



**Town of Stow**  
**Massachusetts**  
for the year ending  
**December 31, 2015**



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## ***IN MEMORIAM***

***Kenneth A. Desmond***

*1929 – 2015*

*Firefighter-EMT 1965 – 1982*

*Fire Engineer 1972 – 1982*

*Deputy Fire Chief 1974 – 1982*

*Fire-Police Station Building Comm. 1963 – 1966*

*Wire Inspector (Stow's first) 1963 – 1970*

*Deputy Wire Inspector 1973 – 2008*

*Building Inspector (Stow's first) 1966 - 1970*

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***Donald A. Scraggs***

*1937 - 2015*

*Building Inspector 1986 – 1990*

*Deputy Building Inspector 1990 - 1998*

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***Christine P. Way***

*1951 - 2015*

*Finance Committee 1994 - 1998*

*Recreation Commission 2000 - 2007*

*Community Preservation Comm. 2002 - 2003*

*NashobaReg.School Committee 2003 - 2006*

*SchoolBuilding Committee 2004 - 2006*

***Donald Eugene Dwinells***

*1927 - 2015*

*Police Officer (first full-time) 1954 - 1971*

*Police Chief 1971 - 1982*

*Zoning Board of Appeals 1971 - 2009*

*Call Firefighter 1965 - 1978*

*Street Numbering Committee 1972 - 1973*

*Bylaw Revision Committee 1973 - 1975*

*Dog Officer 1955 - 1959*

*Deputy Tax Collector 1955 - 1959*

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***Richard D. Faford***

*1945– 2015*

*Call Firefighter 1968 – 1973*

*Formerly Highway Department*

## **FEDERAL & STATE OFFICIALS**

### **United States Senators**

Elizabeth Warren  
2400 JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203  
(617)-565-3170

317 Hart Senate Office Building  
Washington, D.C. 20510  
(202)-224-4543

Edward Markey  
10 Causeway Street, Suite 559  
Boston, MA 02222  
(617)-565-8519

218 Russell Senate Office Building  
Washington, D.C. 20510  
(202)-224-2742

### **United States Representative, Fifth District**

Niki Tsongas  
11 Kearney Square, 3<sup>rd</sup> Floor  
Lowell, MA 01852

### **Governor of the Commonwealth**

Charles D. Baker, Jr.  
Office of the Governor  
State House Room 360  
Boston, MA 02133

### **Senator – Middlesex & Worcester**

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

### **Representative -- Third Middlesex District**

Kate Hogan  
State House, Room 166  
Boston, MA 02133

## **ELECTED TOWN OFFICERS**

### **Listed alphabetically**

### **Board of Assessors**

Richard Connelly, Sr. (2018)  
Dominick Pugliese (2016), Chair  
John E. Smith (2017)

### **Field Drivers**

Selectmen

### **Board of Health**

Merrily Evdokimoff (2017)  
Mary McDowell (2016)  
Marcia B. Rising (2018), Chair

### **Moderator**

David Walrath (2016)  
Gary Horowitz, Assistant Moderator  
Laura Spear, Deputy Moderator

### **Nashoba Regional School District Committee**

Lynn Colletti (2016)  
Mark Jones (2018)  
Nicole Odekirk (2017)

### **Planning Board**

Lori Clark (2019), Chair  
Margaret Costello (2020)  
Ernest E. Dodd (2018)  
Leonard H. Golder (2016)  
Stephen C. Quinn (2017)

### **Randall Library Trustees**

Edward Grund (2018)  
Robert Katz (2018)  
Richard Lent (2016)  
Kathleen O'Brien (2016)

Timothy H. Reed (2017)  
Marianne Sharin (2016), Chair  
Barbara K. Wolfenden (2017)

**Board of Selectmen**

Brian Burke (2017), Clerk  
Donald P. Hawkes (2018), Chair  
Charles Kern (2016)  
Thomas E. Ryan III (2018)

James H. Salvie (2016)

**Stow Housing Authority**

W. Robert Dilling, Chair  
John J. Kendra (2016)  
Michael Kopczynski (2020)  
Robert W. Larkin (2019)  
Cynthia Perkins (2017)

**APPOINTED TOWN OFFICERS**

**APPOINTMENTS BY SELECTMEN**  
**Individual Positions, Listed Alphabetically**

**Assabet River Rail Trail Committee**

**Rep**

Donald B. Rising

**Constables**

Lawrence E. Hartnett (2017)  
Robert A. Kirchman (2016)

**Emergency Management Officer**

Joseph Landry

**Forest Warden**

Joseph Landry

**Inspectors**

**Building Inspectors**

Craig D. Martin, Building  
Commissioner  
Douglas Hyde, Assistant Facilities  
Manager

**Gas Inspectors**

Adam Sahlberg  
Robert Smith, Deputy

**Plumbing Inspectors**

Eric S. Sahlberg  
Robert Smith, Deputy  
Adam Sahlberg, Deputy

**Wire Inspectors**

Robert W. Norton  
Michael A. Norton, Deputy  
Charles Weeks, Deputy

**Metropolitan Area Planning Council**

**Representative (MAPC)**

VACANCY (2017)

**Minuteman Advisory Group on  
Interlocal Coordination (MAGIC)**

Karen Kelleher (2016)  
Donald Hawkes, Selectmen

**Sealer of Weights & Measures**

Commonwealth of Massachusetts

**Selectmen's and Town  
Administrator's Assistant**

Maureen Trunfio

**Stow Advisory Member of the  
Hudson Light and Power Board**

Arnold Epstein

**Street Numbers**

Catherine A. Desmond

**Superintendent of Streets**

Michael E. Clayton

Scott Morse, Assistant Superintendent

**Surveyor of Wood & Lumber**  
Commonwealth of Massachusetts

**Town Accountant**  
Julie Costello (2016)

**Town Administrator**  
William J. Wrigley

**Town Clerk**  
Linda E. Hathaway (2016)

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

**Treasurer-Collector**  
Pamela M. Landry (2017)

**Tree Warden**  
Bruce E. Fletcher

**Veterans' Services Officer**  
Joseph Jacobs

**APPOINTMENTS BY SELECTMEN**  
**Committees and Departments, Listed Alphabetically**

**Agricultural Commission**  
David Buchholz (2016)  
Elizabeth C. Painter (2017)  
Dwight P. Sipler (2018) Chair  
Katherine C. Steege (2018)  
VACANCY (2017)

**Cable License Advisory Committee**  
Arnold R. Buckman (2016)  
Robert C. Mong (2017)  
VACANCY (2018)

**Cemetery Trustees**  
Kenney Banks (2018)  
Gerald P. Kunst (2017)  
VACANCY (2016)  
Robert Gledhill, Superintendent

**Conservation Commission**  
Cortni Frecha (2017), Chair  
Serena Furman (2017)  
Sandra Grund (2016)  
Ingeborg Heggemann-Clark (2016)  
Douglas Morse (2018)  
Jeffrey Saunders (2018)  
Andrienne Snow (2016)

**Council on Aging**  
Bill Byron

Ruth Delmonico  
Kristen Donovan, Chair  
Stephen Dungan  
Susan Matatia  
Susan Pauley  
Newton Wesley, Vice Chair  
Alyson Toole, Executive Director  
Sharon Funkhouser, Outreach  
Coordinator  
Suzanne Howley, Outreach Worker

**Cultural Council**  
Hector Constantzos (4/2018)  
Jeremy Dusseault (7/2016)  
Jennifer Edgerton (4/2018)  
Richard Lent (11/2015)  
Patricia Mullin (7/2016)  
Angela Santos (10/2017)  
VACANCY

**Fence Viewers**  
Brian Burke, Selectmen

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



Judson Swinimer, FF/EMT/ADMN

**Fire / Rescue –On-call**

Michael Scimeca, Call Lieutenant

Jeffery Lyons, Call Lieutenant

Erick Benoit

Jack Bertonassi

Andrew Bolton

Michael Cisek

Barrett Dilling

Paul Dudley

Scott Dwinells

Kristina Ellis

Jeremy Fiorvanti

James Fortin

Jason Galofaro

Tim Gray

Todd Jakubek

Christopher Lazuka

Scott Morse, Jr.

Jonathan Murphy

Matthew Olson

Suzanne Siewierski

Gregg Silverio

Jack Stafford

Larry Stafford

George Taylor

Michael Trioli

Nicholas Trioli

Keith Villa

**Apprentice Firefighters**

Kevin Benoit

Ryan Colvin

Camden Herlihy

Matthew James

James Kelley

Steve Landry

George Nunez

Ben Rhodes

Carlos Santiago

Jeffery Stupak

Eddie Warren

**Historical Commission**

Vellyn Antonelli (2018)

Rosemary Bawn (2017)

Patrick Hopkins (2017)

Dorothy Spaulding (2016)

Marilyn Zavorski (2016)

**Lake Boon Commission**

Lee Heron (2016)

Theresa O’Riorden (2017)

Conray Wharff, Hudson, Chair

**Local Access Cable Advisory  
Committee**

Brian Burke, Selectmen

Robert M. Glorioso (2016)

Leonard H. Golder (2016)

Lisa R. Lavina (2016)

Lee Pappas (2016)

Anne VanTine, Coordinator

**Municipal Affordable Housing Trust**

Michael Kopczynski (2017) Chair

Constantine Papanastassiou (2017)

Cynthia Perkins (2016)

James Salvie, Selectmen

Laura Spear (2017)

Trish Settles (2016)

VACANCY (2017)

**Open Space Committee**

Vincent J. Antil

Vellyn Antonelli

Eve K. Donahue

William H. Maxfield

Brian Mulcahy

Christopher B. Rodstrom, Chair

Robert T. Wilber

**Police Officers –Full-time**

William L. Bosworth, Chief

Ralph Marino, Lieut.

Darren J. Thraen, Sgt.

Michael J. Sallese, Det. Sgt.

Gary P. Murphy, Prosecutor

Sean M. Collins

Luke Dezago

Cassandra Ela

Christopher Kusz  
David J. Goguen  
Robert Nelson

**Police Officers -- Special**

Robert E. Blanton  
Jonathan Butler  
John Connors  
John Fantasia  
James F. Finneran  
Christopher Harrington  
Lee Heron  
Samantha Howard  
Richard Manley  
Michael Smith  
Steven B. Sturtevant  
Darlene Trefry  
Mark Trefry

**Police Matrons/Prisoner Watch**

Deborah L. Richardson  
Phyllis Tower  
Richard Tower  
Darlene D. Trefry

**Public Safety Dispatchers**

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

**Recreation Commission**

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

**Registrars of Voters**

Deborah Seith (2016)  
Robert Walrath (2017)

VACANCY (2018)  
Linda E. Hathaway, clerk ex-officio

**SpringFest Organizing Committee**

Karen Kelleher (2015)  
Elizabeth Tobey (2016)  
Deborah Woods (2015)

**Trustees, Hale High School Fund**

Robert F. Derby  
Linda E. Hathaway  
Jeffrey D. Smith

**Trustees, Randall Relief Fund**

Louise E. Peacock, (2018)  
Jeffrey D. Smith (2017)  
Dorothy G. Sonnichsen (2016)

**Trustees, Randall Town Fund**

Louise E. Peacock, (2018)  
Jeffrey D. Smith (2017)  
Dorothy G. Sonnichsen (2016)

**Trustees, Town Farm Fund**

Louise E. Peacock (2018)  
Jeffrey D. Smith (2017)  
Dorothy Sonnichsen (2016)

**Veterans' Graves Committee**

Jeffrey J. Lance, Chair  
Tom Zavorski  
VACANCY

**Zoning Board of Appeals**

Charles A. Barney (2018)  
William F. Byron, Jr. (2019)  
Bruce Fletcher (2017)  
Michele L. Shoemaker (2017).  
Edmund C. Tarnuzzer (2018)  
Andrew DeMore, Assoc. (2018)  
Lee Heron, Assoc. (2019)  
Mark Jones, Associate (2018)  
Ruth Kennedy Sudduth, Assoc. (2017)

**APPOINTMENTS BY BOARD OF HEALTH**  
**Listed alphabetically**

**Animal Control Officer**

Susan G. Latham  
Phyllis Tower, Assistant

**Burial Agents**

John Erb  
Town Clerk

**Health Agent**

Nashoba Associated Boards of Health

**Inspector of Animals**

Phyllis Tower  
Susan Latham, Assistant

**Medical Reserve Corp Executive Committee**

Sondra Albano  
Susan Burns  
Philip Detsch  
Merrily Evdokimoff  
Rini Kester  
Michael Matatia  
Mary McDowell  
John Sangermano  
Rebecca Stadolnik

**Public Health Nurse**

Tamara Bedard  
Nashoba Associated Boards of Health

**APPOINTMENTS BY MODERATOR**  
**Listed alphabetically**

**Ancient Documents Committee**

Barbara P. Sipler (2015) Chair  
Robert E. Walrath (2016)  
VACANCY (2017)  
VACANCY (2018)  
Linda Hathaway, Town Clerk  
William Byron, Associate  
Elizabeth Moseley, Associate  
Dorothy Spaulding, Associate  
Marilyn Zavorski, Associate

**Finance Committee**

Richard Eckel (2016)

Werner Fritz (2017)  
Paul McLaughlin (2016)  
Peter McManus (2017), Chair  
Bruce Walbridge (2018)

**Moderators**

Gary L Horowitz, Assistant  
Laura Spear, Deputy

**Minuteman School District Rep.**

Alice B. Deluca (2017)

**APPOINTMENT BY TOWN CLERK**  
**Listed alphabetically**

**Assistant Town Clerk**

Catherine A. Desmond

**APPOINTMENTS BY TREASURER COLLECTOR**  
**Listed alphabetically**

**Assistant Treasurer-Collector**  
Catherine Murphy

Donna Kunst

**Payroll Coordinator**

**Deputy Collector & Special Constable**  
Frederick J. Kelley, Jr

**JOINT APPOINTMENTS**  
**Listed alphabetically**

**Capital Planning Committee**

David P. Arsenault (2015) - Moderator  
Stephen F. Jelinek (2017) – Moderator  
James Salvie (2017) - Selectmen  
Edward R. Perry, Jr. (2016) – Finance  
Myie Yvanovich (2016) - Moderator

**Community Preservation Committee**

Michael Busch – Recreation  
William Byron– Council on Aging  
Louise Nejad - Assessors  
Cortni Frecha – Conservation  
Dot Spaulding – Historical  
Robert Larkin – Housing Authority  
Rich Eckel – Finance  
Vin Antil - Open Space, Chair  
Kathleen Sferra – Planning

**Elementary School Building Committee**

(Joint appointment by Selectmen and  
Stow reps of NRSD School Committee)

Gary M. Bernklow, Finance Committee  
Lynn Colletti, Nashoba Regional School  
Committee  
Amy Finkle Hastings, At Large,  
Co-chair  
Charles Kern, Selectmen  
Craig D. Martin, Building  
Commissioner  
Stephen C. Quinn, At Large  
Ellen S. Sturgis, Co-chair  
Ross Mulkerin, Center School  
Principal, Ex Officio  
Michael L. Wood, NRSD  
Superintendent, Ex Officio

**Nashoba Regional School  
District Audit Committee, Stow  
Representative**

(Joint appointment by Finance  
Committee. and Board of Selectmen)  
Henry Hagopian, III

## **ADMINISTRATION**

### **BOARD OF SELECTMEN**

Early in the history of the Commonwealth, towns had no regularly elected local officials. Town Meetings would periodically “select” prominent citizens to perform the business of a town between Town Meetings. Today the Board of Selectmen serves as the Town’s Chief Executive body and, among its other duties, provides strong and active leadership in setting Stow’s strategic direction and coordinating the efforts of the various Town agencies.

#### **Organization**

For the first half of 2015 the Board was chaired by Charles Kern, and Brian Burke served as Clerk. On May 13 the Board reorganized, electing Donald Hawkes as Chairman for the ensuing year, with Brian Burke continuing as Clerk. Charles Kern, Thomas Ryan III and James Salvie comprised the other members of the five-person Board.

#### **Accomplishments**

The Board greatly appreciates Town Administrator Bill Wrigley’s diligent successful efforts in keeping the Town’s cash reserves in such a strong position, and maintaining its strong fiscal standing. In October 2015 the state’s Department of Revenue notified the Town that free cash (available for Town Meeting appropriation) had been certified at \$1,890,072, an increase of \$57,774 above the amount from the previous year. The stabilization fund balance was reported to be \$856,608, resulting in a total stored asset balance of \$2,746,680. These numbers are particularly important as they favorably impact Stow’s already excellent bond rating.

#### Fire Station/Community Center Project

The design by contractor Kang and Associates was refined and completed, which was followed by an affirmative vote at the February 23, 2015 Special Town Meeting providing funding in the amount of \$9,200,000. The contract was awarded to Pezucco Construction Inc., and a ground-breaking ceremony was held July 29, 2015. The much-anticipated facility is expected to be completed in the summer of 2016. It was noted with appreciation that the project’s final cost is expected to be well below that originally estimated. The Board expresses its sincere appreciation to the members of the Oversight and Fire Station/Community Center Building Committees for their diligence and thoroughness during the long process.

#### Earth Removal

The Selectmen had recognized that the earlier-adopted Earth Removal By-law had serious flaws. Accordingly, after much research by the Planning Board, Conservation Commission, and the Building Commissioner, a revised by-law was approved by voters at the November 16, 2015 Special Town Meeting. It is anticipated that the new version will give Selectmen more flexibility in determining whether or not, in the interest of the Town, to approve future earth removal requests.

#### Education

During 2015 our town and district continued to offer strong academic programs and maintain high expectations of students and educators. While concerned with offering high-quality

educational opportunities, the Selectmen are encouraged by the strong cooperation with the NRSD School Committee and administration in working toward responsible and sustainable increases in assessments to Stow, as their budget represents two-thirds of all Town expenses. Selectman Chairman Hawkes has continued to participate as a member of the High School Space Needs Task Force, whose input will be reported to the School Committee in final report form soon. The subsequent decision taken by that body will determine whether additions or a large-scale renovation to the high school are proposed for Town Meeting approval. Stow continues to be well-represented at Tri-Town meetings, where representatives of Stow, Bolton and Lancaster meet regularly with NRSD committee members and administrative staff for frank discussion of matters of mutual concern.

### 323 Great Road

This parcel (adjacent to the Union Church) was originally acquired in FY 2013 as a possible site for a new fire station. With the subsequent decision to locate that facility at the former “Pompo” school, the Selectmen solicited proposals for other municipal uses. A discussion and decision by the Selectmen is anticipated in early 2016.

### Gleasondale Bridge

In the fall of this year the Town was notified by the state Department of Transportation (DOT) that the bridge over the Assabet River on Route 62 at the Mill was determined to be seriously deteriorated to the point of immediate safety concerns. Meetings with Representative Kate Hogan, DOT and Stow officials and a large contingent of Gleasondale village residents were immediately held. DOT has been ordered to completely rebuild the span, a process which may take five or more years, depending on design work and state funding approval. In the meantime, one lane of the bridge will remain open, with installation of traffic-triggered stop lights to direct vehicle traffic safely. Stow Police are providing significant enforcement resources in the area. Town officials will continue to work closely with all parties to minimize problems for the village residents.

### Personnel and Volunteers

Stow has long been fortunate to be served by a loyal and dedicated workforce, augmented by strongly motivated volunteer members of many boards, commissions and ad-hoc building and study committees. The Selectmen, on behalf of all town residents, express sincere appreciation for the diligent efforts of all concerned, working in concert over thousands of hours each year, to continue to make this small historic New England town a viable and vibrant *community*. We encourage other residents to become involved to maintain this tradition of community service. A special note of thanks this year goes to former Health Agent Jack Wallace, who retired after 30 years of unstinting community service.

Respectfully submitted,

Brian Burke, Clerk  
Donald P. Hawkes, Chair  
Charles Kern  
Thomas E. Ryan III

James H. Salvie

Maureen Trunfio, Administrative Assistant  
Phoebe Haberkorn, Office Assistant

## **TOWN ADMINISTRATOR**

By Charter, the Town Administrator serves as Stow's Chief Administrative Officer. In this capacity, the Town Administrator manages the day-to-day operations of the town, functioning as its chief fiscal/budget officer, chief procurement officer, chief personnel officer and its employee union contract negotiator. In addition, this position serves the Town as labor union grievance hearing appeal officer, as sexual harassment officer and as public records management officer. Throughout the year 2015, the Town Administrator was actively engaged in managing significant matters in most of these areas.

At a February 2015 Special Town Meeting, the voters approved \$10,000,000 in construction funding for the renovations of the Pompositticut School building into a shared use Fire Station and Community Center. Leading up to the Special Town Meeting vote, this important building project had been through a number of pre-design and design development stages over the course of several years. A construction contract was awarded in June and work began in July. The building should be available for occupancy in the summer of 2016.

The north side of the building will house the Fire Station and the south side will contain office and activity space for the Council on Aging, Recreation Department, Veterans Agent, Town Nurse and Social Worker. Also, the Town's Food Pantry will be housed in the building. Finally, there will be a 3,000 square foot Function Room in the facility for public meetings and other gatherings.

The Town Administrator has been directly involved in phases of project development by providing technical assistance and quality control oversight.

As Chief Budget Officer, the Town Administrator offered a balanced budget to the May 2015 Annual Town Meeting voters. As has been the case for many years, the FY 2016 Budget of \$26,887,293 fell well within the statutory limits of Proposition 2 1/2. This recommended Budget was approved by the Town Meeting voters as submitted. The voted Budget left the Town with a significant amount of unused levy capacity in the sum of \$1,230,243. Unused levy capacity represents the amount of additional taxes that could be appropriated to fund the annual Town budget, if necessary, while remaining within the statutory limits of proposition 2 1/2.

As it relates to the Town's savings, our Free Cash is currently certified at \$1,890,072. This Free Cash amount is available through Town Meeting appropriation as an unrestricted funding source for use in FY 16 if needed. The amount of \$1,890,072 represents an increase of \$57,774 above last year's certified Free Cash amount.

Combined with the Stabilization Fund balance of \$856,608, the Town's stored assets total \$2,746,680. Essentially, these two available fund accounts serve as the Town's savings and investment accounts. We are fortunate to be able to continue to grow our stored asset accounts.

Looking ahead to the FY 2017 budget, I am projecting an increase in total annual recurring revenues of approximately 4% and hope to keep the budget expenditures to a similar increase of approximately 4%.

In general, Stow's operating budget is constrained by structural revenue source limitations that make it increasingly more difficult each year to balance annual operating budgets within the statutory limits of proposition 2 1/2.

Most burdensome of these revenue source impediments is the Town's increasing dependence over the last two decades on taxes as its primary source of annual recurring budget revenues. Taxes, as a revenue source, provide nearly 90% of the Town's total annual recurring revenues, and this problematic percentage continues to trend slightly upward.

By comparison, our annual municipal state aid revenue, on average, has been providing only 3 to 5 percent of the Town's total annual revenues, and there is little expectation that this small annual recurring revenue source will increase appreciably in the future. Similarly, the Town's annual local receipts revenues generally provide on average only approximately 7% of the Town's total annual recurring revenues.

This revenue problem is compounded by the fact that our tax base is almost completely undiversified. Currently, approximately 91% of the Town's total tax base is residential. And this percentage has increased since the 1990s, when residential taxes represented 88% of the total tax base. Hence, less than 10% of Stow's total tax base is classified as commercial, industrial, or personal.

Further, by statute, there are several land use categories (e.g. open space, recreation and farmland) that are exempted or abated from full taxation. Approximately 50 percent of the Town's total taxable property is exempted or abated.

The painful truth is that Stow's residential taxpayers receive negligible revenue relief from either other taxpayers or from other revenue sources.

Besides budget, fiscal and financial management responsibilities, the Town Administrator is directly responsible for managing the use of Town Counsel legal services and working directly with our insurance attorneys on various Town legal matters. Regarding litigation, there are two long lingering but still active MCAD cases involving employee claims of discrimination that remained unresolved in 2015. Also, there are a small number of on-going suits against both the ZBA and against the Planning Board involving applicant appeals of Board decisions.

In 2015, as the Town's labor contract negotiator/grievance hearing officer, the Town Administrator maintained a close working relationship with our fire, police, and dispatch unions. For the last two decades, the Town's labor unions and Town Administrator have successfully negotiated labor agreements 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 a wide range of matters critical to the day-to-day operations of the town. In performing these duties, the Town Administrator works directly with departmental staff and many Town board and committee members. Finally, in the normal course



of performing required due diligence on Town business, the Town Administrator routinely works directly with local, state and federal agencies and officials, individual constituents, and various community groups.

Respectfully submitted,

William Wrigley  
Town Administrator

Maureen Trunfio, Administrative Assistant  
Phoebe Haberkorn, Office Assistant

## **PLANNING BOARD**

The Planning Board, a five-member elected board with one appointed associate voting member, 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 zoning bylaws, rules and regulations and development proposals to achieve these goals. Board members and staff strive to work with both applicants and residents to help shape projects so as to positively affect the impact to the community.

