municipal Land Use Committee

2005 – 2006

Nashoba Regional School Committee

1999 – 2000

Stow Arts Council

(Currently Stow Cultural Council)

1990 – 1992

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 33
Boston, MA 02133

ELECTED TOWN OFFICERS

Listed alphabetically

Board of Assessors

Michael Dugas (2012)
Dominick Pugliese (2013)
John E. Smith (2014)

Field Drivers

Selectmen

Board of Health

Mary E. Cormier (2014)
Sylvia Daley (2013)
Marcia B. Rising (2012)

Moderator

David Walrath (2013))

Nashoba Regional School District Committee

Brian P. Burke (2011) Jan-May
Maureen Busch (2012)
Lynn Colletti (2013)
Jeffrey H. Odell (2014) May-Dec

Planning Board

Ernest E. Dodd (2013)
Leonard H. Golder (2016)
Stephen C. Quinn (2012)
Lori Clark (2014)
Kathleen A. Willis (2015)

Randall Library Trustees

Robert A. Aldape (2013) Jan-Oct
Harold B. Donahue, Jr. (2012)
Jane Sproule Epstein (2012)
Amante Brooks Gaines (2013)
Carolyn C. Howe (2011) Jan-May
John J. O'Keefe III (2013)
Timothy H. Reed (2014)
Barbara K. Wolfenden (2014) May-Dec

Board of Selectmen

Gary M. Bernklow (2014) May-Dec
Stephen M. Dungan (2011) Jan-May
Charles Kern (2013)
Thomas E. Ryan III (2012)
James H. Salvie (2013)
Laura Y. Spear (2012)

Stow Housing Authority

W. Robert Dilling
John J. Kendra (2016)
Robert W. Larkin (2014)
Sean Osborne (2015)

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
Douglas Hyde, Local Inspector
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
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)
Laura Spear, Selectmen (2012)

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

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

APPOINTMENTS BY SELECTMEN, COMMITTEES AND DEPARTMENTS
Listed alphabetically

Agricultural Commission

Julie Martin-Sullivan (2014)
Elizabeth C. Painter (2014)
Dwight P. Sipler (2012)
Katherine C. Steege (2012)

Cable License Advisory Committee

Arnold R. Buckman (2013)
Lewis H. Halprin (2012) Jan-Sep
Robert C. Mong (2014)

Cemetery Trustees

William Clayton (2014)
Frederick J. Dodge, Jr. (2012)
Roy Dudley (2013)
Robert Gledhill, Superintendent

Conservation Commission

Helen Castles (2013)
David W. Coppes (2013)
Ingeborg Hegemann-Clark (2013)
Rebecca G. Mattison (2012)
Douglas E. Moffat (2013)
Kathleen V. Sferra (2014)
Katherine Tarbi (2011) Jan-June

Council on Aging

Paul Chaisson
Ruth Delmonico
Kristen Donovan
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 (3/2012)
Anne C. Draudt (8/2012)
Phyllis Fitzsimmons-Luce (12/2012)
Nancy Maldari (11/2011)
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
Michael Stevens
Gregory A. Vogel

On Call Firefighters/EMTs

James Byrne
Christopher Camelio, Lieutenant
Richard Connelly
Gage Cummings
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
Jonathan Murphy
James Ruggiero
Michael Scimeca
Robert Smart
Susan Siewierski
Judson Swinimer
George Taylor
Michael Trioli
Nick Trioli
Matt Vickory
Keith Villa

On Call Firefighters

Scott Dwinells
Matt Magazu
Scott Morse, Jr.
George Nunez
Frank Patterson
Larry Stafford

Apprentice Firefighters

Christopher Bennett
Erick Benoit
Kevin Benoit
John Bertonassi
Josh Clement
Barett Dilling
Paul Dudley
Ben Latta
Andrew Lenox
Dan Nathan
Ryan Swan
Sean White

Honorary Firefighters

Steve Landry
Eddie Warren

Historical Commission

Robert Cutler (2013)
Daisy Dearborn (2012)
Wayne A. Fletcher (2011) Jan-May
Karen Gray (2014) May-Dec
Leslie Kriebel (2014)
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)
Robert M. Glorioso (2012)
Leonard H. Golder (2012)
Lisa R. Lavina (2012)
Anne VanTine, Coordinator

Master Plan Committee

Gary Bernklow, Selectmen May-Dec
Stephen Dungan, Selectmen Jan-May
Karen Kelleher, At Large
Charlie Kern, Finance

Rebecca G. Mattison, Conservation
Roy W. Miller, At Large
Marcia B. Rising, Board of Health
Kathleen Willis, Planning Board

Open Space Committee

Vincent J. Antil
Eve K. Donahue
William H. Maxfield
Brian Mulcahy
Christopher B. Rodstrom
Kathleen V. Sferra
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

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
Richard Tower
Darlene D. Trefry

Public Safety Dispatchers

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

Recreation Commission

Timothy Allaire
Eric Bachtell June -Dec
Patricia Bolton May-Dec
Robert Braceland Jan-Apr
Michael Busch
John A. Sangermano
Josh Schiering Jan-May
Laura Greenough, Director

Registrars of Voters

John Mileski (2012)
John D. O'Connell (2013)
Robert Walrath (2014)
Linda E. Hathaway, clerk ex-officio

SpringFest Organizing Committee

Alice "Pennie" Cushing (2012)
Laura Folsom (2012)
Karen Kelleher (2013)
Murray Levine (2011) Jan-June
Ellen Sturgis (2012) Jan-June

Stow Municipal Affordable Housing Trust

Stephen Dungan, Selectmen Jan-May
Donna Jacobs (2013)
Michael Kopczynski (2013)
Constantine Papanastassiou (2013)
Cynthia Perkins (2012)
James Salvie, Selectmen, May-Dec
Laura Spear (2013) Oct-Dec
Trish Settles (2012)

Trustees, Hale High School Fund

Robert F. Derby
Wayne A. Fletcher
Linda E. Hathaway
Jeffrey D. Smith

Trustees, Randall Relief Fund

Louise E. Peacock, (2012)
Jeffrey D. Smith (2014)
Dorothy G. Sonnichsen (2013)

Trustees, Randall Town Fund

Louise E. Peacock, (2012)
Jeffrey D. Smith (2014)
Dorothy G. Sonnichsen (2013)

Trustees, Town Farm Fund

Louise E. Peacock (2012)
Jeffrey D. Smith (2014)
Dorothy Sonnichsen (2013)

Veterans' Graves Committee

Jeffrey J. Lance
Philip Moseley
George A. Veracka

Veterans' Services Officer

Brian Stearns

Zoning Board of Appeals

John Clayton, Jr. (2013)
Michele L. Shoemaker (2012).
Edmund C. Tarnuzzer (2013)
Charles A. Barney, Assoc* (2013)
William F. Byron, Jr., Assoc* (2015)
Andrew DeMore, Assoc* (2012)
Bruce Fletcher, Assoc* (2012)
Lee Heron, Assoc* (2014)
Ruth Kennedy Sudduth, Assoc* (2012)
(*Selectmen appoint ZBA associates)

APPOINTMENTS BY CONSERVATION COMMISSION**Listed alphabetically****Open Space & Recreation Plan
Committee**

William H. Maxfield
Douglas E. Moffat

Kathleen V. Sferra
Dwight P. Sipler
Robert T. Wilber

APPOINTMENTS BY BOARD OF HEALTH**Listed alphabetically****Animal Control Officer**

Susan G. Latham
Phyllis Tower, Assistant

Inspector of Animals

Phyllis Tower
Susan Latham, Assistant

Burial Agents

John Erb
Town Clerk

**Medical Reserve Corp Executive
Committee**

Sharon Brownfield
Sharon Funkhouser
Rini Kester
Michael Matatia
Ross Perry, Chair
Nancy Plumhoff

Health Agent

John P. Wallace

John Sangermano
John P. Wallace, Liaison

School Health Committee
Sylvia Daley

Public Health Nurse
Linda Cullen

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

Dean Cavaretta, Associate* Oct-Dec
Patricia Heron, Associate*
Eric Sears, Associate* Jan-Jun
Bruce Walbridge, Associate*
(*Moderator appoints associates)

Finance Committee
Gary Bernklow (2011) Jan-May
Richard Connelly (2012)
Ann Deluty (2013)
Peter McManus (2014)
Richard Rollins (2014)
Christopher Sarno (2013)

Moderators
Gary L Horowitz, Assistant
Elizabeth C. Painter, Deputy

Minuteman School District Rep.
Alice B. DeLuca (2014)

APPOINTMENTS BY PLANNING BOARD
Listed alphabetically

Light Pollution Study Committee
Gregory D. Troxel
Warrington R. Willis

Karen Kelleher
Brian Martinson
Donald G. McPherson
Philip Moseley
Barbara P. Sipler
Warrington R. Willis

Lower Village Subcommittee
Lori Clark

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 (2012) - Moderator
Stephen F. Jelinek (2014) - Moderator
Charles Kern (2012) - Selectmen
Jean H. Lynch (2013) - Moderator
Jan-Apr
Edward R. Perry, Jr. (2012) - Finance
Myie Yvanovich (2013) - Moderator
Aug-Dec

Community Preservation Committee

Michael Busch, Recreation
William Byron, Council on Aging
Wayne Fletcher, Historical Comm
Jan-May
Karen Gray, Historical May-Dec
Robert Larkin, Housing Authority
Peter McManus, Finance
Dom Pugliese, Assessors
Kathleen V. Sferra, Conservation
Robert T. Wilber, Open Space
Kathleen Willis, Planning

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
Craig D. Martin, Building
Commissioner
Stephen C. Quinn, At Large
Ellen S. Sturgis
Gregory Irvine, Pompo/Center
Principal, Ex Officio Jan-June
Kevin LaCoste, Pompo/Center
Principal, Ex Officio June-Dec
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 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.

Putting the Master Plan to Work

Following the Planning Board's November 2010 acceptance of the Town's newest Master Plan, the selectmen began 2011 by considering how best to implement the Master Plan Committee's recommendations.

Steve Dungan, Chair at that time, voiced the Board's determination that the new plan "would not collect dust on a shelf," often the fate of similar plans. He proposed a prioritized list of actions to guide the Board's implementation, which members then adopted. They divided up the work and at the same time strengthened their liaison roles with the other Town boards and departments in order to work more efficiently and effectively.

Continuing under Mr. Salvie's chairmanship, the Board has focused on items that it could affect directly, such as bringing water to Lower Village and trying to encourage economic development. The Board had oversight responsibility for implementation of other elements of the plan. Throughout 2011, the Board made progress on its own action items and facilitated work on the others. By the end of 2011, virtually all of the high-priority Master Plan recommendations were complete or underway.

In the May 2011 annual election, and a Fall 2010 special election, two veteran members of the Finance Committee, Gary Bernklow and Tom Ryan, were voted in to replace retiring members Steve Dungan and Tom Ruggiero, respectively.

Capital Building Projects

In anticipation of the Pompositticut School building becoming vacant when students moved to the new Center School, the Board established a Pompo Reuse Committee to investigate possible future uses of the building. The investigation found numerous Town groups in need of space.

At the same time, Fire Chief McLaughlin further defined his department's needs for an expanded and renovated fire station at its current location. And the Randall Library Trustees, faced with the ongoing water leaks and critical space shortages, moved to address the building's issues.

In November, Town Meeting approved funds for pre-design evaluations of the three buildings and, in December, the Board established three capital building committees: a Community Center Building Committee, a Fire Station Building Committee, and Randall Library Building Committee, each charged bringing building options to voters in the autumn of 2012. Members

of the Board of Selectmen serve on each building committee, with other officials and community members at large.

Affordable Housing

The Board enthusiastically supported proposals for additional affordable housing at Plantation Apartments and Pilot Grove by the Stow Community Housing Corporation and the Stow Elderly Housing Corporation.

Land and Water

With the anticipated closure of the Assabet Water Company, all of its former customers in Harvard Acres were faced with the prospect of drilling individual wells. Recognizing the hardship this posed for some homeowners, Town Administrator William Wrigley worked with the state Department of Environmental Protection (DEP) and other officials to devise a low-interest loan program for homeowners, using state funds. The Building Department and Board of Health carried out all the necessary inspections. When Assabet Water shut down for good on March 15, all the affected homes had their own water. The Board congratulated Mr. Wrigley for managing this huge undertaking.

Having completed its work on Stow's segment of the regional Assabet River Rail Trail (ARRT), the Stow ARRT was dissolved by the Board, and replaced by a new committee, the Multi-Use Track Road Committee, to focus exclusively on the Track Road section of the trail.

The Board declared the Larsen apple barn at Center School as surplus property at the request of the Elementary School Building Committee. The building was scheduled for demolition in December.

Public Safety

With the retirement of Police Chief Mark Trefry, the Board formed a search committee to recommend his replacement. The search resulted in a recommendation to appoint Sgt. William Bosworth, a department veteran, to the position of Stow's Chief of Police, an appointment which the Board made in April.

In October, the Board received numerous complaints from residents about the traffic snarls on the roads to Honey Pot Hill Orchard during apple season. A gridlock on Columbus Day spurred the Board to formally adopt a traffic and safety plan for the area from the police department and publicly support its enforcement.

October ended with a Halloween snow and ice storm creating a region-wide loss of power from downed trees and wires and other storm-related problems. The Board held an informative public debriefing session with Police, Fire, Highway, and the Hudson Light and Power Department.

State and Regional Programs

The Board encouraged Stow's state legislators to adopt proposed municipal health insurance reform and supported regional transportation dispatch services, nursing services, and mutual aid.

Respectfully submitted,

Gary M. Bernklow
Charles Kern, Clerk
Thomas E. Ryan III
James H. Salvie, Chair
Laura Y. Spear

Susan McLaughlin, Administrative Assistant
Phoebe Haberkorn, Office Assistant

TOWN ADMINISTRATOR

The Stow town administrator, by Charter, serves as the town'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 2011, 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. At the annual town meeting in May 2011, as has been the case for several years, the town administrator recommended a balanced FY-2012 budget within the limits prescribed by proposition two and one-half. In fact, the FY-2011 budget approved at town meeting left the town with unused levy capacity in excess of \$900,000. The FY-2012 municipal budget is a level services budget. The most noteworthy number in the budget relates to debt service.

For FY-2012 the town's annual debt payment increased by 27% to \$1,657,196. This significant increase is due primarily to the fact that the first full principal and interest payment on the initial 9 million dollar bond issuance for the Center school project is due in FY-2012. There has been a second project bond issuance of 7 million dollars and the first principal and interest payment associated with this borrowing will impact the town's annual debt payment in FY-2013. Both of these substantial annual debt payments will be on the books for the next 25 years.

Further, it is important to note that at a special town meeting last November, the voters approved proceeding with the preliminary design phase on three new facility 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-2012 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-2011 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 FY-2011.

The Town's Free Cash account is currently certified at \$1,283,000. The Town's Stabilization Fund account balance, including the \$50,000 that was transferred at last May's annual town meeting is \$706,000. Combined, the current Free Cash and Stabilization Fund balance of \$1,989,000 is at a historic 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-2013 budget, it will be necessary to limit our total budget expenditures to approximately 4% above the current fiscal year to not exceed the projected percentage increase in total recurring revenues. Stow is structurally constrained by several revenue impediments that make it increasingly more difficult to balance annual operating budgets.

Most importantly, the town's tax base provides approximately 90 percent of the town's total annual recurring revenues 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. Ten years ago, 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 otherwise due 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.

As a special project, throughout the winter months in early 2011, the town administrator worked closely with other town officials, as well as many state agencies and elected officials, in an organized effort to financially assist 57 Harvard Acres residents to disconnect from the Assabet Water Company system. As a major part of this effort the Stow voters approved to accept a 1 million dollar 0% loan from the state Water Pollution Abatement Trust. The town utilized this loan money to provide 2% interest loans to Harvard Acres residents to cover the costs of drilling individual wells. In all, 175 Harvard Acres residents disconnected from Assabet Water Company by March 15, 2011 just before a federal bankruptcy judge shut down the system.

The town administrator, working with town counsel, is directly responsible for managing the town's legal matters. As it relates to litigation in 2011, there are 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 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 works 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 on 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, Leonard Golder was elected to a 5-year term. We were happy that voters chose to elect him for another 5-year term. We are sad to report that Kathleen and Russ Willis announced that they will be relocating to California, leaving a vacancy on the Planning Board and the Light Pollution Study Sub-Committee. Both Kathleen and Russ have dedicated an immense amount of volunteer time to the Town of Stow, not only with the Planning Board but also, with the Garden Club and the Medical Reserve Corps. They both will be sorely missed.

Following the election, the Board elected Lori Clark to serve as Chairman, and Ernie Dodd 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. Malcolm Fitzpatrick, Martha Monroe and Donna Jacobs were appointed as non-voting Associate Members. 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 Willis
Elementary School Building Committee: Stephen Quinn
Liaison to Zoning Board of Appeals: Ernie Dodd
Liaison to the Board of Health: Kathleen Willis
Liaison to the Conservation Commission: Stephen Quinn
Pedestrian Walkway Planning Committee: Lori Clark
Lower Village Sub-Committee: Lori Clark
Chapter 61 Study Evaluation Group: Karen Kelleher
Liaison to Metropolitan Area Planning Council (MAGIC): Karen Kelleher

Development Activity

The Board approved two (2) Hammerhead Lot Special Permits resulting in a total of five (5) hammerhead lots.

- Homestead Lane Lot#2, One (1) Hammerhead Lot
- Highgrove Estates, off West Acton Road, four (4) Hammerhead Lots

The Board approved three (3) Special Permits/Site Plans

- 128 Great Road - Site Plan for retail and office space
- 380 Great Road Town Building –Town Building Parking Lot expansion
- Highgrove Estates- Erosion Control Special Permit
- 128 Barton Road- Accessory Apartment Special Permit

The Board approved three (3) Special Permit Modifications

- Crow Island and Track Road - Rental of canoes, kayaks and other non-motorized boats and other boating related equipment
- Stow Community Park - Ice Skating at Stow Community Park
- Bose Corporation – Extension of the “overall Deadline for a multi-phase development project” July 1, 2014 to December 31, 2021

The Board approved one (1) ANR Plan (Approval Not Required under the Subdivision Control Law):

- Highgrove Estates – Four (4) hammerhead lots noted above and one (1) conventional lot

The Board received two applications to modify existing Wireless Service Facilities.

- The Board approved a minor modification to the wireless service facility at 23 Hillcrest Ave to change existing antennas.
- An Application to change the existing antennas at 339 is currently under review.

With the assistance of the Board's Consulting Engineer, Susan Carter, P. E., the Board reviewed plans and monitored ongoing construction of five (5) subdivisions and two (2) 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

Affordable Housing Inventory

The Planning Department submitted the necessary documents to the Department of Housing and Community Development for certification of 3 affordable housing units to be counted towards Stow's Affordable Housing Inventory. 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 provided documentation of seven (7) occupancy permits for affordable units in 2011.

Zoning Bylaws

One (1) Zoning Bylaw amendment was brought forth to the Special Town Meeting to establish a new use, Commercial Solar Photovoltaic Renewable Energy Installation. The proposal was adopted at the November 7, 2011 Special Town Meeting was approved by the Attorney General on December 9, 2011.

Fees Collected

Fees collected in 2011 in the amount of \$4,142.56 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. In addition, the Board has made great strides with walkway/sidewalk planning and construction. The Board continues ongoing assessments of the Town's future land needs, updating Rules and Regulations and the Zoning Bylaw, light pollution/signage issues, and affordable housing and the creation of a Lower Village Master Plan. The Board also continues to keep abreast of proposed changes to Massachusetts

General Law such as proposed Community Land Use Reform and Partnership Act, as well as grants and technical assistance opportunities.

Lower Village: The Lower Village Sub-Committee completed a standard streetscape design for Lower Village, which the Planning Board approved as a working guideline. The Sub-Committee also submitted a final report to the Planning Board, which included a recommended action plan to implement its vision: “Our goal is to create an identity for our historic Lower village, consistent with the rural character of Stow.” At the Sub-Committee’s request, the Planning Board accepted their final report and dissolved the Sub-Committee. The Board thanks the Lower Village Sub-Committee for their many years of service, which resulted in many improvements to Lower Village.

In 2011 the Lower Village Sub-Committee:

- Finalized the Standard Streetscape Specifications
- Kept abreast of the Board of Selectmen’s efforts for a public water supply
- Provided input to the Planning Board
- Completed Final Report

The Planning Board worked toward the implementation of recommendations included in the Lower Village Sub-Committee’s final report:

Lower Village Common Improvements:

- Thanks to the generous donation of the Decker Family in honor of their Mother, a bench was installed on the common.
- Thanks to generous donation of funds from the Warren Fund to the Historical Commission and from the Garden Club for Lower Village Common Improvements, we look forward to additional steps toward implementation of the Lower Village Common Improvement Plan. Some ideas contemplated include installation of two additional benches and a storyboard as indicated on the Lower Village Common Improvement Plan.

The Board continued with Lower Village planning efforts by hosting a public forum with residents and business/property owners in the Lower Village to discuss strengths and weaknesses of the existing conditions in Lower Village. The Board heard many comments and suggestions concerning zoning, traffic circulation and infrastructure. The major concern voiced by business owners on the south side of Great Road was the need for a public water supply, which is necessary for expansion or redevelopment. We are pleased that water for Lower Village is a high priority for the Board of Selectmen.

The Board continued to work with traffic engineers Coler & Colantonio Inc. An existing conditions survey plan was completed and the Board is now working with Coler & Colantonio 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. Coler & Colantonio provided a series of alternative traffic improvement plans for the Board’s review and consideration. The Board plans to hold a series of public forums to solicit input from Lower Village residents and business owners.

Phase II of this project was funded by the May 2011 Annual Town Meeting for further study, including:

- Geotechnical Investigations (Perform pavement cores and borings within the Stow Lower Village project limits in order to verify subsurface conditions)
- Utilities – (Begin initial coordination with utility companies regarding the possibility of relocation of overhead utilities to underground.
- Advancement of surface improvement program (additional engineering services related to the advancement of the roadway surface improvements)

In hopes of encouraging economic development, the Board began reviewing existing and potential uses in the Lower Village Business District. We brainstormed on how to amend the allowed uses to foster a more vibrant pedestrian oriented business environment. The Board considered different uses and associated permitting requirements for the Lower Village Business and potentially changing some uses to by-right in order to facilitate future business growth.

Walkways: The Pedestrian Walkway Planning Sub-Committee worked with Places Associates on design plans for walkways along Route 117. The final design plan included four (4) segments along Route 117. A request for proposal was posted and the bid was awarded to Century Paving. Due to limited available funds, the award was limited to segments 3, 4 and a portion of segment 1. The Planning Board and Sub-Committee worked with a developer to exchange the location of their walkway construction obligations to Route 117, so that the final Phase I plan will result in a contiguous sidewalk network from town center to the Stow Community Park. In addition the sub-committee continued to work on an inventory of the existing walkways in Stow and development of a priority plan for future walkway projects. The Sub-Committee has completed its final report, which will be presented to the Planning Board in March of 2012. The Board thanks the Pedestrian Walkway Planning Sub-Committee for their efforts and will work toward implementation of the plan in the future.

Light Pollution: The Light Pollution Study Sub-Committee continued working with developers, property owners, the Planning Board and Building Commissioner to ensure compliance with the lighting bylaw adopted in 2007. The Sub-Committee continues to urge residents and business owners to confine their lighting to their property by re-directing or replacing fixtures to achieve better lighting that is not bothersome to others. The membership was changed from a five-member sub-committee to a three-member sub-committee and currently holds one vacancy.

Zoning and Land Use Considerations: The Board continues to explore new zoning and land use regulations such as design guidelines, Form Based Zoning, Wind Turbines, Stretch Code, and Affordable Assisted Living Facilities.

Zoning Maps: The Planning Board received final digitized maps prepared by Aerial Survey and Photo, Inc. of the Wetlands/Floodplain Overlay District, as defined by IEP (Interdisciplinary Environmental Planning) Wetlands Map; the Assabet River Technical Report; the Flood Plain - Plan and Profile Heath Hen Meadow Brook study; and the Middlesex County Flood Insurance Rate Map (FIRM). The Planning Board is currently reviewing the maps for official publication.

The Planning Board retained the services of Isotrope LLC, to review the Town's existing Wireless Service Overlay District to determine if there is a need to expand the district in order to fill coverage gaps. If such a determination is made, the Board will bring forth a bylaw amendment to the 2012 Annual Town Meeting.

Golf Course Water Quality Monitoring: The Board continued working with the Board of Health and Northeast Geoscience Inc. (NGI) on efforts to design a water quality monitoring system for golf courses. NGI reviewed the products listed in each of the golf courses' Turf Management Plan and recommended collecting surface water samples at each of the golf courses. A sample was taken from one of the golf courses and the results indicated the data collected during the preliminary screening event did not reveal evidence of water quality impacts resulting from turf management practices. The Board of Health is in contact with the other courses for permission to take surface water samples. The DEP has a list of herbicides, pesticides and fungicides that are prohibited within a Zone II wellhead protection area. Although the golf courses are not located in a Zone II, two products on the Groundwater Protection List are currently being used in Stow. On recommendation from NGI, the Board requested that the Board of Health adopt a regulation to ban the use of these herbicides, pesticides and fungicides.

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.