### **Organization**

At the annual election, Margaret Costello was elected to a 5-year term. We are pleased that Margaret chose to serve the Town as a Planning Board Member, as she has been a tremendous asset to the Board.

Following the election, the Board appointed Lori Clark to serve as Chair, and Stephen Quinn as Vice Chair. Stephen Quinn and Karen Kelleher were designated to endorse ANR Plans (Subdivision Approval Not Required).

Mark Jones 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 during the Special Permit process.

Kathy Sferra and Greg Troxel were appointed as Non-Voting Associate Members. Kathy Sferra served as the Planning Board's Representative on the Community Preservation Committee and Greg Troxel continues to advise the Board on lighting issues.

The Board also appointed representatives to various Committees:

- Community Preservation Committee: Kathleen Sferra
- Elementary School Building Committee: Stephen Quinn
- Liaison to Metropolitan Area Planning Council (MAPC): Karen Kelleher
- Representative to Minuteman Advisory Group on Interlocal Coordination (MAGIC): Karen Kelleher

We regret that Jill Kern, our part time Geographic Information System (GIS) Analyst, resigned to take a full-time position in another town. With Jill's GIS expertise, our GIS files have been brought to a professional level with updated files and data, and a new data structure providing for a comprehensive database to be utilized by all Town departments in mapping locations of, and tracking issues and work plans related to drainage systems, wells, septic systems, fire cisterns etc. Planning Staff began reevaluating the department structure for ways to provide for more readily available access to GIS services by all Town boards and committees. Thanks to Jill, the file structure is in good shape, making for an easy transition for her successor.

In addition to providing administrative and planning support to the Board, the Planning Department staffs the Economic Development and Industrial Commission; ensures proper submission of affordable housing permits to the Department of Housing and Community Development for inclusion in Stow's Affordable Housing Inventory; works closely with all Departments, Boards and Committees; and participates in land use staff meetings which have proven to be valuable in coordinating and streamlining the permitting process for larger development proposals and planning and bylaw initiatives.

#### **Development Activity:**

The Board reviewed, received and/or considered 3 Subdivision Plans

- Spring Hill Estates Definitive Plan - A5 lot Subdivision on a 103-acre parcel of land located off of Walcott Street - **Approved**
- Concept plans for property known as Joanne Drive, on a 29-acre parcel of land located off of Sudbury Road and Forest Road - **Under Review**
- A 3-lot (including one existing home) Preliminary Plan for property on a 4.93-acre parcel of land located off of Walcott Street. - **Under Review**

The Board considered 12 Special Permit/Site Plan Approval Applications

- Collings Foundation Inc. Erosion Control Special Permit and Site Plan Approval for a proposed 66,000+/- square foot museum building and service road accessed from 137 Barton Road in Stow and 568 Main Street in Hudson, -**Denied**
- Pine Bluff Recreation Area Site Plan Approval for Town Beach recreation area improvements - **Approved**
- Accessory Apartment at 50 Hudson Road - **Approved**
- Erosion Control Special Permit and Site Plan Approval for re-development of the former Pompositticut School into a multi-use facility. The two primary uses will be a Fire Station

and a Community Center. Secondary uses include the Stow Food Pantry and future rental space. - **Approved**

- Hammerhead Lot Special Permit off of Adams Drive - **Approved**
- Hammerhead Lot Special Permit off of Barton Road - **Approved**
- Special Permit and Site Plan Approval for property located at 271 Great Road to permit renovation of a historic building and site to change the use from Bed and Breakfast Establishment to a mixed use facility comprising of a café, retail gift shop, residential dwelling and associated infrastructure - **Approved**
- Bose Corporation Petition for a Exterior Lighting Special Permit - **Approved**
- Modification to the Ridgewood at Stow Active Adult Neighborhood Special Permit for a 111.71 acre parcel of land off of Boxboro Road- **Approved**
- Renewal of the Delaney Street Commercial Solar Photovoltaic Renewable Energy Installations Special Permit - **Approved**
- Modification of the Wedgewood Pines Country Club Golf Course Special Permit to include a caretaker's residence - **Approved**
- Minor Modification to the Wheeler Road Wireless Service Facility to allow equipment upgrades - **Approved**

The Board endorsed 2 Subdivision Approval Not Required (ANR) Plans

- Apple Blossom Lane- Lot line adjustment
- Wheeler Road - Hammerhead Lot

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

- Spring Hill Estates Subdivision - Plan Review
- Wheeler Road Hammerhead Lot - Site Inspections
- Highgrove Estates (West Acton Road) Hammerhead Lot Development - Site Inspections
- Collings Foundation proposed museum - Plan Review

### **Town Meeting Action - Zoning and General Bylaws**

The Board and Staff held public hearings and considered proposed Zoning Bylaw and General Bylaw Amendments for Town Meeting adoption.

- Zoning Bylaw Amendment, Section 6.6 (Fences) - In response to a resident request, the Board proposed an amendment to the Zoning Bylaw to require that all fences shall be installed so that the finished side faces the street or abutting properties in keeping with what it is typically common practice. Based on input received from residents, the Board recommended and Annual Town Meeting voted to take **No Action**.
- Zoning Bylaw Amendment, Section 10 (Delete Temporary Moratorium on MEDICAL MARIJUANA TREATMENT CENTERS) - The Board proposed to delete Section 10 (Temporary Moratorium on MEDICAL MARIJUANA TREATMENT CENTERS) of the zoning bylaw, which is no longer necessary as a new bylaw was adopted at the May 2014 Annual Town Meeting. Annual Town Meeting voted to **Approve**.

- Petition to Amend Bylaw, Sections 1.3 and add new Section 3.1 and rezone 1 ½ acres from Recreation-Conservation to Residential in order to construct a caretaker's residence at Wedgewood Pines Country Club Golf Course. Annual Town Meeting voted to **Approve**.
- Adoption of the Stretch Code, jointly sponsored by the Energy Working Group and the Building Department, and endorsed by the Selectmen, Finance Committee, and Planning Board. Annual Town meeting voted to **Approve**.
- Earth Removal General Bylaw Amendment - Planning Staff, along with the Conservation Commission Coordinator, assisted the Board of Selectmen by drafting an updated Earth Removal Bylaw. Special Town Meeting voted to **Approve**.

### **Planning Efforts**

*Complete Streets Policy* - Working with the Staff Permit Team, Staff developed and submitted a Complete Streets Policy to the Board of Selectmen for their review and approval prior to bringing a formal proposal to a vote at Town Meeting. Complete Streets design principles aim to accommodate all road users by creating a roadway network that meets the needs of individuals utilizing a variety of transportation modes. The proposed policy, unique to Stow, balances those principles while maintaining the rural and scenic qualities that are important to residents of Stow. The State's Complete Streets Certification Program allows communities that institute a policy to apply for state grants to leverage local funding for transportation improvements.

*Affordable Housing* - In keeping with recommendations of the Master Plan and Housing Production Plan to provide diversity in housing units to ensure that people of all abilities, income levels, and ages have appropriate housing options, Staff has been working with Metrowest Collaborative, the Regional Housing Services Consultant and Stow Municipal Housing Trust, to ensure that Stow's Affordable Housing Inventory remains intact, and participated in a housing needs assessment for an updated Housing Production Plan. Staff has also provided assistance to the Zoning Board of Appeals throughout the year in responding to residents and following through on requirements for the Comprehensive Permit Decision for a development off of Great Road. The Board is evaluating the Planned Conservation Development (Cluster) bylaw and considering ways to include provisions for diversified housing.

*Green Communities Designation* - Staff continued to work with the Stow Energy Working Group on efforts to pursue a Green Communities Designation. The year 2015 ended with the good news that the State Green Communities Division announced that Stow is now designated a Green Community and has been awarded a grant of \$144,115.00 for town energy conservation projects. A special thanks to Arnie Epstein of the Stow Energy Working group for leading this effort.

*Gleasondale Revitalization Plan*— Staff continued to work toward implementation of the Gleasondale Revitalization Plan prepared by the Center for Economic Development (CED) at the University of Massachusetts. Coincident with Staff's drafting of a request for proposal for an as-built survey of the Gleasondale Village Route 62 corridor, MassDOT determined that the route 62 bridge is past the point of repair and unsafe for two-lane traffic. The As-Built Survey Plan of the public right of way, private property lines and location of utilities is intended to be the foundation for any future improvements. It is unfortunate that the bridge will be limited to one lane for a number of years, pending design and replacement; however we are working with

MassDOT to ensure the bridge design fits into a potentially improved streetscape. Staff is looking into opportunities to obtain planning technical assistance grants for review of certain intersections in town that may be more heavily used with the impending traffic re-routing, such as the intersection of Hudson Road and Route 117.

In addition, Staff has been working toward implementation of the Plan by working with a Gleasondale neighborhood group to explore the possibility of building a trail on the Town-owned property known as the “Kane Land” along the Assabet River; landscape improvements to the Town-owned parcel known as the “School Lot”, and exploration of a Neighborhood Conservation District; and through discussion with the owners of the Mill as they consider options for the future of the Mill buildings.

*Climate Change Resiliency Planning* - The Metropolitan Area Planning Commission’s (MAPC) thirteen town regional consortium of communities (MAGIC), of which Stow is a member, is embarking on a Climate Change Resiliency Planning process aimed at addressing human and environmental vulnerabilities in the region. This is a multi-disciplinary project with representation from various state and local planning, conservation, public health and safety officials. Stow is well represented in this effort with a majority of attendees from Stow at the initial regional kick-off forum. Assistant Planner Jesse Steadman is participating in this effort. He has provided local data and Stow critical infrastructure mapping, and will continue to participate in this important regional planning effort.

*Town Center Planning*- The Center for Economic Development (CED) at the University of Massachusetts conducted a study of the Town Center, which included an examination of the future use of parcels along Great Road from the westerly border of the Center School to the easterly edge of Minister’s Pond.

Phase 1 of the study, completed in 2014, focused primarily on evaluating proposals for the 323 Great Road Town-owned property. In 2015, based on the CED recommendations, Staff encouraged each proposing party to refine their plan. Two revised proposals (Minister’s Pond Park and Affordable Housing - both of which also include sufficient land for a potential public water supply) were submitted for review and comment by the Staff Permit Team and then presented to the Board of Selectmen. The Planning Board also reviewed the proposals and consensus was reached on two main considerations: that the Town retains its interest in the property; and that any future development be designed and funded in a manner that will not preclude the Town from developing the site for a future municipal need.

Phase II of the study, completed in 2015, comprised of an evaluation of existing conditions of the Town Center through a series of site visits and in-depth interviews with key stakeholders, which brought some key issues to the surface. The final report includes a series of recommendations including: conversion of the Fire Station into a recreation center for Hale Middle School Students with the remainder of the property for parking; reconfiguration of the entrance and exit of Common Road from Great Road; conduct a full traffic analysis of main intersection light; additional sidewalks and crosswalks; maintain the Crescent Street Highway Building as storage facility; creation of a National Historic Register District, local Historic District and/or

Neighborhood Conservation District; and investigate the possibility of a water supply at the 323 Great Road property at Minister's Pond.

*Lower Village Planning* - Staff continued to work with business zoned property owners and the Town Administrator on a lease arrangement for the operation of a private water supply on Town-owned property. Property owners are currently seeking engineering proposals to prepare an application to the Department of Environmental Protection (DEP) for a public water supply.

With final construction ready, design plans to address traffic flow, pedestrian and bicycle safety and streetscape improvements in place, the Board continues to seek construction funding. A MassWorks Grant application for construction funding was submitted with the hope of construction to begin in the Spring of 2016. Unfortunately, as was the case in last year's application, the grant round was very competitive and funds were not awarded to Stow.

As required by the Massachusetts Historical Commission, when seeking state grant funds for this project, the Board contracted with The Public Archeology Laboratory Inc. to conduct an Archeological Survey of the Lower Village Common. The final survey concluded that no pre- or post-contact cultural materials or features potentially eligible for listing in the National Register of Historic Places were identified during the intensive (locational) archaeological survey of the Lower Village Common.

We plan to resubmit for the 2017 MassWorks Grant, as well as seek other grant opportunities. It is hoped that progress the Town has made with regard to a Complete Streets Policy, the Archeological Survey and a Public Water Supply will make Stow more competitive for MassWorks or other funding in the future.

The Board continues efforts on potential zoning updates to provide flexibility to new business and guide new development in a direction that conforms to a community vision. The Planning Department will continue to work with residents to create a unified plan, grounded in community input, and linked to the potential for infrastructure and traffic upgrades.

Staff worked with the owner of the Hosmer's Folly House on Red Acre Road, who inquired about the potential for Town's interest in the property. This former home has an interesting history and prominent architectural style, and is even depicted in the painting shown on the Lower Village gateway sign. Given the prominence of this historic property, Planning Staff facilitated a tour of the building and discussion about the potential future use of property with various Town departments. Representatives of the Historical Commission, Stow Municipal Affordable Housing Trust, Community Preservation Committee and Planning Board met to discuss the tour and brainstorm measures that could be taken to ensure its preservation and future marketability, and provided the owner with recommendations on a variety of measures that could help provide for financially feasible preservation.

*Natural Resource Protection Zoning* - The Board continued its work on a proposed bylaw to facilitate development options in a manner that protects natural resources, environmental quality and rural character. The goal is to bring forth an amendment to the Planned Conservation Development Bylaw that is more in keeping with the Natural Resource Protection Development

zoning to Town boards, committees and residents and ultimately to Town Meeting once consensus is reached.

*Proposed Legislation* - The Board continues to keep abreast of proposed legislation such as proposed zoning reform proposals, telecommunications legislation, and other state or federal initiatives.

### **Communications**

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

### **Thanks**

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

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

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

Respectfully submitted,

Lori Clark, Chair  
Stephen Quinn, Vice Chair  
Ernest E. Dodd  
Leonard H. Golder  
Mark Jones

Kathleen Sferra, Non-Voting Associate

Greg Troxel, Non-Voting Associate

Karen Kelleher, Planning Coordinator  
Jesse Steadman, Assistant Planner  
Jill Kern, Geographic Information Systems Analyst

## **CONSERVATION COMMISSION**

The Conservation Commission consists of seven members appointed by the Board of Selectmen to administer and enforce the Massachusetts Wetlands Protection Act and the Town of Stow Wetlands Protection Bylaw and associated regulations. The Commission reviews and issues permits for proposed activities in and near wetland areas, including areas within 100 feet of wetlands and 200 feet of ponds and streams. The Commission also manages approximately 1,400 acres of Town conservation land and stewards an additional 550 acres of conservation restrictions in Stow. The Commission works closely with the Stow Open Space Committee and the nonprofit Stow Conservation Trust to protect additional high priority lands identified in the Stow Open Space and Recreation Plan. It also oversees the Town's Conservation Fund which helps fund land acquisition and land management.

The Commission's work is supported by a full-time Conservation Coordinator, part-time Conservation Assistant, and part-time Conservation Land Steward. Several Associate Members help with special projects and manage Stow's Community Gardens. We are currently seeking new Associate Members.

### **Wetlands Permitting:**

The Commission received 30 permit applications in 2015 including 21 Notices of Intent, eight Requests for Determination of Applicability, and one Abbreviated Notice of Resource Area Delineation as well as one Forest Cutting Plan. The Commission also issued numerous Certificates of Compliance and one Emergency Permit. The number of projects filed and reviewed was approximately the same as in 2014.

Notable among the projects reviewed were plans for the renovation of the former Pompositticut School into a Fire Station/Community Center, the Minute Man Air Field runway reconstruction project, replacement of the Delaney Street bridge, improvement of the Pine Bluffs Recreation Area, and an access road and museum for the Collings Foundation property. Hearings were also held for a variety of smaller residential projects including septic system replacements, shoreline retaining walls, and additions to single family houses. A large number of filings were received for development and redevelopment around Lake Boon, and the Commission took the time to conduct a tour of issues at Lake Boon by boat, which was very educational.

In addition to the projects noted above, the Commission was also involved in monitoring construction at Pilot Grove 2 and Highgrove Estates, both on West Acton Road, and pursued resolution of violations of the Wetlands Protection Act and Town bylaws on Pompositticut Street and Maple Street, the latter of which has resulted in pending fines and criminal charges.

### **Conservation Land Management:**

A significant responsibility for the Commission and its staff is the management and oversight of conservation land and restrictions held by the Town. These lands provide important wildlife habitat, maintain the rural character of Stow, help protect water quality, and offer year-round outdoor recreation opportunities for residents and visitors. They also provide environmental



education opportunities. Our staff – particularly our Land Steward Bruce Trefry – monitors our properties and prioritizes management and maintenance needs including boundary posting, working with neighbors to resolve encroachment issues, removal of hazardous or downed trees, mowing of trail entrances and open fields, and maintaining trails. Bruce also works with Eagle Scouts on projects, and this year worked with Aiden Gross, who helped renovate the Boy Scout group camping area at Town Forest and installed a new informational kiosk there.

A major initiative launched in 2015 is a pilot project to manage invasive plants at Captain Sargent Conservation Area and the mapping of several other conservation areas to determine invasive plant management priorities. After successfully applying for Community Preservation Funds for this effort, the Commission hired Polatin Ecological, Inc. to perform the work. The first year's focus has been the management of a significant patch of invasive Japanese knotweed along Tuttle Lane. We have also been working with the Highway Department to modify their practices with regard to mowing of roadside Japanese knotweed to minimize the spread of this aggressive plant. The Commission also applied for and received a small grant from a regional invasive species consortium to survey Flagg Hill, Heath Hen and Town Forest for Japanese stiltgrass, a new invasive plant that has been found at several locations in Stow. Several small patches at Flagg Hill and Town Forest are being mechanically controlled by hand pulling or string-type trimmer. Monitoring for this plant will continue in 2016 and beyond.

An ongoing concern is encroachment by neighbors onto conservation lands – including storage of equipment, dumping leaves and other yard waste. We are working to educate our neighbors regarding Town conservation land regulations and encourage them to find appropriate locations on their own land to compost yard waste. An educational flyer is also available on our website for conservation land neighbors, and we published an advertisement in the local paper this year reminding residents not to dump yard waste on conservation land. We also continued outreach to dog owners and commercial dog walkers, to remind them of conservation land regulations. We are grateful to the Stow Police Department for their assistance in working with us to address a number of conservation land management issues in the past year.

This year we sponsored three events on Town conservation land, including a New Year's Day walk at Town Forest, Captain Sargent Day in August, and a "Green Friday" hike on the day after Thanksgiving.

Trail users and neighbors can help us manage our land by calling or emailing our office to let us know of maintenance needs, downed or hazardous trees, or other conservation land issues. The Stow Highway Department is always helpful with removal of large items dumped on conservation land and plowing parking lots for winter trail users. We particularly appreciated their efforts during the onerous winter of 2014-2015 in keeping our lots open through record snowfalls.

### **Community Gardens and Agriculture:**

The Conservation Commission manages the Stow Community Gardens at Captain Sargent Conservation Area on Tuttle Lane, and licenses fields at Captain Sargent and at Noonan Field behind the Arbor Glen development to area farmers.

Joyce Bunce and Deb Stein continued their service as Garden Stewards and the on-the-ground managers of our Community Gardens in 2015. Together they do a wonderful job coordinating participants, laying out plots, and educating the gardeners on organic gardening, as well as creating a sense of community among both annual and perennial gardeners. This year, in response to demand, we increased the number of perennial plots at the gardens. Plots are assigned to returning gardeners and then to new gardeners on a first come, first served basis. Applications for Community Garden plots are available on our website or in our office.

The Commission renewed several agricultural license agreements for Captain Sargent and Noonan Field (adjacent to Arbor Glen) in the last year. These farmers do a great job helping to maintain the property, and keep fields in active production.

### **Conservation Land Acquisition and Protection:**

In 2015, the Town protected 1.5 acres of land adjacent to Captain Sargent owned by Jesse and Barbara Brewer. The Stow Conservation Trust assisted with this project financially and holds a conservation restriction on the land. Community Preservation and Conservation Trust Fund monies were used to help finance this purchase. This parcel is important as both a trail connector and for its scenic attributes at the corner of Tuttle and South Acton Roads. Special thanks to Boston Scientific, which helped clear a new trail on this property that will eventually connect to the main trail at Captain Sargent.

The Commission also helped lead a joint effort by the Conservation Commission, Recreation Commission, Open Space Committee and Stow Conservation Trust to create a park on land owned by the town at Minister's Pond. Concept plans depict a Town center park with accessible walking trails, shoreline benches, and an informal play field. The project will receive further consideration by the Board of Selectmen in 2016.

### **Collaborative Efforts, Outreach, and Long Range Planning:**

In 2014, the Conservation Commission began an update of the Town's Open Space and Recreation Plan, a long-range planning document which sets open space and recreation priorities. The Commission appointed a Subcommittee made up of representatives of the Commission, Stow Conservation Trust, Open Space Committee, and Recreation Commission to oversee the update of the Plan. The subcommittee conducted a public opinion survey, developed a Draft Plan and held a public forum in 2015. The final plan will be submitted to the state for approval in early 2016, in order to maintain eligibility for state open space and recreation grants. The Plan, which celebrates the 50<sup>th</sup> anniversary of Stow's first Open Space Plan in 1966, calls for a continuing effort to protect land, create pedestrian and bicycle amenities, and maintain the town's agricultural tradition.

The Commission has been involved in a number of cooperative and long range planning efforts in conjunction with other Town boards and departments, and assisted with the rewrite of the Town's earth removal bylaw in 2015. We are now lending our expertise to a Regional Climate Change study, in partnership with the Planning Department and Stow Energy Working Group.

We continue to work closely to coordinate our efforts with other departments as a member of Stow's Staff Permit Team – which meets regularly to review land use matters and includes professional staff from the Conservation, Planning, Health, Building, Highway, Fire and Police Departments as well as a representative of the Board of Selectmen's Office.

**Administration:**

Stow is very fortunate to have a Conservation Commission with a wide variety of expertise. While we had no changes in our membership in 2015, Cortni Frecha stepped down as chair and was replaced by Andy Snow. Cortni continued as the Commission's liaison to the Community Preservation Committee. Andy Snow and Sandra Grund continued as the Commission's representatives on the Open Space and Recreation Plan Subcommittee.

Conservation Commission member Ingeborg Hegemann Clark was honored for longtime Environmental Service by the Massachusetts Association of Conservation Commissions at its 2015 Annual Meeting in Worcester. Ingeborg has served on the Stow Conservation Commission for more than 21 years, providing invaluable expertise as a professional wetland scientist. We are fortunate to have her!

Kathy Sferra, Jacquie Goring, and Bruce Trefry serve as staff to the Commission, juggling responsibilities in a busy office and regularly monitoring activities on conservation land. We appreciate their dedication and hard work in support of our efforts.

If you have an interest in conservation and would like to join the Conservation Commission, please contact the office at 978-897-8615 or [conservation@stow-ma.gov](mailto:conservation@stow-ma.gov) or attend one of our meetings. You can also keep in touch with our activities via the Conservation Department's Facebook page.

Respectfully submitted,

Cortni Frecha  
Ingeborg Hegemann Clark  
Serena Furman  
Sandra Grund  
Doug Morse  
Jeff Saunders  
Andrienne Snow, Chair  
Joyce Bunce, Associate

David Coppes, Associate  
Stewart Dalzell, Associate  
Dwight Sipler, Associate  
Bruce Trefry, Associate  
  
Kathy Sferra, Coordinator  
Jacquelyn Goring, Assistant  
Bruce Trefry, Conservation Land Steward

## **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.

The Board's Agent, Jack Wallace retired in June and the Board of Health contracted with the Nashoba Associated Boards of Health on July 1, 2015 to provide the day- to-day public health services for the Town of Stow. Following the process established in MGL chapter 111 Section 127A, the Town of Stow became a member of the Association in January of 2016. The Nashoba Associated Boards of Health is a regional health district established in 1931 with the express purpose of providing robust public health services to small communities. The Association consists of 16 communities (including Stow) in North Middlesex and Worcester counties.

### **Medical Reserve Corps (MRC)**

During 2015 we continued working with the Fire and Police Chiefs on the Town's Emergency Planning Program and also completed our Pet Sheltering plans. We also worked on our Sheltering Plans to be used in case the residents of Stow need to be sheltered outside of their homes due to a major natural or manmade disaster.

In October we held our regular seasonal flu clinic, and 176 people attended this clinic. Many clinics were offered throughout the local areas with the intent to inoculate as many people as possible against the influenza virus.

We appreciate and thank our many MRC volunteers who stepped forward to help prepare for and run these clinics. It is their donation of time and effort that makes this program such a success.

### **Public Health Nurse**

Linda Cullen, our public health nurse, left her position in Stow in September 2015 when Stow contracted with the nursing staff from the Nashoba Associated Boards of Health. Since July of 2015 Nashoba has provided nursing staff to handle clinics, worked with the Council on Aging and other Town Departments, assisted with the annual flu clinic, conducted communicable disease reporting and fielded calls from the public.

Nashoba holds regular clinics in town on the first Wednesday of each month and the Nashoba nurse is available by phone at 800-427-9762. The Nashoba nurse has also made 8 home visits, including visits made with the Board's Agent and Board members.