Stow participated in a MAGIC Suburban Mobility Transit Study. This study analyzed existing transit services in the MAGIC sub-region and completed a needs assessment to determine where gaps in service and duplication of service existed. The primary goal of the study was to deliver recommendations to the sub-region, which could enhance mobility and reduce the redundancy of service. To ensure local knowledge and feedback, a working group was created to guide the study. This working group consisted of at least one representative from each of the thirteen MAGIC communities. Karen Kelleher represented Stow in this process. The working group met twice over the length of the study and provided valuable feedback to MAPC staff. At the end of the process, the working group expressed great interest in continuing to work on the recommendations presented in the study and applied for funding under the Consortium of Sustainable Communities Program. Although grant funds were not awarded, MAPC agreed to fund ongoing efforts on this project, by using funding through the Unified Planning Work Program and the MAGIC Special Assessment to assist the MAGIC sub-region in researching and developing recommendations to further build on the work completed during the MAGIC Phase I Transit Mobility Study. This work scope will look more closely at direct implementation measures and action steps that can be taken by municipalities within the subregion to create new transit opportunities for residents, businesses and employees as well as expand on existing opportunities.

The Patrick-Murray Administration, through the Executive Office of Housing & Economic Development, partnered with regional planning agencies to work on a comprehensive land use and development plan for the 495/MetroWest area. The Stow Planning Board took part in this study by identifying priority development and preservation areas, and significant transportation and infrastructure investments within the Town. This study will be used to direct development and future funding toward areas within the region that welcome building or renovations and have existing infrastructure, and to protect areas where sensitive wildlife or historic locations have been identified.

Grants

The Board applied to MAPC under the District Local Technical Assistance Program and to the Consortium for Sustainable Communities for assistance in preparation of a Lower Village Business District Master Plan. Unfortunately, neither grant was awarded to Stow.

Stow also applied to the Consortium for Sustainable Communities for Transit-Oriented Development (TOD) funding to complete the design and development of the Assabet River Rail Trail (ARRT), including the stretch on Track Road in Stow. Unfortunately this grant was not awarded to Stow.

Stow participated in a regional grant application, filed by MAPC to the Consortium for Sustainable Communities funding for Phase II of a Suburban Mobility Transit Study for Minute Man Advisory Group on Interlocal Coordination (MAGIC) communities, a sub-group of MAPC, serving the communities of Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Lexington, Lincoln, Littleton, Maynard, Stow and Sudbury. Unfortunately this grant application did not receive approval.

Stow participated in a regional grant application, filed by MAPC to the Consortium for Sustainable Communities for funding for MAPC to assist several groups of communities in advancing pedestrian and bicycle planning, with the goal to encourage the implementation of pedestrian and bicycle accommodation at the local level and to create networks for safe non-vehicular travel. This application is one of 11 projects that were approved. With these funds, MAPC will work with three clusters of communities as follows:

1. Town of Stow, Town of Hudson, Town of Maynard, City of Marlborough
2. City of Quincy, Town of Braintree, Town of Hingham
3. City of Chelsea, City of Everett, City of Revere, City of Malden, Town of Saugus, City of Lynn

As noted above, although this grant application did not receive approval, MAPC dedicated funding to this project.

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.
- Lower Village Sub-Committee - Chairman Don McPherson, Bruce Fletcher, Karen Kelleher, Barbara Sipler, Laura Spear, Russ Willis, Phil Moseley, Brian Martinson and Lori Clark.
- Light Pollution Sub-Committee - Chairman Russ Willis and Greg Troxel
- Pedestrian Walkway Planning Sub-Committee – Chairman Kristina Wile, Martha Monroe, Lori Clark, Joelle Spear, James Salvie and Associate Member Phyllis Fitzsimmons.

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 Kristen Domurad-Guichard, 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
Ernest E. Dodd, Vice Chair
Leonard H. Golder
Stephen Quinn
Kathleen A. Willis
Brian Martinson, Voting Associate
Malcolm FitzPatrick, Associate

Donna M. Jacobs, Associate
Martha Monroe, Associate

Karen Kelleher, Planning Coordinator
Kristen Domurad-Guichard, Administrative Assistant

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 1,200 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 Updates

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 the area.

There were numerous instances of trees and limbs down on the trails after storms and high winds during the summer and the notorious October snowstorm. Due to the nature and extent of the damage each property was assessed, imminent hazards and impassable trails were the first priority. General trail clearing and cleanup followed and is still underway. Abutter concerns regarding hazardous trees and invasive species were addressed and will be monitored in the future. Seasonal mowing of trail entrances improved parking and trail access, and helped to contain invasive species. The meadow located on the Woodhead parcel of Flag Hill is mowed annually to enhance the habitat for Eastern Bluebirds and other open meadow species.

It is a matter of concern that individuals are taking it upon themselves to cut trees with chainsaws and others have cut and marked their own trails on public/town land. Although perhaps well intentioned, any activity that alters the land must be conducted in conformance with current policy, 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 or 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: The community garden has grown every year since it started and this year there were eighty-seven plots available. Rental fees remained the same. Due to impending and then recovery from knee replacement surgery, the steward enlisted the help of the gardeners to be her eyes and ears at the garden and to greet new gardeners, help them locate their plots, and answer any questions they might have.

The annual field was plowed and harrowed in the spring and with help from four of the gardeners, fifty-seven plots were measured and staked. The perennial field had four new 30' x 50' plots plowed, bringing the total plots available to thirty. Another pitcher pump well was added at the back of the field and landscaping fabric and wood chips were put down to prevent unwanted growth of vegetation and additional wood chips were added around the existing pumps.

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, including Harvard Acres well permits, Lake Boon Drawdown and Herbicide Treatments for weed management, review of plans for the Center School Project, a subdivision off West Acton Road, and several small applications for home improvements and septic repair. Commission members continued their participation in several town-wide planning projects, including Center/Hale School expansion, Open Space Committee and Community Preservation Committee.

The Commission held 35 public hearings for projects during the year. A total of \$4,067 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 \$1,875.

Cooperative Efforts and Long Range Planning

Work plan priorities for the coming year include but are not limited to revisions to the 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 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, the 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 parcel off Deerfield Lane and assisting with securing the necessary approvals to allow this to happen.

Administration

Kathy Sferra is the Commission's liaison to the Community Preservation Committee, and Open Space Committee.

In 2009 the Selectmen appointed Ingeborg Hegemann Clark and Rebecca Mattison as 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.

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 the 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.

Pat Perry's consistent management of daily operations is outstanding. We all thank Pat for her efforts. Thanks to her 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. As we add more conservation land to that already under management by the Commission, and as development activity in Stow continues at a steady pace, it becomes more and more important to coordinate the activities of the Commission with other town boards and effectively maintain required documentation. Pat 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,

Helen Castles, Vice Chair
Ingeborg Hegemann Clark
David Coppes
Rebecca Mattison, Chair
Douglas Moffat
Kathy Sferra

Joyce Bunce, Associate
Stewart Dalzell, Associate
Dwight Sipler, Associate
Bruce Trefry, 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.

Retirement

Our long-time Administrative Assistant, Terri Cole, retired in June 2011 after more than 25 years at the Board of Health. Terri was hired in June 1981 as a part-time secretary for the Board when it was located on the second floor of the Pilot Grove School. In 1985 Terri became our full-time secretary and in 1996 was promoted to the position of Administrative Assistant. Throughout the years Terri was an invaluable assistant to the Health Agent and the Board. Her many years of service to the town and this Board are greatly appreciated.

Our Clerk, Lynn Fishman also retired in June, 2011. Thank you, Lynn, for your help.

Medical Reserve Corps (MRC)

During 2011 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.

Our natural disasters arrived in the form of Hurricane Irene at the end of August and an icy snow storm in the Northeast at the end of October with severe power outages. For the October storm, the MRC was alerted to the possibility of opening of a shelter, but a full time shelter at the Atlantic Union College in Lancaster was available so Stow concentrated on providing warming areas at the Town Building and bathing facilities at the Hale Middle School.

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. 293 people attended the clinic and received both H1N1 and regular flu in one inoculation. 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 in helping this program run so well is much appreciated.

Public Health Nurse

In 2011 our public health nurse Linda Cullen arrived to fill this important position. Town residents can connect with the Linda 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. We welcome Linda, who 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 2011 to advertise the electronics collections that 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 we donated money from the hazardous waste fund to the Boy Scouts for taking all of this old equipment. This worked well for us, as the intent of the program is to safely

dispose of this material. We continue to offer battery and mercury thermometer collections during our daily office hours. Our next hazardous waste collection will be held in April of 2012.

Loss of a Public Water Supply in Harvard Acres

Starting late in 2010, all of the homes in Harvard Acres needed to install individual drinking water wells. This Board was faced with the task of assuring that all of the homeowners would be able to install these private wells. We worked with the residents of Harvard Acres, the Building Inspector, the Town Administrator, the Department of Environmental Protection and many volunteers to create a plan that would enable this project to move forward in a very short time period. The Town Administrator is responsible for a loan program that was created by the state and town to assist those homeowners who needed some financial assistance in this endeavor. The program was completed by March 15, 2011.

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 called 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 on a **request-only** basis. 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

The dog kennel has been undergoing some modest repairs to upgrade the electrical service and heating provisions for the safety of the dogs that are kept until their owners are located. We don't have many "visitors", but recognized the need to upgrade the thirty-year-old facility. The remainder of the repairs will be undertaken in 2012.

As a reminder to the residents of Stow, licensing your dog is a legal requirement. The dog must have a rabies vaccination certificate and tag for you to obtain a license. The Town Clerk sends out all of the information necessary for you to obtain this license, which allows the Animal Control officer to locate an owner should a dog be found wandering in town. The Board of Health offers an annual rabies inoculation clinic in April.

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 2011:

Dog Complaints	95	Cat Complaints	0	Wildlife Calls	98
Lost Dogs	60	Found Dogs	45	Cruelty/Neglect	1
Dead Animals on Roads	63	Lost Cats	28	Found Cats	16
Dogs Impounded	13	Livestock Complaints	7	Other	74

Citations Issued		25.00 Fines	9	100.00 Fines	4
Written Warnings	4	50.00 Fines	6	150.00 Fines	1
\$25.00 Fines	10	75.00 Fines	5		

The following is the annual livestock count:

Cattle	19	Llamas	3	Goats	57	Pigeons	14	Other:	
Swine	8	Alpacas	9	Sheep	34			Beehives	1
Rabbits	41								
Equine	122	Horses-104	Ponies -17	Donkey-1					
Poultry	496	Chickens- 428,	Turkeys-10,	Waterfowl- 39,	Game Birds- 19				

Quarantines are as follows:

Dogs: 10 Day Quarantine		Cat Quarantine: 45 Day	11
Dog bite/scratch to another dog	4	Cat bite/ scratch to a person	5
Dog bite/scratch to a person	3	6 Month Quarantine: 1 Cat, 1 Pig, 1 Goat	

Permitting & Revenues

Revenue of \$ 26,887.00 was remitted to the Town. The following is a list of permits issued:

Bed & Breakfast-3	Ice Sales-2	Pools-2
Beach -2	Stable Licenses- 22	Dumpsters - 12
Pet Shop-1	Septage Haulers-15	Rubbish Haulers-6
Installers-40	Camps-4	Tobacco-6
Food Service-77	Well Permits-14	Title 5 Inspections- 83
Cider Mill-4	Disposal Works Construction Permits- 50	

Total Permit Fees: \$ 20,964.00

Other Fees Collected: Soil Tests, Plan Reviews, Kennel etc. \$ 5923.00

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. Our new Administrative Assistant, Cyndie Colosi, is hard at work running the office and assisting the public. Please stop in and say hello to her. 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 available 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
Sylvia Daley, Member
Marcia B. Rising, Chair

Cynthia Colosi, Administrative Assistant
John P. Wallace, Health Agent
Susan Latham, Animal Control Officer
Phyllis Tower, Animal Inspector

ZONING BOARD OF APPEALS

The year 2011 was not particularly busy for the Board of Appeals. There were hearings on six applications for Special Permit and on five petitions for Variance.

Hearings for combined Variance and Special Permit: 4 – all granted.

Hearings for Variance only: 1 – granted

Hearings for Special Permit only: 2 – both granted

The decision of the Board in January 2011 to deny a variance to Star Tower Co. and T-Mobile Northeast for a cell tower on the Wedgewood Pines Country Club property off Harvard Road is currently under appeal by the applicant.

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

There are currently two vacant positions on the Board.

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,

John Clayton, Clerk
Michele L. Shoemaker
Edmund C. Tarnuzzer, Jr.
Vacancy to July 2012
Vacancy to July 2014
Charles A. Barney, Associate
William F. Byron, Jr., Associate

Andrew J. DeMore, Associate
Bruce E. Fletcher, Associate
Lee Heron, Associate
Ruth K. Sudduth, Associate

Catherine A. Desmond, Secretary

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 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.

Respectfully submitted,

Liz Painter, Clerk
Dwight Sipler, Chair

Kathy Steege
Julie Martin Sullivan

BUILDING DEPARTMENT

The Building Department issued a total of 239 Building Permits in 2011. We inspected the construction of the Center School Phase I structural steel, rough frame, roof and finish work, commercial expansion, new homes, kitchen & bath remodeling, home additions and wood & pellet stoves. Villages at Stow and Derby Woods continued at a steady pace. With the heavy snow during the winter and the concern for possible structure or roof collapse, time was spent inspecting roofs and monitoring structures. In addition we attended seminars for new 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 have maintained the existing Town Buildings as follows:

Town Hall

Regular maintenance was 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. Annual inspections were completed for the elevator, smoke alarm system and the sprinkler system. The emergency generator connection contract was completed. In addition the painting contract was completed which included tree removal, structural wall repairs, column base replacement and exterior painting. The main parking area was expanded to accommodate the increased town business traffic.

West School & Crescent Street Garage Building

These buildings were checked periodically for security. 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 contract work required at the library. Water damaged sheet rock was removed and replaced. Exterior shrubs were removed and drainage was improved to move water away from the building.

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 outstanding work in constructing the expanded parking area at the Town Building. 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

Douglas Hyde, Local Inspector
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 2011

Number of Permits	Type of Construction	Construction Value
22	Single Family Dwellings	\$7,090,559.00
91	Remodeling and Additions	\$1,995,880.00
68	Strip and Re-roof, Re-siding & Windows	\$844,921.00
5	Swimming Pools	\$110,000.00
7	Commercial/Industrial	\$217,852.00
2	Foundations	\$50,000.00

11	Outbuildings	\$728,321.00
11	Temporary Tents	N/A
14	Wood/Pellet Stoves	\$34,396.00
5	Demolition Permits	\$28,245.00
1	Fence	\$26,500.00
2	Solar	\$66,227.00
239	TOTALS	\$11,192,901.00

TOTAL PERMITS/CERTIFICATES ISSUED IN 2011

Number of Permits/Certificates	Fees Collected
239 Building Permits	\$56,221.54
242 Electrical Permits	\$16,612.16
155 Plumbing Permits	\$9,010.00
120 Gas Permits	\$4,676.00
7 Sheet Metal Permits	\$70.00
45 Sign/Banner Permits	\$1,182.52
11 Annual Certificates	\$440.00
13 Trench Permits	\$390.00
832 TOTAL	\$88,602.22

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 2002 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 is up for renewal by October 31, 2012. In 2011, the Cable Committee prepared for upcoming negotiations by marking up a draft provided by Comcast to customize for Stow needs. Additionally, the Cable Committee collaborated with the Local Access Channel Advisory Committee and Stow TV to research Stow TV equipment, operating, and personnel needs, and to document what support the station would require over the next ten

years. The resulting "Ascertainment Document" was unanimously approved by the Board of Selectmen on October 25, 2011, and will be used in contract negotiations.

Both Comcast and Verizon offer many options within their video service packages, and both 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 local access channel (channel 33), which carries repeats of many of the government meetings more frequently than on channel 32.

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.

Lew Halprin resigned from the Cable Committee on September 28, 2011. The committee thanks Lew for his many strong contributions over the years.

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. The committee is responsible for 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 Pompositticut Street, and Brookside Cemetery on Gleasondale Road and Box Mill Road) are maintained by the Superintendent and three seasonal part-time employees (two of whom were hired this past year). They have kept the cemeteries in good shape and have allowed the Superintendent to get many projects done. Some of the projects included tree pruning and removal, stump removal, and road sealing.

This year there were 23 burials (including cremations). A trailer is close to being complete that will house all the materials to prepare for a burial. This will eliminate the need to load and offload the truck with these materials each time there is a burial.

We are grateful to the Community Preservation Committee for subsidizing the restoration of markers at the older cemeteries. Lower Village Cemetery is almost complete, and then the restoration will continue at Hillside Cemetery.

We are still working on finalizing a land purchase that was voted on at Town Meeting.

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 during this past year.

Respectfully submitted,

William E. Clayton
Fred Dodge, Chair
Roy A. Dudley

Stephen A. Gray, Associate

Robb (GH) Gledhill, Superintendent

COMMUNITY PRESERVATION COMMITTEE

The fiscal year ending June 30, 2011 was the tenth year of collections and state matching grants. In October 2011 Stow was awarded \$172,219 – a 39.64 percent match – greatly increasing our community's ability to take action in the three specified areas. State matching funds have been awarded each year in which Stow has participated (over \$2.6 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 \$600,000 in interest on Community Preservation Act (CPA) funds since adoption in 2001.

Pursuant to the adoption of the CPA in May 2001, the Community Preservation Committee (CPC) was formed to develop a Community Preservation Plan and to oversee implementation of the CPA in Stow. The CPC's role is to study the existing resources of the town, identify critical needs, evaluate various options for addressing those needs, and recommend specific projects for Town Meeting consideration. All projects recommended by the CPC also 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 2011, Town Meeting voters approved Community Preservation warrant articles for appropriating funds for administrative purposes (\$30,000) and for making the annual reserves and adjustments required under the Community Preservation Act: Acquisition and Preservation of Historic Buildings and Landscapes (\$61,450), Acquisition and Preservation of Open Space and Recreation Land (\$61,450), and Acquisition and Support of Affordable Housing (\$61,450).

The CPC looks forward to working with others to implement additional Community Preservation projects selected by Town Meeting voters. The prospect of receiving significant state matching funds appears promising for 2012. Stow voters are to be commended for deciding ten years ago to be one of first of the 148 communities in Massachusetts (representing more than one third of the Commonwealth) that are accruing the many and varied benefits of local adoption of the Community Preservation Act.

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. 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, 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 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 Committee thanks the residents who served as CPC members in 2011 in addition to their positions on their respective boards/committees/commissions/etc.

Respectfully submitted,

Member

Mike Busch
Bill Byron
Wayne Fletcher (Jan-July)
Karen Gray (Aug-Dec)
Bob Larkin
Peter McManus
Dominick Pugliese
Kathy Sferra
Bob Wilber, Chairman
Kathleen Willis

Committee Represented

Recreation Commission
Council on Aging
Historical Commission
Historical Commission
Housing Authority
Finance Committee
Board of Assessors
Conservation Commission
Open Space Committee
Planning Board

Deb Seith

Administrative Assistant

COMMUNITY PRESERVATION COMMITTEE PROJECT STATUS REPORT

	Orig Project Cost	Final Project Cost
	\$ 4,730,019.00	\$ 4,678,262.25
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	
Design Plan for Track Road Rail Trail	\$ 46,000.00	
Totals for Historical	\$ 168,419.00	\$ 160,362.36
Exp-West School Parking/Access	\$ 20,000.00	
Secure Blacksmith School	\$ 929.00	\$ 745.00
Lower Village Cemetery Wall Restoration 1	\$ 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	
Townwide Inventory of Historic Properties	\$ 50,000.00	
Totals for Affordable Housing	\$ 2,350,000.00	\$ 2,350,000.00
Pilot Grove Perpetual Deed Restrictions	\$ 350,000.00	\$ 350,000.00
Exp-Purchase Perp Deed Restriction	\$ 250,000.00	
Pilot Grove and Plantation Expansions	\$ 1,750,000.00	

COUNCIL ON AGING

Transportation remains the number one service. This vital service continues to grow each year. The COA transported approximately 840 riders totaling over 7,100 trips covering 32,280 miles. The van fare income received was approximately \$4,900. COA billed MART for transportation services totaling over \$35,637, 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 Outreach Worker provided

numerous hours of *assistance* such as: Life Line, RUOK, Fuel Assistance, Meals on Wheels, Food Stamps, Food Pantry referrals, home and hospital visits.

Nutritional Programs are offered such as: Congregate Meals, Meals On Wheels, Monthly Breakfast, and “Soups On” Program. *Art & 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 120 items of Durable Medical Equipment including: wheelchairs, tub transfer benches, shower chairs, walkers, commodes and other miscellaneous items. Weekly

Exercise Programs offered include: Yoga, Aerobics, Arthritis Stretch, and Zumba Gold classes. Special Walking groups are held.

Outings & Social Programs such as: museums, casinos, circus, restaurants, teas, pet therapy, flower arrangement, Strawberry Festival, Picnic, Veteran’s Breakfast and our Holiday Parties.

Free Professional Services offered this past year included: Reiki Clinic, S.H.I.N.E., Tax Preparation, Computer Class & In-Home Repair Service, Lawyer, Veterans Benefits, etc.

The COA oversees the Senior Tax Work-Off Program which continues to grow each year. It was filled to capacity, with 20 participants working in various town departments and the schools.

Approximately 71 volunteers provided over 3,700 hours of service. Our “Unsung Hero Award” went to Therese Bryce, who has gone above and beyond the call of duty. She has been a dedicated volunteer for over 20 years. The COA can’t thank our volunteers enough for all they do.

Local organizations have offered their help, including the Stow Garden Club, the schools, the Scouts, Stow Lions Club, 1st Parish, St. Isidore’s, and Union Church. Local businesses have supported the COA throughout the year, including Nancy’s Airfield Café, Shaw’s and Stow Farm Stands.

The Stow Friends of the Council on Aging (SFCOA) raises 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 the COA.

Minuteman Senior Services (MSS) provided \$176,246 worth of services to 568 Stow seniors this past year in return for our contribution of \$1,037.

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,

Paul Chaisson
Ruth Delmonico, Secretary
Kristen Donovan, Chair
Alice Olsen
Gus Stathis
Elizabeth Tobey
Newton Wesley, Vice Chair
Eleanor Beaudette, Associate
Brian Burke, Associate

William Byron, Associate
Nancy Chaisson, Associate
Rep. Kate Hogan, Associate
Josephine Langley, 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 in order 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 \$5,325 in grants from the following sources: \$3,825 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 2011/2012 fiscal year:

- Nashoba Regional High School Friends of Drama: \$1,000 (Beauty and the Beast)
- Hale Middle School Play: \$900
- 2012 Arts Buffet Festival: \$500
- Stow West School Programs: \$525 (Stow Historical Society)
- Popular Music of the Gaslight Era: \$590 (Lewis Halprin)
- 2011/2012 Concert Season: \$250 (Acton Community Chorus)
- Lake Boon Water Carnival Music Boat: \$300 (Lake Boon Improvement Association)
- Summer Reading Program: \$1,050 (Randall Library)
- 2010-2011 Concert Season: \$1700 (Sounds of Stow)
- View of a Butterfly: \$350 (Eye of The Storm Equine Rescue)
- Stow Minutemen at the Bolton Fair: \$1,000 (The Bolton Fair, Inc.)
- Reading is Magic: \$375 (Edward L. Cope)
- 77th Regular Exhibition of Art and Craft: \$100 (The Fitchburg Art Museum)
- Rivers Edge Holiday concerts: \$300 (Hudson Area Arts Alliance)
- Jerry Atric-The Older I Get: \$350 (Steve Henderson)

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, 2012 for the next granting cycle. For more information see the Cultural Council page on the town website, www.stow-ma.gov. Local Cultural Council's grants are to be considered a temporary aid to encourage groups to find added sources of funding. In particular, this year the state reduced funding and all Fieldstone funds have been expended.

Membership currently stands at five (5), which meets the Mass Cultural Council's minimum requirement of five members. Please note that several members' terms are up and the Council will be delighted to have new applicants. Members are Anne Draudt (publicist), Pat Mullen (Treasurer), Phyllis Fitzsimmons-Luce, Nancy Maldari, and Ann Deluty (chair). Bob Glorioso, Dorothy Sonnichsen and Betsy Stepp are members emeritus.

Respectfully submitted,

Ann L Deluty, Chair
Anne Draudt
Phyllis Fitzsimmons-Luce
Nancy Maldari
Patricia Mullen, Treasurer

Dorothy Sonnichsen
Robert Glorioso

Isabel Prokopovich, Assistant

HIGHWAY DEPARTMENT

The Highway Department had a very busy year in 2011. With over 40 inches of snow in January alone, the rest of the winter brought us an unofficial total of 79 inches of snow, keeping our plow trucks very busy throughout the season. Snowplow crews were dispatched a total of 11 times and our salt spreading trucks were dispatched 55 times to deal with snow and ice conditions on roads.

Though the winter was rough we still managed to complete quite a bit of tree and brush work. Our crew took down 24 public shade trees along the roadsides, which were either dead or hazardous, and spent a total of about 4 weeks cutting low-hanging tree limbs and roadside brush. Aside from our scheduled brush and tree trimming, we had a few emergency situations, which kept us dealing with tree related work for quite a while. In August, Tropical Storm Irene damaged several public shade trees with its high winds, and gave us 10 days' worth of downed limbs and broken trees to clean up off of the public ways. Then there was the Halloween Snowstorm. Our crews were initially dispatched to plow snow, which quickly turned into just trying to keep roads open due to all the falling trees and tree limbs blocking the streets.