### **Hazardous Waste and Recycling**

We continue to offer battery and mercury thermometer collections during our daily office hours. Fluorescent light bulbs (CFLs) can be brought to Aubuchon Hardware in Stow for proper disposal and recycling handled by the Health Department.

The Board of Health office continues to offer the collection/disposal program for hypodermic syringes, needles and lancets (collectively known as "sharps"). There is a statewide ban on the

disposal of sharps, including unopened packages of hypodermic needles and lancets in the trash. The Board of Health office provides the sharps containers for a small fee that covers the cost of the container and disposal.

### **Mosquito Control**

The Town of Stow is a member of the Central Massachusetts Mosquito Control Project. The Control Project is committed to an Integrated Mosquito Management Program which utilizes a variety of control techniques and evaluation procedures. 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 Animal Control Officer, Susan Latham, and the Animal Inspector, Phyllis Tower, continue to provide excellent coverage to the residents who may have problems with their pets or wildlife issues.

#### **6 Citations Issued**

Dog Complaints	83	Cat Complaints	1	Wildlife Calls	64
Lost Dogs	31	Found Dogs	20	Cruelty/Neglect	5
Dead Animals on Roads	40	Lost Cats	19	Found Cats	16
Dogs Impounded	10	Livestock Complaints	11	Other	41

#### **Animal Inspector Report- Residences with farm animals- 81**

Cattle	15	Llamas / Alpacas	18	Goats	53
Swine	7		Sheep	25	
Rabbits	41		Pigeons	1	
Equine	114	Horses – 72 Ponies – 29 Donkeys-5			
Poultry	923	Chickens - 744 Waterfowl - 102 Game Birds - 61 Turkeys - 16			

#### **Animal Quarantine Report:**

##### **Dog**

10 day quarantine	dog to dog	4
	dog to person	6
45 day quarantine	vaccinated dog with wound of unknown origin	6
6 month quarantine	unvaccinated dog with wound of unknown origin	1

##### **Cat**

10 day quarantine	cat to person	3
45 day quarantine	vaccinated cat with wound of unknown origin	5
6 month quarantine	unvaccinated cat with wound of unknown origin	3

## Permits Issued January-June

Bed & Breakfast	2	Ice Sales	2	Food Establishments	29
Beach	1	Stable Licenses	22	Dumpsters	9
Pet Shop	1	Septage Haulers	14	Rubbish Haulers	8
Pools	2	Camps	3	Tobacco	7
Septic Installers	26	Well Permits	13	Disposal Works	20

Permit Fees		\$ 11,366.00
Septic Plan Reviews	11	770.00
Soil Tests	111	760.00
Title 5 Reviews	73	3650.00
Kennel/Board		415.00
Hazardous Waste/sharps disposal		659.00
Total		\$ 18,620.00

Starting July 1, 2015 the Stow Board of Health has provided the following services to the community through the services from the Nashoba Association of Boards of Health:

Food Service Inspections	8	
Beach Sampling	8	
Camp Inspections	1	
Housing and Nuisance Inspections	4	
Septic System Plan Reviews	26	
Septic System Test Applications	13	
Septic System Plan Applications	16	
Septic System Permit Applications	4 New	11 Upgrades
Septic System Consultations	42	
Septic System Inspections	33	
Well Permits	13	
Water Quality /Well Consultations	18	

The public is invited to visit our office in the Town Building to learn what information we have available on public health, the environment, hazardous materials, and recycling. As always, we encourage you to call or visit if you have any questions, problems, or concerns. We can be reached by phone at 978-897-4592 or at [health@stow-ma.gov](mailto:health@stow-ma.gov). Don't forget to visit us on the Town of Stow website at [www.stow-ma.gov](http://www.stow-ma.gov).

Respectfully submitted,

Marcia B. Rising  
Merrily Evdokimoff  
Mary McDowell, Chair

Cynthia Colosi, Office Administrator  
John P. Wallace, Retired June 2015  
Susan Latham, Animal Control Officer  
Phyllis Tower, Animal Inspector

## **ZONING BOARD OF APPEALS**

The Board heard three applications for Special Permit, five petitions for variance, one combined application for Special Permit and Variance and four "Appeals from Unfavorable Action of the Building Commissioner". The Special Permits and Variances were granted. The combined Special Permit and Variance was granted following a continued hearing and revision of the original site plan.

An appeal from unfavorable action was filed in April for hearing concerning the denial of the Building Commissioner for zoning enforcement regarding a Crescent Street property. The Board voted to uphold the opinion of the Building Commissioner and to deny the appeal. The decision is currently under appeal by the applicant in Middlesex Superior Court.

In June, the Board heard the appeal of The Collings Foundation concerning a cease and desist order of the Building Commissioner related to the existing airport and landing field off Barton Road. The Board found the appeal of the order was untimely filed within the 30-day period allowed under law. Therefore, the decision was issued upholding the cease and desist order.

In July, hearings were opened on appeals filed by The Collings Foundation and Robert Albright. The Collings' appeals were seeking relief of the Building Commissioner's denial to reconsider the cease and desist order related to the existing airport and landing field and denial of a request for stay of the cease and desist. Following continuation of the hearing, the Board voted in August to uphold the Commissioner's cease and desist orders that a pre-existing use of the land was not lawful. Appeals of the Board's decisions have been filed by the applicant in Land Court.

Robert Albright filed an appeal on behalf of Crow Island Realty Trust concerning the cease and desist order related to the existing landing field at Crow Island. The Board found the use is and has been recreational and voted in August to overturn the Building Commissioner's cease and desist order and to require the applicant to meet site plan approval with conditions.

An update on the Chapter 40B Comprehensive Permit granted in November 2010 to Stow Elderly Housing Corp. The Board's permit decision had been appealed by an abutter to the proposed Plantation Apartments II site. An Appeals Court decision overturned the Supreme Court and vacated the comprehensive permit. A further appellate review of the Appeals Court decision was denied by the Supreme Judicial Court and is the final word.

The Board of Appeals meets on the first Monday of each month, as needed, in the Town Building.

Respectfully submitted,

Edmund C. Tarnuzzer, Jr. (2018), Chair  
Michele L. Shoemaker (2017), Clerk  
Charles A. Barney (2018)  
William F. Byron, Jr. (2019)

Bruce E. Fletcher (2017)  
Catherine A. Desmond, Secretary

Lee Heron, Associate  
Mark R .D. Jones, Associate  
Ruth K. Sudduth, Associate

Andrew J. DeMore, Associate  
Vacancies – 2017 &2020

## **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](http://StowAgCom.org), which provides notices of agricultural events and conditions. The site 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. There has been little damage to the spring raspberries, but the pest builds up to significant numbers during the warm summer months. The pest is expected to persist through 2016 as well. No solution to this problem has yet been found. The combined efforts of the Extension Services of all the New England states are trying to determine the best way to combat this pest, but apparently the New England climate is ideal for them. There may be organic methods of control. When information is available, it will be posted on [StowAgCom.org](http://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](http://StowAgCom.org) or through the Town website.

Respectfully submitted,

Dwight Sipler, Chair  
Liz Painter, Clerk

Kathy Steege  
Dave Buchholz



## **BUILDING DEPARTMENT**

The Building Department issued a total of 343 Building Permits in 2015. Inspections included commercial expansions, new homes, kitchen & bath remodeling, home additions, roofing, siding, wood/pellet stoves and annual inspections of schools, churches restaurants, golf clubs & day care facilities.

Given the increasing activity in the Building Department, an Assistant Facilities Manager and Local Building Inspector was hired to work with the Building Commissioner. Doug Hyde joined the department in July, and brings a wealth of experience and town knowledge to his duties.

During the year, we attended seminars for new ICC/MA building codes, energy codes & fire safety as required under the continuing education requirements set forth by the Department of Public Safety. In addition to the duties as Building Inspectors, we are also in charge of operation & maintenance of the following municipal properties: Town Building, Town Hall, West School and the Crescent Street Garage. Renovation of the former Pompositticut School Building began in June. We are providing construction management and assistant clerk of the works services for the project. We also assist the Library Trustees with building improvement projects at the Randall Library.

We have maintained the existing Town Buildings as follows:

### **Town Hall**

Winter snow and ice created some damage to the exterior and interior of the building. A new electrical service drop off at Crescent Street was installed and a new code activated door lock was required at the ramp door. Regular maintenance and walkway snow removal were performed. In addition, annual maintenance of the oil burners was completed as well as annual testing of the smoke detectors & fire alarm notification system. A new Honeywell remote heating thermostat control system was installed which allows control from a smart phone.

### **Town Building**

New sinks and counter tops were installed in the 1<sup>st</sup> floor men's and women's bathrooms. Two (2) sprinkler pipe leaks were repaired in the Selectmen's office and meeting room. New carpet was installed in the breakroom and copy room. Carpet repair was completed in several offices and all carpets were cleaned. 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.

### **West School & Crescent Street Garage Building**

These buildings were checked periodically for security.

### **Randall Memorial Library**

We provided assistance to the Library Trustees with interior & exterior repair work as required at the library. New toilets were installed in the 1<sup>st</sup> Floor bathrooms and new carpet was installed in the 1<sup>st</sup> Floor administrative area.

## **Former Pompositticut School Building/New Fire Station/Community Center Construction Project**

In April and May all remaining usable items within the former school were either sold or moved out of the building to storage for future use. The remaining modular classroom was moved to the High School by the Nashoba School District. On or about June 15, 2015 the general contractor took over the site and began the Fire Station/Community Center Renovation project. Work has included interior demolition, wall removal, structural steel installation, plumbing demolition, storm drain installation, septic system installation, gas & electric underground service, light pole bases and binder pavement placement over 80% of the site. We have provided construction management and assistant clerk of the works services as well as regular building, wiring, plumbing and gas inspections.

In summary, I want to thank all the Town Departments for their support and assistance. Many thanks to Maureen Adema, Administrative Assistant and Courtney Hietsch, Secretary for their dedicated service in the Building Department.

Respectfully submitted,

Craig D. Martin, P.E.  
Building Commissioner  
Zoning Officer

Doug Hyde  
Assistant Facilities Manager  
Local Building Inspector

Maureen Adema, Administrative Assistant  
Courtney Hietsch, Secretary

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

### BUILDING PERMITS ISSUED IN 2015

Number of Permits	Type of Construction	Construction Value
21	Additions	\$2,833,416.00
10	Basements	\$260,330.00
1	Cell Tower Antenna	\$15,000.00
11	Commercial	\$3,542,882.00
25	Decks/Porches	\$599,060.00
10	Insulation	\$69,703.00
26	Kitchens and Baths	\$748,741.00
7	Municipal	\$7,385,000.00
15	New House/Foundations	\$4,803,895.00
14	Pools	\$292,050.00
10	Renovations	\$361,700.00
5	Repairs	\$38,550.00
62	Roofs	\$750,063.00
12	Sheds/Barns	\$321,804.00
16	Sheet Metal	\$619,900.00
11	Solar	\$238,607.00
11	Tents	No Value
2	Voids	No Value
54	Windows, Siding & Doors	\$641,548.00
20	Woodstoves	\$67,254.00
<b>Total 343</b>		<b>\$23,589,503.00</b>

### TOTAL PERMITS & CERTIFICATES ISSUED IN 2015

Number of Permits & Certificates	Fees Collected
<b>343 Building Permits</b>	<b>\$160,765.00</b>
<b>206 Electrical Permits</b>	<b>\$22,603.00</b>
<b>115 Plumbing Permits</b>	<b>\$11,970.00</b>
<b>94 Gas Permits</b>	<b>\$8,150.00</b>
<b>49 Signs/Banners</b>	<b>\$1,029.00</b>
<b>5 Trench Permits</b>	<b>\$250.00</b>
<b>13 Annual Certificates</b>	<b>\$440.00</b>
<b>825 Total Permits</b>	<b>Total Fees Collected: \$205,207.00</b>

## **CABLE LICENSE ADVISORY COMMITTEE**

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

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

The Selectmen signed a 15-year cable license with Verizon on June 24, 2008. Verizon has provided fiber optic cable to most parts of the town and offers full video cable service, along with high-speed Internet service and digital telephone service.

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

Comcast and Verizon provide Stow's local access channels which are programmed by Stow TV. Comcast channel 8 and Verizon channel 32 carry public and education programming.. In addition, they each provide Stow with a second channel (Comcast channel 9 and Verizon channel 33) devoted to government and education programming.

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

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

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

Respectfully submitted,

Arny Buckman

Robert Mong

### **CEMETERY COMMITTEE**

The Cemetery Committee, which reports to the Board of Selectmen, is composed of three members, each serving a three year term. The committee oversees the management and upkeep of the Town's cemeteries.

The three cemeteries in Stow (Hillside Cemetery on Crescent Street, Lower Village Cemetery on Great Road and Pompositticut Street, and Brookside Cemetery on Gleasondale Road and Box Mill Road) are maintained by the Superintendent and two seasonal part-time employees. They have the cemeteries in good shape and have allowed the Superintendent to get many projects done.

This year we thank the Historical Commission for obtaining the funding and beginning the process of locating known and unknown grave sites using ground penetrating radar, in both Lower Village and Hillside Cemeteries. We would also like to thank Dot (Dorothy) Spaulding and Marilyn Zavorski of the Ancient Documents Committee for the countless hours they have spent organizing file cards, maps, other documents, and photo-documenting all the known grave sites in both Lower Village and Hillside Cemeteries. This process has been going on for several years and will finally give us a complete picture of our oldest cemeteries.

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 the past year.

This year we have had 23 burials and 30 inquiries. We are continuing to prepare for the future.

Respectfully submitted,

Kenney Banks  
Gerald P. Kunst

Stephen A. Gray, Associate

Robb (GH) Gledhill, Superintendent

### **COMMUNITY PRESERVATION COMMITTEE**

The Community Preservation Act (CPA), MGL c. 44B, was enacted into legislation on September 14, 2000. Under this legislation, municipalities may opt to participate by adopting a property tax surcharge to create a locally-controlled Community Preservation Fund administered by a Community Preservation Committee (CPC). The state provides matching funds 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 in May 2001.

The fiscal year ending June 30, 2015 was the fourteenth year of collections and state matching grants. In November of 2015 Stow was awarded \$217,676 – a 42 percent match. Stow has received over \$3.8million in matching state funds over the past 14 years. Community Preservation funds are deposited in a locally controlled, interest-bearing account. All projects recommended by the CPC also must be approved by Town Meeting before expenditures can be made from Stow’s Community Preservation Fund. The CPC carefully reviews each project before bringing it to Town Meeting to determine whether or not it is eligible for CPA funding, assesses the feasibility of completion, and evaluates whether it might be possible to leverage other funds to make each project the best possible investment for the Town’s funds.

At the Annual Town Meeting (5/4/15) and two Special Town Meetings (2/23/15, 11/16/15) voters approved Community Preservation warrant articles appropriating funds to purchase land on Tuttle Lane (\$140,000), mapping of invasive species (\$25,000), construction at the Pine Bluff recreation area (\$242,000), mapping of two of the Town cemeteries (\$24,000), instituting the Affordability Safeguard Program (\$220,000), Community Preservation administrative funds (\$34,000) and allocated for Community Preservation annual reserves required under the Community Preservation Act: Historic Preservation (\$75,000), Open Space and Recreation (\$75,000), and Affordable Housing (\$75,000).

The Community Preservation Committee consists of the following members:

Kathy Sferra	Planning Board
Vin Antil	Open Space
Mike Busch	Recreation Commission
Bill Byron, Vice Chair	Council on Aging
Louise Nejad	Assessors’ Office
Dorothy Spaulding	Historical Commission
Cortni Frecha, Chair	Conservation Commission
Bob Larkin	Housing Authority
Paul McLaughlin	Finance Committee
Krista Bracci	Administrative Assistant

<b>Approved Stow CPA Projects 2001 to Present</b>	<b>Approved Project Amount</b>	<b>Final Project Cost</b>
<b>Totals for Open Space/Recreation</b>	<b>\$ 2,753,600.00</b>	<b>\$ 2,343,344.78</b>
Conservation Comm Acquisition of Open Space	\$ 50,000.00	In progress
Tyler Property Restriction \$21,500		
Dunn Property Appraisal \$2,500		
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	\$ 75,000.00
Snow Property Acquisition	\$ 673,000.00	\$ 658,899.46
Stow Community Park Construction	\$ 1,000,000.00	\$ 999,595.93
Design Plan for Track Road Rail Trail	\$ 46,000.00	In progress
Fitzpatrick Property Acquisition	\$ 95,000.00	In progress
Purchase Price \$83,933.19		
Design Funds for Pine Bluffs	\$ 40,000.00	In progress
Funds spent thus far \$30,230.50		
Creation of Rec Facilities at Pine Bluffs	\$ 242,000.00	\$ 242,000.00
Tuttle Lane Land Acquisition	\$ 140,000.00	\$ 140,000.00
Invasive Species Mapping and Control	\$ 25,000.00	In progress
Funds spent thus far \$1,000		
<b>Totals for Historical</b>	<b>\$ 377,419.00</b>	<b>\$ 144,662.36</b>
West School Parking/Access	\$ 20,000.00	In progress
Funds spent thus far \$6,932.66		
Secure Blacksmith School	\$ 929.00	\$ 745.00
Lower Village Cemetery Wall Restoration	\$ 9,990.00	\$ 9,918.28
Lower Village Cemetery Wall Restoration #2	\$ 19,500.00	\$ 14,199.08
Lower Village Cemetery Wall Restoration #3	\$ 20,000.00	\$ 17,500.00
Rehab Monuments & Headstones	\$ 48,000.00	\$ 46,300.00
Historic Document Preservation Project	\$ 100,000.00	In progress
Town wide Inventory of Historic Properties	\$ 50,000.00	In progress
Funds spent thus far \$19,375		
Brookside / Hillside Cemetery Wall Restoration	\$ 60,000.00	\$ 56,000.00
Design Funds for Randall Library	\$ 25,000.00	In Progress
Funds spent thus far \$1,200		
Mapping of Lower Village/Hillside	\$ 24,000.00	In Progress

Cemeteries		
Funds spent thus far \$16,000		
<b>Totals for Affordable Housing</b>	<b>\$ 2,577,200.00</b>	<b>\$ 356,163.00</b>
Pilot Grove Perpetual Deed Restrictions	\$ 350,000.00	\$ 350,000.00
Purchase Perpetual Deed Restriction	\$ 250,000.00	In progress
Consultant SMAHT	\$ 7,200.00	\$ 6,163.00
Affordability Safeguard Program	\$ 220,000.00	In progress
Pilot Grove and Plantation Expansions	\$ 1,750,000.00	In progress
Pilot Grove is complete \$825,000		

## COUNCIL ON AGING

The Council on Aging (COA) is one of the larger departments in Town, serving primarily seniors, but those under 60 as well, including low income and/or disabled citizens. The COA will be moving to the vacant Pompositticut building in 2016 thanks to the passing of a Special Warrant Article at the Special Town Meeting/Election held last February 2015.

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: housing, homecare, fuel assistance, food stamps, food pantry referrals, meals on wheels, RUOK, Life Line, home and hospital visits. The COA staff work closely with the Town Social Worker on the more challenging cases. In addition, the COA staff work closely with other Town departments such as: Town Nurse, Board of Health, Police, Fire, Town Clerk, Treasurer and Assessor's office with assisting Stow citizens.

A variety of **Nutritional Programs** are offered such as: Congregate Meals, Meals on Wheels, Monthly Breakfast, and "Soups On" Program. All COA staff members are officially ServSafe certified. The COA continues this increasingly popular program offering day old food that Stop & Shop of Wayland has generously donated. The COA has increased to five times a week picking up the food and distributes to the Stow Food Pantry, Stow low income housing, meal site and Stow's most needy citizens. The remainder of the food is distributed at the COA, available for anyone to take (donations appreciated).

A variety of programs and services are offered through the Council on Aging throughout the year. **Arts & Craft** classes are offered weekly. **Health and Educational** presentations are offered monthly on a variety of topics. Podiatry Clinics are held monthly. This past year, COA has loaned out over 170 items of Durable Medical Equipment including: wheelchairs, tub transfer benches, shower chairs, commodes, walkers, and other miscellaneous items. Weekly **Exercise Classes** offered include: Aerobics, Arthritis Stretch, Qi Gong, Yoga and Zumba Gold. Stow Fire Dept. taught a CPR class for seniors. It was well attended. A new program offered this year was a Vegan Cooking class offered monthly which was very well received. **Outings & Social Programs** such as: WGBH TV Station, Chocolate Factory Tour, Concord River Lunch



Cruise, Whale Watching, Light House Cruise, Spirit of Boston Cruise, Clambake, Lowell Spinners Baseball Game, Quabbin Reservoir, Boston Symphony Orchestra, monthly museums trips, casinos, Nature Walks, a variety of ethnic restaurants, shopping, special teas, a variety of parties throughout the year and intergenerational events. During the months of May and June, the COA participated in an 8-week “Bridges Together” program, matching seniors with students, working together in the classroom on a variety of lesson plans. This continues to be very successful and is now mandated that every 4<sup>th</sup> grade classroom at Center School offer this popular program. Over 40 seniors volunteered in the program last year. ***Free Professional Services*** offered this past year included: Repair Café, Reiki Clinic, S.H.I.N.E., Tax Preparation, Computer Class and In-Home Repair Service including distributing free refurbished computers and printers to seniors.

The COA 16 page colorful newsletter “The Stow Senior Scoop” continues to be mailed out as an insert in the Action Unlimited to every household in Stow on the last Saturday of every month.

Our Transportation Service continues to be in high demand. The COA transported approximately 836 riders totaling 4,974 trips covering 29,404 miles this past year. The van fare income received was approximately \$3,911. The Council on Aging (COA) billed Montachusett Regional Transit Authority (MART) for transportation services totaling \$42,419 which was turned back to the Town’s General Fund Account.

The COA oversees the Senior Tax Work-Off Program which continues to be very successful; seventeen participants worked in various Town departments, the library and the schools.

The COA relies heavily on the 78 volunteers who provided over 4,000 hours of dedicated service to improving the quality of life for the seniors of Stow this past year. Volunteers are assigned to a variety of duties within the department such as: receptionist, data entry, bookkeeping, general office work, bakers, friendly visitors, transportation and a variety of tasks too numerous to list here. The COA would not be able to do all that we do without their help. Thank you all! Eileen McDonnell was presented with our “Unsung Hero Award”. She has been a dedicated volunteer for over 7 years, working both at COA and Center School. She logged in over 270 hours this past year, and always goes above and beyond the call of duty.

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

The Stow Friends of the Council on Aging (SFCOA) raise funds to supplement the COA. The COA would not be able to offer all the programs and services without their financial support. In addition, they pay for our monthly newsletter “The Stow Senior Scoop”. SFCOA has a gift shop at COA where you can find beautiful gifts that have been lovingly handmade by Stow seniors and also a variety of products with the Stow logo on them.

Minuteman Senior Services (MSS) provided services valued at approximately \$333,298 to over 400 Stow residents this past year in return for our contribution of \$1,426. Some of their services

include: Info & Referral, Care Management & In-Home Care, Protective Services, Meals on Wheels, Senior Dining, Nursing Home Screening, SHINE Health Benefits Counseling, Money Management Assistance and Senior Citizens Law Project.

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.

We especially want to thank Kristen Donovan for her many years of loyal dedicated service as the Chairperson of our Board. Kristen resigned at the end of this past year.

Respectfully submitted,

Alyson Toole, Executive Director  
Sharon Funkhouser, Outreach & Volunteer  
Coordinator

Suzanne Howley, Outreach Worker

William Byron, Chair  
Newton Wesley, Vice Chair  
Ruth Delmonico, Secretary  
Ruth Banfield  
Stephen Dungan

Susan Matatia  
Susan Pauley  
Brian Burke, Associate  
Rep. Kate Hogan, Associate

## **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 \$5,800.00 in grants from the following sources: \$4,300.00 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 2014/2015 fiscal year:

- Acton Community Chorus, 2014-2015 Concert Series, \$100
- Alan Johnson, Concert by Solstice Sackbuts, \$450
- Bolton Access TV, Bolton, A History, \$100
- Contemporary Arts International, 2015 Stone Carving Symposium, \$100
- Stow Historical Society, Educational Historical Presentations, \$400
- Ed Morgan, The Children's Garden, \$500
- Fitchburg Art Museum, 80<sup>th</sup> Regional Exhibition of Art & Craft, \$100
- Friends of Randall Library, Summer Reading Program, \$650

- Fruitlands Museum, Centennial Saturday-Open Gates Initiative, \$300
- Hale Parent Support Group Drama, Hale Middle School Play, \$1000
- Henry Lappen, Henry the Juggler Show, \$100
- Hudson Area Arts Alliance, River's Edge Holiday Concert, \$100
- John Root, Edible Perennial Gardening and Landscaping, \$350
- Lake Boon Improvements Assoc., Lake Boon Water Carnival Music Boat, \$400
- Lew Halprin, Springfest Silent Movie, \$300
- Lew Halprin, Roland Piano Dolly, \$350
- Nashoba Drama Program, The Spring Musical, \$400
- Nashoba Regional High School Friends of Music, Lincoln Center, Carnegie Hall, \$650
- Roger Tincknell, From Ireland to America, \$439
- Sounds of Stow, 2014-2015 Concert Season, \$500
- Stow Friends of Music, Creative Arts Workshop Showcase, \$500
- Stow Historical Society, Hardtacks: Folk Music of the Civil War Era, \$150
- Stow Historical Society, Stow During the Civil War, \$450
- Stow Scottish Country Dance, Royal Scottish Country Dance, \$500
- Symphony Pro Musica, Spring Currents, \$250
- The Discovery Museums, EBT \$1 Admission Program, \$250
- Virginia Thurston Healing Garden, Exploring Our Creative Spirits, \$150

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, 2016 for the next granting cycle. For more information see the Cultural Council page on the town website, [www.stow-ma.gov](http://www.stow-ma.gov). Local Cultural Council grants are to be considered a temporary aid to encourage groups to find added sources of funding.

Membership currently stands at six (6) members. The Council is required to have 5 members in order to receive and disburse funds. . Members are: Angela Santos, and Rick Lent (co-chairs), Pat Mullen (Treasurer), Hector Constantzos, Jennifer Edgerton. We have an open position.

Respectfully submitted,

Rick Lent, Co-chair  
Angela Santos, Co-chair  
Patricia Mullen, Treasurer

Hector Constantzos  
Jeremy Dusseault  
Jennifer Edgerton

## **ECONOMIC DEVELOPMENT AND INDUSTRIAL COMMISSION (EDIC)**

The Economic Development and Industrial Commission, consisting of business owners and interested Stow community residents is a seven member Commission appointed by the Board of Selectmen in accordance with M.G.L. Chapter 40, Section 8A.

### **Organization**

The Economic Development and Industrial Commission (EDIC) is made up of seven members serving staggered terms, not exceeding 5 years. In 2015 the EDIC appointed one non-voting Associate Member.

### **Mission Statement**

The Stow EDIC will support new and existing businesses, identify needs and action steps to further opportunities throughout Stow and work with residents to better understand the most appropriate types of business development. To accomplish these goals the EDIC will welcome new businesses to Stow by streamlining the understanding of local regulations, act as liaison between business interests and the Town Government and develop baseline information and studies on Stow's evolving economic condition.

### **Commission Efforts**

An initial public forum was held on March 31, 2015 to introduce the commission to business owners as well as create dialogue for issues that Stow business owners may be facing.

The commission developed and distributed a survey to business owners throughout the Town of Stow with the goal of creating discussion points and opportunities for the pursuit of improvement of the current business climate in Stow. Although the quantity of respondents was not as great as the commission would have hoped for, we were able to identify some key concerns. .

Based on input at the public forum and the survey, the commission identified the need for more equitable and consistent signage requirements throughout the Town of Stow. With the assistance of Kenneth Duval, a Stow resident with professional expertise in signage, the Commission has undertaken a review of the current bylaws with the goal of creating recommendations for the planning board and selectmen for review and eventual town meeting vote.

In addition to understanding the current business climate, the Commission set up a booth at Springfest to build relationships with those in Town and has undertaken an inventory of commercial properties to serve as a baseline report of existing uses, vacancies and any outstanding issues or concerns.

Respectfully submitted,

Manny Afonso  
Andrew Bluestein | Vice Chair  
Robert Collings  
Richard Eckel

Serena Howlett  
Kevin Whalen  
Thomas Farnsworth | Chair  
Celeste Versoi | Non – Voting Associate

## HIGHWAY DEPARTMENT

The Highway Department had a very busy year in 2015. It started off with a record-setting winter. There were 14 different, plowable snow events which gave us an unofficial total of 106 inches of snow. We dispatched our salt trucks 66 different times during the season as well. The employees at this department deserve two thumbs up for making it through this difficult time which none of us had ever seen the likes of. I commend them for their dedication.

Throughout the year we continue to do a fair amount of tree and brush cutting along the Town right-of-ways to make sure our roads and intersections are safe for visibility for drivers and pedestrians. We also eliminate any dead or hazardous trees or tree limbs that are within the right of way. This year we spent approximately 6 weeks throughout the year removing 46 dead or hazardous trees and cutting brush back.

In the spring we received a sum of money from the state, in addition to what we normally get, for repair to roads from damage caused by winter weather. It was called the "Winter Recovery Assistance Program" and it gave us enough funds to resurface No Name Road and Taylor Road between No Name Road and Garner Road.

During this year's construction season we reconstructed or resurfaced four different roads in town by using a combination of State Chapter 90 funds and Town funds appropriated at the Spring Annual Town Meeting of 2015. Pavement milling and resurfacing was completed on Pompositticut Street and on Gleasondale Road between Great Road and Laws Lane. Road reclamation and resurfacing work was also done on Gates Lane and Peabody Drive.

We also spent the summer and fall rebuilding the Delaney Street Culvert Bridge over Zander Brook. This project was originally put out to bid and a low bid of \$267,000 was provided by ET&L Construction. A decision was made at that point to throw out the bids and do the work with our own Town employees. This project will be completed in spring of 2016, and our estimated total project cost will be +/- \$70,000.

At the Spring 2015 Annual Town Meeting the Town appropriated money for the Highway Department to purchase a new front end loader, with a snow blower and brush cutting attachment. We took delivery of this equipment in September 2015. We are thankful that the residents saw as much of a need for this equipment as we did and that we were able to acquire it. Money was also appropriated during that meeting for the Highway Department to make upgrades to the restroom facilities at the Highway Department Garage. We have since completed the renovations and that restroom is now handicap accessible.

The employees of the Highway Department continue to go above and beyond with every aspect of this job on a daily basis. I am thankful for their dedication to the job and this town, and I thank them for all their hard work and dedication.

Respectfully submitted,

Michael E. Clayton, Superintendent  
of Streets

Scott Morse, Assistant Superintendent of  
Streets

Justine St. John, Administrative Assistant  
Brian Hatch, Crew Chief

Scott Landry, Truck Driver/Laborer  
Steve Landry, Maintenance Person

Tim Gray, Crew Chief  
Albeo Duguay, Tree Worker  
Bruce Fletcher, Tree Warden/Consultant

Brian Taranto, Driver/Laborer  
Josh Cox, Driver/Laborer

## **STOW HOUSING AUTHORITY**

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

Respectfully submitted,

W. Robert Dilling, State appointee  
John Kendra  
Michael Kopczynski

Robert Larkin, Chair  
Cynthia Perkins  
Julie M. Torres, Administrator

## **INFORMATION TECHNOLOGY DEPARTMENT**

### **New Director**

In May 2015, after many years of dedicated service, Elizabeth Tobey stepped down as the Director of Information Technology for the Town of Stow, and Ron Eld was hired as the new Director on a permanent part-time basis. Ron is a 25-year veteran of computer technology support, and with IT Volunteers Bob Mong and Paul Yannoni, continues to provide highly professional IT support for the Town's many departments and agencies.

### **FY 2015**

The reorganization of the IT Department's agenda and support structure became the primary focus with particular attention to fiscal responsibilities. Support for daily desk-side issues are now being handled entirely in-house until a suitable third party support provider can be identified. An emphasis on improving the professionalism of the IT support provided to the users of technology to perform their daily tasks has been established. A closer watch on purchases, limited to essential new equipment or services, helps to insure adherence to the budget. A new version of the accounting system software has been purchased which moves the system to the cloud. This provides additional security and stability, allowing users to log in to the system remotely if there were an emergency at the Town Building.

Additional planning for IT and telephone services for the new planned multi-use building at the former Pompositticut School site is also in the works. When the building opens in the Fall of 2016, phone and Internet/computer services will all be tested and in place.

### **FY 2016**

Planning for the new budget will include funding for IT support technologies that are needed for stability and business continuity.

#### **Backup and Disaster Recovery Planning Initiative**

- Enhancing the full backup of all server data with incremental backup occurring every 10-15 minutes daily.
- Use of server/edge device to facilitate data backup and store recent backed up data.
- Ability to recover from a disaster utilizing virtual servers located at a Network Operations Center over the Internet.
- Monthly testing of all Disaster Recovery systems and data backups used by the Town of Stow to verify all systems are ready and fully operational.

#### **Stow Public Safety (Police and Fire Departments)**

- Continuing an enhanced full backup of all server data with incremental backup occurring every 10-15 minutes daily.
- Use of server/edge device to facilitate data backup and store recent backed up data.
- Ability to recover from a disaster utilizing virtual servers located at a Network Operations Center over the Internet.
- Monthly testing of all Disaster Recovery systems and data backups used by the Town of Stow to verify all systems are ready and fully operational.

This Disaster Recovery initiative will be the insurance that regardless of what happens to the Town Building, the business of the town will continue. It is also a pathway to Governor Baker's Community Compact Cabinet.

### **New Technologies**

These are what keep us busy here in the IT Department and we thank our neighbor departments and the residents we serve on a daily basis.

Respectfully submitted,

Ron Eld, Director of Information  
Technology

Robert Mong, IT Volunteer  
Paul Yannoni, IT Volunteer

## **LAKE BOON COMMISSION**

The Lake Boon Commission (LBC) is made up of three people appointed by the Selectmen of Hudson and Stow. There are two members from Stow and one from Hudson, reflecting the area of the lake in each town. Current serving members are Lee Heron from Stow, Theresa O’Riorden 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.

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 (after the weeds) is how the best 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 need to be tolerant of the other guy. Everyone needs to know and follow the rules of the lake. Motor boats 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 it is very difficult to always be 150 feet from shore or another boat. Many lakes have banned jet skis just because they do not honor the 150 rule. I hope we do not come to ban them because they do not follow the rules.

We have a patrol officer who will be out at random times to enforce the laws. 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.

Boats are required to maintain headway speed only and use lights after dark; all boats are required to have lights on after sunset, not just, motor boats. From ½ hour after sunset to ½ hour before sunrise the lake speed limit is headway speed only. Lights are required from sunset to sunrise.

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 150 feet from shore, other boats and swimmers at any speed other than idling.

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 bylaws . 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 trash 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 at least 12 years of age.

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

Lake Drawdown is one of the ways we limit nutrient loading. It is best thought of as emptying a bath tub. Drain some of the water away and the nutrients leave the lake. It is free but may affect shallow wells around the lake. The Lake Boon Commission is working with the Stow and Hudson boards, as well as many interested parties including the Lake Boon Association, to accomplish an annual drawdown.

The annual drawdown starts in October. The lake is dropped slowly and steadily until the end of November, when it will be down 18 inches from the Top of Concrete (TOC) of the spillway structure. After that the lake level will fluctuate up and down, depending on precipitation.

There have been no drawdown-related complaints or issues with private wells this year. The boards are put back in the dam when the ice begins to recede from the shoreline – normally in March - to minimize damage to docks. The lake level should be restored to normal summer level by April 1, 2016, though the date may be later in heavy ice years.

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

Lee Heron is one of Lake Boon's patrol officers. As a member of the LBC he manages patrolling of Lake Boon from both the LBC patrol boat and the Stow Police patrol boat. The Stow Police boat is also manned by Stow police officers. The goal is to ensure safety and enforce regulations on the lake. Anyone seeing violations or safety issues on the lake is requested to call the Stow Police, who will log and respond to the events.

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

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

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

Respectfully submitted,

THE LAKE BOON COMMISSION

Conray Wharff, Hudson, Chair

Lee Heron, Stow

Theresa O'Riorden, Stow

Volunteer members

Andy Pollock for weed management

### **OPEN SPACE COMMITTEE**

The purpose of the Open Space Committee (OSC) is to advise the Town on open space priorities and to assist the Board of Selectmen and other Town boards and committees in implementing Stow's Open Space and Recreation Plan (OSRP). In 2015, Vin Antil continued his role as OSC representative to the Community Preservation Committee (CPC) and two members of the OSC served on the Open Space and Recreation Plan Sub-Committee (Bob Wilber and Eve Donahue).

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

- Supported the proposal to create a town park at 323 Great Road.
- Supported the completion of the Open Space and Recreation Plan, which provides a roadmap and vision for open space and recreation in Stow.
- Reviewed properties where developments were proposed on larger parcels or the Town was notified under Chapter 61 programs as to their conservation significance.
- Commented on projects under review by other Town boards or committees for their open space and recreational characteristics.
- Communicated with landowners about open space conservation.

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

Respectfully submitted,

Vincent Antil, representative to Community

Preservation Committee

Vellyn Antonelli

Eve Donahue

William Maxfield

Brian Mulcahy

Chris Rodstrom, Chair

Robert Wilber

## **RANDALL LIBRARY**

During 2015 the Randall Library continued in its mission to provide quality services and materials of educational and cultural benefit to the Stow community. Over 43,000 patrons came to the Randall Library, checking out many items including some of the over 3,000 new items that were added to the collection during the year. Many patrons also made use of the facility by attending the numerous special library programs that took place. The Randall Library continues to be a lively destination for meetings, afterschool activities, and as a quiet study area with wi-fi access for many members of the Stow community and surrounding towns.

The library had great success in 2015 with the use of the Mango, Freegal, Heritage Quest/Ancestry.com, Morningstar, and Consumer Reports online databases. These databases can be accessed remotely and are available to Stow/Randall Library card holders.

### **Special Programs**

There were 29 special programs of interest to adults during 2015. These special programs focused on a number of different topics, including author readings, musical performances, art workshops and other special events.

A special poetry reading and presentation to celebrate National Poetry Month took place on April 23<sup>rd</sup> and featured local poets Ruby Hatlevig and Cathleen Bomba.

The Randall Library is a destination for many middle school aged children and the library sponsored 88 special events to benefit this group of patrons. Special programs for young adults included, meetings of the TAB ( Teen Advisory Board), afterschool origami, tutoring, Nerf Hunger Games, sugar skull decorating, afterschool movies and an after-hours teen dance called "Keep Calm and Dance On" with the band Playing With Fire, among other events.

In addition to its ongoing weekly children's programs the library had 49 special programs for young children during 2015 with an attendance of 1,490 individuals.

The Randall Library participated in the nation-wide "Every Hero Has a Story"-themed Summer Reading program for children this year. The special focus of the program allowed the library staff to sponsor a number of "hero"-based special events. The Randall Library's version of the summer reading program had two opportunities for children to spend their time reading during the summer. One was to participate in the traditional program which encouraged children to read in order to win prizes. The other was a "pledge to read" program which benefited U.S. military veterans suffering from PTSD (Post Traumatic Stress Disorder) and TBI (Traumatic Brain Injury). Both summer reading programs were very successful. Participants in the summer reading programs read or listened for over 3,200 hours with the winner reading 356 hours alone. The average participation in the program was 51.9 hours of reading per child.

The Randall Library staff hosted 113 special weekly programs focused on the education of very young children during 2015. These programs included Baby Lapsit (a special program for to promote language and cognitive development in infants ), Preschool Story Time, Bi-Lingual Preschool Story Time, Half Day Kindergarten Story Time, and the Reading Dogs, with an attendance of 2,114 children and caregivers.

The Stow Cub Scouts lead by Jim Emken sponsored a special Pirate Day at the Library as a Halloween event with magician Fran Flynn, and a special sugar skull decorating craft with Ms. Morrison, the library's Youth Services Librarian, during October.

Thanks to special presenters and special program volunteers including but not limited to:

- Summer Reading Launch Party volunteers Melissa Rollins, Lori Burton (from Serendipities of Hudson), the Stow Girl Scouts, Hobbyland of Stow, Kids-A-Lot of Stow. Penny-Lu, Mutt-i-grees, Fran Flynn, Ed Morgan, Roll On America, Nell Valle, Max Sharin and the Stow Fire Department
- Author readings and presentations from Laura Anderson, Joe Bebo, Gregory Flemming, Jeff Cjak, Tara Taft, Nancy Cowen, Suzanne StrempekShea, Bruce Rosenbaum, representatives from the Virginia Thurston Healing Garden, Stow Historical Society, The New England Brain Injury Association, Noah Rich, Joanne Lee, Bisannie Nutting, Anna Plushkina, Margo Coppes, Julianne North, Gupta Indu, Joelle Spear, Kevin Rogers, Kristen Donovan, Operation Delta Dog, Soltice Sackbuts, The Parish Jazz Band, Roger Tinknell, Karen Arsenault, Terry Hathawy, Gail Erwin, Emerson Hospital Nutrition Center, Mouli Pal, Morgan Henderson, MariePatrice Masse, Drumlin Farm, Animal Adventures, David Polansky, Fran Flynn, Cynthia Maxfield and Michael Martino.
- Reading Dog volunteers Pam Hick and Sandra O'Neil, Emma and Lily.
- After school tutoring volunteers J.P. Mann, John Zettler and Mary LaPalme.

### **Collection Development**

The Randall Library expanded the collection in a number of ways during 2015, including adding a new “Speed Reads” section and other collection development additions to benefit library patrons.

In order to help children to learn more “hands-on” science and to encourage families to use the Stow area conservation land for outside activities the library added four circulating backpacks to the collection. These special items were purchased thanks to a grant from the Nashoba Early Childhood Education Program, Community Chest and DCU Kids. The backpacks include field guides, Stow trail guides, magnifying glasses, binoculars, nets, and collecting containers among other items. The backpack materials help children “explore the outdoors” and observe and study animals, track wildlife, explore pond life, bird watch, examine trees and plants and investigate rocks and minerals.

PlayStation video games (for circulation to Stow residents only) are now available for use on the library’s “media center” or for home use.

The Randall Library “Seed Lending Library” is a new part of the library’s collection, made possible thanks to generous donation from the Stow Garden Club. This special feature at the Randall Library allows patrons to collect and share bio-diverse and locally adapted plants and seeds which are cultivated by local residents. The Seed Lending Library promotes the use of the Stow Community Gardens and encourages outdoor activities.

Five Kindle Paperwhites and one laptop computer were added to the collection in 2015. These new additions were made possible due to a financial donation by the Randall Library Friends Association and the Stow Community Chest. These devices are available for circulation to Stow residents only. The addition of circulating e-readers has allowed the library to increase the size of the collection without adversely impacting the library facility space. In addition by making e-readers available for use to Stow citizens, individuals with Randall Library cards who don’t currently have e-reading devices now have access to all the available titles on Overdrive and can better use the library facilities and services. Allowing patrons visiting the library who don’t have their own personal computing device to use the “in-library use only” laptop provides patrons the opportunity to use the wi-fi capabilities in the building while visiting, thus making better use of the entire facility for quiet study.

Prompted by the therapeutic effects of art-making for adults, the library added “adult coloring books” to the collection during 2015. These new items include coloring books as well as colored pencils in each package and circulate only to Stow residents. Using adult coloring pages has proven to boost mental clarity, help in relaxation and reduce stress.

The Children’s Library benefited from a generous donation made in loving memory of the late Dorothy Perkins by her friends and family, which allowed for the addition of 22 new children’s books to the collection during 2015.

Thanks to the Randall Library Trust Fund the library was able to meet the State accreditation standard for the purchase of library materials during 2015.

### **Facilities**

Many new changes and improvement took place during 2015 to the library facilities. Some of these improvements included painting, installing carpeting, replacing lobby flooring, installation of new bathroom fixtures, the purchase of new seating, improvements to lighting, landscaping, wall repairs and other much needed facilities improvements.

Special thanks to the volunteers who helped with facility updates during 2015 including:

- Painting volunteers from the Stow Boy Scouts (lead by Eagle Scout, Michael Travalent and his family), Anastasia Fournier-Wassink, Mei Lin Horne, Nell Valle, and Max Sharin.
- Landscaping help provided by Joshua Fournier-Ellis, Anastasia Fournier-Wassink and Robert Katz.
- The Randall Library Friends Association for purchasing a Lego Table for the Children’s Library

### **Acknowledgements**

Special thanks to the Stow Cultural Council, Hale Reference Fund, Second Century Fund, Stow Garden Club, Stow Cub Scouts, Randall Library Friends Association, Randall Library Trust Fund, Mutt-i-grees, Alice Eaton Fund, and DCU Kids in conjunction with the Stow Community Chest for financial support during 2015.

Special thanks to the volunteers of the Stow Garden Club who continue to keep the garden at the front of the library beautiful and well cared for.

Respectfully submitted,  
Randall Library Trustees:

Edward Grund

Robert Katz

Richard Lent

Kathleen O’ Brien

Timothy H. Reed

Marianne Sharin, Chair

Barbara Wolfenden

Melissa Fournier, Library Director

Christine Morrison, Youth Services

Librarian

## RANDALL LIBRARY TRUST FUND

The Randall Library is a public institution owned by the Town of Stow and funded primarily from tax revenues to pay its staff and operation through the annual town budget. You can find more about these items in the Town's budget as reported elsewhere in this Report. In addition, the Library receives private contributions and donations from local sources which are used to purchase media, materials, and some library programs. The 2015 contributions/donations are listed in the chart below.

A separate entity, The Randall Library Trust Fund is maintained to provide supplemental funds to purchase books, access to various media databases and other materials as requested by the Library Director and approved by the Library Trustees.

Each year, the library uses the donations, contributions and draws a portion of the Trust Fund for approved supplemental expenses, subject to the investment performance of the Fund. In calendar year 2015, \$50,373 in funds were provided to the Library representing approximately 19% of total Library expenses in this period.

### ***Randall Library External Funding***

#### **Source and Use of Funds (In Dollars)**

<b>Opening Balance (1/1/2015)</b>	\$648,797
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#### **Plus: Sources of Funds**

##### **Contributions & Donations:**

Second Century Fund	\$8,000
Randall Library Friends	\$3,935
Hale High School	\$14,000
Stow Culture Council	\$2,500
Miscellaneous	\$800
Stow Garden Club	\$300
Mutt-i-grees Grant	\$250

##### **Randall Library Trust:**

Investment Income	\$20,512
Capital Gain/(Loss)	\$(16,511)

Total Sources of Funds	\$33,786
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#### **Less: Uses of Funds**

Books, Databases, Periodicals and Other Materials	\$50,373
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<b>Ending Balance (12/31/2015)</b>	\$632,210
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## RECREATION COMMISSION

This past year has been exciting and eventful for the Recreation Commission. Our biggest accomplishment in 2015 was the Pine Bluff Improvement Project. Included in the project was a new picnic pavilion, storage shed, shade structure for the beach, bocce and horseshoe pits, guiderail fence, bathrooms, changing areas and a deck overlooking the lake. Additional improvements are being planned for spring of 2016. This project could not have been done without the help of Stow Community Preservation funds, Stars, the Recreation Department and other local donations and services. Town-wide brochures are distributed throughout the year highlighting the many new and existing programs that have been established. The Ninth-annual Stow Gobbler road race was once again a huge success with over 1000 participants walking or running the race on Thanksgiving Day. Many thanks to the Piccioli, Harnett, and Honig families, volunteers, and sponsors for making this race such a success.

I would like to acknowledge the financial support we have received from SMS Youth Hockey, the Alice Eaton Fund, and Warm Hearts of Stow. Your support has allowed us to give out over 30 scholarships to children of Stow in 2015, as well as help maintain the ice rink at Stow Community Park

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

Respectfully submitted,

Laura Greenough, Recreation Director

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

Associate Members:  
Dan Nicholson  
Kerriane Reese

## SPRINGFEST ORGANIZING COMMITTEE

Once again, Stow friends and families enjoyed a sunshine-filled day of fun at Center School with lots of activities and food for children and adults. New to this year's event were two dance performances by Movement Center Dance Studio and Miss Tricia's Dance; Benjamin the Clown, who entertained throughout the day; outside music courtesy of Nashoba Regional School District students and Bose Corporation, and Pasghetti Western Family Movie. Of course the all-time favorite events made for a good time. Children enjoyed the Happy Wagon Train ride, inflatables, craft table, Lego contest, airbrush tattoos, board breaking and the duck drop, to name a few. Adults enjoyed visiting the artisan and community informational tables, and had a relaxing massage. The Friday night Ice Cream Social; Saturday night Pasgetti Western and Silent Movies; and Sunday Council on Aging Art Show at Donovan Studio, Stow Conservation Trust Run for the Woods and Sounds of Stow Concert were also a big hit.

A special thanks to Nashoba Regional School District for providing the venue and the custodians for their help throughout the day. Also to Nashoba Regional High School teacher Melissa Foley and her Marketing Students Danielle Kennon, Alexis Shamsi, Justin Seeley, Adam Ladd, Lucas DeLisle, Steven Jiang, Erik Langberg, David Langberg, Karleigh Elkins, Erica Marland, Blake Scanlan, and Ayisha Mulyono, who were a tremendous help with marketing as well as their help on Saturday making announcements, playing music and organizing field games.

We would like to sincerely thank each and every Town department, employee and volunteer who donated his or her time to making this year's SpringFest a huge success. We received great reports from attendees and vendors alike. This could not have happened without the many volunteers going above and beyond the call of duty.