Several roads were still closed days after the storm as we worked with the Hudson Light and Power Department clearing trees which were entangled in power lines and lying in the road. I believe our close working relationship with Hudson Light and Power helped to restore power to residents as quickly and efficiently as could have been possible. We are very proud of the fact that both crews work so well together during emergency situations. Thirty-two working days

were spent cleaning up all the damage from this storm, and during that time we generated 500 cubic yards of wood chips. To this day we are still working diligently to try to remove all of the broken tree limbs, which are still hanging over some public ways. In addition to our own tree cleanup, we also accepted brush from town residents for 3 weeks at our garage location, where we disposed of the brush for them.

We had a very busy construction season this year. We finished constructing a 1,100-foot sidewalk on Sudbury Road between Barton Road and Pine Point Road. Along with the construction of the sidewalk, 300 feet of wooden guardrail was installed and a 500-square foot-block retaining wall was installed.

We constructed the new parking lot at the Town Building, under the direction of the Building Inspector. We hauled in 350 cubic yards of gravel, installed a block retaining wall, appropriate drainage, asphalt surfacing and curbs, and a wooden guardrail. This parking lot has made life a bit easier at the Town Building, especially at night when meetings are being held. It adds another 15 parking spaces.

In the spring we resurfaced Harvard Road between Great Road and Delaney Street, and Taylor Road between Boxboro Road and Maura Drive. These roads were cold-planed first, which is the process of removing the top couple of inches of old asphalt from the existing road. We addressed any drainage issues on these roads and then resurfaced the road with a new asphalt surface. The old asphalt, which was removed, was then used as a base for our gravel roads in town. We spread about 2,000 ton of reclaimed asphalt on our gravel roads this year.

Work was also completed on the bridge on Hiley Brook Road, which runs over Elizabeth Brook. The four steel culvert pipes, which run under the road, were lined inside with high-density polyethylene pipe. The steel pipes were deteriorated beyond repair. Lining these old pipes as opposed to just replacing them was chosen because this method causes minimal impact to surrounding wetland areas and minimal road closures in most cases.

This year we were lucky enough to be able to purchase a “new to us” road grader. We replaced our 1958 Austin Western road grader with 1993 John Deere road grader. We were also able to restore our 1998 International six-wheel dump truck. We replaced the old dump body with a multi-purpose removable body system. With three different bodies to choose from, including a dump body, wood chipping body and a flat bed, this vehicle now becomes a multi-use truck.

All of this could not be possible without the individuals who put in dedicated work for this town, day in and day out, and I’m not just referring to our Highway Department. Thank you.

Respectfully submitted,

Michael E. Clayton, Superintendent of
Streets

Scott Morse, Assistant Superintendent
Brian Hatch, Crew Chief

Tim Gray, Crew Chief
Bill Tuttle, Equipment Operator
Joe Landry, Mechanic
Albeo Duguay, Tree Worker
Steve Landry, Maintenance Person

Jonathan Gray, Driver-Laborer
Scott Landry, Driver-Laborer
Bruce Fletcher, Tree Warden

Rachel Belanger, Secretary

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. Its purpose is 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 whom 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 has contracted with the Hudson Housing Authority to administer the rental assistance programs.

The mission of the Stow Housing Authority is to provide decent and safe housing to needy persons. Currently, the Stow Housing Authority administers state vouchers, which are assigned to the Pilot Grove Development.

The Hudson Housing Authority staff conducts the day-to-day program administration.

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
Robert Larkin, Chair

Sean Osborne
Julie Pappazisis, 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, Brandon Yannoni and Robert Mong for their ongoing efforts in helping to maintain our infrastructure and keeping the IT repair and service costs at a minimum.

Respectfully submitted,

Elizabeth Tobey, Information Technology
Director
Robert Mong

Brandon Yannoni
Paul Yannoni

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 and 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 such a wonderful secret that we all share: How often do friends come over and remark that they never knew there was such a nice lake so close to home and work. I feel we are all very fortunate to live here as one community. You do not have to live on the lake to get on the lake. Beach passes are available at the Stow town building for the Stow beach and there is a public boat ramp on Sudbury Road.

Our single community has many interests and views about how to enjoy our lake. Some like to sail, swim, fish or boat, others are happy just being by the water. All these interests share a love of the lake but not always a love of the other person's point of view. One of the biggest challenges we face is how best to manage our lake for everyone's enjoyment.

This is where we need your help. Everyone needs to understand that we all share the lake, and needs to be tolerant of the other guy. Everyone needs to know and follow the rules of the lake. Motorboats have to watch their wakes and be aware of swimmers; swimmers need to understand that they are hard to see from boats when they are in the middle of the lake under a glaring sun.

Jet skiers have a particularly difficult problem: the lake is so small that is very difficult to always stay 150 feet from shore or another boat. Many lakes have banned jet skis just because they do not honor the rules. Motorboats have to be aware of their wakes and stay at least 75 feet from shore and other boats.

We need to do not just what the rules require; we need to use our common sense to do "the right thing".

Not everyone will do that, and we will enforce the rules by aggressively patrolling the lake. LBC and the Stow police have multiple patrol officers who will be out at random times to enforce our rules. Tickets are \$50 each for each violation, and we can easily write more than one ticket when we stop a person.

There are several rules that I would like to point out, as these are the ones people most often violate.

Headway speed only and lights on after dark for all boats, whether driven by motor or human power. Yes, all boats should have lights on after sunset, not just motorboats. From ½ hour before sunset to ½ hour after sunrise the lake speed limit is headway speed only. Lights are required from sunset to sunrise. Headway speed is boat in gear with no extra throttle.

Jet Skis are required by state law to be 150 feet away from everything at any speed other than idle. This is very difficult on Lake Boon. It means that you have to idle out 150 feet from shore before applying power; it means that you must stay at least 150 feet from shore, other boats and swimmers, at any speed other than headway only.

Drinking of alcoholic beverages and throwing trash into the lake are prohibited. Many a morning the lake has aluminum fish floating on its waters. Throwing anything into the lake is against the law. That includes leaves and grass as well as more obvious trash. You can get a ticket just for having alcoholic beverages in your boat or throwing anything overboard.

Any towing activity requires 3 people: one to be towed, one to drive and one to observe. Pulling a person without an observer is a major safety issue. Observers must be over 12 years of age. We have zero tolerance policy for safety violations. You may have one tow line behind a boat.

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 Boon is under a total lake management program designed to improve water quality and manage invasive weeds in the lake. The Conservation Commissions of both Stow and Hudson and the Board of Health in Stow are working with the Lake Boon Commission to improve water quality and manage the weeds.

Lake Drawdown is one of the tools we use in the total lake management program. Lake Drawdown is complicated but 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. The Lake Boon Commission, working with the Stow and Hudson boards, state DEP, and many interested parties, has permission to do Lake Drawdown in the fall of year 2011 under a public order of conditions.

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. All powerboats are required to be registered, including electric motors on canoes; the state Environmental police and our patrol officers will enforce registration requirements.

Boat owners are responsible for their boats at all times, 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 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 Conray Wharff at cwharffl@verizon.net

Respectfully submitted,

Cindy Curley, Stow
Lee Heron, Stow

Conray Wharff, Hudson, Chair

OPEN SPACE COMMITTEE

The purpose of the Open Space Committee is to advise the town on open space protection priorities and to assist the Conservation Commission in developing and implementing Stow's Open Space and Recreation Plan. As part of its efforts to implement the 2008 Open Space and Recreation Plan, the Committee began studying the significance of Stow's golf courses in terms of natural resource values and town character. This included looking at what ecological and community resources are supported on these properties and which portions of these properties are most significant in terms of open space values. Although the golf courses of Stow are healthy and thriving, the Open Space Committee feels the town should be planning today for any changes that may occur in the future.

Earlier in the year, the Open Space Committee commented on the Metropolitan Area Planning Commission's (MAPC) 495 Corridor Study. The committee suggested changes to the study based on priorities outlined in the Stow Open Space and Recreation Plan. Following its establishment in 2010, Stow's Chapter 61 Quick Response Team finalized the design and content of its Information Sheet. The sheet is a report designed to quickly orient town officials regarding properties on which the town may exercise Right-of-First-Refusal, as part of the Chapter 61 program.

Finally, the Open Space Committee reviewed the priority parcels identified in the town Open Space and Recreation Plan. This included a field trip by car to re-acquaint committee members with the location and character of each of the properties.

Respectfully submitted,

Vincent Antil, Chair
Eve Donahue
William Maxfield
Brian Mulcahy

Chris Rodstrom
Kathleen Sferra
Robert Wilber

RANDALL LIBRARY

2011 was an unusual year for the Randall Library. Increasing dissatisfaction with the library's awkward layout, limited study space, lack of parking, and chronic water leak problems led to consideration of a move to the soon-to-be vacated Pompositticut School.

Library trustees and the library director contacted the Massachusetts Board of Library Commissioners to discuss the possibility of receiving a state construction grant to help offset the cost of retrofitting the building. Rosemary Waltos, MBLC building consultant for small libraries, walked the site with library director Susan Wysk. Given that the MBLC does not recommend mixed-use buildings for public libraries, and funds for the next grant round will not be disbursed until FY2017, the funding seemed problematic. The Randall Library trustees held focus groups at the library to judge residents' response to a possible move. At the focus groups,

many townspeople expressed the sentiment that the library should remain in its historic, centrally located building.

After the library withdrew its bid to move to Pompositticut, the trustees decided to apply for funds to reconfigure the existing structure to make it function as a 21st century library. Accordingly, the Special Town Meeting in November 2011 approved \$70,000 for “Randall Library Improvement Pre-Design Funds” to provide architectural and engineering services for library redesign. A library building committee was appointed to supervise the work. As always, the Summer Reading Club was busy, with 470 children participating. The library continued to function as a town-wide meeting place, with the community room in use 3 evenings per week. The library now offers down-loadable audios and e-books from the Overdrive Company through the Minuteman Library Network. Instructions for use can be found on the MLN web site.

The Randall Library trustees wish to thank the following groups for their continuing support of library services in Stow: Hale High School Trustees, Second Century Fund, Randall Library Friends’ Association, Stow Community Chest, and the Stow Cultural Council.

Respectfully submitted,

Harold B. Donahue, Jr
Jane Sproule Epstein
Amante Brooks Gaines
John J. O’Keefe III
Timothy H. Reed, Chair
Barbara K. Wolfenden

Susan Wysk, Library Director
Denise Flynn, Children’s Librarian
Janet Ellis, Library Aide
Patricia Sacra, Library Aide
Rosemary Bawn, Library Page

RECREATION COMMISSION

This past year has been exciting and eventful for the Recreation Commission. The Commission is very excited that the Stow Community Park playground and Outdoor Ice Rink were installed this year and they have been a wonderful addition and very exciting to the children and parents of the Town. One of our biggest accomplishments in 2011 was the creation of Camp Stow. This is a full day summer camp for children ages 4-12 located at Pine Bluff Recreational Area. This camp offers a wide range of activities for children to enjoy each day, including swimming, kayaking, archery, field trips, and so much more. We had a very good enrollment for the first year of 2011 and hope to continue to grow and offer this camp for many years to come. Town-wide brochures are distributed throughout the year highlighting the many new programs that have been established, as well as the existing programs. The fifth-annual Stow Gobbler road race was once again a huge success, with over 800 participants walking or running the race on Thanksgiving Day. Many thanks to the Hurd and Allaire families, volunteers, and sponsors for making this race such a success.

We would like to acknowledge the financial support we have received from STARS, SMS Youth Hockey, the Alice Eaton Fund, Warm Hearts of Stow, and the Stow Community Chest. Your

support has allowed us to give out over 30 scholarships to children of Stow in 2011, as well as complete projects like the Ice Rink and Playground 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 is no 2011 SpringFest Committee report.

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 Stow Cable License Advisory Committee with Comcast and Verizon.

“Stow TV” is available on Comcast Channel 9 and Verizon Channels 32 and 33. Stow operates with volunteers and provides video access to town residents. Residents are welcome to use Stow TV equipment for video recording or editing. 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.

In 2011, Coordinator Anne VanTine managed overall operations of the station. 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.

Stow producers, in collaboration with Bolton access television, expanded coverage to include the regional high school activities this year. Stow TV also increased its collaboration with the Stow PTO, which helped in planning for and covering elementary school events.

Lew Halprin, Linda Stokes, Mike Jordan, Jonathan Daisy, Marika Barnett, Dan Nicholson, and Anne VanTine produced, recorded, and edited shows seen on Stow TV. Linda Stokes recorded most of the Selectmen meetings. Ralph DeFlorio, Scott Glorioso, and Paul Trunfio assisted with sound for some recordings. There were over 900 shows in the video archives at the end of 2011.

Stow TV cablecast about 264 different shows during the year. These included 25 Selectmen, 15 School Committee, and two Town Meetings. Residents additionally produced about 142 new shows. From the Stow TV archives, about 55 shows were replayed, often to promote annual events. Residents requested about 26 more shows produced outside of Stow.

Stow TV helped educate residents about local issues and the actions of their government. Besides Selectmen, School Committee and Town Meetings, about 26 other town government events, and 15 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. On the frivolous side, Stow videographers created and produced a special “April Fool’s Day” show that starred the Stow Selectmen along with the video crew and other residents.

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, Jonathan Daisy, Jon French, Ralph Fuller, Lew Halprin, Dick Luxner, Dwight Sipler, Jay Solomon, Greg Troxel, and Paul Trunfio.

Stow TV and LACAC contributed to renegotiation of the town’s cable contract with Comcast. They researched Stow TV equipment, operating, and personnel needs to determine what support the station would require over the next ten years. The resulting “Ascertainment Document” was approved by the Board of Selectmen and will be used in contract negotiations.

Bob Mong and Beth Tobey provided IT support. Stow TV engaged Michael Ridinger for video server support. Gerry Horne managed Town Meeting sound. LACAC met several times during the year. LACAC members contributed time, advice, and oversight for spending and policy decisions, and LACAC member Bob Glorioso advised on equipment selection. Gary Bernklow

replaced Steve Dungan as the Selectmen's representative to LACAC in June, and Steve stayed on as an Associate Member.

Respectfully submitted,

Gary Bernklow
Chris Funkhouser
Robert Glorioso
Len Golder
Lisa Lavina

Stephen Dungan, Associate

Anne VanTine, Stow TV Coordinator
Kathy O'Keefe, Assistant Coordinator

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 2011.

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 dependants 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 recipients' continued eligibility to receive benefits.

Veterans' Services also include assisting 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 Rating 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 dependants.

Office

This department assisted 97 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.

Salute

This past year I have had the opportunity to serve as President of the Veterans Association (2nd term). The work of the association provides Massachusetts Veterans Officers the opportunity to collaborate with state legislators regarding the laws that govern Massachusetts Veterans. The Association awarded two \$500 scholarships to two high school seniors entering college. Additionally, the Association has worked with local companies this past year to identify Veterans searching for career opportunities. The Association also worked together with State and Federal government organizations to reduce the homeless veteran population in Massachusetts by 21% this past year.

Respectfully submitted,

Brian Stearns, Director

FINANCIAL REPORTS

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 10, 2012 there were five voting members and two associate members on the committee.

Overview of Town Finances and the Fiscal Year 2012 Budget

The Town balanced the budget for the fiscal year 2012, covering the period July 1, 2011 through June 30, 2012, (“FY12”) without an override. Though no overrides have been required in the past six budgets, the Center School construction project (“Center School Project”) will increase expenditures by an estimated 5% to 7% by fiscal year 2014, depending on the prevailing interest rates when future bonding occurs.

The Finance Committee remains concerned about some long term trends, 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—heavily dependent on the motor vehicle excise tax—decreased significantly during the recession, though it has come back a little over the last few years. State aid, tied very closely to variable and cyclical state tax revenue, declined slightly in FY12. 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.

However, some of those very long-term constraints serve to ameliorate the effect of the current economic downturn. The town’s property tax revenue is more stable than income and sales tax revenue, which are the largest determinants of state aid, and residential property taxes are more stable than commercial and industrial real and personal property taxes.

FY12 has been a great year for savings for the town, with a significant increase in Free Cash. Combined with amounts held in Stow’s stabilization fund, town savings has almost reached 9%. Further, Stow has a large amount of unused levy capacity. In other words, the asset side of Stow’s balance sheet is solid.

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; including 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 and the recent economic downturn, Stow was able to maintain that credit rating at the most recent review. The rating will certainly be tested as we add the debt service associated with the Center School Project and other potential large capital projects.

The costs associated with the Center School Project have begun to be noticed by taxpayers in FY12. However, that cost to the taxpayer has been mitigated slightly with both the lower-than-expected project costs due to lower-than-expected bids, along with favorable interest rates. The overall savings to the town should approximate \$2.5 million, resulting in a final project cost to the town of approximately \$16-17 million. The remaining cost of the project will be borne by the Commonwealth through the Massachusetts School Building Authority, which has agreed to contribute approximately 51% of the project funding. A little more than half of Stow's costs of the project have been bonded and the debt service in FY12 reflects these costs.

As evidenced by the three capital projects in which study money was appropriated at the last Special Town Meeting, there may be a backlog of large capital projects to follow the Center School Project, including the recent resurrection of a possible large capital project associated with the athletic fields at the Nashoba Regional High School.

Despite our belief that Stow is in good fiscal shape, the Finance Committee remains concerned that the Center School Project, as well as the other possible capital projects, may greatly hamper the tax base's ability to absorb additional spending increases, whether they are operating expense increases or additional capital projects.

Town Meetings

Stow held two town meetings in 2011, the annual town meeting in May and a special town meeting in November.

The annual town meeting approved the annual budget (largely level services) and various capital items totaling about \$560,000.

The special town meeting this past November approved pre-design funds of approximately \$200,000 for three separate projects. These three projects all involve possible much larger

capital projects that may involve any combination of improvements, additions and even possible new construction of the soon-to-be-vacant Pompositticut School, the Fire Department and the Library. The results of these studies will be preliminary designs of possible projects, along with cost estimates.

Town Revenues

Town Revenue increased 10% in FY12, after decreasing the prior year. Table 1 shows a comparison of revenue sources for FY11 and FY12. The largest source of town revenue, property taxes, accounted for the bulk of the increase. After showing a large decrease in FY11, local receipts, which include the excise tax receipts, rebounded slightly in FY12. State aid, not including state aid to the school districts, decreased slightly. The “Other” line item pertains to pass-through related funds for Community Preservation Fund projects, which, despite the anticipation of a large project surrounding the expansion of the Plantation and Pilot Grove developments, saw no activity in FY12. Nevertheless, as Community Preservation Projects are funded by pass-through funds, there is no direct effect on taxation for Community Preservation Projects.

Table 1: Revenue Sources						
	FY11	FY11 % of Total	FY12	FY12 % of Total	\$ Change FY11- FY12	% Change FY11-FY12
Property Tax	\$19,411,078	89.2%	\$21,475,098	89.9%	\$2,064,020	10.6%
Local Receipts	\$1,181,000	5.4%	\$1,247,245	5.2%	\$66,245	5.6%
State Aid	\$922,904	4.2%	\$896,287	3.8%	(\$26,617)	-2.9%
Savings and Other Funds	\$249,500	1.1%	\$250,000	1.0%	\$500	0.2%
Override	\$0	0.0%	\$0	0.0%	\$0	0.0%
Other (CPF)	\$6,509	0.0%	\$8,343	0.0%	\$1,834	28.2%
Total	\$21,770,991	100.0%	\$23,876,973	100.0%	\$2,105,982	9.7%

Source: Town Administrator, Budget Report, Annual Town Meeting

Town Expenditures

Total Stow expenditures increased 5.1% in FY12 after a 1.8% decrease in FY11. These expenditures can be divided into three large groups: Education, which increased 1.2% (not including debt service on Hale or Center), Municipal Government, which increased 3.4% and other/special items, which increased 21.4%, of which the Center School Project debt service accounts for almost all of this increase and about half of the increase in the overall budget. In other words, without the additional Center School Project debt service in FY12 of approximately \$530,000, the budget increase would have been about 2.7%. Table 2 shows a comparison of total Stow expenditures for FY11 and FY12.

The Municipal Government portion of the budget showed a 3.4% increase that was largely related to higher benefit costs along with a slight living wage increase (1%). As indicated previously, debt service increased substantially with \$9.2M of the Center School Project bonded.

After showing a significant decrease in FY11, capital spending made a comeback in FY12 with almost a 50% increase. The more expensive items in FY12 included an opportunistic land purchase for the town cemetery for \$200,000 and \$100,000 in repairs and improvements to the library. Beyond that, there was \$77,000 in trucks and equipment for the Highway Department, \$50,000 for a diesel exhaust system for the Fire Department, \$43,334 for developing plans for the Lower Village, \$33,000 for a new police cruiser, \$29,000 for a water system upgrade for the Town Building and other smaller amounts.

Recap items saw a 7.3% increase in FY12. The recap items largest line item is Stow's portion of county retirement, or the retirement cost of town employees. Similar to health insurance, this expense line item has shown a propensity for significant increases over the last few years and shows no sign of letting up.

Table 2: Town Expenditures						
	FY11 Voted	FY11 % of Total	FY12 Voted	FY12 % of Total	\$ Change FY11-FY12	% Change FY11-FY12
<i>Municipal Govt</i>						
General	\$ 966,711	4.4%	\$ 1,000,363	4.6%	\$ 33,652	3.5%
Public Safety	\$ 1,999,464	9.2%	\$ 2,039,135	9.4%	\$ 39,671	2.0%
Public Works	\$ 949,753	4.4%	\$ 958,058	4.4%	\$ 8,305	0.9%
Human Services	\$ 258,883	1.2%	\$ 257,708	1.2%	\$ (1,175)	-0.5%
Culture/Rec	\$ 276,974	1.3%	\$ 280,501	1.3%	\$ 3,527	1.3%
TownWide Expense	\$ 783,620	3.6%	\$ 876,780	4.0%	\$ 93,160	11.9%
Total Municipal Govt	\$ 5,235,405	24.0%	\$ 5,412,545	24.9%	\$ 177,140	3.4%
<i>Education</i>						
Nashoba	\$ 13,014,640	59.8%	\$ 13,194,166	60.6%	\$ 179,526	1.4%
Minuteman	\$ 609,427	2.8%	\$ 746,981	3.4%	\$ 137,554	22.6%
Total Education	\$13,624,067	62.6%	\$13,941,147	64.0%	\$ 317,080	2.3%
<i>Other</i>						
Debt Service	\$ 1,297,693	6.0%	\$ 1,657,146	7.6%	\$ 359,453	27.7%
Special Articles	\$ 380,312	1.7%	\$ 393,560	1.8%	\$ 13,248	3.5%
Capital Spending	\$ 376,000	1.7%	\$ 562,834	2.6%	\$ 186,834	49.7%
Recap Items	\$ 857,514	3.9%	\$ 919,792	4.2%	\$ 62,278	7.3%
Total Other	\$ 2,911,519	13.4%	\$ 3,533,332	16.2%	\$ 621,813	21.4%
GRAND TOTAL	\$ 21,770,991		\$ 22,887,024		\$1,116,033	5.1%

Source: Town Administrator, Budget Report, Annual Town Meeting – Departmental operating budgets including 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 \$13,194,166, which includes debt service paid by the district, and NRSD-related debt paid by the town of \$852,037, for a total of \$14,046,203, or 61% of total town spending in FY12.

The bulk of the NRSD-related increase comes from the debt service related to the Center School Project, which will amount to approximately \$647,713. FY13 will see an additional increase for the Center School Project of approximately \$200,000. 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 (using a conservative 5% interest rate on the remaining portion). 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 the increasing employee benefit costs.

One possible additional capital project involving NRSD within the next few years will be an update to the high school track and athletic fields. At the same time, the debt service for the deficit bond issued several years ago will be expiring. This debt service accounts for about \$140,000 of the FY12 budget.

For Minuteman Career and Technical High School (“Minuteman”), the Town’s assessment for FY12 was \$746,981. Though this was a significant increase over the prior year, this increase was largely reflective of enrollment increases. The Minuteman assessment can vary significantly from year to year, as the enrollment can vary significantly. Minuteman’s overall budget in FY12 actually had an increase of only about 1.8%.

Looking forward, Minuteman has a significant capital project on the horizon and 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.

Over the last few years Minuteman has relied heavily on current year tuition as a revenue source for current year expenditures. Following a tuition hike for students from non-member towns in FY12, Minuteman will be able to lower this reliance significantly and rely more heavily on prior year tuition. A reliance on prior year over current year tuition not only helps ensure there are no surprises during the year, but allows better budget planning and can act as a reserve.

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 a halt in FY12. Whether there are any increases in aid going forward remains to be seen.

Table 3: Stow’s School Assessment Budgets						
	FY08	FY09	FY10	FY11	FY12	% Change
Nashoba (incl debt)	\$12,097,908	\$12,970,229	\$13,384,438	\$13,338,116	\$14,046,203	5.3%
Minuteman	\$ 954,573	\$ 963,952	\$ 750,000	\$ 609,427	\$ 746,981	22.6%
TOTAL	\$13,052,481	\$13,934,181	\$14,134,438	\$13,947,543	\$14,793,184	6.1%

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

Town Savings

A big bright spot for Stow in FY12 was that town savings increased significantly in FY12 to about \$2 Million, making it almost 9% of the annual 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 year. 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, 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 \$300,000 in total savings amounts before we hit the top of the range.