A special thanks to the many people who volunteered their time to make SpringFest happen:

- Jim Salvie for organizing the Ice Cream Social, with proceeds going to the PanMass Challenge.
- Lew Halprin and Stow Lions for organizing the Saturday night Silent Movie.
- Barbara Jones for organizing the Saturday night Pasgetti Western Family Movie.
- Stow TV for video recording the weekend events for Stow TV
- Stow Fire Department, Police Department and Medical Reserve Corps for their participation.
- Superintendent of Streets Mike Clayton for his help in providing Highway Department delivery of trash containers and the picking-up-the-man bucket for the crane early Saturday morning
- Stow Recreation staff for their help with set up and clean up.
- Riley and Brenna Seith, who organized and managed the craft table.
- John Sangermano, who was ready and willing to do anything and everything including recycling
- Marcia Rising for help at the SpringFest info table, and Maureen and Elena Trunfio, who organized and managed the dance performances.
- Rachel Belanger and her family Donna, Eryn, Shannon and Catherine and Molly Trunfio who worked 5 hours straight making and serving 525 bags of popcorn, 950 cotton candies, and 600 snow cones.
- Astro Crane and their crane operator Sean Kelleher for dropping the ducks



- Bruce Fletcher and Tom Ryan, who are there for us every year to do the heavy lifting.
- Bose Corporation for providing the outside sounds system.

Also, a special thanks to former Town employee Rachel Belanger, who continues to help in planning and organizing, and her family for serving cotton candy, snow cones and popcorn, and monitoring the inflatables. Also to Marge Alessio, a former Stow resident who continues to participate in organizing SpringFest. These are folks who no longer have ties to Stow through work or home but continue to help. This tells a lot about the Community of Stow. We are more than just a Town. We are a close-knit community of friends whose ties are not easily broken.

Although it sounds like we may have had a lot of help, you may not have seen the behind the scenes glitches. We found the need for more help in many areas, including setting up, cleaning up, and monitoring the inflatables, parking lot duty and SpringFest table. We also always strive to make each year's SpringFest bigger and better than last. SpringFest 2016 is scheduled for the weekend of May 13, 14 and 15.

This year, we were down to only three official committee members and fewer volunteers. After many years, we have chosen not to seek reappointment to the SpringFest Committee. While we have found that SpringFest Planning has been a very rewarding experience, we feel this is the time to pass along the torch. As with any committee, it seems that the same group of people step forward and work hard year after year and eventually get burned out, resulting in vacancies and fewer people involved. Of course we plan to stay involved by helping out a successor committee and we are sure others will as well.

SpringFest 2016 cannot happen unless someone steps forward to organize the event. Although it sounds like a lot of work leading up to the event, you will find that it is well worth the effort on Saturday as you see the smiles as Stow families and friends come together to enjoy this fun-filled weekend. Please consider volunteering your time by serving on the Committee, organizing a new event or donating an hour or two on the day of the event for set up, clean up, monitoring inflatables or games.

Respectfully submitted,

Karen Kelleher  
Elizabeth Tobey  
Debbie Woods

SpringFest Committee  
springfest@stow-ma.gov

## **STOW TV and LOCAL ACCESS CHANNEL ADVISORY COMMITTEE**

The Local Access Channel Advisory Committee (LACAC) was created by the Board of Selectmen in 2002. LACAC established and oversees the local cable TV access station for the Town of Stow. This station, known as Stow TV, is intended to provide programming in areas of public affairs, education and town government. Funding for all programming and operations is provided through license agreements negotiated by the Town with Comcast and Verizon.

Stow TV is available in Stow on Verizon Channels 32 and 33 and Comcast Channels 8 and 9. The even-numbered channels are allocated primarily to Public programming, and the odd-numbered to Government, with Schools and Education across all channels. The Stow TV schedule is published in the local newspaper and on the Stow TV web site at [www.stowtv.org](http://www.stowtv.org).

The Stow TV YouTube Channel ([www.YouTube.com/StowTVNow](http://www.YouTube.com/StowTVNow)) increased its offerings with a mix of informational and entertaining shows. This channel featured 76 videos in 2015. Stow Selectmen, Tri-Town, Nashoba Regional School Committee, and NRHS Space Needs Task Force videos are uploaded to YouTube and indexed so viewers can jump directly to a specific agenda item. Town officials and residents find the channel to be a useful resource.

Stow TV operates with a small staff and volunteers. Residents are welcome to use Stow TV equipment for video recording or editing and to submit or request video shows. Anyone interested in contributing video or photos, or volunteering to assist may call 978-897-7732 or email [stowtv@stow-ma.gov](mailto:stowtv@stow-ma.gov). More information about Stow TV is at [www.stowtv.org](http://www.stowtv.org).

Coordinator Anne VanTine managed operation of the station in 2015. Assistant Coordinator Kathy O'Keefe worked with producers to plan program schedules and prepare video. She managed and populated both the YouTube Channel and the Bulletin Board. Technical Assistant Lew Halprin improved recording arrangements, devised innovative solutions for technical problems, and kept all the video equipment operating properly. Jonathan Daisy, in the new role of Production Assistant, provided a focal point for applying new production techniques.

Marika Barnett, Mike Busch, Jonathan Daisy, Lew Halprin, Mike Jordan, Linda Stokes and Anne VanTine produced shows in 2015. Rebecca Stadolnik, Nicholas Rocca, and Dan Nicholson also operated cameras. Linda Stokes recorded most of the Selectmen meetings. Mike Jordan contributed technical guidance. Ralph DeFlorio and Scott Glorioso assisted with sound for some recordings. Ron Eld, Bob Mong, and Robert Evans provided IT support. Jonathan Daisy, Lee Pappas, and Lew Halprin set up for Town Meeting sound and video.

Stow producers created 127 new shows in addition to recording 22 Selectmen meetings and three Town Meetings. Also cablecast were 147 shows produced elsewhere, mostly in Bolton and Lancaster, of which 42 dealt with the school district and others were requested by residents. Finally, many shows from previous years were replayed for annual events or special occasions. Stow TV cablecast 300 different new shows during the year in addition to these oldies. There were 1893 shows in the video archives at the end of 2015.

Video of Selectmen, Town Meetings, School Committee, and other town and school events informed residents about local issues and the actions of their government. The bulletin board encouraged voter participation with registration and election information. Stow TV collaborated with Town departments to create effective public service announcements. It also partnered with community organizations to make timely announcements and schedule complementary shows. Stow TV continued to collaborate and exchange videos with Bolton and Lancaster TV.

Stow TV video producers now have four High Definition cameras available. They have become adept at using several cameras to capture multiple views. Videos are edited with sophistication using a variety of software tools including Adobe Premiere. The group extensively analyzed HD video mixer needs and selected a Sony Anycast mixer in 2015. The collaborative use of all these tools has notably enhanced production quality. This was evident in a dozen local seasonal concerts produced by local videographers for the December 2015 Stow TV schedule.

LACAC met four times during the year. LACAC members contributed time, advice, and oversight for planning, equipment, and policy decisions. LACAC members Bob Glorioso and Lee Pappas advised on equipment selection.

Respectfully submitted,

Brian Burke  
Robert Glorioso  
Len Golder

Lisa Lavina  
Lee Pappas  
Anne VanTine, Stow TV Coordinator

### **TOWN SOCIAL WORKER**

At the Annual Town Meeting, the Town voted to change the Town Social Worker position from an Independent Contractor to a Town Employee. The Town will pay for the Town Social Worker to provide 15 hours of services per week as a Permanent Part-Time Employee. The Town Social Worker is available to town residents of all ages and income levels.

As Town Social Worker, my responsibilities have included conducting assessments, identifying resources, providing information and referrals, client advocacy, and supportive counseling. Typical issues include financial and housing concerns, senior resource and planning, disability resources and planning, and mental health concerns. Additional issues addressed include caregiver stress, dementia education/support, parenting concerns, domestic violence, and substance abuse. This past year, the population served was approximately 10% children/families, 45% adults and 45% seniors. The clients seen are typically self-referred and have learned of the service through the COA newsletter, Town website, local newspaper articles, and Town departments. Other referrals sources include Hale and Center School staff, Plantation Apartments, Pilot Grove Apartments, Warm Hearts of Stow, and Saint Vincent DePaul Society. The COA Outreach staff has made several referrals for family problems.

During the past year, I have worked collaterally with various agencies including COA staff, the Town Nurse, Hale and Center School Staff, St. Vincent DePaul, Warm Hearts of Stow, Metro

West Center for Independent Living, Minuteman Senior Services, SMOC, Mass Rehab, Mass Health, and primary care offices. I have also conducted periodic groups/in-services for seniors, including Holiday Health and a Remembrance Service. Additionally, I have completed a Town Resource Directory and offered consultation to staff in Town Departments.

This past year has shown that the Town Social Worker continues to provide a valuable and much needed service to the Town.

Respectfully submitted,

Sara Steele, MSW, LICSW  
Town Social Worker

### **VETERANS' GRAVES COMMITTEE:**

The primary responsibility of the Veterans Graves Committee is to ensure the proper marking and identification of Veterans graves in each of the Town's three cemeteries. We are also responsible for annual replacement of all U.S. flags marking a Veteran's grave, and ensuring a proper Veterans marker is available to hold the flag. We always have ample and cheerful help from the Stow Minutemen and local Boy and Girl Scouts for this task. The Committee coordinates all Memorial Day Parade activities, including the NRHS Marching Band, Stow Minutemen, Veterans, groups such as Boy and Girl Scouts, Civil Air Patrol, Selectmen and the guest speaker(s).

Every year, many of Stow's citizens of all ages volunteer to help prepare for our Memorial Day Parade. Phil and Liz Moseley, George and Joanne Veracka, and Tom and Marilyn Zavorski plant flowers and spruce up the Monuments at Brookside and the Randall Library. The Stow Garden Club donates the wreaths that are placed on the Monuments, and a few years ago one of the Cub Scout Packs began cleaning the Monuments prior to Memorial Day. For those who must be out of town, our wonderful Stow TV crew records the events for viewing on the Stow TV channel. A HUGE "Thank You" to all!

The Town of Stow has good reason to be proud of the strong turnout our citizens provide each year for the Memorial Day Parade and Ceremonies. It sends a strong message that our Servicemen and - women who gave their lives for us in battle, as well as all Veterans who served to protect our freedom, are not forgotten. If you are a Veteran, it would be our honor to have you walking (or riding) in the Parade and standing with us for the ceremonies.

Please view our page on the Town website to see photos of past parades and ceremonies. Maybe you'll see yourself in one!

See you on Memorial Day!

Respectfully submitted,  
Jeff Lance, Chairman

Tom Zavorski

## **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 2015.

### **Veterans Benefits**

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

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

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

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

### **Office**

In the year 2015 this department assisted in approximately 35 veterans' and family members' requests for Federal, State, and Local Veterans benefits, some of which include Burial Assistance, Service-Connected Disability, Aid and Attendance, Pension, VA Healthcare, Annuities, and Exemptions in addition to State Chapter 115 Assistance. This year we have added two new clients, who are receiving Chapter 115 benefits. This department is also still participating in the Third Middlesex District's Veterans' Advisory Committee, created and Chaired by Representative Kate Hogan.

Respectfully submitted,

Joseph Jacobs, Director

## **FINANCIAL REPORTS**

### **FINANCE COMMITTEE**

#### **Introduction to the Finance Committee**

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

In Stow, the Moderator appoints five voting and up to five associate members to the Finance Committee. Any voter registered in Stow is eligible to join. As of February 01, 2016 there were five voting members and no associate members on the committee.

#### **Overview of the Town Finances and the fiscal Year 2015 Budget**

The Town balanced the budget for the fiscal year 2016 covering the period July 1, 2015 through June 30, 2016 (“FY16”) without an override. Though no overrides have been required in the past nine budgets, the Center School construction project (“Center School Project”) and the Fire Station/Community Center Building Project (“Pompo Renovation Project”) have increased the Real Estate Tax rate by 4.2%. The conversion of the Pompo School Building to the Fire Station and Community Center is progressing, to be completed by July of 2016.

The Finance Committee remains concerned about some long-term trends and needs, as well as more recent cyclical conditions. New construction, which increases our tax base, has been flat, after a precipitous decline during the recession. Local receipt growth has been a bright spot over the last few years and again has increased by approximately 6%. After showing a significant decline during the recession, State Aid, tied very closely to variable and cyclical state tax revenue, actually saw a very slight increase in FY15. Still State Aid (both municipal and educational aid) may take several years (if ever) to recover back to fiscal year 2009 levels. The long-term constraints on our finances remain unchanged from prior years. Stow has an undiversified tax base, forcing the town to rely heavily on residential taxation. Beyond that, Stow has large amounts of land exempted or abated from taxes and one of the lowest amounts of State Aid per capita in Massachusetts.

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

Stow's savings decreased by \$500,000 used for Capital Articles, reducing the overall savings to 6.3% of the overall budget.

Stow continues to benefit from a 2009 bond rating upgrade which has contributed to the low 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 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 as well as the Pompo Project, Stow was able to maintain that credit rating at the most recent review. Though the rating may certainly be tested if we add the debt service associated with the potential large capital projects or dip into our Town savings, it was indicated recently by at least one of the rating agencies that the Town remains well within a safe borrowing range.

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

### **Town Meetings**

Stow held three Town Meetings in 2015: the annual meeting in May, a Special Town Meeting on February 23, 2015, and another Special Town Meeting held November 16, 2015. The November meeting addressed amendments to Bylaws with only two items for additional spending which amounted to \$30,000 (\$12,000 for Veterans Services and \$18,000 for additional Legal Fees). Both items were unanimously approved by Voters.

The Annual Town Meeting approved the annual budget (largely level services) and various Capital items totaling \$536,749, which included \$355,000 for a front-end loader with attachments for the Highway department.

### **Town Revenues**

Town Revenues increased by 6.0% in FY15 vs. an increase in FY14 of 5.7%. Table 1 shows a comparison of revenue sources for FY14 and FY15. The largest source of Town revenue was Property Taxes which is the bulk of the total increase. State Aid just slightly increased in FY15 over FY14 with Local receipts increasing as well in FY15 over FY14.

Table 1: Revenue Sources							
		FY14	FY14 % of Total	FY15	FY14 % of Total	\$ Change FY14 FY15	% Change FY14 - FY15
Property Tax		\$ 21,941,526	88.3%	\$23,115,073	87.8%	\$ 1,173,547	5.3%
Local Receipts		\$ 1,482,000	6.0%	\$ 1,570,000	6.0%	\$ 88,000	5.9%
State Aid		\$ 937,313	3.8%	\$ 941,428	3.6%	\$ 4,115	0.4%
Savings and Other Funds		\$ 478,983	1.9%	\$ 691,503	2.6%	\$ 212,520	44.4%
Override		\$ -	0.0%	\$ -	0.0%	\$ -	0.0%
Other (CPF)		\$ -	0.0%	\$ -	0.0%	\$ -	0.0%
<b>Total</b>		<b>\$ 24,839,822</b>	<b>100.0%</b>	<b>\$26,318,003</b>	<b>100.0%</b>	<b>\$ 1,478,182</b>	<b>6.0%</b>

*Source: Town Administrator, Budget Report, Annual Meeting*

### **Town Expenditures**

Total Stow Expenditures increased 5.6% in FY15 after a 5.7% increase in FY14. These expenditures can be divided into three large categories: Education, which increased 4.4% (not including debt services on Hale or Center), Municipal Government, which increased 1.9% and Other, which increased 14.1%. Table 2 shows a comparison of total expenditures for FY14 and FY15.

The more expensive capital items in 2015 included Hale School Improvement of \$141,500, Highway Truck \$150,000, Fire Department Equipment \$114,273, Pompo Conversion Arch.& Eng. Services \$300,000, Police Station AC \$150,000, Police Cruiser \$38,000, Planning Board Consultant \$50,000, Old Highway Barn Improvements \$40,000, and Highway Building Office Improvements \$35,000.

The Municipal Government Portion of the Budget showed an Increase of 1.9% which is largely related to higher benefits costs along with cost of living wage increases of 2.0%.

### **Town Expenditures: Education**

Nashoba Regional School District ("NRSD") is Stow's largest Expense totaling \$14,994,134 for FY15; an increase of \$798,810 or 5.3% over FY14. Minuteman Regional, however, decreased for FY15 by -16.6% or \$143,000 over FY14 which was mainly due to decreased enrollment. The Minuteman Regional School District's Regional Agreement was revised by a vote during the Special Town Meeting on February 1, 2016. Voters of all 16 member towns approved the revised Regional Agreement which now includes a process for any Member Town to leave the District. Also revised were the formulas by which tuition and capital costs are assessed. Minuteman Regional's new Building Project has been approved by the Massachusetts School Building Authority for some reimbursement. At the present time, the total cost estimate is \$144.9 million. Of the total, the MSBA estimates a 44.75% reimbursement rate for eligible costs. A large percentage of the costs are considered ineligible, and the MSBA has indicated a maximum of \$44,139,113 will be reimbursed. This leaves the member towns responsible for approximately 5% of the total bonding. The Project, however, is not slated to impact the budget until 2020, barring any negative developments. Should this Project not come to be a reality, Minuteman is looking to Renovate and Repair the current Facility, which would cost an estimated amount of \$100 million.



Table 2: Town Expenditures							
		FY14	FY14 % of Total	FY15	FY15 % of Total	\$ Change FY14 FY15	% Change FY14 - FY15
<b>Municipal Govt.</b>							
General		\$ 1,093,922	4.4%	\$ 1,163,675	4.4%	\$ 69,753	6.0%
Public Safety		\$ 2,147,482	8.6%	\$ 2,188,678	8.3%	\$ 41,196	1.9%
Public Works		\$ 1,041,912	4.2%	\$ 1,047,079	4.0%	\$ 5,167	0.5%
Human Services		\$ 273,674	1.1%	\$ 279,267	1.1%	\$ 5,593	2.0%
Culture/Rec.		\$ 294,486	1.2%	\$ 299,739	1.1%	\$ 5,253	1.8%
Town Wide Expenses		\$ 911,950	3.7%	\$ 898,650	3.4%	\$ (13,300)	-1.5%
<b>Total Municipal Gvt</b>		<b>\$ 5,763,426</b>	<b>23.2%</b>	<b>\$ 5,877,088</b>	<b>22.3%</b>	<b>\$ 113,662</b>	<b>1.9%</b>
<b>Education</b>							
Nashoba		\$ 14,195,324	57.1%	\$14,994,134	57.0%	\$ 798,810	5.3%
Minuteman		\$ 766,081	3.1%	\$ 657,204	2.5%	\$ (108,877)	-16.6%
<b>Total Education</b>		<b>\$ 14,961,405</b>	<b>60.2%</b>	<b>\$15,651,338</b>	<b>59.5%</b>	<b>\$ 689,933</b>	<b>4.4%</b>
<b>Other</b>							
Debt Service		\$ 2,126,857	8.6%	\$ 2,176,732	8.3%	\$ 49,875	2.3%
Special Articles		\$ 505,033	2.0%	\$ 613,007	2.3%	\$ 107,974	17.6%
Capital Spending		\$ 546,879	2.2%	\$ 1,018,773	3.9%	\$ 471,894	46.3%
Recap Items		\$ 936,222	3.8%	\$ 981,066	3.7%	\$ 44,844	4.6%
<b>Total Other</b>		<b>\$ 4,114,991</b>	<b>16.6%</b>	<b>\$ 4,789,577</b>	<b>18.2%</b>	<b>\$ 674,586</b>	<b>14.1%</b>
<b>GRAND TOTAL</b>		<b>\$ 24,839,822</b>	<b>100.0%</b>	<b>\$26,318,003</b>	<b>100.0%</b>	<b>\$ 1,478,181</b>	<b>5.6%</b>

Source: Town Administrator, Budget Report, Annual town Meeting

-----Departmental operating budgets include wages and expenses.

The School budgets have a much heavier reliance on State Aid than the Municipal Government budget and Stow's assessment is net of the State Aid provided to the district.

Table 3: Stow's School Assessment Budgets:							
	FY11	FY12	FY13	FY14	FY15	\$ Change FY14-FY15	% Change
<b>Nashoba</b>	\$13,338,116	\$14,046,203	\$14,754,744	\$14,195,324	\$ 14,994,134	\$ 798,810	5.6%
<b>Minuteman</b>	\$ 609,427	\$ 746,981	\$ 622,982	\$ 766,081	\$ 657,204	\$ (108,877)	-14.2%
<b>Total</b>	<b>\$13,947,543</b>	<b>\$14,793,184</b>	<b>\$15,377,726</b>	<b>\$14,961,405</b>	<b>\$ 15,651,338</b>	<b>\$ 689,933</b>	<b>4.6%</b>

### **Town Savings**

The overall Savings percentage of the Budget in FY15 decreased to 6.3%, mainly due to spending \$500,000 for Capital Articles. 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 below shows the status of our stored assets.

Free Cash contains unrestricted funds from operations of the previous Fiscal years. It is certified by the state before the calendar year end. These funds are a necessity, not a luxury. Although the fund is available for appropriation, its primary purpose is to provide for unforeseen expenditures. Still, at various times in the past five years, including FY15, 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 Finance Committee would recommend that savings remain in the range of 5% to 10%. This would require an additional amount of \$320,000 in total savings amounts before we hit the top of the range.

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

Table 4: Town Savings.							
	FY11	FY12	FY13	FY14	FY15	\$ Change FY14-FY15	% Change FY14-FY15
Free Cash	\$ 778,703	\$ 1,283,016	\$ 1,395,874	\$ 1,395,874	\$ 895,874	\$ (500,000)	-35.8%
Stabilization Fund	\$ 586,998	\$ 700,367	\$ 773,200	\$ 773,200	\$ 773,200	\$ -	0.0%
Total	\$ 1,365,701	\$ 1,983,383	\$ 2,169,074	\$ 2,169,074	\$ 1,669,074	\$ (500,000)	-23.1%
% of Budget	5.3%	6.3%	8.7%	8.7%	8.7%	6.3%	-1.6%

Source: Town Administrator (approximately at start of Year)

### **Effect on Property Taxes**

Based on a calculation of the typical residential property (Massachusetts Class 101 properties) the average valuation of a single-family house in Stow is about \$424,000. The effect of changes to the budget on your Tax bill is shown in Table 5.

Table 5: Effect on Property Taxes (based on MA Class 101 properties)							
	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	% Change FY14-FY15
Tax rate (per \$1000)	\$ 16.58	\$ 17.05	\$ 17.90	\$ 18.37	\$ 19.17	\$ 19.98	4.2%
Avg Single Family Valuation	\$ 463,581	\$ 445,062	\$ 428,744	\$ 424,668	\$ 428,160	\$ 446,143	4.2%
Avg Single Family Tax Bill	\$ 7,686	\$ 7,588	\$ 7,675	\$ 7,801	\$ 8,208	\$ 8,914	8.6%

Source: Calculation based on 2015 Board of Assessor assessed values and tax rate using Massachusetts Class 101 properties.

### **Conclusion**

There are a number of factors that indicate that the Town remains in great fiscal shape. There has been no override in recent years, our reserves are almost 9% of the overall budget, the Town's property taxes remain well within the levy capacity, and our debt rating remains strong.

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

Stow's strong fiscal condition has resulted from years of prudent management by Town officials, and discipline by the Taxpayers. It is essential to our fiscal health that these trends continue. 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 taxpayers that Town Meeting directly controls the rate of growth of Town expenses. We encourage your participation.

Respectfully submitted,

Peter McManus, Chair  
Richard Eckel  
Werner Fritz

Paul McLaughlin  
Bruce Walbridge

### **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 or any expenditure of \$10,000 or more having a useful life of at least three years. Together with the Town Administrator, the Committee considers 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 the February Special Town Meeting, the Committee reviewed and recommended that the Town approve a capital outlay request from the Recreation Commission for \$242,000 funded by Community Preservation Act funds in order to construct structures and make other improvements to the Pine Bluffs Recreation Complex. The voters approved this request at the Special Town Meeting held on February 22nd.

Prior to the Annual Town Meeting, the Committee reviewed and recommended that the Town approve the following capital outlay requests for fiscal year 2016:

- By the Cemetery Department: \$25,749 for a new multi-use tractor and trailer, and \$20,499 for improvements to Brookside Cemetery;
- By the Highway Department: \$355,000 for a new front-end loader and snowblower attachment, \$20,000 for upgrades to the lavatory facilities at the Highway Barn, and \$70,000 for reconstruction and resurfacing of Gates Lane;
- By the Planning Board: \$10,000 for the Town Sidewalk Account;

- By the Police Department: \$27,000 for a new administrative SUV to replace the Department's existing gas-electric hybrid vehicle;
- By the Randall Library: \$75,000 to repair the library building's HVAC system and ductwork;
- By the Nashoba Regional School District: \$24,000 to complete repairs to window frames at Hale School; and
- By the Conservation Commission and Community Preservation Committee: \$174,000 to purchase a parcel of land on South Acton Road to be added to the Captain Sargent Farm Conservation Area.

The voters approved all of the above-listed outlay requests at the Annual Town Meeting on May 4th.

Respectfully submitted,

Steve Jelinek, Chair  
Myie Yvanovich, Clerk  
Dave Arsenault

Charles Kern, Selectmen's appointee  
Ross Perry, Finance Committee appointee

## **BOARD OF ASSESSORS**

The Stow real estate market has seen an increase in sale prices during the past year. The final valuations for FY2016, which have an assessment date of January 1, 2015, show a slight turn upward on average. Sales of real estate occurring in 2014 were used to determine assessments for the current fiscal year. The new average assessment of a single-family home is \$442,300. For FY2016, the average residential tax bill has increased due to an increase in valuations based on sales.

Fiscal 2016 was a certification year for Stow, and the Assessors' office was required to perform extensive analysis to provide the Department of Revenue with data required to certify that property assessments are uniform throughout the town and are representative of the real estate market. As required by the Department of Revenue, the Assessors' office adjusts values every year to reflect changes in the market.

For FY2016, the residential sector was up an average of 3-4%. The total assessed value for FY2016 increased from \$1,156,910,550 in FY15 to \$1,199,502,990. New Growth decreased this year reflecting the absence of any major construction projects. The commercial/industrial sector decreased slightly, while personal property increased by 17% due to new accounts. Land values varied throughout town: most neighborhoods saw increases.

Seniors on fixed incomes can be particularly vulnerable in the current economy. A notebook at the Assessors' window contains information with details of the various exemptions, deferrals, and other programs designed to help with taxes. The 41C tax exemption of \$1000 is available for those over the age of 65 that qualify with limited income and assets. Other exemptions are also available. In addition, an article was passed at Town Meeting increasing all exemptions by up to 100% in certain circumstances. Lastly, the interest rate on Tax Deferrals is now at 4%. Do not hesitate to check with the Stow Assessor's office to see if 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 FY2015 was \$516,664 with \$220,425 in matching funds received from the State in the fall. Exemptions from the surcharge are available for certain income brackets. Please check with the Assessors' office for more information.

Dom Pugliese is the current chairman of the Board of Assessors, and has an extensive appraisal background. Jack Smith has been on the Board for over twenty years and offers his experience as a builder. Richard Connelly, Sr., in his first term as a Board member, is a retired Boston firefighter. On the staff, we said goodbye to Principal Assessor, Dotty Wilbur. Dotty retired this year after 17 years of service to the Town. She will be missed. Kristen Fox, with considerable assessing experience, and previously the office clerk, was hired as the new Principal Assessor. Taking Kristen's place as the office clerk is Deborah George. Debbie has been on the Board of Assessors in Harvard for over ten years. Louise Nejad, with fourteen plus years with the Town, continues to be our Assistant Assessor.

From time to time, you may see the staff or a sub-contractor collecting data on property in Stow. Staff and contractors always carry proper identification. 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,

Dominick Pugliese, Chairman  
John E. Smith  
Richard Connelly, Sr.

Kristen Fox, M.A.A., Principal Assessor  
Louise A. Nejad, Assistant Assessor  
Deborah George, Assessors' Clerk

## FISCAL 2016 TAX RATE RECAPITULATION

### TAX RATE SUMMARY

A.	Total Amount to be Raised	\$28,620,011.99
B.	Total Estimated Receipts & Other Revenue	\$ 4,653,942.25
C.	Tax Levy	\$23,966,069.74
D.	Distribution of Tax Rates & Levies	

CLASS	LEVY PERCENTAGE	LEVY BY CLASS	VALUATION BY CLASS	TAX RATES
Residential	91.0804%	\$21,828,392.18	\$1,092,512,050	\$19.98
Open Space	-0-	-0-	-0-	-0-
Commercial	4.7222%	1,131,725.75	56,643,100	\$19.98
Industrial	1.8775%	449,962.96	22,521,000	\$19.98
Personal	2.3199%	555,988.85	27,826,840	\$19.98
<hr/>				
TOTAL	100%	\$23,966,069.74	\$1,199,502,990	

# **TREASURER'S FINANCIAL REPORT**

	<b>FY 2014</b>	<b>FY 2015</b>	<b>% Change</b>
<b>BEGINNING CASH BALANCE:</b>	11,636,151	12,121,178	4.2%
<b><u>RECEIPTS:</u></b>			
Property Tax	21,914,079	23,178,435	5.8%
Community Preservation Surcharge	491,291	516,496	5.1%
Motor Vehicle Excise Tax	1,020,341	1,117,250	9.5%
Tax Titles & Deferrals	144,942	5,307	-96.3%
Department & Misc Revenue	1,806,250	1,647,756	-8.8%
State Aid & Grants	943,700	943,990	0.0%
Bond/Note Receipts	8,175,000	8,324,000	1.8%
Interest on Investments	71,131	90,860	27.7%
Offset Payroll Deductions	1,385,466	1,434,193	3.5%
<b>TOTAL RECEIPTS:</b>	<b>35,952,200</b>	<b>37,258,287</b>	<b>3.6%</b>
<b><u>EXPENDITURES:</u></b>			
Payroll	4,315,446	4,361,529	1.1%
Vendor	5,403,596	5,366,995	-0.7%
School District Assessments	14,961,405	15,667,622	4.7%
Retirement Assessment	643,169	685,927	6.6%
Debt Payments	10,143,557	10,220,777	0.8%
<b>TOTAL EXPENDITURES:</b>	<b>35,467,173</b>	<b>36,302,850</b>	<b>2.4%</b>
<b>ENDING CASH BALANCE:</b>	<b>12,121,178</b>	<b>13,076,615</b>	<b>7.9%</b>

Prepared by Pamela Landry  
Treasurer-Collector

**TAX COLLECTOR'S REPORT FY 2015**

<b>Tax &amp; Levy Year</b>	<b>Tax Outstanding as of 7/1/14</b>	<b>New Commitments</b>	<b>Amount Collected</b>	<b>Exemptions &amp; Abatements</b>	<b>Refunds</b>	<b>Tax Takings &amp; Deferrals</b>	<b>Tax Outstanding as of 6/30/15</b>
2015 Real Estate	\$0.00	\$22,648,085.23	\$22,364,135.95	\$78,473.22	\$43,795.71	\$81,793.10	\$167,478.67
2014 Real Estate	\$194,525.52	\$0.00	\$126,026.43	\$8,969.64	\$17,442.27	\$42,775.01	\$34,196.71
2013 Real Estate	\$25,440.89	\$0.00	\$21,124.66	\$0.00	\$0.00	\$4,316.23	\$0.00
2015 Supplemental RE Tax	\$0.00	\$50,494.32	\$37,457.25	\$0.00	\$0.00	\$0.00	\$13,037.07
2014 Supplemental RE Tax	\$14,625.65	\$0.00	\$14,625.65	\$0.00	\$0.00	\$0.00	\$0.00
2015 Comm Pres Act	\$0.00	\$528,020.62	\$513,582.35	\$9,059.20	\$109.58	\$1,797.23	\$3,691.42
2014 Comm Pres Act	\$4,382.63	\$0.00	\$3,018.12	\$237.46	\$237.46	\$775.16	\$589.35
2013 Comm Pres Act	\$288.41	\$0.00	\$242.88	\$0.00	\$0.00	\$45.53	\$0.00
2015 Personal Property	\$0.00	\$698,581.23	\$672,013.10	\$580.61	\$675.28	\$0.00	\$26,662.80
2014 Personal Property	\$23,280.72	\$0.00	\$2,329.92	\$0.00	\$0.00	\$0.00	\$20,950.80
2013 Personal Property	\$20,565.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,565.84
2012 Personal Property	\$28,710.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,710.12
2011 Personal Property	\$24,288.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,288.90
2010 & Prior Pers Prop	\$16,982.85	\$0.00	\$2,635.19	\$0.00	\$0.00	\$0.00	\$14,347.66
2015 Motor Vehicle	\$0.00	\$995,403.59	\$928,632.16	\$13,433.06	\$7,943.23	\$0.00	\$61,281.60
2014 Motor Vehicle	\$50,171.25	\$153,701.48	\$194,966.84	\$11,375.10	\$7,349.77	\$0.00	\$4,880.56
2013 Motor Vehicle	\$9,049.55	\$0.00	\$5,516.73	\$558.45	\$499.29	\$0.00	\$3,473.66
2012 Motor Vehicle	\$12,123.55	\$0.00	\$1,328.71	\$0.00	\$0.00	\$0.00	\$10,794.84
2011 Motor Vehicle	\$15,310.68	\$0.00	\$1,530.25	\$0.00	\$0.00	\$0.00	\$13,780.43
2010 & Prior Motor Vehicle	\$11,253.34	\$353.65	\$1,067.92	\$4,694.89	\$0.00	\$0.00	\$5,844.18
Well Betterments	\$373,925.15	\$0.00	\$57,553.94	\$0.00	\$0.00	\$1,403.12	\$314,968.09
Well Betterments Interest	\$399.74	\$7,428.53	\$7,046.65	\$0.00	\$0.00	\$196.44	\$585.18
<b>Totals:</b>	<b>\$825,324.79</b>	<b>\$25,082,068.65</b>	<b>\$24,954,834.70</b>	<b>\$127,381.63</b>	<b>\$78,052.59</b>	<b>\$133,101.82</b>	<b>\$770,127.88</b>
<b>Interest &amp; Fees Collected:</b>			<b>\$71,778.36</b>				
<b>Total Collected:</b>			<b>\$25,026,613.06</b>				

Prepared by: Pamela Landry, Treasurer-Collector



**TOWN OF STOW**  
**COMBINED BALANCE SHEET (Unaudited)**  
**ALL FUND TYPES AND ACCOUNT GROUP**  
**June 30, 2015**

	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			
<b>Assets</b>							
Cash and Interest Bearing Deposits	\$ 4,025,933	\$ 6,973,500	\$ 497,768	\$ 1,679,733	\$	-	\$ 13,176,934
Cash and Investments Held by Trustees				1,333,400			1,333,400
Receivables:							
Real Estate Taxes	201,675						201,675
Personal Property Taxes	135,526						135,526
Less Allowance for Abatements and Exemptions	(282,252)						(282,252)
Motor Vehicle Excise Taxes	100,055						100,055
Tax Liens	234,075	9,358					243,433
Supplemental Taxes	13,037						13,037
Tax Foreclosures	105,477						105,477
Ambulance	76,443						76,443
Well Betterment		3,970					3,970
Committed Interest		585					585
CPA Surcharge		4,281					4,281
Other		310,998					310,998
Due From Other Funds							
Due From Other Governments	19,548						19,548
Amount to be Provided for Notes and Bonds Payable		322,485					322,485
<b>Total Assets</b>						19,298,629	19,298,629
	\$ 4,629,517	\$ 7,625,177	\$ 497,768	\$ 3,013,133	\$	19,298,629	\$ 35,064,224
<b>Liabilities and Fund Equity</b>							

**TOWN OF STOW**  
**COMBINED BALANCE SHEET (Unaudited)**  
**ALL FUND TYPES AND ACCOUNT GROUP**  
**June 30, 2015**

	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			
<b>Liabilities</b>							
Warrants Payable	\$ 147,877	\$ 151,575	\$ 7,661	\$ 2,805	\$ -	\$	309,918
Accrued Payroll	126,412	9,760		1,250			137,422
Amounts Withheld from Employees and Other Liabilities	69,048			90,478			159,526
Due to Other Funds				19,548			19,548
Deferred Revenue:							
Personal Property and Real Estate Taxes	67,987						67,987
Motor Vehicle Excise Taxes	100,055						100,055
Tax Liens	234,075	9,358					243,433
Tax Foreclosures	105,477						105,477
Ambulance	76,443						76,443
Well Betterment		3,970					3,970
Committed Interest		585					585
CPA Surcharge		4,281					4,281
Other		633,483					633,483
Notes Payable			1,756,000				1,756,000
Bonds Payable					19,298,629		19,298,629
<b>Total Liabilities</b>	<b>927,374</b>	<b>813,012</b>	<b>1,763,661</b>	<b>114,081</b>	<b>19,298,629</b>		<b>22,916,757</b>

**TOWN OF STOW**  
**COMBINED BALANCE SHEET (Unaudited)**  
**ALL FUND TYPES AND ACCOUNT GROUP**  
**June 30, 2015**

	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			
<b>Fund Equity</b>							
Reserved for Expenditure	246,000	1,550,550	(1,265,893)				530,657
Reserved for Encumbrances	5,374	6,685					12,059
Reserved for Appropriation	806,615	1,209,875					2,016,490
Reserved for Reduction of Future Excluded Debt	254,512			146,045			254,512
Reserved for Endowment		106,571					146,045
Designated for Revolving Funds	2,389,642	3,938,484		2,753,007			106,571
Undesignated							9,081,133
<b>Total Fund Equity</b>	<b>3,702,143</b>	<b>6,812,165</b>	<b>(1,265,893)</b>	<b>2,899,052</b>			<b>12,147,467</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 4,629,517</b>	<b>\$ 7,625,177</b>	<b>\$ 497,768</b>	<b>\$ 3,013,133</b>	<b>\$ 19,298,629</b>	<b>\$ 35,064,224</b>	

Prepared by: Julie Costello  
Town Accountant

**TOWN OF STOW**  
**SCHEDULE OF CHANGES IN FUND EQUITY**  
**STATE GRANTS & REVOLVING FUNDS**  
**June 30, 2015**

	Beginning Fund Equity	Revenues	Expenditures	Ending Fund Equity
<b>STATE GRANTS:</b>				
Public Safety	\$ (19,389)	\$ 60,008	\$ 40,506	\$ 113
Education Grant	2,469	-	-	2,469
Culture & Recreation	5,343	4,300	8,356	1,287
Council on Aging	-	10,256	10,256	-
Library	13,645	7,842	1,841	19,646
Other Grants	1,586	1,155	-	2,741
<b>TOTAL STATE GRANTS:</b>	<b>\$ 3,654</b>	<b>\$ 83,561</b>	<b>\$ 60,959</b>	<b>\$ 26,256</b>
<b>REVOLVING FUNDS:</b>				
Recreation	\$ 64,321	\$ 208,859	\$ 225,718	\$ 47,462
Inspectors	47,723	31,195	30,394	48,524
Ambulances Services	-	17,642	17,642	-
<b>TOTAL REVOLVING FUNDS:</b>	<b>\$ 112,044</b>	<b>\$ 257,696</b>	<b>\$ 273,754</b>	<b>\$ 95,986</b>

Prepared by  
Julie Costello  
Town Accountant

# **TRUST FUND FINANCIAL REPORT - FY 2015**

The following Town trust funds are managed by Abbey Capital LLC and as of 6/30/15 were invested as follows:  
Government Money Market Fund (5%), Certificates of Deposit (75%), and Equities (20%).

<b>Stabilization Fund</b>	Beginning Balance 7/1/2014	\$840,332.47	
	Disbursements	\$0.00	
	Receipts	\$0.00	
	Investment Earnings	\$12,286.52	
	Ending Balance 6/30/14		<b>\$852,618.99</b>
<b>Affordable Housing Fund</b>	Beginning Balance 7/1/2014	\$196,968.68	
	Disbursements	(\$7,637.00)	
	Investment Earnings	\$2,857.13	
	Ending Balance 6/30/2015		<b>\$192,188.81</b>
<b>Cemetery Perpetual Care Non-Expendable</b>	Beginning Balance 7/1/2014	\$146,950.00	
	Receipts	\$3,900.00	
	Ending Balance 6/30/2015		<b>\$150,850.00</b>
<b>Expendable</b>	Beginning Balance 7/1/2014	\$27,311.39	
	Disbursements	(\$2,527.61)	
	Investment Earnings	\$2,559.37	
	Ending Balance 6/30/2015		<b>\$27,343.15</b>
<b>Conservation Fund</b>	Beginning Balance 7/1/2014	\$37,974.41	
	Disbursements	(\$12,772.46)	
	Receipts	\$11,960.00	
	Investment Earnings	\$677.91	
	Ending Balance 6/30/2015		<b>\$37,839.86</b>

<b>Mabel Hale Fund</b>	Unexpendable Bequest		<b>\$35,000.00</b>
	Beginning Expendable Balance 7/1/2014	\$7,827.36	
	Disbursements	\$0.00	
	Investment Earnings	\$626.19	
	Ending Expendable Balance 6/30/2015		<b>\$8,453.55</b>
<b>Mabel Hallock - Brookside Cemetery</b>	Unexpendable Bequest		<b>\$2,000.00</b>
	Beginning Expendable Balance 7/1/2014	\$5,865.91	
	Disbursements	(\$124.69)	
	Investment Earnings	\$115.11	
	Ending Expendable Balance 6/30/2015		<b>\$5,856.33</b>
<b>Mabel Hallock - Common Memorial &amp; Flag</b>	Unexpendable Bequest		<b>\$1,000.00</b>
	Beginning Expendable Balance 7/1/2014	\$402.74	
	Disbursements	\$0.00	
	Investment Earnings	\$20.50	
	Ending Expendable Balance 6/30/2015		<b>\$423.24</b>
<b>Other Post Employment Benefits (OPEB)</b>	Beginning Balance 7/1/2014	\$0.00	
	Disbursements	\$0.00	
	Receipts	\$50,000.00	
	Investment Earnings	\$2,502.83	
	Ending Balance 6/30/2015		<b>\$52,502.83</b>
<b>Otto &amp; Aina Stein Fund</b>	Unexpendable Bequest		<b>\$18,810.00</b>
	Beginning Expendable Balance 7/1/2014	\$23,093.28	
	Disbursements	\$0.00	
	Investment Earnings	\$612.67	
	Ending Expendable Balance 6/30/2015		<b>\$23,705.95</b>

<b>Town Farm Fund</b>	Unexpendable Original Deposit		<b>\$8,751.96</b>
	Beginning Expendable Balance 7/1/2014	\$40,736.65	
	Disbursements	\$0.00	
	Investment Earnings	\$723.56	
	Ending Expendable Balance 6/30/2015		<b>\$41,460.21</b>
<b>Cyrus H. Whitney Central Common Fund</b>	Unexpendable Bequest		<b>\$1,000.00</b>
	Beginning Expendable Balance 7/1/2014	\$669.23	
	Disbursements	\$0.00	
	Investment Earnings	\$24.41	
	Ending Expendable Balance 6/30/2015		<b>\$693.64</b>
<b>James F. Whitney Central Common Fund</b>	Unexpendable Bequest		<b>\$2,000.00</b>
	Beginning Expendable Balance 7/1/2014	\$1,391.86	
	Disbursements	\$0.00	
	Investment Earnings	\$49.58	
	Ending Expendable Balance 6/30/2015		<b>\$1,441.44</b>
<b>Martha G. Whitney Street Light Fund</b>	Unexpendable Bequest		<b>\$1,000.00</b>
	Beginning Expendable Balance 7/1/2014	\$4,861.69	
	Disbursements	(\$176.04)	
	Investment Earnings	\$85.05	
	Ending Expendable Balance 6/30/2015		<b>\$4,770.70</b>
<b>TOTAL TRUST FUND BALANCE:</b>			<b>\$1,469,710.66</b>

Prepared by: Pamela Landry  
Treasurer-Collector

### RANDALL RELIEF FUND

Balance January 1, 2015	\$43,878.09
Interest received	11.35
Contributions received	0.00
Repayments received	0.00
Payments	(1,500.00)
Balance December 31, 2015	\$42,389.44

Citizens Bank Insured Money Market Account

### RANDALL TOWN FUND

Balance January 1, 2015	\$20,000.00
Previous accumulated CD interest earned	86.78
Paid to Town Treasurer	( 86.78)
Current interest earned	35.05
Payable to Town Treasurer	(35.05)
Balance December 31, 2015	\$20,000.00

Citizens Bank 1-yr.Certificate of Deposit

Louise E. Peacock  
Jeffrey D. Smith  
Dorothy G. Sonnichsen, Treasurer  
Trustees



**HALE HIGH SCHOOL FUND  
INCOME/EXPENSE  
7/1/2014 - 6/30/2015**

**INCOME**

Dividends	\$ 8,517.71
Bond Interest	\$ 6,021.89
Mutual Fund Income	<u>\$1,192.04</u>
<b>Total Income</b>	<b>\$15,731.64</b>

**EXPENSE**

Greenfield Savings Bank – Management Services	\$ 6,936.33
The Randall Library	<u>\$14,000.00</u>
<b>Total Expense</b>	<b>\$ 20,936.33</b>

**Trustees of the Hale High School Fund**

Jeffrey D. Smith  
Robert F. Derby  
Linda Hathaway

## EDUCATION

### NASHOBA REGIONAL SCHOOL DISTRICT

The Nashoba Regional School District's annual report is a way to reflect and communicate on the progress we are making toward goals and to share with the community Nashoba's accomplishments. Our current enrollment is: the Regional High School 1060 students; Florence Sawyer School 765 students; Mary Rowlandson Elementary School 482 students; Luther Burbank Middle School 247 students; Hale Middle School 287 students and Center School 598 students. The total enrollment for the District is 3,484 students.

The Massachusetts Comprehensive Assessment System (MCAS) is designed to meet the requirements of the Education Reform Law of 1993. This law specifies that the testing program must

- test all public school students in Massachusetts, including students with disabilities and English Language Learner students;
- measure performance based on the Massachusetts Curriculum Framework learning standards;
- report on the performance of individual students, schools, and districts.

As required by the Education Reform Law, students must pass the grade 10 tests in English Language Arts (ELA), Mathematics and one of the four high school Science and Technology Engineering tests as one condition of eligibility for a high school diploma (in addition to fulfilling local requirements).

In addition, the MCAS program is used to hold schools and districts accountable, on a yearly basis, for the progress they have made toward the objective of the No Child Left Behind.

For the first time ever Nashoba Regional High School and The Center School achieved Level I status. Hale Middle School, Mary Rowlandson Elementary School, and Luther Burbank Middle School continue to be Level I.

Florence Sawyer School and Hale Middle School scored 100 on their PPI of "All Students" meeting target and Mary Rowlandson had 100 PPI for High Needs meeting target.

#### **School Committee**

The Nashoba Regional School Committee is spending this school year revising and approving all of the school district's policies. Their 2015-2016 School Year Overarching Goals are:

**Overarching Goal 1:** The Nashoba Regional School Committee will determine what data is needed for monitoring student achievement. This will be measured by agenda items, meeting minutes and district evaluations.

**Overarching Goal 2:** The Nashoba Regional School Committee will engage the community in a vision for our students' achievement that is grounded in the belief that first-rate public education is our community's most valuable asset. This will be measured by agenda items, meeting minutes and meeting materials posted on the NRSD School Committee web pages.

**Overarching Goal 3:** The Nashoba Regional School Committee will document and enact a budget process for the 2016-17 School Year and will approve a budget. This will be measured by meeting minutes, agenda items and meeting materials posted on the NRSD School Committee web pages.

**Overarching Goal 4:** The Nashoba Regional School Committee will develop and monitor actionable School Committee goals that identify people, process and timing to efficiently support and monitor District Improvement Plan and School Committee progress.

At a glance, our district started the 2015 calendar year with the FY 16 budget process and the school committee approved an increase of 4.21% for Annual Town Meeting to consider. It was unanimously approved by all three towns.

### **Technology**

#### **One-to-One Initiative**

In early September, every grade eight student at Nashoba Regional was provided a lesson on digital citizenship prior to receiving a Chromebook to use in school and at home. This was the start of Nashoba's first one-to-one personal mobile device initiative. The Chromebook was selected for a variety of reasons including sustainability, familiarity, a quick start up, long battery life, and ready access to Google Apps for Education (GAFE) and other digital resources that the district has adopted.

In late fall, round-table discussions with grade eight teachers across the District revealed an increase in student engagement as well as several other positive outcomes. Teachers reported that their students are able to access information and conduct peer review activities, or collaborate on writing assignments or group projects using online tools more quickly and easily. The mobile devices offer opportunities for students to access educational videos that align with the curriculum and support individualized learning. Grade eight teachers also noted a positive change in planning for digital learning experiences knowing that all students had equal access to resources at any time, as well as a decrease in the need for paper.

Some of the key outcomes from a grade eight student survey results show that:

- ninety percent of the students reported that they regularly use the Chromebooks to create or produce a product that demonstrates learning, perform research and work collaboratively.
- sixty percent reported that the use of Chromebooks helps them to learn at their own pace.
- fifty-four percent reported that the use of Chromebooks helps to understand difficult concepts more easily.

It is evident that the implementation of the one-to-one pilot is leveraging student knowledge and providing opportunities to create, collaborate, communicate and curate information not seen in a typical traditional classroom environment. Classrooms in the 21st century are evolving and student learning requires a completely different approach in order to meet the demands of the

workplace. Adopting one-to-one devices affords our students the access and opportunity needed to find success.

### **Math Pilot**

Nashoba's elementary math curriculum is evolving to reflect the standards and expectations outlined in the 2011 Massachusetts Mathematical Framework. Since the framework adoption in 2012, educators have been augmenting the program to instruct mathematics realizing the need for a fully aligned and updated program. During the spring of 2015, a District committee was formed with the specified goal of identifying a new, single curriculum resource that will support the instruction of mathematics in our elementary schools grades K-5. After evaluating major math programs for content, quality of teacher support, quality and differentiation of assessment and technology integration, Everyday Math 4 and enVision math 2.0 were identified as the pilot programs for the 2015-2016 school year.