With the remaining amounts of the Center School Project to be bonded and 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*	\$ Change FY11-FY12	% Change FY11-FY12
Free Cash	\$ 434,769	\$ 604,198	\$ 778,703	\$1,283,016	\$ 504,313	64.8%
Stabilization Fund	\$ 436,124	\$ 575,000	\$ 586,998	\$ 700,367	\$ 113,369	16.2%
Total	\$ 870,893	\$1,179,198	\$1,365,701	\$1,983,383	\$ 617,682	31.1%
% of Budget	4.0%	5.3%	6.3%	8.7%	2.4%	

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 \$429,000. The effect of changes to the budget on your tax bill is shown in Table 5.

The 5.1% increase corresponds to the overall budget increase in FY12, reflecting only small changes in other revenue sources, such as state aid and local receipts. Residents' tax bills may reflect an increase greater or less than 5.1% over FY11, 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 \$17.90 per \$1,000 puts the town just inside of the top thirty highest rates in the state. For comparative purposes, the town's rate remains below Bolton (\$19.78), Acton (\$18.55), and Maynard (\$18.45) and about the same as Lancaster (\$17.94), Boxborough (\$17.87) and Sudbury (\$17.60). At \$16.24, Harvard had a rate below Stow's. Hudson and Marlborough, with a far greater reliance on business related taxes, have a rate significantly less than Stow's at \$15.51 and \$14.80, respectively.

Table 5: Effect on Property Taxes (based on MA Class 101 properties)					
	FY 09	FY 10	FY 11	FY 12	% Chnge FY11-FY12
Tax Rate (per \$1,000)	\$ 15.28	\$ 16.58	\$ 17.05	\$ 17.90	5.0%
Avg Single Family Valuation	\$463,581	\$445,062	\$428,744	\$429,172	0.1%
Avg Single Family Tax Bill	\$ 7,084	\$ 7,379	\$ 7,310	\$ 7,682	5.1%

Source: Calculation based on 2012 Board of Assessor assessed values and tax rate using Massachusetts Class 101 properties.

Conclusion

Between the significant build-up of the town savings, a large amount of unused levy capacity, the move by Minuteman in the coming fiscal year to rely more on prior year tuition, the retiring debt service at Nashoba and our current bond rating, there are a lot of factors that indicate the town is in good fiscal shape.

The timing could not be better. With the remaining portion of the Center School Project still to be bonded, a possibility of three significant capital projects in town, along with the additional possible capital projects at NRSD and Minuteman and the fact that NRSD will see larger increases in teacher salaries in the years of the recently negotiated union contract, Stow could see larger increases in property taxes in the coming fiscal years.

Further, though the town's fiscal health is good, a 5% (or more) increase in taxes can be a heavy burden for the average taxpayer during a tough economy. This can be an even heavier 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,

Richard Connelly
Ann Deluty, Chair
Peter McManus
Richard Rollins

Christopher Sarno
Dean Cavaretta, Associate
Bruce Walbridge, Associate

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:

- By the Building Department: \$29,000 for installation of a water treatment system for the Town Building,
- By the Cemetery Department: \$200,000 for purchase of a parcel of land adjacent to the Brookside Cemetery,
- By the Fire Department: \$50,000 to install a vehicle exhaust collection system in the Fire Station, \$9,500 for a thermal imaging camera, and \$6,000 to co-pay for a \$120,000 grant to replace Self Contained Breathing Apparatus units. The Committee thanks Fire Chief McLaughlin for his efforts to upgrade the Department's equipment through grant funding and thereby reduce the Town's capital expenditures in these difficult economic times,
- By the Board of Health: \$15,000 for improvements to the Dog Pound,
- By the Highway Department: \$40,000 to restore a one-ton dump truck and convert it to a multi-use vehicle, and \$37,000 to replace a fifty-three year old road grader that had been in service to the Town since 1975. The Committee continues to marvel at the efforts of Superintendent of Streets Michael Clayton and his crews' abilities to save the Town money by maximizing the life of the Department's equipment,
- By the Planning Board: \$43,334 for preliminary engineering plans for traffic and safety improvements to the Lower Village,
- By the Police Department: \$33,000 for a new police cruiser,
- By the Randall Library Trustees: \$100,000 to repair the Library's roof and improve water drainage away from the library building.

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

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

- By the Building Department: \$10,000 to fund repairs to the exterior of Town Building,
- By the Pompositticut School Re-Use Committee: \$73,679.68 to fund a preliminary architectural and engineering study for the conversion of the school to a multi-use community center,
- By the Fire Department: \$70,000 to fund a preliminary architectural and engineering study for expansion of the Fire Station, and
- By the Randall Library Trustees: \$70,000 to fund a preliminary architectural and engineering study for improvements to the library building.

Subsequently, no action was taken on the Town Building repair funds request, and the voters approved all three of the architectural and engineering study funding requests.

Finally, the Committee would like to acknowledge and express our appreciation for the years of dedicated service by our friend and longtime Chair, Jean Lynch. Jean was an absolute joy to work with – passionate, outspoken, and funny – and her passing this past spring has left us with some big shoes to fill. For more than 325 years, the important work that makes this town a community has been shouldered by volunteers – people like Jean who selflessly have given us their time, their talents, and their treasure, and in doing so have made Stow a better place to live. We all miss her very much.

Respectfully submitted,

David Arsenault
Stephen Jelinek, Chair
Charles Kern, Selectmen appointee

Ross Perry, Finance appointee
Myie Yvanovich, Clerk

BOARD OF ASSESSORS

Although the residential real estate market remains weak, there are indications of more stability in the final valuations for FY2012, which has an assessment date of January 1, 2011. Sales of real estate occurring in 2010 were used to determine your assessment for the current fiscal year.

The new average assessment of a single-family home, which had been decreasing over the last few years, is virtually unchanged from last year. Condo assessments have experienced small declines, with the exception of Meeting House where assessments have decreased dramatically, consistent with sales. For FY2012, the average tax bill has increased close to 5%, reflecting higher expenditures this year. Approximately 50% of the new school bond plus other one-time expenditures led to a higher tax rate.

FY2012 was an interim adjustment year, where the Assessors' office adjusts values to reflect the market, as required by the Department of Revenue. For FY2012, the residential sector has

turned upward, albeit just slightly. The total assessed value for FY2012 has increased to \$1,144,424,530 from \$1,138,479,670 in FY2011. New Growth has gone down reflecting the slowdown in building. The commercial/industrial sector and personal property also show small increases. 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 who 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 \$435,124 with \$172,219 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 second 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 2012 TAX RATE RECAPITULATION

TAX RATE SUMMARY

A.	Total Amount to be Raised	\$23,864,503.56
B.	Total Estimated Receipts & Other Revenue	\$ 3,379,304.47
C.	Tax Levy	\$20,485,199.09
D.	Distribution of Tax Rates & Levies	

CLASS	LEVY PERCENTAGE	LEVY BY CLASS	VALUATION BY CLASS	TAX RATES
Residential	91.0835%	\$18,658,636.31	\$1,042,382,200	\$17.90
Open Space	-0-	-0-	-0-	-0-
Commercial	4.8965%		56,037,000	\$17.90
		1,0003,057.77		
Industrial	1.9923%	408,126.62	22,799,800	\$17.90
Personal	2.0277%	415,378.38	23,205,530	\$17.90
<hr/>				
TOTAL	100%	\$20,485,199.08	\$1,144,424,530	

Prepared by Dorothy Wilbur
Principal Assessor

TREASURER'S FINANCIAL REPORT

	FY 2010	FY 2011	% Change
BEGINNING CASH BALANCE:	7,505,625	8,454,763	12.6%
<u>RECEIPTS:</u>			
Property Tax	19,236,746	19,331,236	0.5%
Community Preservation Surcharge	437,544	431,887	-1.3%
Motor Vehicle & Other Taxes	837,481	879,797	5.1%
Tax Titles & Deferrals	118,715	128,063	7.9%
Department & Misc Revenue	1,071,408	2,248,136	109.8%
State Aid & Grants	2,174,273	4,846,780	122.9%
Bond/Note Receipts	3,000,000	15,777,000	425.9%
Interest on Investments	92,680	112,056	20.9%
Offset Payroll Deductions	1,167,403	1,278,925	9.6%
TOTAL RECEIPTS:	28,136,250	45,033,880	60.1%
<u>EXPENDITURES:</u>			
Payroll	3,766,466	3,886,737	3.2%
Vendor	7,916,791	21,247,195	168.4%
School District Assessments	13,761,948	13,600,888	-1.2%
Retirement Assessment	499,317	519,630	4.1%
Debt Payments	1,242,590	1,224,471	-1.5%
TOTAL EXPENDITURES:	27,187,112	40,478,921	48.9%
ENDING CASH BALANCE:	8,454,763	13,009,722	53.9%

Prepared by Pamela Landry
Treasurer-Collector

TAX COLLECTOR'S REPORT FY 2011

Tax & Levy Year	Tax Outstanding as of 7/1/10	New Commitments	Amount Collected	Exemptions & Abatements	Refunds	Tax Takings & Deferrals	Tax Outstanding as of 6/30/11
2011 Real Estate	\$0.00	\$19,025,036.31	\$18,705,123.53	\$64,862.91	\$25,708.13	\$91,784.42	\$188,973.58
2010 Real Estate	\$229,519.37	\$0.00	\$203,025.54	\$28,863.48	\$13,885.75	\$4,765.09	\$6,751.01
2009 Real Estate	\$24.44	\$0.00	\$0.00	\$0.00	\$0.00	\$24.44	\$0.00
2011 Supplemental RE Tax	\$0.00	\$102,254.90	\$82,163.73	\$126.38	\$0.00	\$0.00	\$19,964.80
2010 Supplemental RE Tax	\$20,373.08	\$0.00	\$20,706.12	\$1,621.63	\$1,954.67	\$0.00	\$0.00
2011 Comm Pres Act	\$0.00	\$444,595.12	\$428,224.18	\$9,556.39	\$299.37	\$1,968.27	\$5,145.65
2010 Comm Pres Act	\$4,811.34	\$0.00	\$4,417.83	\$606.13	\$455.32	\$93.21	\$149.49
2011 Personal Property	\$0.00	\$387,269.80	\$361,834.29	\$49.10	\$2,371.61	\$0.00	\$27,758.02
2010 Personal Property	\$14,946.33	\$0.00	\$2,276.00	\$0.00	\$0.00	\$0.00	\$12,670.33
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
2006 Personal Property	\$1,851.98	\$0.00	\$0.00	\$1,851.98	\$0.00	\$0.00	\$0.00
2004 & 2005 Personal Property	\$1,581.20	\$0.00	\$27.40	\$1,553.80	\$0.00	\$0.00	\$0.00
2011 Motor Vehicle	\$0.00	\$833,222.10	\$724,894.17	\$35,058.10	\$4,700.96	\$0.00	\$77,970.79
2010 Motor Vehicle	\$54,745.24	\$130,977.57	\$158,018.59	\$21,708.24	\$5,692.46	\$0.00	\$11,688.44
2009 Motor Vehicle	\$7,157.85	\$3,121.39	\$7,006.01	\$600.05	\$541.52	\$0.00	\$3,214.70
2008 Motor Vehicle	\$2,887.72	\$0.00	\$274.70	\$138.00	\$138.00	\$0.00	\$2,613.02
2007 Motor Vehicle	\$2,876.15	\$0.00	\$227.92	\$0.00	\$0.00	\$0.00	\$2,648.23
2006 Motor Vehicle	\$3,047.75	\$0.00	\$188.12	\$0.00	\$0.00	\$0.00	\$2,859.63
2005 Motor Vehicle	\$1,547.92	\$0.00	\$18.23	\$0.00	\$0.00	\$0.00	\$1,529.69
2004 & Prior Motor Vehicle	\$2,313.03	\$147.19	\$242.19	\$0.00	\$0.00	\$0.00	\$2,218.03
Totals:	\$353,022.07	\$20,926,624.38	\$20,698,668.55	\$166,596.19	\$55,747.79	\$98,635.43	\$371,494.07

Interest & Fees Collected:

\$64,833.01

Total Collected:

\$20,763,501.56

Prepared by: Pamela Landry, Treasurer-Collector

TOWN OF STOW
COMBINED BALANCE SHEET (Unaudited)
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2011

	Governmental Funds			Fiduciary Funds		General		Totals (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Trust And Agency Funds	Long-Term Debt Account Group			
Assets								
Cash and Interest Bearing Deposits	\$ 4,043,816	\$ 5,335,705	\$ 2,539,870	\$ 1,338,389	\$ -	\$		13,257,780
Cash and Investments Held by Trustees				1,018,447				1,018,447
Receivables:								
Real Estate Taxes	195,725							195,725
Personal Property Taxes	45,767							45,767
Less Allowance for Abatements and Exemptions	(384,558)							(384,558)
Motor Vehicle Excise Taxes	104,743							104,743
Tax Liens	223,803	4,555						228,358
Deferred Real Estate Taxes	9,478							9,478
Supplemental Taxes	19,965							19,965
Tax Foreclosures	151,252	375						151,627
Ambulance	186,775							186,775
CPA Surcharge		5,295						5,295
Due From Other Funds	15,686							15,686
Due From Other Governments		54,535						54,535
Amount to be Provided for Notes and Bonds Payable							16,742,000	16,742,000
Total Assets	\$ 4,612,452	\$ 5,400,465	\$ 2,539,870	\$ 2,356,836	\$	\$		\$ 31,651,623

TOWN OF STOW
COMBINED BALANCE SHEET (Unaudited)
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2011

	Governmental Funds			Fiduciary Funds		General		Totals (Memorandum Only)					
	General Fund	Special Revenue Funds	Capital Project Funds	Trust And Agency Funds		Long-Term Debt Account Group							
Liabilities and Fund Equity													
Liabilities													
Warrants Payable	\$	49,925	\$	32,222	\$	1,824,965	\$	715	\$	-	\$	1,907,827	
Retainage Payable					\$	496,359						\$	496,359
Accrued Payroll		73,180		10,166				1,125					84,471
Amounts Withheld from Employees and Other Liabilities		69,425						93,068					162,493
Due to Other Funds								15,686					15,686
Deferred Revenue:													
Personal Property and Real Estate Taxes		(143,572)											(143,572)
Motor Vehicle Excise Taxes		104,743											104,743
Tax Liens		223,803		4,555									228,358
Deferred Real Estate Taxes		9,478											9,478
Supplemental Taxes		20,471											20,471
Tax Foreclosures		151,252		375									151,627
Ambulance		186,775											186,775
CPA Surcharge				5,295									5,295
Other				54,535									54,535
Matured Debt & Interest Payable		1,445,389											1,445,389
Notes Payable				670,000									670,000
Bonds Payable										16,742,000			16,742,000
Total Liabilities		2,190,869		777,148		2,321,324		110,594		16,742,000			22,141,935

TOWN OF STOW
COMBINED BALANCE SHEET (Unaudited)
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2011

	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, continued							
Fund Equity							
Reserved for Expenditure	250,000	2,356,448	218,546				2,824,994
Reserved for Encumbrances	16,494						16,494
Reserved for Appropriation	544,040	773,742					1,317,782
Reserved for Deficits	24,748						24,748
Reserved for Endowment				146,045			146,045
Designated for Revolving Funds		90,178					90,178
Undesignated	1,586,301	1,402,949		2,100,197			5,089,447
Total Fund Equity	2,421,583	4,623,317	218,546	2,246,242			9,509,688
Total Liabilities and Fund Equity	\$ 4,612,452	\$ 5,400,465	\$ 2,539,870	\$ 2,356,836	\$	\$ 16,742,000	\$ 31,651,623

Prepared by: Julie Costello
Town Accountant

TOWN OF STOW
SCHEDULE OF CHANGES IN FUND EQUITY
STATE GRANTS & REVOLVING FUNDS
June 30, 2011

	Beginning Fund Equity	Revenues	Expenditures	Ending Fund Equity
STATE GRANTS:				
Public Safety	\$ (34,810)	\$ 103,784	\$ 50,784	\$ 18,190
Education Grant	2,469	-	-	2,469
Culture & Recreation	14,758	6,155	8,957	11,956
Council on Aging	-	5,264	5,264	-
Library	9,940	6,125	7,196	8,869
Other Grants	1,395	1,328	1,377	1,346
TOTAL STATE GRANTS:	\$ (6,248)	\$ 122,656	\$ 73,578	\$ 42,830
REVOLVING FUNDS:				
Recreation	\$ 21,989	\$ 147,884	\$ 150,159	\$ 19,714
Inspectors	26,620	35,417	25,792	36,245
Ambulances Services	-	20,165	20,165	-
TOTAL REVOLVING FUNDS:	\$ 48,609	\$ 203,466	\$ 196,116	\$ 55,959

Prepared by:
Julie Costello
Town Accountant

TRUST FUND FINANCIAL REPORT - FY 2011

The following Town trust funds are managed by Abbey Capital LLC and as of 6/30/11 were invested as follows:
Government Money Market Fund (39%), Certificates of Deposit (46%), and Equities (15%).

Stabilization Fund	Beginning Balance 7/1/2010	\$586,998.01	
	Disbursements	\$0.00	
	Receipts	\$50,000.00	
	Investment Earnings	\$12,954.55	
	Ending Balance 6/30/2011		\$649,952.56
Affordable Housing Fund	Beginning Balance 7/1/2010	\$207,767.78	
	Disbursements	\$0.00	
	Receipts	\$0.00	
	Investment Earnings	\$4,305.47	
	Ending Balance 6/30/2011		\$212,073.25
Cemetery Perpetual Care Non-Expendable	Beginning Balance 7/1/2010	\$116,125.00	
	Receipts	\$9,100.00	
	Ending Balance 6/30/2011		\$125,225.00
Expendable	Beginning Balance 7/1/2010	\$45,610.22	
	Disbursements	(\$5,674.67)	
	Investment Earnings	\$3,318.04	
	Ending Balance 6/30/2011		\$43,253.59
Conservation Fund	Beginning Balance 7/1/2010	\$67,148.82	
	Disbursements	(\$22,065.00)	
	Receipts	\$1,757.50	
	Investment Earnings	\$1,258.58	
	Ending Balance 6/30/2011		\$48,099.90

Mabel Hale Fund	Unexpendable Bequest		\$35,000.00
	Beginning Expendable Balance 7/1/2010	\$8,337.74	
	Disbursements	(\$1,500.00)	
	Investment Earnings	\$877.01	
	Ending Expendable Balance 6/30/2011		\$7,714.75
Mabel Hallock - Brookside Cemetery	Unexpendable Bequest		\$2,000.00
	Beginning Expendable Balance 7/1/2010	\$5,424.31	
	Disbursements	\$0.00	
	Investment Earnings	\$152.74	
	Ending Expendable Balance 6/30/2011		\$5,577.05
Mabel Hallock - Common Memorial & Flag	Unexpendable Bequest		\$1,000.00
	Beginning Expendable Balance 7/1/2010	\$405.03	
	Disbursements	\$0.00	
	Investment Earnings	\$29.00	
	Ending Expendable Balance 6/30/2011		\$434.03
Otto & Aina Stein Fund	Unexpendable Bequest		\$18,810.00
	Beginning Expendable Balance 7/1/2010	\$20,116.85	
	Disbursements	\$0.00	
	Investment Earnings	\$795.98	
	Ending Expendable Balance 6/30/2011		\$20,912.83

Town Farm Fund	Unexpendable Original Deposit		\$8,751.96
	Beginning Expendable Balance 7/1/2010	\$37,221.40	
	Disbursements	\$0.00	
	Investment Earnings	\$940.06	
	Ending Expendable Balance 6/30/2011		\$38,161.46
Cyrus H. Whitney Central Common Fund	Unexpendable Bequest		\$1,000.00
	Beginning Expendable Balance 7/1/2010	\$551.26	
	Disbursements	\$0.00	
	Investment Earnings	\$31.27	
	Ending Expendable Balance 6/30/2011		\$582.53
James F. Whitney Central Common Fund	Unexpendable Bequest		\$2,000.00
	Beginning Expendable Balance 7/1/2010	\$1,150.95	
	Disbursements	\$0.00	
	Investment Earnings	\$64.42	
	Ending Expendable Balance 6/30/2011		\$1,215.37
Martha G. Whitney Street Light Fund	Unexpendable Bequest		\$1,000.00
	Beginning Expendable Balance 7/1/2010	\$5,065.31	
	Disbursements	(\$158.25)	
	Investment Earnings	\$123.68	
	Ending Expendable Balance 6/30/2011		\$5,030.74
TOTAL TRUST FUND BALANCE:			\$1,227,795.02

Prepared by: Pamela Landry
Treasurer-Collector

RANDALL LIBRARY TRUST FUND

January 1, 2011 Opening Balance	\$ 535,705.95
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Sources of Funds:

Contributions and Donations

Randall Library Friends	\$ 3,600.00
Community Chest	\$ 950.00
Stow Cultural Council	\$ 1,000.00
Miscellaneous	\$ 2,935.25

Net Investment Income	\$ 13,324.87
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Capital Gain	\$ (18,600.53)
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Total	\$ 3,209.59
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Uses of Funds:

Books	\$ (11,029.67)
Periodicals	\$ (3,371.71)
Reference	\$ (6,126.66)
DVD	\$ (2,820.99)
Children's Programming	\$ (4,135.81)
Audio	\$ (3,912.07)
Copier	\$ (1,990.46)
Software	\$ (1,135.40)
Misc. Supplies	\$ (47.05)
e Books	\$ (1,000.00)
Furniture	\$ (219.00)
Fees	\$ (10.00)

Total	\$ (35,798.82)
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December 31, 2011 Ending Balance	\$ 503,116.71
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Respectfully submitted,

Randall Library Trustees

RANDALL RELIEF FUND

Balance January 1, 2011	\$51,396.88
Interest received	51.76
Contributions received	0
Repayments received	0
Payments	(2,950.00)
Balance December 31, 2011	\$48,498.64
Citizens Bank Insured Money Market Account	

RANDALL TOWN FUND

Balance January 1, 2011	\$20,000.00
Previous accumulated CD interest earned	441.64
Paid to Town Treasurer	(441.64)
Current interest earned	361.95
Payable to Town Treasurer	(361.95)
Balance December 31, 2011	\$20,000.00
Citizens Bank 3-year Certificate of Deposit	

TOWN FARM FUND

Balance January 1, 2011	\$37,221.40
Balance December 31, 2011	\$38,161.46
Investors Capital	

Respectfully submitted,

Louise E. Peacock
Jeffrey D. Smith

Dorothy G. Sonnichsen, Treasurer

HALE HIGH SCHOOL FUND ANNUAL REPORT
INCOME/EXPENSE - 7/1/2010- 6/30/2011

INCOME

Dividends	\$ 7,965.43
Bond Interest	8,001.59
Mutual Fund Income	1,003.21
Total Income	\$16,970.23

EXPENSE

Greenfield Savings Bank- Services	Management	\$ 6,003.88
Total Expense		\$6,003.88

HALE HIGH SCHOOL FUND PORTFOLIO HOLDINGS

Assets Held	Value	% of Portfolio
STOCKS		
Common Stock	\$198,824.76	
Funds – Domestic	23,877.32	
Funds – International	55,838.37	
Total Stocks	\$278,540.45	52.43%
BONDS		
Agencies	\$ 93,809.80	
Corporate	115,723.90	
Funds/ETFs	19,940.50	
Total Bonds	\$229,474.20	43.20%
MONEY MARKET		
Total Money Market	\$ 23,205.67	4.37%
Total Market Value	\$531,220.32	

Respectfully submitted,

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

Linda E. Hathaway
Jeffery D. Smith

EDUCATION

NASHOBA REGIONAL SCHOOL DISTRICT



Hale Champion Girls' Cross Country

Nashoba Regional School District continues to grow, both physically and educationally. Our current enrollment is 3550 PK -12. The District's largest change is a renovation to an elementary school on The Center School site, adding over 67,000 square feet of space. While this endeavor is changing

our landscape, there are other events that made for an exciting School Year.

The District's budget passed overwhelmingly during the 2011 Annual Town Meeting. The net total budget for planned for FY 12 as voted is \$43,328,245 up 2.57% from FY 2011. Stow's assessment was a total of \$12,651,599. The district enrolled 1155 students from Stow; 308 were high school students.



Main Lobby Center School

Phase One of construction of the addition at The Center School has been coming along and while we did not make the December 2nd contract date, we anticipate the transition for Center School students will take place on February 17, 2012

We had turnover in two key leadership roles: Jeremy Roche left in June as Principal of NASHOBA Regional High School and we hired an Interim Principal, Ralph Olsen. At The Center School, Mr. Kevin LaCoste took the lead with Ms. Karen

Donato as his Assistant.

We continue to build our sense of community through involvement of a wide array of stakeholders. The Lions Club Eye Mobile came to The Center School and Hale Middle School to do vision and hearing screenings. The Stow Parent Teacher Organization (SPTO) hosted a number enrichment presentations including: Tribal Rhythms, Revels, and Tidal Pool for our elementary classrooms. Officer Thraen of the Stow Police Department continues to implement the DARE program for fifth graders and continues his connection with our eighth graders during Health. The Maynard Elks donated dictionaries to each student in the third grade. A large outcome of our work with students teaches them to continue to support a variety of causes, both locally and globally, through organizations such as Warm Hearts of Stow and Unicef.



Hale's Eighth Graders at Project

Writing has been strongly emphasized with a new curriculum program, Six Traits, and third graders from Mrs. Johnson's class participated in the Spooky Story Writing Contest sponsored by the Beacon Villager. Three students from Stow won first, second, and third places

respectively. Spelling also has made a comeback with a new district-wide program developed on scientific research by a team of district staff.