Both programs are currently being piloted in all elementary schools in the District with variation regarding which program is being used at each grade level. Teachers have been provided professional development and support through the publishers' consultants as well as additional support through our Department of Teaching & Learning in collaboration with building-based administrators. In the spring of 2016, both programs will be evaluated for their effectiveness in the following areas:

- Mathematical content and practice
- Overall program structure
- Student experience and available supports
- Teacher supports and resources
- Assessment and availability
- Quality of digital resources

A final decision will be made and communicated in late spring of 2016. The selected program will be fully implemented in grades K-5 in all District elementary schools at the start of the 2016-2017 school year.

### **English Language Arts**

Each day students in the Nashoba Regional School District have multiple opportunities to read and write across a variety of genres. Instruction in the classroom reflects the expectations outlined by state standards. Since the adoption of the English Language Arts framework in 2011, there is greater emphasis that all teachers are teachers of reading and writing. With this paradigm shift, teachers in all content areas are now having conversations about literacy. This work is reflected in the professional development days where educators spend time analyzing student work for content as well as collaborate on identifying effective strategies to deepen students' knowledge and ability to communicate thinking through writing and oral communication. Frequent and ongoing assessments are used to inform educators so that instruction is differentiated to meet the needs of the learner.

At the elementary level, a new phonics and handwriting program called Foundations has been adopted in grades K and 1. This systematic, multi-sensory approach to phonics and handwriting ensures consistency across the district as young students develop their ability to read and write. This coming school year, grade 2 teachers will also adopt the program.

The PreK-12 English Language Arts program is comprehensive and multifaceted. The curriculum is designed to ensure that our students become effective readers, writers and thinkers. The English Language Arts discipline is now a shared responsibility between educators across the content areas.

### **Extended Learning**

“Tell me and I forget, teach me and I may remember, involve me and I learn.”

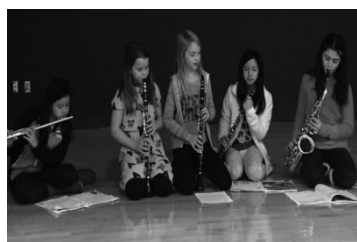
~Benjamin Franklin

[www.google.com](http://www.google.com)

The Extended Learning Program continues to grow and expand its enrichment opportunities. Last year community student outreach programs included trips to the Fire Station, Police Station, Council on Aging, local libraries and apple orchards. Several new outsourced enrichment activities were added to the colorful array of existing opportunities (On The Mark Archery, Culture Club Language, Chess Wizards, QuickStart Tennis, On Your Toes Dance, and Destination Imagination). New programs include Circuit Enrichment, Mindfulness and Wellness, two Sports Academy Clubs, Invention Club and Hip Hop Dance. This year our high school staff has participated in a variety of diverse leadership initiatives and facilitated several challenging mentor opportunities for our students. These initiatives include Guita, Soccer, American Sign Language, Theater, Chess, and Newspaper Clubs and beginning this spring Video Club. In addition to these amazing opportunities the Extended Learning Program staff also provides enrichment activities such as Quilting, Nature, Lego , Diorama, Sewing, Computer, and Art Clubs and this is just to name a few.

Last year the Extended Learning Program offered several amazing performances for our students to enjoy. These events were open to all parents and students. Last year’s events included Tiger Performance, African Drumming and artist extraordinary Kevin Barry. This year we will be offering Tony Vacca and the Ray of Hope presentation. Celtic Music visited in November and we are hoping for a return in the spring.

The Before School Program continues to increase in popularity with an increase in enrollment. New this year to the Before School Program is a drop option which allows parents to drop their child or children off on as-needed basis rather than sign up for a scheduled amount of days. Two new staff members have been added to the Before School Program. Maura Sheridan joined the Center School Before team and Patty Petkauskos completes the Lancaster dynamic duo.



The Extended Learning Program has also begun to offer piloted enrichment programs as District Enrichment opportunities. These opportunities have become extremely popular! A few of these opportunities are Chess Wizards, On The Mark Archery, Culture Club, Circuit Enrichment, QuickStart Tennis, Morning Movement, Music Program and back by popular demand is the Middle School Mock Trial Program. This year the team will travel to New

Hampshire for Nashoba's first Middle School Mock Trial Competition. If you are interested in becoming a member of the new district enrichment team, consider joining the R.E.A.L. (Resources for Enrichment and Advanced Learning) Committee by emailing [ldwyer@nrsd.net](mailto:ldwyer@nrsd.net).

A few new initiatives for next year are already in the works. In response to parent requests to extend the Extended Learning Program to preschool students we are planning to pilot a Preschool Extended Learning Program option at the Bolton location. We also hope to partner with one of the many local horse farms to provide an opportunity for students to participate in an acquisition enrichment program option. Please email [ldwyer@nrsd.net](mailto:ldwyer@nrsd.net) if this is a collaborative opportunity you are interested in developing. Finally, Principal Bates and the Extended Learning Program are investigating the possibility of creating a dynamic MakerSpace at the Florence Sawyer School. Please visit <http://spaces.makerspace.com/> for additional information about MakerSpaces.

According to [www.virtualschools.com](http://www.virtualschools.com) "Evidence suggests that social and emotional competence contributes significantly to skills in other domains like cognitive and physical development." The Extended Learning Program will continue to provide opportunities that support the emotional and social skills of our children, so that they are best prepared to manage the academic challenges of their school day.

### **Athletics**

Nashoba athletics enjoyed an exciting 2015. Participation increased with over 550 student-athletes participating in high school athletics (28 sports at the varsity level and a total of 50 teams on an annual basis).

The year started out great with two winter teams winning state titles! The hockey team won the Division 3A Sectional Championship for the first time since 1980 and a State Championship for the first time in school history. The wrestling team continued its success and won the Division 2 Sectional Championship and the program's first State Championship. The girls' basketball team completed an undefeated regular season at 20-0 for the second season in a row. The boys' basketball team earned a playoff berth for the third consecutive year, qualified for the Clark Tournament and advanced to the large school finals for the first time since 1977, and advanced to the sectional semi-finals at WPI. The boys' basketball team was also awarded the Central Mass Officials Sportsmanship Award.

The success continued into the spring as the girls' tennis team posted an 18-2 record and were the Division 1 Central Mass finalists. Junior Jillian Winer, a Bolton resident, won the Division 1 Central Mass Singles Championship. The softball and baseball teams won the league titles and qualified for the post-season. The boys' and girls' track teams posted 5-1 regular season records and our unified track team went undefeated during the regular season and placed second overall in the district meet. Wyatt Boelens, from Bolton, won the MIAA All-State title in the discus.

The fall of 2015 was another successful season for the Chieftains. Volleyball had a remarkable season, earning the best overall record since the program began and qualified for playoffs for the third consecutive season. The boys' cross country team was league champions, while the girls' team placed second. The cheerleading team won the league championship and the Division 2

Regional championship. The field hockey team had another amazing season! They won the league championship, the Division 1 Central Mass District title for the second consecutive year, and were state semi-finalists. However, the fall season was highlighted by the football team's league championship, Central Mass District title, and the Division 2 State Championship win at Gillette Stadium!

Overall, Nashoba's sports teams saw another historic year in 2015! Eighty percent of our varsity teams qualified for post-season playoffs, we won nine league titles, four sportsmanship awards, five district championships, one state semi-finalist, and three state championships. A total of 87 student-athletes were named to the Mid-Wach League All-Star teams, but every one of our student-athletes deserves to be congratulated for their hard work, dedication, and success.

### **Nashoba Regional High School**

The 2014-15 school year was a busy one at the high school. We completed our NEASC site visit, which resulted in a comprehensive report that identified the many positive things being done at Nashoba, while also highlighting some areas for long-term improvement. The School Committee approved 12 late starts at the high school for the 2015-16 school year, which give teachers the opportunity to collaborate around curriculum, instruction, and assessment. We introduced a variety of new courses for students, which were highly successful; new courses included Epidemiology, Video Game Design, Digital Photography, new Computer Science courses, an interdisciplinary freshman World Humanities course, and new offerings in Theater Arts. Finally our students continued to show excellent achievement on the MCAS test—with improved scores in every tested subject area—and our high needs students made especially large gains, which has resulted in Nashoba being recognized as a Level 1 school for the first time.

### **The Center School**

While the Center School building project was finished over three years ago, growth and change continue within the building. On July 1<sup>st</sup>, our new principal, Mr. Mulkerin, officially began his leadership role at our school after transition work with former principal, Mr. Lacoste. The beginning of September brought about another leadership change with the addition of Mrs. Cronin as assistant principal. Diligent listening and learning have been their focus during the first few months of the 2015-2016 school year. Both Mr. Mulkerin and Mrs. Cronin are excited to be part of such a warm and welcoming school community. An essential part of our school community, the Stow PTO, continues to thrive and deliver exceptional volunteering, enrichment, and cultural opportunities for all our students and teachers. Without them, our school would not be able to function at quality levels.

Consistency of caring staff and an engaged parent community have continued at The Center School. Our monthly All School Meetings have highlighted our “togetherness” despite being a large school of approximately 600 students and 70 staff members. Students have been challenged to stretch as a community beyond the school walls by donating meals, clothing, and other support to organizations such as Warm Hearts of Stow and Cradles to Crayons. Our All School Meetings continue to be led by teachers and students.

During the school day, students continue to work within our state learning standards with enhancements being added as much as possible. iPads, Chromebooks, and Smartboards are

technology tools that are utilized in all classrooms. We offer students a variety of technology, including our recent *Hour of Code*, designed for students to create new ways of representing learning and exploring new skills. In December, we were fortunate enough to have several technology professionals, including parents that work for Microsoft and Google, demonstrate and teach students about coding during the *Hour of Code* week. All of our teachers have been piloting math programs this year with the goal of selecting the best possible vehicle to teach mathematics over the next several years. In Kindergarten and 1<sup>st</sup> Grade, teachers have been implementing the Foundations phonics program as part of their literacy instruction. Because of this implementation, we are seeing strong results for our youngest readers. Across the grades, teachers continue to explore the workshop model for reading and writing which includes focused mini-lessons and individual conferencing with students on their progress. As a staff, we will be exploring *fixed mindsets* and *growth mindsets* in 2016 by using the work of Dr. Carol Dweck.

Efforts to date have resulted in improved MCAS scores and an increase in the school's accountability status. While there is no single measure that encompasses and reflects all instruction and learning, we are proud to say that The Center School has moved into Level 1 status as part of the Department of Elementary and Secondary Education's accountability program. This positive change was due to MCAS results that met state targets; particularly for meeting goals that narrowed achievement gaps for some of our learners. While this is an accomplishment, we understand that we must continue to work to have all of our students reach even higher benchmarks for learning.

The Center School, where...

- students, teachers, parents and members of the community work together to educate each child to his or her fullest potential, respectful behavior and citizenship are displayed by all members of the school community,
- children are encouraged to pursue and express their learning creatively and collaboratively, and
- learning is connected to real-world opportunities positioning children for success in the 21st century.

The Center School: Preparing for Tomorrow!

### **Hale Middle School**

Hale Middle School has had a busy and successful 2015. The year at Hale started out like the rest of New England, buried in snow. The snow was so deep that much of the front window area of the school was covered from top to bottom, making for a new look for a few weeks. Despite the heavy snow, our sense of community carried on throughout all our usual activities.

Hale is a thriving educational institution that boasts a great staff producing tremendous academic results. Once again this year our students scored amongst the highest in the Commonwealth on the state's MCAS exams. Hale retained its ranking as a Level 1 school. Our staff had some significant change this year with the retirement of two long time teachers. Don Moulthrop, music teacher for nearly 30 years, and Rick Hawkins, former principal and long-time health teacher, both concluded their service to the students of Stow.

The District's new one-to-one initiative began in the 8<sup>th</sup> grade this year. Each of our grade 8 students was provided a Chromebook that will be theirs to use through their senior year in high



school. The staff at Hale have been leaders in the use of Google for Education and this latest tool is another enhancement to the learning of our students.

Hale continues to be an active place during after-school hours where the true spirit of our community shows. Our sports teams continued to perform very well with large participation. The spring musical was *Godspell* and the three showings were all a great success. The after-school clubs and activities continue to grow and prosper. Hale is in the second year of having a GSA and it has a great influence on our school culture. The Robotics Club is back in full force and earning great reviews. In addition to the jazz band, there is now a wind ensemble to compliment extra-curricular music activities.

Trips outside of the school were a big part of 2015. The fifth annual eighth grade trip to Washington D.C. was another great success with virtually full-class participation. The sixth grade took their science curriculum into the field with a hike up Mt. Wachusett in June. The seventh grade made a trip to Overlook Farm in Rutland. In the fall the sixth graders made the annual two-day excursion to Project Adventure. The weather was good and the activities were inspiring to our new sixth grade students.

### **In Memoriam**

Marilyn Berg - Mary Rowlandson Elementary School

The Nashoba Regional School District remembers the life and dedication of Marilyn A. Berg who passed away on March 6, 2015. Marilyn served as an instructional assistant in Lancaster for over 25 years. She will forever be remembered for her passion for teaching, especially the teaching of literacy and her unwavering commitment to our students.

### **Please Join Us in Thanking Our 2015 Retirees For Their Years of Services to the District:**

Carol Archambault, 35 Years of Service  
Curriculum Director - ELA, Nashoba Regional School District

Kim Gribbons, 34 Years of Service  
Special Education Teacher, Luther Burbank Middle School

Marilyn Perkins, 34 Years of Service  
Physical Education Teacher, Mary Rowlandson Elementary School

Gail Callahan, 29 Years of Service  
Instructional Assistant, Nashoba Regional High School

Donald Moulthrop, 29 Years of Service  
Music Teacher, Hale Middle School

Peggy Corbett, 27 Years of Service  
Instructional Assistant, Mary Rowlandson Elementary School

JoAnn Munyon, 27 Years of Service  
Instructional Assistant, Luther Burbank Middle School

Joanne Gaynor, 22 Years of Service  
Kindergarten Teacher, Florence Sawyer School

Susan Mianulli, 20 Years of Service  
Music Teacher, Nashoba Regional High School

Nan O'Malley, 16 Years of Service  
Art Teacher, Luther Burbank Middle School

Betsy Kyle, 14 Years of Service  
Elementary Teacher, The Center School

Ronald Burgwinkel, 10 Years of Service  
Custodian, Nashoba Regional High School

Lida Armstrong, 7 Years of Service  
World Language Teacher, Nashoba Regional High School

Respectfully submitted,

Dr. Curtis Bates, Interim Superintendent of Schools  
Lynn Colletti, Stow representative  
Mark Jones, Stow representative  
Nicole Odekirk, Stow representative

## **NASHOBA REGIONAL HIGH SCHOOL CLASS OF 2015**

### **Class Officers**

President	John Paul Vasington
Vice President	Kylie rose Schneck
Secretary	Carrie Alyse Cheung
Treasurer	Kassandra Carmela Sidopoulos

Valedictorian	Riley Colleen Davis
Salutatorian	Natalie Marie Bettez

Sarah Elizabeth Abare\*\*§  
 William Richard Adams\*  
 Justine Alexis Allard  
 Samantha Rose Allen  
 Elizabeth Anne Amidon  
 Paul Anastas JR  
 Andrew Curtis Anderson  
 Dennis Daniel Antonetti Garcia  
 Kraig Paul Arsenault  
 Kurt Ralph Arsenault  
 John James Atkinson  
 William Gerald Aube  
 Brandon Thomas Baldwin  
 Olivia Janice Beaudoin\*\*§  
 Alina Joan Berkowitz  
 Natalie Marie Bettez\*\*\*§  
 Janice Kathryn Bolton  
 Ryan Alexander Bonner  
 Elias Matthew Boots  
 Jacqueline Janet Boucher  
 Madelyn Lucy Boucher  
 Nicole Ardelle Boucher  
 Hunter Logan Boudreau  
 Brooke Elizabeth Braceland  
 Shanna Rose Brandt  
 Abigail Grace Brubaker\*§  
 Dylan Joseph Butland  
 Dante Martin Cabral§  
 Paul Joseph Cacciatore  
 Gareth John Lane Carey  
 Rosamond Mary Carlson  
 Ethan Matthew Carpenter  
 Jeffrey Robert Casella  
 Thomas James Casey\*§  
 Gregory Paul Cavaoli  
 Emma Mackenzie Caviness\*\*§  
 David Jonathan Ceron  
 John David Charbonneau  
 Brandon Thomas Cheung\*§  
 Alexa Rose Choquette  
 Sarah Ann Clopeck\*\*§  
 Theresa Janene Cloutier\*\*§  
 William Prentice Colby‡  
 Melany Maria Colon

Shawn Joseph Conlin§  
 Abigale Bonnie Connor\*  
 Magen Sharon Cook\*§  
 Caroline Helen Coppes\*  
 Brittany Marie Cormier  
 Ryan Matthew Courtney  
 Jason Windsor Crane\*§  
 Erin Elizabeth Cressman\*\*§  
 Daniel Bernard Crosby  
 Edward Thomas Cuddy  
 Rachel Elizabeth Culkins\*\*§  
 Paige Alexa Cummings  
 Caroline Elizabeth Curran  
 David Joseph Czapkowski\*§  
 Riley Colleen Davis\*\*\*§  
 Shayne Anthony DelFavero  
 Lucas Paul DeLisle  
 Gabriella Marie DeMeo §  
 Eric Daniel Demmer\*  
 Alec Ryan Dempsey\*§  
 Joseph Alexander DeNorscia  
 Cassandra Rae Dolan‡  
 Daniel Josue' Dominguez  
 Austin Riley Drinkwater  
 Maddison Alysha Dube  
 Sophia ZaferoulaDuros  
 Cameron James Dyer-Hawes  
 Casey Alan Elkins  
 Karleigh Kathryn Elkins  
 Rory W.K. Emrich  
 Duncan Josiah Enzmann  
 Wilson Charles Fay  
 Hannah Elizabeth Feakes  
 Christian ReyelsFletcher  
 Megan Danielle Ford  
 Ashley Marie Foster  
 Henry Dylan Foster  
 Samantha Marie Foster  
 Hannah Lee French\*  
 Sarah Anne Gaffney\*\*\*§  
 Andrew Red Gallagher  
 David Bryce Gauld  
 Katie Jane Gilchrest  
 Kevin Joseph Gilchrest

Luke Parker Gilchrest  
 Lindsey Grace Giuliano\*\*\*  
 Olivia Ruth Gonet\*\*\*§  
 Derek Gregory Gothie  
 Clara Maria Greszczuk\*\*\*§  
 Sam Marshall Griffin  
 Liam Christian Gross§  
 Joseph William Guerin  
 Amber Nicole Gustafson\*§  
 Elizabeth Rose Hagopian\*§  
 Miles Curtis Hammill  
 Jacob Hale Hangen\*§  
 Drew Patricia Hannigan  
 Abigail Anne Hart  
 Benjamin Timothy Hart\*§  
 Ian Michael Hart  
 Molly Elizabeth Hart  
 Lyndsey Marie Hawkes§  
 Kirsten Joy Heeren  
 Brian Keegan Heffernan\*§  
 Adam Richard Heislein§  
 Timothy Joseph Henderson  
 Julia Taylor Hill  
 Andrew Isaiah Hoff  
 Zachary Norman Honig\*\*§  
 Tyler Dean Howley\*  
 Olivia Grace Hurd\*\*\*§  
 Benjamin Charles R. Hurley  
 Alexander Jihoon Jeon  
 Cameron Patrick Jesson\*  
 Steven Yuchen Jiang\*\*§  
 William Robert Johnson  
 Megan Renee Joyce §  
 Jacob Joseph Kallio\*  
 David Keeler-Schwab  
 Michael Francis Kane  
 James Francis Keats\*  
 Nicholas James Kenney  
 Danielle Jacqueline Kennon\*§  
 Catherine Ellysia Kiernan  
 Nicholas Charles King  
 Talia Miriam Kirschbaum\*\*\* §  
 Hanna Elise Konash  
 Kelsey Grace Kovach  
 Divya Krishna\*\*§  
 Andrea Jane LaBonte\*

Adam Christopher Ladd\*\*\* §  
 Laura Ann Laite  
 Kylie Marie Lance  
 Michael David Landry  
 Theresa Ann Lane  
 Erik Isom Langberg\*  
 Benjamin David Laskey  
 Nathan Ronald Lavallie  
 Ashley Christine Lawton  
 Robert Dean Lenox-Pulgarin\* §  
 Natalie Gayle Lindsay\*\*§  
 Justin Charles Livoli §  
 Marcus Bradley Lovoi  
 Tara Elizabeth Lucia  
 Isaac Matthew Luke  
 Meghan Renee MacAskill §  
 Hannah Read Mackie\* §  
 Mary Eilis Mackie\* §  
 Travis Aaron Macko  
 Alexander Lee Malmberg  
 Thomas John Mansfield  
 Jaquelyn Mary Manyak  
 Erica Lynn Marland  
 Zachary Austin Marshall  
 Peri Rishona Matatia\*\*\* §  
 Sean James McDowell  
 Owen Francis McGuire  
 William Francis McHugh Jr.  
 Ahmad Mekkaoui Jr.  
 Jessica Helen Michon\*\* §  
 Amanda Lynn Miller\* §  
 Brody Edward Miller\*\* §  
 Noah Reitz Milliard  
 Jared Paul Missaggia  
 Brianne Elizabeth Morrisseau  
 Justin Charles Morse ‡  
 Timothy Patrick Mullane  
 Aisyah Salsabila Mulyono\*  
 Zachary William Murphy‡ \*\*\*  
 Aidan John Murray §  
 Alexandra Olivia Murtha  
 Stephen James Nagle  
 Sean Timothy Nash\*  
 Emma Kathleen-Hope Nelson  
 Joshua Michael Nicholson\*\* §  
 LeeAnne Christine Nielsen

Michael Louis Nuzzo  
 Allison Kay O'Brien  
 Sam Samaras Pappas  
 Matthew Shane Patten  
 Jack Irving Perkins  
 Christopher William Perry  
 Nicholas Henry Piccioli\* §  
 Megan Rae Piso  
 Tyler Robert Plaskon\* §  
 Sean Christopher Pokorney\*  
 Kelly Lynn Poole\*\* §  
 Charles Allen Ramsland  
 Natalie Elizabeth Reardon  
 Elena Rose Reverdy\*\* §  
 Molly Siobhan Riseman  
 Wesley Rivera  
 Alexandra Noelle Rodgers  
 Erika Josephine Rohrberg\*\* §  
 Stephanie Elizabeth Rucinski  
 Kelly Ann Ryan\* §  
 Michael Joseph Sanzio\*  
 Chad Henry Sarnoski  
 Kate Savell  
 Blake HymaScanlan  
 Drew Anthony Schartner  
 Luka Andre Schulz\*\*\* §  
 Justin Palmer Seeley\*\* §  
 Elizabeth Eileen Senior  
 Alexis Patricia Shamsi §  
 Elizabeth Marie Sheppple §  
 Benjamin Patrick Sherman  
 Abby Jane Slater\*\*  
 Alana Jean Sliwa  
 Nikkiah Catherine Snoddy  
 Nicholas Alexander Soto ‡  
 Benjamin Joseph Sousa  
 Sarah Renee St. Pierre\*\*\* §  
 Richard James Stamos  
 Michael George Statkus

Emily Louise Steele  
 Cody Suliveras-Jardine\* §  
 Jonathan Wesley Super\*\*  
 David YuhuaTang\* §  
 Austin Richard Tarullo\*\* §  
 Samantha Nicole Terry  
 Dylan Skylar Thombs\* §  
 Kaitlyn Anne Thorogood\*\* §  
 Meghan Mea Thorogood §  
 George Samuel Tierney  
 Nicole Sabrina Tommasi  
 Sara Olivia Tosti  
 Michael Monroe Travalent §  
 Alycia Rose Ventura  
 Morgan Elizabeth Vincent §  
 Alex Romanovich Vink  
 Justin Peter Waldron  
 Torrey Boston Wang\*  
 Zachary Davis Weber  
 Joshua Thomas Wendler  
 Laura Mayken Wikoff\*\*  
 Jared Lincoln Wilber\* §  
 Rebecca Ann Willis §  
 Colin John Willoughby\*\* §  
 Alexandra Madison Wilson §  
 Cody Ryan Wold  
 Kyle Foster Wood  
 Rebecca Anna Worden  
 Eliza Coombs Young\*\* §  
 Nicholas Hunter Zerega  
 Olivia HaiyaoZhang

‡ Certificate of Completion  
 § NHS Senior Project

\*cum Laude

\*\* Magna cum Laude

\*\*\* Summa cum Laude

## **MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT**

### **Introduction to the School**

Minuteman High School is an award-winning regional high school located in Lexington, in a sweeping 16-town district rich in Revolutionary War history.