To meet our communication goal Jonathan Daisy, a Stow resident, helped Kevin LaCoste and Karen Donato produce a video of the new building. We have chronicled the construction project through pictures on our website as well.

Nashoba Regional High School has been ranked within the top 5% of public high schools across the nation for four consecutive years. Nashoba performed 32nd in MCAS out of 342 school districts in 2011. In May of 2011, 245 Nashoba students took 411 AP exams. Ninety-one percent of the scores earned were a 3 or higher with a mean score of 4.04. For comparison, the Massachusetts mean score was a 3.28 and the United States mean score was a 2.84.

Sixty-one (61) students at Nashoba Regional High School earned Advanced Placement Scholar Awards in recognition of their exceptional achievement on AP Exams. Of these sixty-one students, twenty-two (22) were named *AP Scholar* indicating these students received scores of 3 or higher on three or more AP Exams; eleven (11) students were named *AP Scholar with Honor* indicating these students received an average score of at least 3.25 on all AP exams taken, and scores of 3 or higher on at least four exams; twenty-eight (28) students were named *AP Scholar with Distinction* indicating these students received an average score of at least 3.5 on all AP exams taken, and scores of 3 or higher on at least five of these exams; six (6) students were named *National AP Scholar* indicating these students received an average score of at least 4 on all AP Exams taken, and scores of 4 or higher on at least eight of these exams.

Eleven (11) students from our senior class have achieved *Commended Student* status in the National Merit Program, and four (4) have been named *National Merit Semi-Finalist* for the final round. Last year all four (4) of our *Semi-Finalists* went on to become *Finalists* and two (2) were recipients of awards.

At our high school the nationally recognized “Best Buddies Program” pairs students who support intellectually and physically challenged youngsters. Inclusive opportunities such as physical education and dances have been expanded to include school-wide vocal and instrumental performances. The personalization of the pairings has benefited both students and our school’s climate. The school’s co-curricular activities have been expanded to include chess, debate, and a competitive computer programming team. Nashoba’s robotics team and the business department’s DECA students have achieved state recognition, which qualifies them to compete on a national level.

The high school athletic program is strong and robust with a total of 535 student athletes. We have 25 varsity teams (26 if we count our girls’ ice hockey co-op team with St. Bernard’s, Leominster, and Gardner) and 42 total teams at NRHS. We have seven (7) total teams at each of our middle schools. In 2011, 68 different student athletes were named Total Mid-Wach League all-stars, with a total of 92 league all-stars overall, as some students were all-stars in more than one sport. Most significantly, we had



21 out of 25 teams qualify for MIAA playoffs in 2011. Of those teams our 2011 Football squad won the super bowl!

Overall, our students, faculty and staff enjoyed a very successful year. We are appreciative of the families and the communities for what they offer and bring in terms of their ongoing support.

Respectfully submitted,

Maureen Busch
Lynn Colletti
Jeff O'Dell

Michael L. Wood, Superintendent of
Schools

Nashoba Regional High School Class of 2011

Class Officers

President	Laura Abigail Hoover, Bolton	Kristen	Gandek	Bolton
Vice President	Kristen Diane DiBlasi, Bolton	Marissa	Generoso	Bolton
Secretary	Alicyn Barr Reverdy, Stow	Taylor	Gordon	Bolton
Treasurer	Adam Juston Tocci, Jr. Stow	Caroline	Grosch	Bolton
		Brya	Gross	Bolton
Valedictorian	Michaela Jacobs, Lancaster	Hannah	Groudas	Bolton
Salutatorian	Emily Clark, Stow	Emily	Heeren	Bolton
		Peter	Heislein	Bolton
		Ken	Herbison	Bolton
		Kristen	Holbrook	Bolton
		Laura	Hoover	Bolton
		Lauren	Howell	Bolton
		Rebecca	Jackson	Bolton
		Ryane	Jackson	Bolton
		Fallon	Keenan	Bolton
		Keenan	LaBonte	Bolton
		Cameron	Leavenworth	Bolton
		Alex	LeBlanc	Bolton
		Luisa	Levin	Bolton
		Bret	Macko	Bolton
		Michael	Malloy	Bolton
		Andrew	McGarry	Bolton
		Neil	Mechlin	Bolton
		Christiana	Minardi	Bolton
		Christopher	Morse	Bolton
		Kristen	Nagy	Bolton
		Meredith	Nelson	Bolton
		Abigail	O'Connor	Bolton

Graduates

Nicholas	Alberts	Bolton
Anders	Anderson	Bolton
Nicholas	Bateman	Bolton
Shara	Batson	Bolton
Margaret	Beaton	Bolton
Adam	Benjamin	Bolton
Maxwell	Berry	Bolton
Kyle	Bonazzoli	Bolton
Madeline	Borsari	Bolton
Samuel	Buffum	Bolton
Lauren	Casaceli	Bolton
Benjamin	Ciummo	Bolton
Hannah	Collins	Bolton
Andria	Cubero	Bolton
Jennifer	Cuddy	Bolton
Kristen	DiBlasi	Bolton
Noah	Emrich	Bolton
Julie Anne	Entwistle	Bolton
Sean	Foster	Bolton

[illegible]

Nashoba Regional High School Class of 2011

Graduates			Graduates		
Kevin	Marino	Lancaster	Morgana	Hayek	Leominster
Julian Philip	Nanton	Lancaster	Justin	Labier	Leominster
Brian	O'Hare	Lancaster	Kyle	Lavallee	Leominster
Kayla	Perkins	Lancaster	Mary Catherine	Heelan	Lunenburg
Adam	Prentiss	Lancaster	Ellen	Bruso	Lancaster
Nicholle	Reeves	Lancaster	Gwendolyn	Bailey	Sterling
Enmanuel	Rodriguez	Lancaster	Meghan	Casella	Sterling
Daniel	Schartner	Lancaster	Emily	Murphy	Sterling
Alexander	Schryver	Lancaster	Timothy	Albert	Stow
Joshua	Shelales	Lancaster	Brendan	Aylward	Stow
Zachary	Shepard	Lancaster	Courtney	Bailey	Stow
Luke	Smith	Lancaster	Christina	Bebernitz	Stow
James	Steere	Lancaster	Luke	Benney	Stow
Kathryn	Stefos	Lancaster	Kevin	Brady	Stow
Kyle	Ursuliak	Lancaster	Kevin	Buettner	Stow
Justin	Velez	Lancaster	Emma Lisa	Burr Nyberg	Stow
Rolan	Yang	Lancaster	Rachel	Busch	Stow
Ryan	Zangarine	Lancaster	Christopher	Camoscio	Stow
Maxwell	Zoller	Lancaster	Emily	Clark	Stow
Anthony	Averso	Leominster	Lauren	Corazzini	Stow
Jonathan	Berglind	Leominster	Lusan	DellaGrotte	Stow
Michael	Booth	Leominster	David	DiMasi Jr.	Stow
Jonathan	Brown	Leominster	Matthew	Doucette	Stow
Devin	Brown-Wooster	Leominster	James	Driscoll	Stow
Stephen	Capone	Leominster	Nolan	Duchi	Stow
Nicholas	Cross	Leominster	Robert	Enzmann	Stow
Dylan	El-Hayek	Leominster	Christina	Fossa	Stow
Marcelino		Leominster	Alexander	Fraser	Stow

Nashoba Regional High School Class of 2011

Graduates		Graduates	
Ryan	Fuller	Jesse	Oxenberg
Richard	Genetti	Zachary	Phillips
Cole	Gibson	Alex	Piso
Leanna	Giordano	Andrey	Polovinkin
Peter	Gjeltema	Brianna	Radl
Thomas	Granger	Alicyn	Reverdy
Thompson	Hangen	Drew	Rosen
Kathleen	Hayden	Connor	Ruby
Derek	Herbst	Katherine	Savino
Robert	Howe	Henry	Shepherd
William	Hurley	Ashley	Sproul
James	Jesson	Thomas	Starkey
Courtney	Johnson	Lauren	Steigerwalt
Sean	Kalil	Jillian	Temple
Linnea	Kennison	Mary	Temple
Blake	Korn	Leah	Tepper
Lacey	Kremer	Alana	Toabe
Alexander	Langelo	Adam	Tocci Jr.
Kelleigh	Maroney	Emmanuelle	Torres
Nils	Martinson	Aubrie	Vannasse
Naomi	Matos	Chelsea	Willoughby
Thomas	Matty	Courtney	Willoughby
Lawrence	McGillicuddy	Caleb	Wisch
Mary	McKean	Conor	Wyand
Connor	Mullin	Jason	Zelle
Jordan	Munger		
Nathan	Needle	Chelsea	Giannelli
Brittany	Owen	Samuel	Kessel
			West
			Boylston
			Worcester

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

Minuteman is a four-year public high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs.

Stow Enrollment

As of October 1, 2011, twenty (20) high school students, three (3) post graduate students were enrolled at Minuteman providing a full time equivalent (FTE) of twenty three (23) residents of Stow.

Minuteman experienced a 7% increase in the Freshman Class resulting in the largest freshman class in 12 years. The “Benefits of Minuteman” are clear:

- **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 'Post Graduate' programs to Stow residents of any age who are seeking to enhance their skill development. Post-Graduate Students are charged tuition to offset operating costs.

2011 Stow Graduates and Awards

Jenna Ellis, Hospitality
Kenneth Gorham Jr., Engineering Technology
Trevor Hennessy, Metal Fabrication
Andrew Jagger, Biotechnology
Jacob Littlefield, Metal Fabrication
Kristen Mikoski, Culinary Arts/Baking
Kyle Polin, Environmental Science
Mark Rainha, Graphic Communications
Matthew Stephens, Telecommunications
Christopher Ulichney, Programming & Web

At the 2011 graduation, Kenneth Gorham was awarded the Stow Lions Club Award. Kristen Mikoski was awarded the Francis Kopias Memorial Award and the Roger Eleftherakis Memorial Scholarship.

SkillsUSA

<u>Student</u>	<u>Competition Category</u>	<u>State Results</u>
Kristen Mikoski	Culinary Arts/Baking	Silver Medalist
Kenneth Gorham, Jr.	Engineering Technology	Bronze Medalist
Christine Hamilton	Environmental Science	Gold Medalist

These awards are given to students of superior academic achievement and significant participation in school or community activities.

Class of 2011 Graduate Achievement Highlights

- 73% college bound or advanced Technical Training, 12% career bound and 4% military. Overall, graduates achieved an 89% positive placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 90% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 78% of Cosmetology graduates passed State Board examinations.
- Health Occupation graduates achieved 78% in college acceptance.
- 86% of Environmental Technology graduates earned the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License.
- Valedictorian Michael Breen, Biotechnology graduate from Bolton attending University of Rochester in Rochester, NY. Salutatorian Benjamin Basseches, Pre-Engineering graduate from Lexington attending Brown University in Providence, RI.

Capital Projects

- Lexington Water Department is requiring replacement of several major components of the school's water supply system. This work will be completed in December 2011; estimated total cost of \$120,000 is covered out of our FY12 budget.
- An emergency \$475,000 capital project was successfully completed. Lexington issued an order at the end of June 2011 in regards to the area of the school known as the Trades Hall. The order restricted access and occupancy to the Trades Hall immediately. Minuteman had to obtain a waiver from DCAM to hire a design architect, demolish the interior area and rebuild the area under current building codes in order to open school in the fall.
- MSBA Update: Minuteman is in the "pipeline" of the Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. The Feasibility Study financing was unanimously approved by all 16 member towns in 2010. The School Building Committees will review various models to accommodate member community enrollment, as well as various levels of non-member enrollment. A final project model is expected by 2014.

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.
- The Educational Program planning process has identified several new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science and the Technical Theater Arts. Two programs phased out in 2010 included Office Technology and Auto Body Repair. Drafting and Design Visual Communications will be phased out by 2014.

Professional Development

- The Minuteman staff have created academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices, teacher-to-teacher peer observations, Executive Function support, Reading Consultancies, and Academic-Career and Technical curriculum integration. The integration of technology to enhance student learning is an ongoing commitment.

Student Access, Participation and Support

- An Executive Function initiative was launched last year. Minuteman provides students with resources 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 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.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 7 years the number of participants has

doubled in many of the sports offered. Students have more than 20 clubs and activities.

- 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

2011 saw many changes at the Stow Police Department. I would like to begin the Police Department's 2011 annual town report on a few personal notes.

First, I would like to acknowledge Chief Mark H. Trefry's retirement as the Department's Police Chief. Chief Trefry worked for the Town for more than thirty years on the Tree, Fire, EMS, Highway, and Police Departments. Chief Trefry has had a long and distinguished career with the Police Department; working his way up through the ranks from Auxiliary Officer to Patrolman, to Detective, to Sergeant, Lieutenant, and, finally, serving as Chief of Police, over the last six years. The Department will miss Chief Trefry's competence, dedication, diligence, caring, and pro-active, "can-do, will-do" attitude. All members of the Police Department congratulate Chief Trefry and wish him a happy and healthy retirement, and thank him for his long and distinguished service and many contributions to the Police Department and to the Town of Stow.

I would like to thank my co-workers at the Police Department and all Public Safety employees at the Fire and Highway Departments, along with the many other Town employees, citizens of Stow, my colleagues, friends, and family who supported me in the Police Chief's search process over this past year. I acknowledge and appreciate your efforts and support during the somewhat lengthy selection process for Police Chief in Stow. I would also take this opportunity to thank the Police Chief Search Committee, The Honorable Board of Selectmen, and Town Administrator for their support. It is an honor and privilege to serve as Chief of Police in Stow. I will put forth my best effort on a day-to-day basis to be a successful Police Chief and to continue the service and success of the Stow Police Department. I look forward to my job and its challenges with enthusiasm.

This past year we hired three new full-time employees. In January, we hired Robert Nelson as a Patrolman to replace Officer Maskalenko, who returned to the Pepperell Police Department after a short stint in Stow. Officer Nelson was previously employed at the Southborough Police Department. He has been a great asset to the Stow Police Department and we welcome him aboard. Bob currently is working the 11pm to 7am shift. In January, we also hired Samantha Howard as a Public Safety Dispatcher. Samantha came to us from the Hudson Police Department. She was hired to replace Dispatcher Morton-Pelley who retired to spend more time with her family. Samantha has been working the 11pm to 7am shift and is currently attending the part-time Reserve Police Officer academy in Boylston. In August we hired Christopher Harrington as a Patrolman to replace the open position due to the retirement of Chief Trefry. Chris has worked for approximately ten years on the Bolton Police Department. Chris has brought a lot of new energy and enthusiasm to the department and he is currently working the 11 pm to 7 am shift. Officer Harrington has implemented the Child Safety Seat installation program over the past few months. You can link to this information on our website at www.stow-ma.gov or call the station and leave a voice mail for Officer Harrington.

On February 3, 2011 Sergeant Lima, Officer Thraen, Detective Sallese, and Dispatcher Howard along with members of the Stow Fire Department possibly saved the lives of two Stow residents. The weather conditions were extremely cold, with deep snow on the ground and at 10:55 pm the department received a cellular 911 call for a lost father and son in the Delaney Wildlife Management Area. Using GPS technology and mapping at the Police Department, Detective Sallese and Dispatcher Howard were able to determine an estimated location of the caller's cell phone.

The only option for the first responders was to walk into the area to find the victims. The snow was too deep to utilize the Department's SUV or ATV. It required a significant physical effort to locate the victims and became an urgent situation once that they were found. The son suffered from hypothermia and frostbite and was lodged deep in the snow. Sergeant Lima picked up the son and carried him on his back most of the way out of the woods, but after 20 minutes, Sergeant Lima became exhausted which was when he met the Firefighters, who were able to take the son out of the woods on a sled. Both victims were treated at the scene by ALS for their serious medical conditions, and were transported to UMass Memorial Medical Center in Worcester, the nearest Trauma Center. Both victims were treated and have recovered from their injuries.

The heroic actions of our Police Officers and Firefighters helped to turn a potential tragedy into a successful rescue operation. Their can-do, will-do attitude, cooperation, teamwork and heads-up thinking are all critical success factors. I thank all involved; their dedication, swift response, and actions are a credit to themselves, to the Police and Fire Departments and to the Town of Stow.

The Police Department continues to pursue pro-active cost-control and management strategies. The Police Department traded in approximately 25 new 16" tires plus a 2003 Ford Crown Victoria with 130,000 miles toward the purchase of a new 2011 Ford Crown Victoria which was a left-over model with more cost savings. The Police Department continues to use creative scheduling in order to better manage overtime expenses and continues the use of energy-efficient light bulbs and electrical fixtures. We recycle all cardboard and light bulbs and continue to maintain the paper-recycling bin in the parking lot.

The Police Department continues pro-active training programs, in order to better serve the community and to professionalize the Police Department. Jon Butler graduated from the FBI Weapons Instructor School held at Fort Devens. Jon also attended the SIG-Arms course and has been certified as a Range-Master, and a low light firearms instructor. This training allowed the Police Department to conduct its first-ever low-light firearms training along with more advanced firearms techniques, strategies, and tactics.

Detective Sallese attended an Advanced Roadside Impaired-Driving Enforcement Class, a Basic Fire Investigation Class at the Massachusetts State Fire Academy in Stow, as well as a number of other High-Tech Crime classes and seminars. Detective Sallese would like to remind all Stow citizens that internet crime and identity theft is rampant. Please make a special effort to protect your identity and **Do Not** give out any personal information to

anyone with whom you are not familiar, under any circumstances, and Never send money to any unfamiliar or unknown party who may claim that you have won money or a prize, and that they need a certified check in order to release your “winnings”. If you should think that you may be a victim of Identity Theft, please call the Police Department immediately.

The Police Department entered in a partnership with Communities for Restorative Justice (www.C4RJ.com). Restorative Justice is described in their newsletter as “a process to involve, to the extent possible, those who have a stake in an offense and to collectively identify and address harms, needs and obligations, in order to heal, and put things right as possible”. We look forward to begin working with “C4RJ” as the program has been very successful in surrounding communities such as Acton, Boxboro, Concord, Carlisle, Littleton, Ayer, and Groton. We also have continued our successful relationship with Domestic Violence Services Network (www.dvsn.org) with their ongoing partnership and assistance with the Police Department and the ongoing issues involved in domestic violence cases, training, referrals and meetings.

In the past year we unveiled the new Stow Police Department “Facebook” page (www.facebook.com/stowpolice), which has been very successful and popular. We are planning to turn the site into a Stow “Public Safety” Facebook page and include the Fire and Highway Departments to share information from all three agencies. We appreciate the support and the involvement in this new site by our “followers” who have “friended” us on Facebook and we look forward to continued growth in this exciting project.

This past year Mother Nature was one of our biggest challenges with extensive snowstorms over the winter months, tropical storm Irene in August, and the Halloween snowstorm. I would like to thank the Fire Department, Highway Department, Board of Health, Medical Reserve Corp, Council on Aging, and all other agencies that assisted us in these challenging events. I appreciate all the support of these agencies and the patience of a vast majority of Stow residents during these storms.

The Police Department was awarded the Southern New England AAA Pedestrian Safety Award for Ten Years without a pedestrian fatality. Officer Chris Harrington accepted this award on our behalf and we proudly have this on display in our lobby.

We have continued to improve our video security system internally and externally at the police department. These improvements have greatly increased our security and reduced the risk of liability.

The D.A.R.E. Program, in its 20th year, has continued to succeed in the Stow schools with Officer Thraen instructing the fifth and eighth grade classes on the program to help resist pressures which may influence the students to experiment with alcohol, tobacco, marijuana, inhalants, and other drugs. They are introduced to the D.A.R.E. Decision Making Model that will assist them in problem-solving and help them make wise decisions. Students who meet the five requirements will participate in the graduation ceremony and receive a certificate. It is with sincere appreciation for the Alice Eaton

Fund that we can continue the D.A.R.E. Program. They have provided the necessary funding for student workbooks, supplies and also covering the graduation expenses.

On November 23, 2011 we tragically lost Dorothy Weiss, a 98-year-old resident of Whitman Street, in a fatal house fire. Ms. Weiss was a popular fixture in the Town of Stow and she will be greatly missed. Our sympathy goes out to her family and friends. I would like to personally thank Detective Sturtevant and Officer Harrington, along with the members of the Stow Fire Department, for making a heroic and valiant effort to rescue Dorothy Weiss.

We have a few volunteers from Stow whom we would like to recognize and thank for their dedication and support of the Police Department. Paul Yannoni is a major contributor to maintaining, installing and making recommendations for the purchase of modern technology for our high-tech computers and security systems. Also, Kathleen Willis is an avid gardener who prepares and maintains the area for plantings to help beautify the police station.

In conclusion, I would like to thank all Stow Departments for their continued help and cooperation, with special thanks to the Highway and Fire Departments with whom we work on a daily basis and without whose continued help we would not be as successful. I would also like 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 would also 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

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

John Fantasia, Public Safety Dispatcher
Jonathan Butler, Public Safety
Dispatcher
Darlene Trefry, Public Safety Dispatcher
Samantha Howard, Public Safety
Dispatcher
Justine St. John, Public Safety
Dispatcher (part-time)
Nancy Campbell, Public Safety
Dispatcher (part-time)

John Fantasia, Special Officer
Jonathan Butler, Special Officer
James F. Finneran, Special Officer

Robert F. Blanton, Special Officer
 Lee Heron, Special Officer
 Michael Smith, Special Officer
 John Connors, Special Officer
 Enrico Maldari, Special Officer

Rachel R. Belanger, Matron
 Darlene D. Trefry, Matron
 Phyllis Tower, Matron
 Richard Tower, Prisoner Watch

Darlene Trefry, Auxiliary Officer

Deborah L. Richardson, Matron

POLICE DEPARTMENT STATISTICS

<u>Activity</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>Activity</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Accidental 911 Calls	88	95	110				
911 Calls	964	869	1215	Domestic Disturbances	10	13	11
Alarms	212	188	194	Found/Lost Property	54	56	51
Animal Calls	246	191	204	General Complaints	229	198	207
Annoying Calls	2	11	5	House Checks	786	1069	1418
Assaults	24	27	18	Larcenies	47	36	35
Assist Citizens	573	448	476	Medical Calls	332	353	348
Assist Other Agency	236	288	220	Missing Persons	6	6	3
Auto Theft	0	1	1	MV Accidents	89	101	96
Burglary	18	12	12	MV Stops	2597	3487	3289
Bylaw Violations	8	8	19	Suspicious Activity	376	394	317
Citations	1867	2455	2312	Threats	3	3	1
Disturbances	15	13	18	Vandalism	32	60	30
Disabled MV Calls	113	108	92				
Total Calls For Service					15,133	17,756	16,996

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.

2011 was again a very busy year for the Fire Department. Your department responded to 823 combined fire and medical calls. Some of the major calls we answered are as

follows. We responded to a three alarm structure fire on Whitman Street, two fires on Great Road. We responded mutual aid to structure fires in Harvard, Hudson, Boxborough, Maynard and to Acton with fire station coverage assignments during recent fires.

The department responded to 70 motor vehicle accidents. Fire Prevention was once again a major focus for your Fire Department in the year 2011. Under the direction of Captain John Paul Benoit, the Fire Department completed 381 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 450 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 the 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.

Training for our emergency personnel continues to be a major focus. As the scope of our jobs continue to change and broaden, it is essential that your Fire Fighters and E.M.Ts be properly trained in all areas of Firefighting and E.M.S. services as well as Hazardous Materials, Confined Space Rescues, Auto Extrication, Firefighter & E.M.T. 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 our EMT's must complete a recertification class every two years along with 28 hours of continuous education hours approved by OEMS.

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 and other members of the department assist when possible. 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.

Grants

Last year, we 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 Home Land 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 2012.

SCBA Upgrade. We applied for a similar FEMA grant this year for updating our self contained breathing apparatus (SCBA's). The cost of the 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.

This past year we were awarded funds from US Fish & Wildlife, MA Department of Conservation & Recreation - Forestry and SAFE funding from the Department of Fire Services. In 2011 we finalized our turnout gear which was funded jointly by a \$53,000 FEMA Grant and a matching amount from the Town. All our firefighters are now equipped with the NFPA compliant gear. This is a vital component in ensuring firefighter safety.

Thanks from the Chief

I would like to take this opportunity to thank all the members of the Stow Fire Department for your 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 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 of 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. The State Fire Marshall, 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

Michael Stevens
Gregory A. Vogel

On Call Firefighters/EMTs

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

On Call Firefighters

Scott Dwinells
Matt Magazu
Scott Morse, Jr.
George Nunez
Frank Patterson
Larry Stafford

Apprentice Firefighters

Christopher Bennett
Erick Benoit
Kevin Benoit
John Bertonassi
Josh Clement
Barett Dilling
Paul Dudley
Ben Latta
Andrew Lenox
Dan Nathan
Ryan Swan
Sean White

Honorary Firefighters

Steve Landry
Eddie Warren

FIRE/RESCUE DEPARTMENT STATISTICS FOR 2011

Incident Responses			
Building fire	5	Accident, potential accident, other	1
Cooking fire, confined to container	1	Vehicle accident, general cleanup	2
Chimney or flue fire, confined to chimney or flue	6	Attempted burning, illegal action, other	1
Fuel burner/boiler malfunction, fire confined	3	Service Call, other	9
Passenger vehicle fire	3	Lock-out	5
Outside mailbox fire	1	Water problem, other	10
Rescue, emergency medical call (EMS) call, other	194	Water or steam leak	2
Medical assist, assist EMS crew	22	Smoke or odor removal	1
EMS call, excluding vehicle accident with injury	202	Animal rescue	3
Vehicle accident with injuries	20	Public service assistance, other	6
Motor vehicle accident with no injuries	50	Assist police or other governmental agency	7
Search for person on land	3	Police matter	1
Extrication of victim(s) from machinery	1	Public service	8
Hazardous condition, Other	7	Assist invalid	2
Flammable gas or liquid condition, other	2	Unauthorized burning	6
Gasoline or other flammable liquid spill	3	Cover assignment, standby, move up	3
Gas leak (natural gas or LPG)	6	Good intent call, other	9
Oil or other combustible liquid spill	1	No incident found on arrival at dispatch address	3
Carbon monoxide incident	9	Authorized controlled burning	1
Electrical wiring/equipment problem, other	10	Smoke scare, odor of smoke	18
Heat from short circuit (wiring), defective/worn	2	Barbecue, tar kettle	2
Overheated motor	1	False alarm or false call, other	1
Power line down	16	Direct tie to FD, malicious/false alarm	3
		System malfunction, other	1

FIRE/RESCUE DEPARTMENT STATISTICS FOR 2011

Smoke detector activation due to malfunction	2	Permits Issued	
Alarm system sounded due to malfunction	26	Blasting	2
CO detector activation due to malfunction	12	Fire Alarm Permits	49
Unintentional transmission of alarm, other	2	Fire Suppression	2
Smoke detector activation, no fire - unintentional	5	Oil Burner Permits	31
Detector activation, no fire - unintentional	5	Open Burning Permits	450
Alarm system sounded, no fire - unintentional	34	Propane	22
Carbon monoxide detector activation, no CO	27	Sprinkler	2
Severe weather or natural disaster, other	16	Tank Removal	4
Wind storm, tornado/hurricane assessment	8	Total Permits Issued	562
Severe weather or natural disaster standby	4	Total Fire Prevention / Inspections	269
Special type of incident, other	6	Grand Total	831
Citizen Complaint	3		
Total Incident Responses	823		

FOREST WARDEN

The Stow Fire Department responded to many brush fires and investigations of outdoor smoke calls in the year 2011.

The Town Forest and other conservation lands were patrolled regularly for down trees and limbs that block the fire roads. Brush cutting was also performed where required to keep the roads open for fire apparatus.

The open burning season was once again very busy for the Fire Department. 450 burning permits were issued from January 15 until April 30, 2011. Those who wish to burn brush must be sure to come to the Stow Fire Station to obtain a burning permit. For the day you wish to burn, you call the Fire Department before you begin burning (after 9:00am). The number to call is 897-4537. 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.

One goal for next year is to automate the process for residents. This will allow people to register online for a burning permit and to check daily to see if burning is allowed. 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

The Fire Department is the point of contact for the Local Emergency Planning Committee (LEPC). The LEPC is comprised of a number of many 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 emergencies, such as 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 sooner 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. This year we encountered tornados, Hurricane Irene and the October “Halloween Northeaster”. 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) was on site in Stow for several weeks. We collected and consolidated 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’s out-of-pocket disaster expenditures back to the general fund for Police, Fire, and Highway.

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, 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 Spratt, who recently left the district to join the staff at WPI. Bill was a tremendous help and colleague helping us mitigate through all of the storms over the last several years.

Respectfully submitted,

Michael McLaughlin, Emergency Management Director

Local Emergency Planning Committee (LEPC)

1	Baranofsky, Ann-Marie	Nashoba Regional School District
2	Blake, Vicki	Plantation Apartments
3	Brownfield, Sharon	Medical Reserve Corp (MRC)
4	Chief Bill Bosworth	Acting Stow Police Chief
5	Clayton, Michael	Stow Highway Superintendent
6	Cullen, Linda	Town Nurse
7	Fantasia, John	Stow Communications Center
8	Funkhouser, Sharon	Stow Council on Aging
9	Glorioso, Robert	Ham Radio Operators
10	Hathaway, Linda	Stow Town Clerk
11	Heffernan, Al	Meeting House
12	Holbrook, Jack	Arber Glen
13	Kern, Charlie	Stow Board of Selectmen
14	King, George	Nashoba Regional School District
15	Martin, Craig	Building Inspector

Local Emergency Planning Committee (LEPC)

16	McLaughlin, Mike	Stow Fire Chief
17	McLaughlin, Susan	Office of the Board of Selectmen
18	Norton, Bob	Stow Wiring Inspector
19	Perry, Patricia	Stow Conservation Committee
20	Perry, Ross	Medical Reserve Corp (MRC)
21	Rising, Marcia	Board of Health/MRC
22	Robart, Sarah	Medical Reserve Corp (MRC)
23	Ryan, Tom	Board of Selectmen
24	Spratt, Bill	Nashoba Regional School District
25	Stadolnik, Rebecca	Medical Reserve Corp (MRC)
26	Tobey, Elizabeth	Stow Information Technology
27	Toole, Alyson	Stow Council on Aging
28	Trahman, Patricia	Nashoba Regional School District
29	Trefry, Bruce	Emerson Hospital
30	Wallace, Jack	Stow Board of Health
31	Wrigley, William	Stow Town Administrator

SPECIAL COMMITTEES

COMMUNITY CENTER BUILDING COMMITTEE

The Community Center Building Committee was established in November 2011 to continue the work of the former Pompo Use Study Committee. The charge of the committee is to oversee the pre-design process for a Community Center on the site of the Pompositticut School. It is composed of members of the former Pompo Use Study Committee, plus one Selectman, one member of the Finance Committee, one member of the Capital Planning Committee, and one resident Member at Large.

During 2011, the Pompo Use Study Committee gathered information by utilizing on-line surveys, newspapers, public forums and interviewing those departments, groups and businesses interested in having space at the Pompositticut building. All of this confirmed that there is a great need in the town for a Community Center. Going forward in 2012, it will be the work of the new Community Center Building Committee to be sure that everyone is heard and we deliver an accurate and well-planned idea for the building.

Respectfully submitted,

Patricia Bolton
Michael Busch
Paul Chaisson
Charles Kern
James Sauta, Chair

Gus Stathis
Barbara Wolfenden
Richard Rollins, Associate

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. The groundbreaking celebration occurred in June 2010 and true ground started to move in August 2010, but 2011 is when we all started seeing the reality of the construction!

The beginning of 2011 saw the construction of the new Center School in full gear. In spite of a very snowy winter, the steel was raised in January, and the reality of a new school starting hitting us! Site work moved far slower than we'd hoped, but we still were able to have our Topping Off Ceremony (the last piece of steel ready to be raised) in March, where all the kids came by and signed the steel. (Though it won't be seen, it will hang above the front door.) But for the committee, monthly meetings were focused on the delays, unforeseen conditions and how to manage the relationship between the design team and the contractor.

Challenges joined us early in 2011 and followed us through the year: in March, the steel subcontractor filed for bankruptcy and disappeared off the job. Greg Irvine, who had done a great job keeping teachers, staff and students informed and involved in the building planning, announced his resignation in May. Though he won't be our Principal when the building officially opens, he certainly deserves recognition for his efforts in the first year of construction. In October, the site subcontractor walked off the job, leaving much unfinished at a particularly critical moment. Claims were received by subs of both the steel and site contractors for unpaid work, and meetings with attorneys were required to understand a new side to our responsibilities as the Building Committee.

On the bright side, RECESS continued to do terrific fundraising events, including the creation of over 600 tiles that now adorn the new lobby. The OAR/Intel grant for stormwater management, written by Craig Martin, was received in December for \$300,000, bringing the total fundraising dollars to approximately \$340,000, or 1% of the total construction project. The MSBA confirmed that they will match half this amount as an additional grant, decreasing the Town's portion to be paid by our tax dollars. Congratulations to Greta Morgan and her incredible team that worked so hard to reduce the tax burden of the school project.

As of December 31, we had spent about \$19 million of the total \$32.5 million budget and had already received approximately \$8 million from the MSBA in this "pay as you go" system that reduces the Town's need to borrow. The State will ultimately pay about 51% of the total cost of the school.

The end of 2011 also brought delays in the end of Phase One, which was originally scheduled for early December. The earlier site problems had caused delays that ultimately were not made up by the Contractor, and a number of frustrating attempts to reschedule the move-in date led to the switch at the February school vacation. At the time of writing, the Contractor has promised the entire project will be done in time for the start of school in September 2012. The committee will continue to apply pressure on the entire project team to make up time without sacrificing quality. Phase 2 is the renovation of the existing building, which is often where surprises arise, when walls are opened and unknown conditions are uncovered. We hope that there will be few surprises.

We continue to applaud and appreciate the patience, enthusiasm and support of staff and teachers, not to mention the students of Pompo and Center Schools, as we move through the construction project. The school is incredible and will make us all very proud—an all-community ribbon cutting and celebration will take place before the start of school so that all can tour the building and view the accomplishments of many. We encourage residents to keep track of our progress through the town website, where all meetings, minutes and documents are updated regularly.

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

MASTER PLAN COMMITTEE

We are delighted to report that the Master Plan was finished late in the Fall of 2010, accepted by the Planning Board in January, 2011 and presented to the Stow Selectmen in February 2011. It can be read on the town website or at the Randall Library.

Respectfully submitted,

Stephen Dungan
Karen Kelleher
Charles Kern
Rebecca Mattison

Roy Miller
Marcia Rising, Chair
Kathleen Willis

MULTI-USE TRACK ROAD COMMITTEE

The Multi-Use Track Road Committee (MUTR) was formed in 2011 to approve and implement a design plan for a multi-use pathway along Track Road from Sudbury Road to White Pond Road. It is our goal to make this “stunningly beautiful” Assabet River corridor in Stow more accessible for this and future generations.

This year we accomplished the following:

- Met with the towns of Acton and Maynard, the Assabet River National Wildlife Refuge, the trail land owner, and the local and state departments involved.
- Held an open town forum and analyzed survey data regarding trail uses and users.
- Set up a web site with data, photos, and user friendly links to numerous trail resources. The site to visit is: www.stow-ma.gov/pages/StowMA_BComm/StowMA_Track/index
Please visit for a more complete description of our project.
- Prepared and obtained approvals for a contract with our design firm AECOM. This firm is also working on the Acton and Maynard portions of the Assabet River Rail Trail.

This committee has set the following goals for 2012:

- Complete and present alternate design plans to the Town of Stow at an open forum for review and comment.

- Make recommendation to the Selectmen for the optimal design option.
- Establish working relationships with local and state organizations involved with trails.

Respectfully submitted,

John Akers, Chair
Rachel Ganimian, Secretary

Michael Kaskiewicz
Barbara Myles

POMPO USE STUDY COMMITTEE

The Pompo Use Study Committee, which reports to the Board of Selectmen, is composed of five members, each serving an indefinite term. The Committee is responsible for finding the best use possible for the Pompositticut 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 Pompositticut 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 Pompo Use Study Committee, and allow it to continue its work as the newly created Community Center Building Committee.

Respectfully submitted,

Michael Busch
Paul Chaisson
Ann Deluty
James Sauta, Chair
Gus Stathis
Rob Aldape, Associate

Patricia Bolton, Associate
Charles Kern, Associate
Barbara Wolfenden, Associate

Elizabeth Tobey, Secretary

STOW MUNICIPAL AFFORDABLE HOUSING TRUST

The Stow Municipal Affordable Housing Trust (SMAHT) was established by Town Meeting vote on May 16, 2005, when the Town voted to accept the provisions of MGL C44 s 55C, paragraphs (a) through (j) inclusive, establishing a municipal affordable housing trust fund. In May 2008, Town Meeting voted to adopt special provisions in the Town of Stow bylaws which guide the activities of the Municipal Affordable Housing Trust. These provide for a Board of Trustees consisting of seven trustees to be appointed by the Board of Selectmen, one of whom

must be a selectman. Trustees serve for a term of two years, with no limit on the number of terms. In 2010, the bylaws were amended at Annual Town Meeting to further refine the powers and responsibilities of the Trust.

Some notable events and information from the Trust for 2011 include:

- The Trust completed the Housing Production Plan for the Town of Stow. The Board of Selectmen submitted the Plan to the Department of Housing and Community Development and gained approval in May 2011. The acceptance of this Plan is one of the key elements, along with progress towards the 10% affordable housing target, to exempt Stow from the Chapter 40B development program.
- The 2010 Census Year-Round Housing Units for Stow is 2,500, and thus the new target for 10% low and moderate income eligible units is 250. The current inventory of affordable units recognized by the Commonwealth for Stow is 143, or 5.7% of the total. The target for 0.5% annual growth is 13 units, which, combined with the certified HPP, would provide a waiver from the provisions of Chapter 40B development for the year.
- The Trust established a loan program for pre-development funds for eligible developers of affordable housing developments in town.
- The Trust continued to work with the Stow Community Housing Corporation to find ways to support the expansion projects at Pilot Grove and Plantation Apartments, which would significantly increase our inventory of affordable units while providing additional housing that our community needs.
- The Trust established ties with several local affordable housing developers to understand current industry practices and how development might be encouraged in Town.

Goals for 2012 include:

- Approaching affordable housing problems from a regional perspective
- Working with nearby towns to understand best practices and to encourage friendly 40B development
- Exploring ways to enable new affordable housing in ways that do not permanently deplete Trust funds
- Updating the Town's Comprehensive Permit Policy

Respectfully submitted,

Donna Jacobs, Chair
Michael Kopczynski, Vice Chair
Quince Papanastassiou
Cynthia Perkins

James Salvie, Selectman
Trish Settles
Laura Spear

TRANSPORTATION ADVISORY COMMITTEE

This is a new committee with the following objective: To coordinate local transportation planning efforts and make recommendations to the Board of Selectmen on improving transportation access within and to and from the Town of Stow.

The sole member of this committee has been working on local transportation with a focus on a commuter shuttle between Stow and the South Acton MBTA station. Two options were under consideration. The first option involved identification of a parking area in Stow and implementation of a van service to the train station during the morning and afternoon commuting hours. Since Acton already has a system up and running, we obtained a financial projection of the cost to include expansion of Acton's service to Stow. Unfortunately, this would have been very expensive and we concluded that no commuters would be interested. The second option involved allowing Stow commuters to park in one of Acton's lots where they could pick up their shuttle. Toward the end of the year, Acton cut the annual fee for parking and the shuttle to \$250 and we are now actively promoting this service to Stow commuters. The annual cost of \$250 is less than half of the cost to park at the train station. In addition, commuters get a guaranteed parking space in the Acton lots.

A survey conducted by the Stow Community Chest identified a clear need for enhanced local transportation, including after school service extending that provided by the "late bus". Acton addressed this need by implementing "Dial-A-Ride". Residents can call and arrange transportation to various destinations and parents in particular rave about the service. The issue for Stow is again likely to be cost. Acton's operation is funded by a combination of a grant and taxes, but the grant was not renewed and more tax revenue will be required. Based upon several conversations with the Stow Selectmen, it is clear that there is no support in Stow for any appropriation for local transit. The main reason is that such services benefit a relatively small number of residents. Therefore, the Transportation Advisory Committee member has been reluctant to pursue a "Dial-A-Ride" program in Stow.

There were also several conversations among Stow and area towns regarding a GPS-based dispatch system for our COA vans. As the year ended, Acton agreed to be the lead town on submitting a grant application for technical and other assistance to set up such a system. As of this writing, the application will be submitted shortly.

Unfortunately, although the posting for applicants to serve on this committee has been running for months now, only one person has applied. The future of the Transportation Advisory Committee is in doubt.

Respectfully submitted,

Stephen M. Dungan

OUR HERITAGE

ANCIENT DOCUMENTS COMMITTEE

The Ancient Documents Committee assisted Ralph Fuller, new president of the Stow Historical Society, in assembling a Stow Time Capsule to mark the 50th anniversary of the Society. The stainless steel box, to be opened on the Society's 100th anniversary in 2061, contains books, newspapers, maps, children's essays and other artifacts of Stow history. It is now housed in the Randall Library Museum,

Replicas of Colonial flags, donated several years ago by Bobbie Hill, have been placed in the Whitney Room in the Town Building. Sixteen flags tracing the history of the country are on display and are available on loan to school and scout groups. The flags were sewn by Girl Scout Cadette Troop 864 for the 1976 celebration of the America's 200th birthday and have been used for other town celebrations. Mrs. Hill was the troop leader.

For the third year, third graders from Pompositticut School met in June at Town Hall for a live lesson on Stow history sponsored jointly by Ancient Documents and the Stow Historical Society. A visual presentation by Ralph Fuller and demonstrations of artifacts from the Town Vault were featured.

Committee members continued work on photographs, maps, and special collections. Liz Moseley continued work on the organization of the Randall Library Museum, and Dorothy Spaulding continued to computerize cemetery records. Dorothy MacDonald, genealogist, received requests for information on Noah Gates and Mary Conant, Sarah Holman and Samuel Conant, John and Thomas Law, Miles Beaumont family, M.P. Lewis Store and Philip Norman Glazier, Stow historian.

Thanks go to Bob McDonald who computerized a list of 141 deeds in the town collection and identified Indian artifacts. The committee meets the first and third Fridays, October to June, at the Town Building. New members are welcome.

Respectfully submitted,

Karen Gray
Lew Halprin
Linda Hathaway
Barbara Sipler, Chair
Robert Walrath

William Byron, Associate
Ralph Fuller, Associate
Elizabeth Moseley, Associate
Dorothy Spaulding, Associate
Dorothy MacDonald, Genealogist

HISTORICAL COMMISSION

Stow's Historical Commission is dedicated to the preservation and protection of Stow's historical and archaeological resources. This year we have been discussing ways and means of increasing the Town's knowledge and awareness of the importance of preserving the wonderful

history we have. As part of that effort the commission, in conjunction with the Historical Society, conducted a tour of the Lower Village Cemetery narrated by Francis (Skip) Warren. The commission also conducted a tour of the Pine Point Road area of Lake Boon conducted by Lewis Halprin. We are also renewing a program for historic plaques and have just installed our first new plaque.

The Public Archaeology Survey Team is still working on the inventory of Stow properties. We have reviewed preliminary drafts of forms and they are now working on individual properties.

During the year discussion continued about the Larsen Apple Barn. A bid was put out for possible buyers but no one came forth to buy and move it so the issue has been put to rest.

Randall Library has agreed to accept the Stow Musket for display when their remodeling is complete.

This year, West School Summer Programs were conducted under the leadership of Ralph Fuller, Karen Gray and Linda Stokes. The four events were all well attended and were as follows: Photographic History of Stow, Oral History, Laura Ingalls Wilder and Skill of Our Town. The committee is already working on programs for next summer. These programs were made possible through a grant from the Stow Cultural Council. Eagle Scout Jack Slattery made an excellent video of life in a one-room schoolhouse and it is a wonderful addition to the town's educational collection.

Community Preservation Funds are being used to repair historical gravestones in the Lower Village Cemetery.

Respectfully submitted,

Robert Cutler
Daisy Dearborn
Karen Gray

Leslie Kriebel
Dorothy Spaulding Chair
Lewis Halprin, Treasurer and Associate

TOWN CLERK

There are 73 chapters and 451 statutes of the Massachusetts General Laws that direct the town clerk's duties. The town clerk interacts with all of Stow's town boards, as well as, several state agencies on a regular basis. The town clerk is also the chief election officer for the town of Stow and a member of the Board of Registrars of Voters.

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 a year 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.

The final census numbers from the 2010 decennial U.S. census were released in the summer of 2011. Stow's population according to the U.S. census (April 1, 2010) was 6590. Stow must split into two precincts since Stow's population exceeds the 'magic number' that requires a second precinct. That 'magic number' is 6,200 residents and it is determined by the U.S. census number. In 2000, Stow had less than 6,200 residents. In 2010, we exceed that number.

This office worked with the Secretary of the Commonwealth's Election Division's Re-Precincting Department and reviewed all the street number data (2655 households) to be sure each household was assigned the correct precinct number

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, Deb Seith, work for a combined total of less than 25 hours per week.

Volunteers are 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. Also, we need to thank all of the election and town meeting workers for their assistance over the course of this busy election year. The workers' names are listed at the end of each election and town meeting. Thank you to everyone who assisted me this year. Your help is greatly appreciated.

2011 VITAL RECORDS

BIRTHS	50
MARRIAGES	14
DEATHS	23

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

TOWN CLERK 2011 FINANCIAL TRANSACTIONS

FEES COLLECTED	
Vital record copies, bylaws, maps, etc	\$ 2635.90
Fines, bylaw violations, late fees	5625.00
Business Certificate filings	980.00
Fuel storage tank registrations	20.00
Raffle permit	20.00
Dog Licenses	10,773.00
Kennel Licenses	795.00
TOTAL FEES COLLECTED	\$ 20,828.90

ANNUAL TOWN MEETING MAY 2, 2011

Pursuant to the Selectmen's warrant of March 22, 2011, posted by the Constable on April 21, 2011, the annual town meeting was opened at 7:03 p.m. in Hugh Mill Auditorium at Hale School by Moderator David Walrath.

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

Moderator Walrath recognized the recent passing of Jean Lynch who was a member of the Capital Planning Committee and a former Selectman. Also recognized was the late Lisa Scesny, a Council on Aging van driver. Several persons who have left public service or who will not stand for re-election were honored.

On motion of Selectman Charles Kern, 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. Town Officers Not Elected by Ballot

On motion of Selectman James Salvie, it was voted unanimously that the members of the Board of Selectmen be elected to serve as Field Drivers for the ensuing year.

ARTICLE 2. Reports of the Selectmen and Other Officers and Committees

On motion of Selectman Laura Spear, it was voted unanimously that the reports of the Selectmen and other Town Officers, Boards, Committees and Commissions be accepted as printed in the 2010 Annual Town Report.

ARTICLE 3. Reports of Special Committees

On motion of Selectman Stephen Dungan, it was voted unanimously that the reports of the special committees be accepted as printed in the 2010 Annual Town Report.

At this point, Finance Committee member Gary Bernklow provided a financial summary. The proposed Fiscal 2012 to be voted upon at this meeting will not require a Proposition 2-1/2 override. No increases in town services or staffing are included. The down trend in local receipts is concerning. Proposed spending is slightly higher than for Fiscal 2011 by about 5%. The School District represents 61% of total expenditures. Debt service for the Center School construction project is reflected in the budget. Over the long term, a continuing revenue decrease is predicted due to current economic conditions.

Ellen Sturgis of the Elementary School Building Committee reported on the Center School construction project. Groundbreaking occurred June 17, 2010. The severe winter conditions caused some delays. The Town's final share of the cost was expected to be \$17.5 million.

ARTICLE 4. Wage and Salary Schedules

On motion of Selectman Thomas Ryan, it was voted 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, 2011 (1%)*

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	74,216	76,916	80,964	87,709	99,212
Police Lieutenant	67,153	72,220	76,022	79,822	82,357
Supt. of Streets	66,405	70,555	74,708	78,854	83,010
Fire Chief	65,865	68,501	72,454	79,045	85,626
Town Accountant	60,921	64,706	68,518	72,328	76,140
Treasurer-Collector	52,395	55,672	58,947	62,219	65,495
Building Inspector	51,292	54,496	57,701	60,908	64,116
Library Director	48,809	51,860	54,909	57,965	61,012
Town Clerk	43,862	46,467	49,202	51,931	54,667
Cemetery Supt.	36,771	38,976	41,148	43,452	45,754

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	11.16	12.09	13.12	14.09	15.05
Cemetery Worker	11.16	12.09	13.12	14.09	15.05
Custodian	11.16	12.09	13.12	14.09	15.05

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	16.43	17.70	19.02	20.60	22.14
Capital Program Comm. Secretary	12.67	13.59	14.62	15.86	17.03

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	17.29	18.84	20.31	21.88	23.36
Town Secretary	13.59	14.84	16.00	17.23	18.42
Highway/Tree/ Grounds Worker	13.59	14.84	16.00	17.23	18.42

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	16.86	17.93	18.98	20.01	21.04

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	18.41	19.55	20.69	21.86	22.98
Tree Worker (Moth)	18.41	19.55	20.69	21.86	22.98
Maintenance Person	18.41	19.55	20.69	21.86	22.98

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	19.51	20.64	21.97	23.19	24.37
Crew Chief	20.29	21.48	22.85	24.10	25.36

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	23.84	25.35	26.83	28.31	29.80
Highway Dept. Foreman	21.66	23.03	24.36	25.73	27.05

SCHEDULE C
SINGLE RATE POSITIONS PAID ANNUALLY

<u>Position Title</u>	<u>Salary</u>
Registrar of Voters	131.00
Assistant Registrar of Voters	262.00
Animal Control Officer	16,936.00
Animal Inspector	3,515.00
Director of Summerthing	2,630.00
Beach Director	5,668.00
Veterans' Agent	1,818.00
Council on Aging Secretary	400.00

SCHEDULE D
SINGLE RATE POSITIONS PAID HOURLY

<u>Position Title</u>	<u>Hourly Rate</u>
Election Warden	10.02
Election Clerk	10.02
Election Teller	8.87
Election Clerical Assistance	8.87
Lifeguard	11.01
Lifeguard (W.S.I.)	13.01
Beach Checker	8.87
Summerthing Assistant	8.87
Street Lister	9.57
Street Listing Clerk	8.87

Street Numberer	8.87
Per Diem Firefighter (call)	13.91
Apprentice Firefighter (call)	13.48
Firefighter (call)	15.41
Emergency Medical Technician (call)	15.41
Firefighter/EMT (call)	16.11
EMT -w/Defib & Epi Pen (call)	16.83
Firefighter/EMT - w/Defib & Epi Pen (call)	17.52
Officers - Fire or Medical (call)	18.94
Police Officer - part-time	21.54
Police Matron	19.01
Auxiliary Police Officer	14.06
Dispatcher - part-time	17.91

SCHEDULE E
FIRE DEPARTMENT ANNUAL SINGLE RATES

<u>Position Title</u>	<u>Salary</u>
Deputy Fire Chief (call)	950.00
Fire Engineer	824.00
Fire Captain (call)	632.00
Fire Lieutenant (call)	507.00
Fire Medical Officer	380.00
EMS Quartermaster	254.00
EMS Schedule Coordinator	191.00
EMS Assistant Coordinator	317.00
EMS Records Coordinator	380.00

ARTICLE 5. Secret Voting for Nashoba Regional School District Budget

Selectman Charles Kern moved to require that the Nashoba School District budget request article submitted to any Town Meeting shall use a secret form of voting.

The Finance Committee recommended approval.

Discussion ensued. Town Counsel Jonathan Witten advised that an affirmative vote on this article will apply only to this town meeting. His opinion was that it would not bind future town meetings as the article is presented. A General Bylaw amendment could be presented to a future town meeting.

Lewis Halprin, representing the petitioners, noted that the School District is 60% of the total budget, and some feel intimidated voting publicly. Several voters spoke for or against the article. Comment was made that the education budget was being singled out.

When put to a vote, **the motion did not carry.**

ARTICLE 6. General Budget for Fiscal Year 2012

Selectman James Salvie moved that the Town vote to raise and appropriate the sum of \$21,010,888.00, as recommended by the Town Administrator and Selectmen for Items 1 through 75 inclusive, as printed in the warrant under the column entitled "*FY2012 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 purposes.

Moderator Walrath read off each group of line items. Several questions were asked and answered.

When put to a vote, the general budget for FY2012 at \$21,010,888.00, as printed in the warrant, was declared unanimously approved.

General Government

1	Moderator Salary	\$ 38.00
2	Moderator Expenses	45.00
3	Selectmen Administrative Asst. Salary	48,029.00
4	Selectmen Expenses	9,470.00
5	Town Administrator Salary	110,540.00
6	Town Administrator Expenses	500.00
7	Town Building Clerical Wages	13,595.00
8	Finance Committee Wages	3,850.00
9	Finance Committee Expenses	700.00
10	Accountant Salary	47,215.00
11	Accountant Clerk Salary	0.00
12	Accountant Expenses	1,525.00
13	Principal Assessor Salary	63,852.00
14	Assessors' Clerical Wages	62,426.00
15	Assessors' Expenses	8,100.00
16	Treasurer-Collector Salary	62,219.00
17	Treasurer-Collector Clerical Wages	48,529.00
18	Treasurer-Collector Expenses	38,500.00
19	Information Technology Clerical Wages	22,817.00
20	Information Technology Expenses	63,060.00
21	Town Clerk Salary	54,667.00
22	Town Clerk Other Wages	28,546.00
23	Town Clerk Expenses	16,175.00
24	Conservation Commission Clerical Wages	71,361.00
25	Conservation Commission Expenses	4,280.00
26	Planning Board Clerical Wages	110,966.00
27	Planning Board Expenses	4,510.00
28	Board of Appeals Clerical Wages	7,041.00
29	Board of Appeals Expenses	2,890.00
30	Municipal Building & Property Wages	27,787.00
31	Municipal Building & Property Expenses	58,930.00
32	Town Reports Expenses	<u>8,200.00</u>
	General Government Total	\$1,000,363.00

<u>Public Safety</u>	
33 Police Chief Salary	\$ 98,230.00
34 Police & Dispatch Wages	1,094,391.00
35 Police & Dispatch Expenses	95,000.00
36 Fire Chief Salary	79,045.00
37 Fire & EMS Wages	482,568.00
38 Fire & EMS Expenses	86,101.00
39 Building Inspector Salary	64,116.00
40 Building Dept. Clerical Wages	35,784.00
41 Building Dept. Expenses	<u>3,900.00</u>
Public Safety Total	\$2,039,135.00

<u>Public Works and Facilities</u>	
42 Supt. of Streets Salary	\$ 83,010.00
43 Highways & Grounds Wages	455,308.00
44 Highways & Grounds Expenses	112,600.00
45 Snow & Ice Removal Expense	150,000.00
46 Municipal Lighting	13,500.00
47 Gasoline & Diesel Fuel Expense	85,000.00
48 Cemetery Salary & Wages	52,165.00
49 Cemetery Expenses	<u>6,475.00</u>
Public Works and Facilities Total	\$ 958,058.00

<u>Human Services</u>	
50 Sanitary Agent Wages	\$ 17,995.00
51 Health Department Wages	78,252.00
52 Health Department Expenses	6,885.00
53 Council on Aging Executive Director Salary	54,262.00
54 Council on Aging Wages	86,026.00
55 Council on Aging Expenses	12,270.00
56 Veterans' Agent Salary	1,818.00
57 Veterans' Agent Expenses	<u>200.00</u>
Human Services Total	\$ 257,708.00

<u>Culture and Recreation</u>	
58 Library Director Salary	\$ 61,012.00
59 Library Wages	86,077.00
60 Library Expenses	56,513.00
61 Recreation Wages	48,329.00
62 Recreation Expenses	23,550.00
63 Lake Boon Commission Wages	2,745.00
64 Lake Boon Commission Expenses	700.00
65 Historical Commission Expenses	525.00
66 Memorial Day Expenses	950.00
67 Lighting of Clock Expenses	<u>100.00</u>
Culture and Recreation Total	\$ 280,501.00

Town-Wide Expenses

68	Group Insurance	\$ 732,855.00
69	Insurance & Bonds	115,000.00
70	Telephone	<u>28,925.00</u>
	Town-Wide Expenses Total	\$ 876,780.00

Education

71	Nashoba Regional School District Assessment	\$13,194,166.00
72	Minuteman Voc-Tech Assessment	<u>746,981.00</u>
	Education Total	\$13,941,147.00

Debt Service

73	Principal, Long-Term Debt	\$ 1,017,000.00
74	Interest, Long-Term Debt – Bonds	640,196.00
75	Interest, Temporary Loans – Revenue	<u>0.00</u>
	Debt Service Total	\$ 1,657,196.00

TOTAL GENERAL BUDGET.....\$21,010,888.00

On motion of Selectman Laura Spear, it was voted by majority to take Article 41, Preserve the Larsen Apple Storage Barn, out of the order in the warrant and take action on said article as the next order of business after Article 6.

ARTICLE 41. Preserve the Larsen Apple Storage Barn

Janet Stiles moved that the Town vote to preserve and protect the former Larsen Apple Storage Barn, also known as the Stone Building, located on the Center School property and depicted on Assessors' Map U-9, Parcel 44, and by the vote of the citizens of Stow, Massachusetts, protect this historic and irreplaceable town landmark from demolition.

The Selectmen and the Finance Committee were not in favor. The Historical Commission was in support.

Petitioner Dr. Stiles spoke to the article and the history of the structure as an apple storage facility and noted that CPA funds could be voted for restoration to its original condition and preservation. Constance Schwarzkopf read a letter from the Bolton Historical Commission in support of the article. Dorothy Sonnichsen read a letter from the non-profit organization Preservation Massachusetts also in support. Ellen Sturgis of the Elementary School Building Committee pointed out that the Center School construction project is a tight fit on the property, Retention of the structure would require site redesign that could cost an additional \$100,000, not to be reimbursed by the State, and a six-month delay in construction.

At 9:15 p.m. there was a call for the question. When put to a vote, the motion **failed to carry by a margin in excess of two-thirds.**

CONSENT CALENDAR

On motion of Selectman Thomas Ryan, it was voted to take action on Articles 7, 8, 9, 10, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35 and 36, 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.

Article 15 was dropped from the Consent Calendar at the request of a voter. The Finance Committee recommended approval of the articles within the Consent Calendar.

The articles of the Consent Calendar that were not held were voted unanimously as printed in the Consent Calendar.

ARTICLE 7. Reserve Fund

Voted to raise and appropriate the sum of \$70,000 for a Reserve Fund for the fiscal year beginning July 1, 2011.

ARTICLE 8. Audit of Financial Records

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

ARTICLE 9. Revolving Fund for Inspection Fees

Voted to authorize, upon the recommendation of the Selectmen, a revolving fund pursuant to Massachusetts General Laws Chapter 44, Section 53E-1/2 for FY2012, to which shall be credited all permitting fees received for wire, gas, plumbing and fire alarm permits and for weights and measures sealing, to a limit of \$40,000 for FY2012, to be expended by the Selectmen without further appropriation, for the purpose of payment of fees to the inspectors administering such permits and reimbursements of expenses incurred on behalf of the Town.

ARTICLE 10. Revolving Fund for Advanced Life Support Services

Voted to authorize, upon the recommendation of the Selectmen, the establishment of a revolving fund pursuant to Massachusetts General Laws Chapter 44, Section 53E-1/2 for FY2012, 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 for FY2012, 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 11. Transfer to Conservation Fund

Voted to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation Fund the sum of \$6,905 to be expended by the Conservation Commission.

ARTICLE 12. Transfer from Wetlands Protection Fund

Voted to appropriate and transfer from the Wetlands Protection Fund the sum of \$1,437.50 as additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act.

ARTICLE 13. Update of Property Valuations

Voted to raise and appropriate the sum of \$19,300 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. Town Records Binding and Repair

Voted 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 Mass. General Laws Chapter 66, Section 9, to be expended by the Town Clerk.

ARTICLE 15. Election Equipment

Removed from Consent Calendar and acted upon separately.

ARTICLE 16. 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 | \$41,817.00 |
| 2. For repairs on private ways | \$15,000.00. |

ARTICLE 17. Highway Road Construction

Voted to appropriate and borrow the sum of \$211,004 from FY2011 apportionment for construction and/or improvements to Town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth.

ARTICLE 18. Federal Safe Drinking Water Act

Voted to raise and appropriate the sum of \$10,000 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 19. Household Hazardous Waste Collection

Voted to raise and appropriate the sum of \$2,500 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 20. Public Health Nurse

Voted to raise and appropriate the sum of \$10,400 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 21. Solid Waste Disposal Container

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 22. 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 23. 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 24. 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 25. Planning Board Engineering/Consulting and Master Plan Expenses

Voted 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 Planning Board for Planning Board engineering/consulting services and master plan expenses.

ARTICLE 26. Employee Educational Incentive Program

Voted to raise and appropriate the sum of \$90,000 to be expended under the direction of the Town Administrator for funding the Town's employee educational incentive program.

ARTICLE 27. Legal Services

Voted 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.

ARTICLE 28. Police Officer and Firefighter Medical Payments

Voted to raise and appropriate the sum of \$1,000 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 29. Weights and Measures Testing

Voted to raise and appropriate the sum of \$1,200 to be added to any balance remaining from a previous appropriation for the purpose of funding the Town's weights and measures testing.

ARTICLE 30. SwiftReach 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 telephonic emergency notification system known as SwiftReach Networks.

ARTICLE 31. 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 32. Transfer from Overlay Surplus Account to Snow and Ice Account

Voted to appropriate and transfer the sum of \$59,476.29 from the Town's FY2010 Overlay Surplus Account to the FY2011 Snow and Ice Account.

ARTICLE 33. Transfer to the Stabilization Fund

Voted to appropriate and transfer from Free Cash the sum of \$50,000 to be added to the Stabilization Fund.

ARTICLE 34. Veterans' Benefits'

Voted to raise and appropriate the sum of \$4,500 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 35. Community Preservation Expenses

Voted to appropriate from Fiscal Year 2012 Community Preservation Fund Annual Revenues the sum of \$29,000 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 2012, in accordance with a budget to be prepared for the Town Administrator.

ARTICLE 36. 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 2012 Community Preservation Fund Annual Revenues, for 10-percent allocation to reserve account, in accordance with the provision of Mass. General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects.

- | | |
|---------------------------------------|----------|
| 1. Preservation of Historic Resources | \$60,000 |
| 2. Preservation of Open Spaces | \$60,000 |
| 3. Affordable Housing | \$60,000 |

Report of Community Preservation Committee re Articles 35 and 36:

The Community Preservation Committee voted on March 7, 2011 to endorse Articles 35 and 36.

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

ARTICLE 15. Election Equipment

On motion of Selectman Thomas Ryan, it was voted unanimously to raise and appropriate the sum of \$6,500.00 to purchase a ballot tabulator, ballot box and supplies, to be expended by the Town Clerk.

ARTICLE 37. Capital Requests

On motion of Selectman Charles Kern, it was voted unanimously 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 37-1. Town Building Water Treatment System Upgrade

On motion of Selectman Charles Kern, it was voted unanimously to raise and appropriate the sum of \$29,000 for a Town Building water treatment system upgrade.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-2. Cemetery Land Purchase

On motion of Selectman Kern, it was voted in excess of a two-thirds majority, as called by the Moderator, to appropriate and transfer from Free Cash the sum of \$200,000 to purchase land for cemetery expansion.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-3. Fire-Rescue Department Diesel Exhaust System

On motion of Selectman Kern, it was voted unanimously to raise and appropriate the sum of \$50,000 for a diesel exhaust system for the fire house.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-4. Fire-Rescue Thermal Imaging Camera

On motion of Selectman Kern, it was voted unanimously to raise and appropriate the sum of \$9,500 for a thermal imaging camera for firefighting operations.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-5. Fire-Rescue Self-Contained Breathing Apparatus Co-Pay

On motion of Selectman Kern, it was voted unanimously to raise and appropriate the sum of \$6,000 for the co-payment of a Federal grant to upgrade self-contained breathing apparatus for firefighting operations.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-6. Dog Kennel Repairs

On motion of Selectman Kern, it was voted unanimously to raise and appropriate sum of \$15,000 for repairs to the dog kennel at the Highway Barn.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-7. Restoration of Six-Wheel Dump Truck/Sander

On motion of Selectman Kern, it was voted unanimously to raise and appropriate the sum of \$40,000 to restore a Highway Department dump truck/sander.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-8. Road Grader Replacement

On motion of Selectman Kern, it was voted unanimously to raise and appropriate the sum of \$37,000 to replace the Highway Department's 62-year old road grader.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-9. Randall Library Building Repairs

On motion of Selectman Kern, it was voted unanimously to raise and appropriate the sum of \$100,000 for building repairs to the Randall Library.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-10. Lower Village Engineering Plans

On motion of Selectman Kern, it was voted unanimously to raise and appropriate the sum of \$43,334 for engineering plans for the Lower Village.

The Finance Committee and Capital Planning Committee were in favor.

ARTICLE 37-11. Crown Victoria Police Cruiser

On motion of Selectman Kern, it was voted in excess of a two-thirds majority, to raise and appropriate the sum of \$33,000 to purchase a 2011 Crown Victoria Police Cruiser.

The Finance Committee and Capital Planning Committee were in favor.

Deputy Moderator Elizabeth Painter assumed the gavel.

ARTICLE 38. Senior Tax Relief

On motion of Selectman James Salvie,, 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 exemptions under clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22D, 22E, 37, 37A, 41, 41B and 41C of Section 5 of Chapter 59 of the Mass. General Laws and Acts and amendments thereof or additions thereto, for FY2012.

The Finance Committee was in favor.

ARTICLE 39. National Guard/Reserve Tax Relief

On motion of Selectman Laura Spear, it was voted unanimously to accept the provisions of Clause 56 of Massachusetts General Law Chapter 59, Section 5, whereby the Board of Assessors may grant real and personal property tax abatement up to 100 per cent of the total tax assessed to members of the Massachusetts National Guard and to reservists on active duty in foreign countries for the fiscal year they performed such service, subject to eligibility criteria to be established by the Board of Assessors, to be effective beginning in the fiscal year 2012.

The Finance Committee was in favor.

Moderator David Walrath returned to the podium.

ARTICLE 40. Zoning Map Amendment - Wireless Service Facility District

Selectman Stephen Dungan moved to amend the Zoning Bylaw by amending the existing Zoning Map of the Town of Stow including the map entitled "Wireless Service Facility District - Town of Stow, Massachusetts", dated January 23, 2001, as referenced and described in the Town of Stow Zoning Bylaw, including without limitation, in Section 2.3.11 and 5.3.5 to add and include the property now or formerly of Felix and Sandra A. Pittorino, Trustees of F&S Realty Trust, located at 215 Harvard Road, Assessors' Map R04, Lot 039A, also known as the Wedgewood Pines Country Club, and establish the same as part of the Wireless Service Facility District and to take any further action relative thereto.

Attorney Brian Grossman represented the petitioner, Star Tower Company. He said that cell phone usage has changed dramatically since the wireless overlay district was established. There are gaps in wireless service coverage. The petitioner is not asking for approval of a specific facility, only to allow the named property to be included within the wireless district. An application to the Planning Board would still be required for approval. This site would provide in-building coverage on a number of surrounding roads.

The Planning Board was not in favor of the amendment. Member Ernest Dodd noted that the petitioner had filed an application for variance with the Zoning Board of Appeals that was denied. As part of the hearing procedure, the services of a consultant were engaged, resulting in a recommendation that inclusion of this site in the overlay district was not necessary.

When put to a vote, the motion **did not carry with less than the required two-thirds vote.**

Report of the Planning Board on Article 40:

The Planning Board held a duly noticed public hearing on April 12, 2011 in the Stow Town Building to consider a petition to amend the Wireless Service Facility Overlay District Map to include property at 215 Harvard Road.

At its meeting of April 12, 2011, the Planning Board voted to recommend against adoption of Article 40 as sufficient alternatives are available within the existing Wireless Overlay District.

- The existing Wireless Service Overlay District, adopted at the February 2007 Town Meeting is the result of extensive research, study and efforts of the Wireless Bylaw Review Study Committee and the Planning Board, with extensive contributions by technical and legal consultants. The overlay district provides for wireless services in a manner that is least obtrusive to the residential neighborhoods of Stow and complies with the Telecommunications Act of 1996.
- A study was conducted by an independent consultant for the proposed location at 215 Harvard Road indicating that the existing overlay district has substantial potential for enabling the improvement of coverage in the northeast region of Stow.
- The Zoning Bylaw allows cell towers with a maximum height of thirty-five feet (35') in any district outside the overlay district. This provision allows for fill-in facilities as may be necessary.

ARTICLE 41. Preserve the Larsen Apple Storage Barn

It was voted by majority to take this article out of order and acted upon after **Article 6. General Budget.**

ARTICLE 42. Reuse of Pompositticut Elementary School

On motion of Selectman Thomas Ryan, it was voted unanimously, pursuant to Massachusetts General Laws Chapter 40, Section 15A, to authorize the transfer of the care, custody, management and control to the Board of Selectmen for use for any lawful municipal purpose, including but not limited to the rental or leasing of land and buildings for private use, the real property and buildings thereon known as the Pompositticut School Property, more particularly identified by Articles 2 and 3 of Special Town Meeting 1964 (October 26, 1964) and including approximately 18 acres of real property as identified on a plan entitled "Land in Stow, Mass. owned by William H. Peck and Eleanor L. Peck", Harlan E. Tuttle, surveyor, July 13, 1964 containing Lot 1 (6.658 acres) and Lot 2 (11.309 acres).

The Finance Committee was in favor.

ARTICLE 43. Nomination Papers Deadline

On motion of Selectman Charles Kern, it was voted unanimously to accept the provisions of Massachusetts General Law Chapter 53, Section 9A with respect to nomination papers as follows: The final date for obtaining blank nomination papers for nomination to a town office shall be forty-eight week day hours prior to the hour on which nomination papers are required to be submitted to the registrars of voters for certification. Each candidate shall file with the town clerk, prior to obtaining blank nomination papers, a statement containing his/her name and address, and the town office for which he/she intends to be a candidate. No candidate for town office shall receive more blank nomination papers than will contain the number of signatures required to place his/her name in nomination, multiplied by five.

The Finance Committee was in favor.

ARTICLE 44. Revocable Agriculture Licenses

On motion of Selectman James Salvie, it was voted unanimously to permit the Stow Conservation Commission to grant revocable licenses at terms favorable to the town of Stow, not to exceed six (6) years without renewal, to use portions of Town-owned property under the care and custody of the Conservation Commission which were acquired for agriculture purposes and for agricultural uses consistent with the use and enjoyment of public conservation land, subject to all applicable laws.

The Finance Committee was in favor.

ARTICLE 45. Acceptance of Randall Road Sidewalk Easement

On motion of Selectman Laura Spear, it was voted unanimously to accept an easement over a portion of a parcel of land located off Randall Road, Stow, Massachusetts, said parcel as shown on a plan prepared by Zanca Land Surveying, Inc., dated January 22, 2004 for Stow Woodlands, LLC, which plan is recorded with the Middlesex South Registry of Deeds as Plan No. 1478 of 2004, said easement for and including the public's right to pass and re-pass over a 15-foot wide portion of land, as shown on the above noted plan.

The Finance Committee was in favor.

ARTICLE 46. Balance Fiscal Year 2012 Budget

On motion of Selectman Stephen Dungan, it was voted unanimously to **take no action** on this article.

ARTICLE 47. Town Election

On motion of Selectman Thomas Ryan, it was voted unanimously that the meeting be adjourned until the Annual Election on Tuesday, May 10, 2011, 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 47 for such election of officers as listed in the warrant; and thereafter, at the close of the polls, to dissolve this meeting.

The meeting was adjourned at 11:07 p.m. to reconvene on May 10, 2010 at 7:00 a.m. for the Annual Election.

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

Tellers: Robert Aldape, Marjorie Alessio, Lynn Colletti, Alice Cushing, Laura Folsom, Serena Furman, Jayne Merrick, Joanne Newman, John O'Keefe, Quince Papanastassiou, Edward Perry, Jr., Marcia Rising, Kathleen Sferra, Dwight Sipler, Elizabeth Tobey, Pamela Weathers

Timekeeper: Catherine Desmond

Number of Voters Checked: 268

Number of Registered Voters: 4,687

Turnout Percentage: 6%

**ANNUAL TOWN ELECTION
MAY 10, 2011**

Pursuant to the Selectmen's warrant of March 22, 2011, posted by the Constable on April 21, 2011, the Annual Town Election was held in Hale Middle School Gymnasium and was called to order at 7:00 a.m.

After examining the ballot box and finding it empty and in good order, the counter was set to zero. The ballot box was then locked and the keys delivered to the Warden who declared the polls open.

During polling hours, twenty-one absentee ballots were opened, recorded and cast into the ballot box. There were no provisional ballots. The polls were declared closed at 8:00 p.m. There were 558 total ballots cast. Voter turnout was 11.9%. There were 4,687 registered voters. The final results are as follows:

<u>OFFICE AND LENGTH OF TERM</u>	CANDIDATES	RESULTS
Board of Selectmen	Gary M. Bernklow	464 Elected
(three year term -vote for one)	Blanks	85
	Scatterings	9
Board of Assessors	John E. Smith	435 Re-Elected
(three year term -vote for one)	Blanks	123
	Scatterings	0
Board of Assessors	Michael P. Dugas	417 Elected
(unexpired three year term -vote for one) Expires - 2012	Blanks	141
	Scatterings	0
Nashoba Regional School District Committee	Jeffrey H. Odell	117 Elected
(three year term - vote for one)	Blanks	423
	Scatterings	18
Board of Health	Mary E. Cormier	432 Re-Elected
(three year term -vote for one)	Blanks	126
	Scatterings	0

OFFICE AND LENGTH OF TERM**Planning Board****(Five year term- vote for one)****CANDIDATES****Leonard H. Golder**

Martha M. Monroe

Blanks

Scatterings

RESULTS**297 Re-Elected**

231

30

0

Trustees, Randall Library**(three year term -vote for two)*****Note: The total number of votes in this race is two times the number of ballots cast.***Timothy H. Reed**

Kathleen C. O'Brien

Barbara K. Wolfenden

Blanks

Scatterings

412 Re-Elected

50

105 Elected

541

8

Stow Housing Authority**(five year term - vote for one)****John J. Kendra**

Blanks

Scatterings

432 Re-Elected

126

0

Stow Housing Authority**(unexpired 5 year term – expires in 2012 - vote for one)*****Write-In: Greg Jones***

Blanks

Scatterings (1 vote each)

3*Declined*

546

Failure to Elect

9

Vacancy Exists

Ballot Question 1.Preserve the Larsen Apple Barn aka
Stone Building

Yes

No

Blanks

167

343

48

ELECTION WORKERS**Warden**

Philip T. Detsch

Clerk

Pamela G. Gjestebj

Ballot Box

Janet Derby

Checkers & Ballot Counters

Josephine Crowell

Ann Deluty

Carol J. Dudley

Elizabeth D. MacGilvra

Alice L. Mortenson

Betty Sauta

**SPECIAL TOWN MEETING
NOVEMBER 7, 2011**

Pursuant to the Selectmen's warrant of October 11, 2011, posted by the Constable on October 20, 2011, the Special Town Meeting was opened at 7:03 p.m. by Moderator David Walrath in Hugh Mill Auditorium at Hale School.

Mr. Walrath introduced the various town officials present. The meeting rose for an invocation delivered by the Moderator who then led the gathering in the *Pledge of Allegiance to the Flag*. Non-voters who may be heard during the course of the meeting were approved unanimously. Mr. Walrath recognized the many volunteers involved in preparing for this meeting, particularly those who work on the sound system.

On motion of Selectman James Salvie, 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 the 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. Field Drivers

On motion of Selectman Salvie, it was voted by majority that the Town rescind Article 1 of the May 2011 Annual Town Meeting which elected the Board of Selectmen as Field Drivers.

It was noted that the designation requires the Selectmen to remove wayward livestock from public ways and has been a tradition in Stow for over 100 years. At this point, it is felt that the task is better left to professionals.

ARTICLE 2. Flagg Hill Bond – Line Item Transfer

On Motion of Selectman Thomas Ryan, it was voted unanimously to amend the Fiscal Year 2012 Operating Budget, as adopted under Article 6 of the May 2011 Annual Town Meeting, by adjusting budget line items as follows:

<u>Budget Item</u>	<u>Line Item</u>	<u>FY 12 Budget</u>	<u>Adjustment</u>	<u>Adjusted FY 12 Budget</u>
Maturing Principal Long-Term Debt	73	\$1,017,000.00	\$31,000.00	\$1,048,000.00
Interest Long-Term Debt	74	\$640,196.00	(\$31,000.00)	\$609,196.00

The Finance Committee was in favor of the transfers.

ARTICLE 3. Town Building Structural Repairs

On motion of Selectman Laura Spear, it was voted to take NO ACTION on the article that proposed to appropriate and transfer from Free Cash the sum of \$10,000. Town Administrator William Wrigley reported there are sufficient funds within the budget to cover the repairs.

ARTICLE 4. Pompositticut School-to-Community Center Pre-Design Funds

On motion of Selectman Charles Kern, it was voted by majority to appropriate and transfer from available funds the sum of \$73,679.68 for the purpose of hiring a professional consulting firm or firms to provide pre-design architectural and engineering services related to the possible new construction, reconstruction, expansion, and/or renovation of the of the Pompositticut School, converting it into a

multi-use community center. The intent is to create a community center to provide space for use by various town departments and to possibly create leased space for use by other public or private entities. The consulting services to be provided will include but not be limited to a technical evaluation of the building's mechanical, electrical and structural systems as well as overall building condition; a building and site space use needs analysis; preparation of conceptual plans and drawings; and preparation of preliminary project cost estimates. Selection of said firm or firms shall be made pursuant to applicable laws and regulations.

The amount of \$73,679.68 represents the total resulting from the transfer of \$3,286.25 or any other balance remaining from Article 17 voted at the Special Town Meeting in June 1996 to fund the Hale School addition; the transfer of the sum of \$22,449.59 or any other remaining balance from Article 29 voted at the Annual Town Meeting in May 2004 to fund the purchase of a modular classroom building at the Pompositticut School; the transfer of the sum of \$38,392.30 or any other balance remaining from Article 1 voted at the Special Town Meeting in December 2005 to fund the purchase of a modular classroom building at the Center School; the transfer of the sum of \$8,171.54 or any other remaining balance from Article 26 voted at the Annual Town Meeting in May 2003 to fund various capital improvements to both the Pompositticut School and Center School; the transfer of \$1,380.00 or any other remaining balance from Article 34-9 voted at the Annual Town Meeting in May 2009 to fund roof repairs at the Hale School.

The Finance Committee and Capital Planning Committee were in favor of the article.

Michael Busch of the Pompo Use Study Committee reported the structure is in good shape and use opportunities have been identified that include a Council on Aging center, food pantry, recreational facility, Girl and Boy Scouts, adult education. 31,000 sq. ft. will be available.

ARTICLE 5. Fire Station Improvement Pre-Design Funds

On motion of Selectman Ryan, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$70,000.00 for the purpose of hiring a professional consulting firm or firms to provide pre-design architectural and engineering services related to the possible new construction, reconstruction, expansion, and/or renovation of the Fire Station. Selection of said firm or firms shall be made pursuant to applicable laws and regulations. The consulting services to be provided will include but not be limited to a technical evaluation of the building's mechanical, electrical and structural systems as well as overall building condition; a building and site space use needs analysis; preparation of conceptual plans and drawings; and preparation of preliminary project cost estimates.

The Finance Committee and Capital Planning Committee were in favor of the article.

Fire Chief Michael McLaughlin provided an overview of Fire Department needs. The existing structure does not support modern-day fire apparatus, and there is no room for expansion.

ARTICLE 6. Randall Library Improvement Pre-Design Funds

On motion of Selectman James Salvie, it was voted by majority to appropriate and transfer from Free Cash the sum of \$70,000.00 for the purpose of hiring a professional consulting firm or firms to provide pre-design architectural and engineering services related to the possible new construction, reconstruction, expansion, and/or renovation of the Randall Library. Selection of said firm or firms shall be made pursuant to applicable laws and regulations. The consulting services to be provided will include but not be limited to a technical evaluation of the building's mechanical, electrical and structural systems as well as overall building condition; a building and site space use needs analysis; preparation of conceptual plans and drawings; and preparation of preliminary project cost estimates.

The Finance Committee and Capital Planning Committee were in favor of the article.

Library Trustee Timothy Reed spoke to the article, citing water leaks, lack of storage, need for more space, etc.

Assistance Moderator Elizabeth Painter assumed the gavel.

ARTICLE 7. Street Acceptance – Cardinal Court

On motion of Selectman Gary Bernklow, it was voted unanimously to accept the laying out of the entire length of the following named street and establish it as a town way, together with all drainage and other easements related thereto and included in the Order of Layout, the boundaries and measurements shown on the plan referred to in the description, which plan shall be included in the Order of Layout of the Selectmen to be adopted with respect to such way and related easements and filed in the office of the Town Clerk in accordance with the provisions of Massachusetts General Laws Chapter 82, Section 21-23,

Cardinal Court, as shown on the plans entitled:

- “Definitive Subdivision Plan, Wildlife Woods,” dated May 15, 1997, which plan is recorded with Middlesex South District Registry of Deeds as Plan No. 1013 of 2000 in Record Book 31831, Page 286, and
- “Roadway As-Built Fox Court and Cardinal Court, Wildlife Woods, Stow MA,” dated October 24, 2003, and
- “Roadway As-Built Detention Basins,” dated October 24, 2003,

And to authorize the Selectmen to acquire by purchase, eminent domain, gift, or otherwise for highway purposes the fee or any lessor interests that may be necessary for such town ways.

The Finance Committee was in favor of the article. Selectman Salvie explained that this road and those following were accepted by the May 2004 Annual Meeting but the acceptance process was not completed with recording at the Registry of Deeds.

ARTICLE 8. Street Acceptance – Cricket Court

On motion of Selectman Spear, it was voted unanimously to accept the laying out of the entire length of the following named street and establish it as a town way, together with all drainage and other easements related thereto and included in the Order of Layout, the boundaries and measurements shown on the plan referred to in the description, which plan shall be included in the Order of Layout of the Selectmen to be adopted with respect to such way and related easements and filed in the office of the Town Clerk in accordance with the provisions of Massachusetts General Laws Chapter 82, Section 21-23,

Cricket Court, as shown on the plans entitled:

- “Definitive Subdivision Plan, Wildlife Woods,” dated May 15, 1997, which plan is recorded with Middlesex South District Registry of Deeds as Plan No. 1013 of 2000 in Record Book 31831, Page 286, and
- “Roadway As-Built Salamander Lane and Cricket Court, Wildlife Woods, Stow MA,” dated October 24, 2003, and
- “Roadway As-Built Detention Basins,” dated October 24, 2003,

And to authorize the Selectmen to acquire by purchase, eminent domain, gift, or otherwise for highway purposes the fee or any lessor interests that may be necessary for such town ways.

The Finance Committee was in favor of the article.

ARTICLE 9. Street Acceptance – Fox Court

On motion of Selectman Bernklow, it was voted unanimously to accept the laying out of the entire length of the following named street and establish it as a town way, together with all drainage and other easements related thereto and included in the Order of Layout, the boundaries and measurements shown on the plan referred to in the description, which plan shall be included in the Order of Layout of the Selectmen to be adopted with respect to such way and related easements and filed in the office of the Town Clerk in accordance with the provisions of Massachusetts General Laws Chapter 82, Section 21-23,

Fox Court, as shown on the plans entitled:

- “Definitive Subdivision Plan, Wildlife Woods,” dated May 15, 1997, which plan is recorded with Middlesex South District Registry of Deeds as Plan No. 1013 of 2000 in Record Book 31831, Page 286, and
- “Roadway As-Built Fox Court and Cardinal Court, Wildlife Woods, Stow MA,” dated October 24, 2003, and
- “Roadway As-Built Detention Basins,” dated October 24, 2003,

And to authorize the Selectmen to acquire by purchase, eminent domain, gift, or otherwise for highway purposes the fee or any lessor interests that may be necessary for such town ways.

The Finance Committee was in favor of the article.

ARTICLE 10. Street Acceptance – Salamander Lane

On motion of Selectman Salvie, it was voted unanimously to accept the laying out of the entire length of the following named street and establish it as a town way, together with all drainage and other easements related thereto and included in the Order of Layout, the boundaries and measurements shown on the plan referred to in the description, which plan shall be included in the Order of Layout of the Selectmen to be adopted with respect to such way and related easements and filed in the office of the Town Clerk in accordance with the provisions of Massachusetts General Laws Chapter 82, Section 21-23,

Salamander Lane, as shown on the plans entitled:

- “Definitive Subdivision Plan, Wildlife Woods,” dated May 15, 1997, which plan is recorded with Middlesex South District Registry of Deeds as Plan No. 1013 of 2000 in Record Book 31831, Page 286, and
- “Roadway As-Built Salamander Lane and Cricket Court, Wildlife Woods, Stow MA,” dated October 24, 2003, and
- “Roadway As-Built Detention Basins,” dated October 24, 2003,

And to authorize the Selectmen to acquire by purchase, eminent domain, gift, or otherwise for highway purposes the fee or any lessor interests that may be necessary for such town ways.

The Finance Committee was in favor of the article.

ARTICLE 11. Street Acceptance – Wildlife Way

On motion of Selectman Charles Kern, it was voted unanimously to accept the laying out of the entire length of the following named street and establish it as a town way, together with all drainage and other easements related thereto and included in the Order of Layout, the boundaries and measurements shown on the plan referred to in the description, which plan shall be included in the Order of Layout of

the Selectmen to be adopted with respect to such way and related easements and filed in the office of the Town Clerk in accordance with the provisions of Massachusetts General Laws Chapter 82, Section 21-23,

Wildlife Way as shown on the plans entitled:

- “Definitive Subdivision Plan, Wildlife Woods,” dated May 15, 1997, which plan is recorded with Middlesex South District Registry of Deeds as Plan No. 1013 of 2000 in Record Book 31831, Page 286, and
- “Roadway As-Built Wildlife Way, Sta – 0+12 to Sta 9+00, Wildlife Woods, Stow, MA,” dated October 24, 2003, and
- “Roadway As-Built Wildlife Way, Sta 9+00 to Sta 18+41.28, Wildlife Woods, Stow, MA,” dated October 24, 2003, and
- “Roadway As-Built Detention Basins, Wildlife Woods, Stow, MA,” dated October 24, 2003,

And to authorize the Selectmen to acquire by purchase, eminent domain, gift, or otherwise for highway purposes the fee or any lessor interests that may be necessary for such town ways.

The Finance Committee was in favor of the article.

ARTICLE 12. Street Acceptance – Woodpecker Court

On motion of Selectman Ryan, it was voted unanimously to accept the laying out of the entire length of the following named street and establish it as a town way, together with all drainage and other easements related thereto and included in the Order of Layout, the boundaries and measurements shown on the plan referred to in the description, which plan shall be included in the Order of Layout of the Selectmen to be adopted with respect to such way and related easements and filed in the office of the Town Clerk in accordance with the provisions of Massachusetts General Laws Chapter 82, Section 21-23,

Woodpecker Court as shown on the plans entitled:

- “Definitive Subdivision Plan, Wildlife Woods,” dated May 15, 1997, which plan is recorded with Middlesex South District Registry of Deeds as Plan No. 1013 of 2000 in Record Book 31831, Page 286, and
- “Roadway As-Built Woodpecker Court, Wildlife Woods, Stow MA,” dated October 24, 2003, and
- “Roadway As-Built Detention Basins,” dated October 24, 2003,

And to authorize the Selectmen to acquire by purchase, eminent domain, gift, or otherwise for highway purposes the fee or any lessor interests that may be necessary for such town ways.

The Finance Committee was in favor of the article.

Moderator David Walrath returned to the podium to continue the meeting.

ARTICLE 13. Zoning Bylaw Amendment – Commercial Solar Photovoltaic Renewal Energy Installations

On motion of Selectman Gary Bernklow, it was voted unanimously to amend the Zoning Bylaw by amending Sections 1.3 by adding new definitions; amending Section 8 by adding a new subsection 8.10; amending Section 3 by adding new subsections 3.1.2.7, 3.2.3.6, 3.3.2.10, 3.5.1.4, 3.6.1.4, 3.7.3 and 3.7.3.1; and amending Section 3.10 Industrial Uses in the Table of Principal Uses, to read in their entirety as printed in the warrant in subsections (A), (B), (C), (D), (E), (F), (G), (H) and (I) of this article, except

that Section 8.10.4.3 shall read: “Utility Connections – All utility connections from the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS shall be underground unless specifically permitted otherwise by a Special Permit/Site Plan Approval Decision. Electrical transformers, inverters, switchgear and metering equipment to enable utility interconnections may be above ground if required by the utility provider.”; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

A. Amend Section 1.3 by adding new definitions “COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION” and “NAMEPLATE CAPACITY” to read in their entirety as follows:

COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION - A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum NAMEPLATE CAPACITY of 250 kW DC. A COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION shall be considered a Principal Use as the Zoning Bylaw defines that phrase.

NAMEPLATE CAPACITY – The maximum rated output of electric power production of the Photovoltaic system in Direct Current (DC).

B. Amend Section 8 by adding a new Section 8.10 to read in its entirety as follows:

8.10 COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS

8.10.1 Purpose - The purpose of this section is to promote the creation of new COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address and protects public safety, minimizes undesirable impacts on residential property and neighborhoods, protects scenic, natural and historic resources, does not diminish abutting property values and provides adequate financial assurance for the eventual decommissioning of such installations.

The provisions set forth in this section shall apply to the construction, operation, and/or repair of COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS.

8.10.2 Applicability - No COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION shall be ERECTED or installed except in compliance with the provisions of this Section and other applicable Sections of the Zoning Bylaw, as well as state and federal law. Such use shall not create a nuisance, which is discernible from other properties by virtue of noise, vibration, smoke, dust, odors, heat, glare and radiation, unsightliness or other nuisance as determined by the Special Permit/Site Plan Approval Granting Authority.

8.10.2.1 The construction and use of a COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION with 250 kW or larger of rated NAMEPLATE CAPACITY

within the Industrial, Commercial District and Refuse Disposal District shall undergo site plan review by the Planning Board prior to construction, installation or modification as provided in this section.

8.10.2.2 Construction and use of a COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION with 250 kW or larger of rated NAMEPLATE CAPACITY in the Residential, Business and Recreation Conservation District shall be subject to Special Permit and Site Plan Approval from the Planning Board in accordance with the additional requirements specified herein.

8.10.2.3 This section also pertains to physical modifications that materially alter the type, configuration or size of these installations or related equipment throughout the useful life of the system or where alterations may impact abutters.

8.10.3 General Requirements

8.10.3.1 **Lot Requirements** - A COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION may be permitted on a lot, which contains an area of not less than three (3) acres.

8.10.3.2 **Visual Impact** - The visual impact of the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION, including all accessory structures and appurtenances, shall be mitigated. All accessory structures and appurtenances shall be architecturally compatible with each other. Structures shall be shielded from view and/or joined and clustered to avoid adverse visual impacts as deemed necessary by and in the sole opinion of the Special Permit/Site Plan Approval Granting Authority. Methods such as the use of landscaping, natural features and opaque fencing shall be utilized.

8.10.3.3 **Compliance with Laws, Ordinances and Regulations** - The construction and operation of all COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS shall be consistent with all applicable local regulations and bylaws, and state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of A SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION shall be constructed in accordance with the State Building Code.

8.10.3.4 **Utility Notification** - No COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION shall be constructed until evidence has been given to the Special Permit/Site Plan Approval Granting Authority that the utility company that operates the electrical grid where the installation is to be located has been informed of the solar photovoltaic installation owner or operator's intent to install an interconnected customer-owned generator. Proof of a mutual agreement with the utility company shall be provided to the Special Permit/Site Plan Approval Granting Authority. Off-grid systems shall be exempt from this requirement. If the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION goes on grid, it shall comply with this requirement.

- 8.10.3.5 **Maintenance** - The COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief, Police Chief, Emergency Medical Services and Special Permit/Site Plan Approval Granting Authority. The owner or operator shall be responsible for the cost of maintaining the solar photovoltaic installation and any access road(s), unless accepted as a public way.
- 8.10.3.6 **Emergency Services** - The COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the local Fire Chief. The owner or operator shall provide an emergency response plan. The emergency response plan is subject to the approval of the Special Permit/Site Plan Approval Granting Authority, the Fire Department and the Police Department, and shall include at a minimum, explicit instructions on all means of shutting down the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION, which shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.
- 8.10.3.7 **Safety and Security** – Safety and measures of security shall be subject to the approval of the Special Permit/Site Plan Approval Granting Authority, the Fire Department and the Police Department.

8.10.4 Design Standards

- 8.10.4.1 **Lighting** - Lighting of the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION, including all accessory structures and appurtenances shall not be permitted unless required by the Special Permit/Site Plan Approval Granting Authority, Special Permit/Site Plan Approval Decision or required by the State Building Code. Where used, lighting shall comply with the requirements of Section 3.8.1.5 (exterior lighting) of the Zoning Bylaw.
- 8.10.4.2 **Signs and Advertising** - Section 6.3 (Signs) of the Zoning Bylaw does not apply to this Section. Signage for COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS shall be limited in size as determined by the Special Permit/Site Plan Approval Granting Authority.

COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS shall not be used for displaying any advertising except for reasonable identification of the owner or operator of the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION and emergency contact information.

- 8.10.4.3 **Utility Connections** - All utility connections from the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS shall be underground unless specifically permitted otherwise by a Special Permit/Site Plan Approval Decision. Electrical transformers, inverters, switchgear and metering equipment to enable utility interconnections may be above ground if required by the utility provider.

8.10.4.4 **Land Clearing, Soil Erosion and Habitat Impacts** - Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION or otherwise prescribed by applicable laws, regulations and bylaws.

8.10.4.5 **Appurtenant Structures** - All appurtenant structures to COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS shall be subject to all applicable bylaws and regulations concerning the bulk and height of structures, lot area, setbacks, open space, parking and building coverage requirements.

8.10.5 Modifications

All substantive material modifications to a COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION made after issuance of the Special Permit/Site Plan Approval Decision shall require modification to the Special Permit/Site Plan Approval Decision.

8.10.6 Abandonment and Removal

8.10.6.1 **Abandonment** - Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION shall be considered abandoned when it fails to operate for more than one year without the written consent of the Special Permit/Site Plan Approval Granting Authority. If the owner or operator of the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the town may enter the property and physically remove the installation.

8.10.6.2 **Removal Requirements** - Any COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION, which has reached the end of its useful life or has been abandoned, shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Special Permit/Site Plan Approval Granting Authority by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

1. Physical removal of all COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION, structures, equipment, security barriers and transmission lines from the site.
2. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
3. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Special Permit/Site Plan Approval Granting Authority may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

8.10.7 Financial Surety

Proponents of COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION projects shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the town must remove the

installation and remediate the landscape, in an amount and form determined to be reasonable by the Special Permit/Site Plan Approval Granting Authority, but in no event to exceed more than 150 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

Before issuance of any building permits for the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION, such construction and installation shall be secured in accordance with performance guarantee requirements of the Town of Stow Rules and Regulations Governing the Subdivision of Land to the extent applicable and/or the regulations adopted pursuant to the COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION Bylaw for this purpose.

8.10.8 Special Permit and Site Plan Approval Decisions

Special Permit and Site Plan Approval decisions shall conform to the requirements of this Section, section 9.2 and 9.3 of the Zoning Bylaw and other relevant Sections of the Zoning Bylaw.

All COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION Special Permit and Site Plan Approval Decisions shall be valid for a twelve (12) month period unless renewed or extended by the Special Permit/Site Plan Approval Granting Authority following application made by the applicant. There is no limit to the number of renewals or extensions the special Permit/Site plan Approval Granting Authority may grant for a COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION.

C. Amend Section 3.1.2 (Recreation-Conservation District Uses subject to Special Permit granted by the Planning Board) by adding new section 3.1.2.7 to read in its entirety as follows:

3.1.2.7 **COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY
INSTALLATIONS**

D. Amend Section 3.2.3 (Residential Uses subject to Special Permit granted by the Planning Board) by adding new section 3.2.3.6 to read in its entirety as follows:
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3.2.3.6 **COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY
INSTALLATIONS**

E. Amend Section 3.3.2 (Business Uses subject to Special Permit granted by the Planning Board) by adding new section 3.3.2.10 to read in its entirety as follows:
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3.3.2.10 **COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY
INSTALLATIONS**

F. Amend Section 3.5 (Commercial District Uses) by adding new section 3.5.1.4 to read in its entirety as follows:

3.5.1.4 COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS

G. Amend Section 3.6 (Industrial District Uses) by adding new section 3.6.1.4 to read in its entirety as follows:

3.6.1.4 COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS

H. Amend Section 3.7 (Refuse Disposal District Uses) by adding new sections 3.7.3 and 3.7.3.1 to read in its entirety as follows:

3.7.3 Uses permitted subject to Site Plan Approval by the Planning Board:

3.7.3.1 COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS

I. Amend Section 3.10 by amending the Industrial Uses in the Table of Principal Uses by adding “COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS” so that the Industrial uses section of the table reads in its entirety as follows:

Principal Uses	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	FloodPlain Wetlands	Refuse Disposal	Site Plan Approval
INDUSTRIAL USES									
Manufacturing Enterprises	N	N	N	SPP	N	N	N	SPP	(3)
Research Laboratories W/Incidental Assembly or Manufacture	N	N	N	SPP(2)	N	N	N	SPP (2)	(3)
Sanitary Landfill	N	N	N	N	N	N	N	SPS	(3)
Refuse Transfer Station	N	N	N	N	N	N	N	SPS	(3)
Refuse Incinerator	N	N	N	N	N	N	N	SPS	(3)
Commercial Solar Photovoltaic Energy Renewable Installation	SPP	SPP	N	Y	Y	SPP	N	Y	(3)

Report of the Planning Board:

The Planning Board held a duly noticed Public Hearing on September 13, 2011 in the Stow Town Building to consider amendments to the Zoning Bylaw in order to permit COMMERCIAL SOLAR RENEWABLE ENERGY PHOTOVOLTAIC INSTALLATIONS by amending Sections 1.3 (Definitions); 3.1.2 (Recreation-Conservation District Uses), 3.2.3 (Residential District Uses), 3.3.2 (Business District Uses), 3.5 (Commercial District Uses), 3.6 (Industrial District Uses), 3.7.3 and 3.7.3.1 (Refuse Disposal District Uses), 3.10 (Table of Principal Uses), 8.10 COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATIONS.

At its meeting on October 11, 2011 the Planning Board voted to recommend that Town Meeting ADOPT Article 13 of the November 7, 2011 Special Town Meeting.

This article proposes to establish Commercial Solar Photovoltaic Renewable Energy installations as an allowed use subject to Site Plan Approval in the Industrial, Commercial and Refuse Disposal Districts and subject to Special Permit and Site Plan Approval in the Recreation-Conservation, Residential and Business Districts. This use is in keeping with the Green Communities Act which purpose is to provide for renewable and alternative energy and energy efficiency in the Commonwealth. Solar energy does not add to the production of global greenhouse emissions, acid rain or smog. The proposed bylaw is intended to promote Commercial Solar Photovoltaic Renewable Energy Installations while establishing standards that address and protects public safety, minimizes undesirable impacts on residential property and neighborhoods, protects scenic, natural and historic resources and does not diminish abutting property.

On motion of Selectman James Salvie, it was voted unanimously at 9:31 p.m. to dissolve the meeting.

Checkers at the Door: Josephine Crowell, Janet Derby, Carol Dudley, Elizabeth MacGilvra, Betty Sauta

Tellers: Robert Aldape, Maureen Busch, Stephen Dungan, Steve Jelinek, Kathleen O'Brien, Donald Rising, Marcia Rising, Debra Seith, Kathleen Sferra, Dwight Sipler, Ellen Sturgis, Robert Walrath, Pamela Weathers

Timekeeper: Catherine Desmond

Number of Voters Checked: 160

Number of Registered Voters: 4,732

Turnout Percentage: 3.4%

The amendment to the Zoning Bylaws adopted under Article 13 was approved by the Attorney General on December 9, 2011. Posted as a Town Bulletin on December 20, 2011.

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 2011 Stow Annual Census: 6,718

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
Pompositticut School	978-897-5774
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	978-793-9353

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 Tuesday, 7:30 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, 7:00 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, 7:30 p.m., Lexington
Multi-Use Track Road Committee	Monthly, first Thursday, 7:00 p.m.
Municipal Affordable Housing Trust	First and third Mondays, 7 p.m.
Nashoba Regional School Committee	Twice monthly, Thursdays, 6 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, Wednesdays, 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.