Minuteman offers career and technical education in more than one dozen majors, ranging from carpentry and cosmetology to biotechnology and engineering technology. It couples that with rigorous academic instruction, including Advanced Placement courses. Minuteman gives its graduates a competitive edge in the new global economy by providing them with a high-quality career and technical education, integrated with a rigorous grounding in mathematics, English, science, and social studies. Minuteman offers a wide selection of academic courses and programs, including foreign languages (Spanish, French and Latin), art, and Girls in STEM (Science, Technology, Engineering, and Mathematics). The school offers a wide range of sports and does not charge any fees to participate.

The Minuteman district includes 16 member communities: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman High School is an accredited member of the New England Association of Schools & Colleges (NEASC).

### **A Look Back at 2015**

The year 2015 brought major changes in Minuteman's leadership team, took several steps to advance its long-planned and long-awaited building project, secured state grants to support its programs, established a highly popular Girls in STEM Camp, refocused marketing efforts on recruiting in-district students, received awards for student academic and trade successes, saw improvement in its MCAS scores, assisted non-profit community groups and towns with a host of projects, and secured approval of its budget from each of the 16 towns in the district.

### **Leadership Changes**

Minuteman saw major leadership changes during 2015 with the appointment of a new Principal, Assistant Principal, Director of Outreach and Development, and Director of Special Education. John "Jack" Dillon III, who served as the school's Assistant Principal for nine years, was selected as Principal. George M. Clement was selected to succeed Mr. Dillon as the new Assistant Principal / Director of Admissions. Steven C. Sharek was appointed as the school's Director of Outreach and Development. Dr. Amy Perreault was appointed interim Director of Special Education.

### **Building Project Advances**

A long-planned building project took major steps forward during 2015.

On February 6, Minuteman's School Building Committee announced preliminary cost estimates for four alternatives: renovating the school with state financial help, renovating and expanding with state help, building a new school with state help, and building a new

school and demolishing the old one with state help. In addition, a subcommittee released a cost analysis for a self-funded model that would be required if the state-funded project is rejected. According to Kaestle Boos Associates, Inc., the project architect, new construction is the least expensive of the options. A minimum of 40% of the estimated \$144.9 million project cost would be borne by the state. The maximum estimated district share would be \$86.9 million.

The new high school, which would be built in the Town of Lincoln on land owned by the District, would be funded by the MSBA and the 16 district towns. The MSBA would pay a minimum of 40% of eligible costs.

The new school would be smaller in size than the current school, with fewer students, but would still offer a host of advanced career and technical education programs designed to meet the region's current and emerging workforce needs.

### **New State Regulations Help District Taxpayers**

The Board of Elementary and Secondary Education this year adopted new state regulations covering vocational technical education. Two changes are big "wins" for taxpayers in the Minuteman school district.

One change established a capital fee for out-of-district students. Another established a special education fee for out-of-district students receiving special education services. These regulatory changes are the direct result of efforts by Minuteman to allay concerns from the district's member communities about the costs of providing educational services to out-of-district students.

### **Why A New School?**

The Minuteman facility is more than 40 years old. Its building systems – structure, electrical, mechanical, roofing, windows and exterior cladding – are at the end of their life and are failing fast. The facility falls far short of meeting today's standards to support the planned educational curriculum, and it falls short of meeting current requirements for energy efficiency, life safety, air quality, seismic loading (earthquake resistance) and ADA compliance for accessibility, to name a few.

Minuteman's facilities can no longer keep pace with the instructional and program needs. For any technical school, it is imperative to maintain a current facility and curriculum. Minuteman facilities must be updated so as to support current needs and be flexible enough to meet future needs. The current conditions of the facility are an obstruction to delivering a high performance technical education and developing an adequate workforce. Minuteman is a community regional education resource effective in developing secondary students, and (re)training the existing workforce for the local and regional economy.

The condition of the school building has been the focus of attention for the New England Association of Schools and Colleges (NEASC) since its visit to the school in 2009. It was the reason NEASC scheduled a follow-up "Focused Visit" in 2011 to review the status of

the areas of concern. Rather than finding improvement as the evaluators had expected, the conditions had continued to deteriorate. In its Focused Visit report on the visit in May 2014, NEASC's Commission on Technical and Career Institutions rated the school facilities as "Needs Improvement." NEASC has placed Minuteman's accreditation on "Warning" status solely due to the condition of the building.

### **Minuteman Secures State Grants**

Minuteman was awarded an \$88,970 state grant to expand its Biotechnology program and give students a competitive edge in one of the state's fastest-growing industries. The grant was one of six awarded by the Massachusetts Life Sciences Center to schools in the MetroWest region.

The grant will allow Minuteman's Biotechnology program to purchase biotech equipment and supplies, including Bioreactors and Bio Commanders software. This will make more equipment available to more students, allow the school to simulate industry environments or "wet labs," and increase the teaching of process control, an essential skill in any biotech career. The Bioreactor and accessories will allow Minuteman students to grow transformed cells to mimic the procedures used in industry.

In July, the school was awarded a competitive state grant of \$59,940 to purchase three training simulation systems for students learning welding. These high-tech systems will enhance instruction in the metal fabrication and joining technologies, freshman exploratory and advanced manufacturing programs.

### **State Treasurer Visits Girls in STEM**

Minuteman's Girls in STEM Career Exploratory Camp got a visit from a top state official: State Treasurer Deborah Goldberg.

During a visit to the school August 5, Treasurer Goldberg observed what these seventh- and eighth-grade girls were doing and learning, frequently interacting with them and asking many pertinent questions. She said the girls are being empowered "so they can realize their own dreams and make a difference" in the state's economy, especially in burgeoning, 21<sup>st</sup> Century fields such as health care, finance, high-tech and biotechnology that are largely dominated by men.

### **Student Awards**

#### **Massachusetts SkillsUSA Competition**

Twelve students from Minuteman High School received medals -- four gold and eight bronze -- in a Massachusetts SkillsUSA competition. The students earned the medals at the SkillsUSA State Leadership and Skills Conference in Marlborough. Fifty-nine students from Minuteman took part in the event. Michaela Ganimian (Stow) was elected to serve as a SkillsUSA State Officer next year, and Minuteman's SkillsUSA Chapter adviser Terry Regan was named Adviser of the Year.



### National SkillsUSA Competition

Minuteman High School accepted a grand prize for its Girls in STEM program during the 51<sup>st</sup> annual SkillsUSA National Leadership and Skills Conference in Louisville, Kentucky. Michaela Ganimian (Stow) attended the Conference as a SkillsUSA State Officer-elect and served as a voting delegate.

### MCAS Success

Minuteman High School improved its performance on MCAS tests this year, with that improvement extending to all disciplines and all student subgroups. Results of the test were reported by the Department of Elementary and Secondary Education (DESE).

### District Enrollment for High School Program

As of October 1, 2014, Minuteman had 673 students enrolled in its high school day program. Of these, 384 (57.1%) lived in one of the 16 district towns and 289 (42.9%) lived outside the district. In addition, there were 63 students enrolled in its post-graduate programs. Of these, 26 (41.3%) lived in one of the 16 district towns and 37 (58.7%) lived outside the district.

### Community Education

Minuteman Community Education offers more than 100 classes for adults of all ages to start a new hobby, get in shape, or learn a new skill. Also, the Community Education department offers youth programming to students in grades one through eight during the February and April school vacation weeks, which provides a great opportunity to learn about Minuteman's programs. Additionally, it offers a wide variety of programs for students entering grades 1-12 in the month of July. Community Education offers classes in Academics, Academic Enrichments, Career Exploration, Creative Arts, Sports & Recreation, Technology & Engineering, and Test Prep & Study Skills. Approximately 2,000 children and adults come through these programs every year.

### Approval of the District Budget

In a process that took a full eight months from start to finish, Minuteman's budget was approved by every Town Meeting in its 16 member communities. The new budget covers the period from July 1 to June 30, 2016. The \$19.8 million budget was 0.9% larger than last year's.

### Minuteman School Committee

A 16-member School Committee, comprised of volunteers appointed by Town Moderators in each of the member communities, approves the district budget, hires the superintendent, and sets policy for the district.

Four new members joined the School Committee during the year: Pam Nourse of Acton, Vincent Amoroso of Boxborough, Jennifer Leone of Lancaster, and Sharon Antia of Lincoln. The other members of the School Committee are Jeffrey Stulin of Needham

(Chair), Carrie Flood of Concord (Vice Chair), and David Horton of Lexington (Secretary), Susan Sheffler of Arlington, Jack Weis of Belmont, David O'Connor of Bolton, Judith Taylor of Carlisle, Ford Spalding of Dover, Alice DeLuca of Stow, David Manjarrez of Sudbury, Mary Ellen Castagno of Wayland, and Douglas P. Gillespie of Weston.

### **Visit by the District Attorney**

In April, Middlesex District Attorney Marian T. Ryan visited Minuteman to promote the “Cut it Out” program to Cosmetology and Culinary Arts students. Cut It Out is a program designed to train hairdressers, cosmetologists and other professionals to detect signs of domestic violence and report it to appropriate authorities. The initiative is sponsored by the Professional Beauty Foundation.

### **Minuteman Students Work on Community Projects**

Every year, students from Minuteman High School work on projects for non-profit agencies or member communities. During 2015, there were several high-profile projects: housing building in Wayland and Lexington and a greenhouse project at Fenway Park.

### **Minuteman in the National Spotlight**

Minuteman High School was the focus of national attention at least three times during the year.

First, the school’s Girls in STEM program was recognized by SkillsUSA, a national organization that runs trade and leadership competitions for students in career and technical schools. SkillsUSA recognized the value of Minuteman’s mentoring efforts for Girls in STEM by awarding this initiative the 2015 Grand Prize in the Student2Student mentoring program. Minuteman was recognized at the national SkillsUSA conference in Kentucky.

Second, I authored an article that appeared in the April 2015 issue of *School Administrator* magazine. The article, “Career Skills v. Academics: Not an Either/Or Proposition,” can be found at: <http://aasa.org/content.aspx?id=36953>. *School Administrator* magazine is published by the American Association of School Administrators (AASA).

Third, author Nicholas Wyman included a chapter on Minuteman’s success in his book: Job U: How to Find Wealth and Success by Developing the Skills Companies Actually Need. The book was published in paperback in January 2015.

In September of 2014, Minuteman High School was featured in a national radio broadcast. The American RadioWorks broadcast was called “A 21<sup>st</sup>-Century Vocational

High School” and can be found at <http://www.americanradioworks.org/segments/a-21st-century-vocational-high-school/>.

### **Sports and Clubs**

Minuteman offers a wide selection of clubs and sports and the vast majority of Minuteman students take advantage of these opportunities. Principal Jack Dillon reports that fully 85% of the student body is involved in a sport or participates in a club.

During 2015, two of our athletic teams – the boys’ golf team and the boys’ basketball team – won state vocational tournaments.

The school also appointed a new Athletic Director: Heather Plater, a Physical Education teacher and softball coach at Minuteman. Plater succeeds long-time Athletic Director John Donato, who resigned from the position at the end of last year. Both will continue to serve as Physical Education teachers at Minuteman.

### **Looking Ahead**

The coming year should be another exciting one at Minuteman High School and I look forward to it with great hope and anticipation. The school’s long-planned building project will again be front and center and I truly hope that our 16 member towns will rally around the project, protect the millions of dollars that the state is willing to invest it, and do what’s best for our students – and our region’s economy. Further, I am eager to start thinking more closely about how best to reuse the old facility in order to maximize the economic and financial benefits to the Minuteman district.

In closing, I wish to offer my personal thanks to the members of the District School Committee, both past and present; members of the School Building Committee; the Skanska/KBA Project Team; our faculty, staff, and students; our alumni; our Program Advisory Committee members; our town and state leaders; the townspeople who attended our community meetings, and the entire staff and board of the MSBA for bringing us to this point in the process. This is meaningful work and I am grateful for the efforts and commitment of my team.

Respectfully submitted,

Edward Bouquillon, Superintendent-  
Director

## **MINUTEMAN HIGH SCHOOL 2015 STOW GRADUATES**

Bryanna Johansen – Early Education & Care  
Christina Laskey – Health Assisting  
Meagan Tobey – Design/Visual Communication  
Saranne Wise - Cosmetology

## **PUBLIC SAFETY**

### **POLICE DEPARTMENT**

In March Sergeant Tim Lima retired from the Police Department. He was a member of the Police Department from 1986 through 2015. I would like to acknowledge his years of service to the Town. Officer Luke DeZago, formerly of the Hubbardston Police Department, was hired in April to fill this open position. Luke holds a Bachelors Degree in Criminal Justice from Westfield State University and is a graduate of the Worcester Police Academy. Luke has fit right in with the Stow Police Department and has been a nice addition to the force. He has assisted in the first Stow Police Youth Academy and also completed 40 hours of domestic violence liaison training at the Concord Police Department conducted by Domestic Violence Services Network.

Part-time Dispatcher Justine St. John also retired from the Police Department. Justine worked part-time since 2007. She was a good dispatcher and an asset to the department. A change of shifts at the Police Department interfered with her obligations to her family and her other job at the Stow Highway Department.

The winter of 2015 will always be remembered for the record snow fall amounts. I'd like to recognize all the workers at the Stow Highway Department for keeping up with these storms and keeping the roads safe and passable in these extreme conditions.

The Police Department held its first Youth Police Academy at the Hale School in July. This one-week class for Stow youths was a tremendous success I want to thank Officer Cassandra Ela and Darlene Trefry for all their hard work and enthusiasm that was put into this project. I'd also like to thank Officers Kusz and DeZago for helping out as instructors. I would like to thank the Nashoba Regional School District, the Hale School custodians, Massachusetts State Police K-9 Division, UMass Worcester Lifeflight, and the Stow Fire Department for assisting with this program.

Detective Mike Sallese was promoted to the position of Detective Sergeant in August. This is a well-deserved promotion for Mike, who has been a tremendous and valuable asset to the Police Department in many ways, including scam and fraud investigations, youth involvement, school resource officer, information technology, mutual aid investigations, and specialized trainings. Mike spends a lot of time with the school department and holds informational scam and internet fraud seminars for the COA among his many other duties.

Officer Cassandra Ela was promoted to the position of Detective in November. Cassandra has been an asset to the Police Department since being hired in July 2013. She has assisted with the Council on Aging, the schools, first responder and CPR trainings, R.A.D. training, and she organized and ran the first Stow Police Youth Academy last summer. She will be working with Detective Sergeant Sallese on all aspects of investigations for the department.

In December Stow joined together with the police departments out of Concord District Court in starting up a new regional jail diversion, mental health and substance abuse program. The police partnership, developed through the Concord District Court and the Regional Jail Diversion Program, is managed by departments in Bedford, Lincoln, Stow, Concord, Lexington, Acton, Carlisle, Maynard and Hanscom Air Force Base. They are committed to assisting people with mental health difficulties and diverting them from the criminal justice system.

Alia Toran-Burrell will serve as the new regional Clinical Coordinator at Eliot Community Human Services, the coalition's partner healthcare system that provides mental health first aid and crisis intervention team training.

As Clinical Coordinator, Toran-Burrell will manage the Jail Diversion Program across all communities. Her primary role will be to train officers in mental health first aid and to serve on a regional Crisis Intervention Team. The coordinator will also work with each department to create a diversion strategy that is appropriate for any individual who comes in contact with police.

Toran-Burrell has 10 years experience in the social work field. She began at a public defender's office in the Bronx, N.Y., where she supported children and families involved in the criminal justice and foster care systems. She also organized social justice education in Detroit and Ann Arbor, Mich., and most recently worked at the Institute for Health and Recovery on youth substance abuse issues in the Boston area.

"If we can look at and treat mental health and substance abuse issues in their infancy, we can make a positive difference in residents' lives by treating their disease and preventing incarceration," Deborah Garfield, Director of Clinical Services at Eliot said. "Alia is a great addition to the Eliot team, and with her numerous years of experience in the field, will serve as a vital player in assisting the coalition of Middlesex chiefs achieve their goals."

To fund the diversion program, the chiefs obtained a three-year \$135,000 Massachusetts Department of Mental Health grant from the Massachusetts Executive Office of Health and Human Services' Department of Mental Health. The grant will be broken up over the next three fiscal years, with the coalition receiving \$45,000 in fiscal 2016, 2017 and 2018. There is potential for renewal for fiscal years 2019 through 2023.

We have also continued our successful partnerships with Domestic Violence Services Network and Communities for Restorative Justice. The efforts these two agencies put forward to help individuals in our communities are immeasurable.

This past year Stow Police Officers conducted specialized training in firearms, tasers, homicide investigations, cyber crime, 911 liability, school safety, juvenile crime, homegrown violent extremist, patrol officer tactics, NRA advanced instructor school, street survival, and MPTC advanced firearms instructor school.

The department received Executive Office of Public Safety approval of our policy, procedure, training, and the implementation of officers carrying Electronic Control Devices, or "Tasers."

We continued our in-service training for full- and part- time officers at the Lowell Police Academy and we are in our second year of firearms training at Ft. Devens.

The Police Department participated in another successful Springfest weekend. Officers of the department brought police equipment and demonstrations to the Center School for all to enjoy and we also conducted a child safety seat checkpoint.

The Stow Police Facebook page continues to be very popular with 1,800 followers and this past year we also began a public safety twitter page.

At the Police Department parking lot we have initiated an internet exchange location “Safe Zone” where people can complete online transactions in a safe, well-lit location that is being observed on 24/7 video surveillance system.

Retired Chief of Police Donald “Gene” Dwinnells passed away September 20, 2015. Chief Dwinnells was a member of the Stow Police Department from 1956-1971 as a police officer and was the Chief of Police from 1973-1983.

As Chief of Police I have continued my involvement in the Massachusetts Chiefs of Police Association, the Middlesex Chiefs of Police Association, the International Chiefs of Police Association, the Massachusetts Police Association, the Massachusetts Police Association Legal Defense Fund, Nashoba Valley Rotary Club, Domestic Violence Services Network Board of Directors Chief of Police representative, Communities for Restorative Justice Chiefs of Police Council Representative. The information-sharing and professional relationships gained out of participation in these agencies are invaluable.

I have also continued open lines of communication, information-sharing, and meetings with State Senator James Eldridge and State Representative Kate Hogan. I thank them both for their support for the Town and the Police Department. They are both always available to meet and listen to issues that affect Stow and they always are willing to help out when they can. It is greatly appreciated.

Again I would like to remind all residents that Stow is a beautiful, safe community, but we are not exempt from crime, criminal activity, drugs, scams, child abuse, domestic violence etc. I urge all residents to lock their homes and vehicles, keep an eye out for suspicious activities, and please feel free to call the Police Department at any time on any matter that you think is out of place.

I would like to thank the local media outlets for their cooperation and fairness, particularly the Stow Independent and the Maynard Beacon-Villager for their fair and responsible reporting on Police Department news and related issues on a weekly basis.

I would like to thank all the members of the Police Department for their hard work and professionalism, the other departments and employees in town, particularly the Fire and Highway Departments who we work with on a daily basis, and the vast majority of residents in town who support us. A special appreciation and thank-you to the Town Administrator and the Honorable Board of Selectmen for their continued support of the Police Department in our efforts to help make Stow the safe and wonderful community it is.

Respectfully submitted,

William Bosworth  
Chief of Police

**Police Department Administrative Assistant**

Darlene Trefry

**Police Officers - Full time**

William L. Bosworth, Chief  
Ralph Marino, Lieutenant  
Timothy J. Lima, Sgt., Retired  
Darren Thraen, Sgt.  
Michael Sallese, Det/Sgt.  
Sean M. Collins  
Luke A. DeZago  
Cassandra M. Ela, Det.  
David J. Goguen  
Christopher Kusz  
Gary P. Murphy, Prosecutor  
Robert J. Nelson

**Police Officers – Special**

Robert E. Blanton  
Jonathan D. Butler  
John T. Connors  
John E. Fantasia

James F. Finneran, Retired  
Christopher P. Harrington  
Lee D. Heron  
Samantha E. Howard  
Enrico F. Maldari, Resigned  
Richard D. Manley  
Michael A. Smith  
Steven B. Sturtevant  
Darlene D. Trefry  
Mark H. Trefry

**Police Matrons/Prisoner Watch**

Deborah L. Richardson  
Phyllis Tower  
Richard Tower  
Darlene D. Trefry

**Public Safety Dispatchers**

Jonathan D. Butler  
John E. Fantasia, Dispatch Supervisor  
Samantha E. Howard  
Darlene D. Trefry  
Justine St. John, Resigned

## POLICE DEPARTMENT STATISTICS

### Call Reason Breakdown

<u>Call Reason</u>	<u>SelfDispTotal</u>		
911 ABANDONED/ERROR	0	49	49
Aircraft Accident	0	2	2
ALARM, BURGLAR	1	163	164
ANIMAL	8	254	262
AIRPORT SECURITY	284	1	285
ASSAULT	0	3	3
ASSIST CITIZEN	72	537	609
ASSIST OTHER AGENCY	41	162	203
Boat Patrol	20	4	24
BURGLARY (B & E) PAST	0	6	6
BYLAW VIOLATION	10	4	14
BUILDING CHECK	4147	3	4150
COUNCIL ON AGING	1	0	1
COMPLAINT	5	229	234
COURT	122	6	128
Detail	27	0	27
DISTURBANCE	2	24	26
DISABLED MV	38	50	88
DOMESTIC DISTURBANCE	0	11	11
ESCORT/TRANSPORT	25	3	28
Firearms Licensing	81	6	87
FOLLOW-UP INVEST.	195	29	224
GENERAL INFO	2	10	12
HOUSE CHECK	391	2	393
JUVENILE OFFENSES	0	1	1
LARCENY /FORGERY/ FRAUD	6	38	44
LOCKOUT	1	45	46
MEDICAL EMERGENCY	0	411	411
MEDICAL, MUTUAL AID	0	68	68
MISSING PERSON	1	5	6
MOTOR VEHICLE ACCIDENT	7	120	127
MOTOR VEHICLE STOP	1626	11	1637
OPEN DOOR	3	3	6
Personnel Assignments	34	0	34
ANNOYING PHONE CALLS	0	1	1
FOUND/LOST PROPERTY	5	54	59
RADAR	641	1	642
SERVE RESTRAINING ORDER	10	15	25
R.O.VIOLATION	0	2	2
Road Safety Complaint	26	229	255
REPORT WRITING	164	3	167
SPECIAL ASSIGNMENT	138	16	154
Stow Community Park Check	330	1	331
Secondary Dissemination	6	24	30
SUDDEN DEATH	0	3	3
SEX OFFENSES	1	0	1
AUTO THEFT	0	3	3
SERVE PUBLIC	1201	3	1204
SERVE SUMMONS/ NOTICE	44	18	62
SUSPICIOUS ACTIVITY	117	232	349
Town Beach Check	386	0	386
THREATS	0	3	3
TRAFFIC CONTROL	142	3	145
VANDALISM	2	15	17
SERVE WARRANT	14	6	20
WELL BEING CHECK	8	79	87
<b>TOTAL</b>	<b>10396</b>	<b>3317</b>	<b>13713</b>



## **FIRE DEPARTMENT**

It is the mission of the Stow Fire Department to provide the finest possible fire, rescue and emergency medical services to all those who reside in, work in or visit the Town of Stow. To meet our mission, we strive to achieve the highest level of preparedness, prevention and community involvement. Our department is founded upon the core values of mutual trust, pride in service, integrity and diversity.

2015 was once again a very busy year for the Stow Fire Department. Your department responded to 936 fire and medical calls for service. Among those responses the most serious include 6 structure fires, 82 motor vehicle accidents, 8 chimney fires and 505 medical emergencies which included 2 transports utilizing the Life Flight helicopter.

Risk reduction and fire prevention continue to be the priorities of today's fire service. When hazardous conditions can be prevented through code enforcement and education, the need for hazard response is reduced. Under the direction of Captain Benoit, the Stow Fire Department conducted 269 inspections, which include smoke detectors, wood stoves, and propane and oil burner installations. These inspections are just a part of the daily activities conducted by the full-time staff.

The Massachusetts Fire Service has completed the first year since the adoption of a National Fire Code. There have been some bumps in the road, but as time moves forward everyone is adjusting to the change. The long-term benefits of the adoption of this code are critical to a consistent approach to fire prevention and safety, not only for Massachusetts but the entire country.

### **S.A.F.E Program**

A valuable tool in our efforts to promote fire safety in the community is our education program for the children along with the aging population 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 fire safety. At other times during the year, again working with the S.A.F.E. program, we performed other educational events where children and adults learned about fire prevention. The Fire Department members also conduct many tours and safety talks throughout the year.

### **Training**

Training for our emergency personnel continues to be a major focus. As the scope of our job continues to change and broaden, it is essential that our Firefighters and Emergency Medical Technicians (EMTs) be properly trained in all areas of Firefighting and EMS services as well as Hazardous Materials, Confined Space Rescues, Firefighter Safety and Survival, Auto Extrication and Water & Ice Rescue. Members of the department continuously train, committing countless days, nights and weekends to further sharpen the skills required to serve the public. Along with in-house training, members attend classes offered by the Massachusetts and National Firefighting Academy. Our

firefighters conduct an extensive recruit class every year to recruit and train new firefighters.

The members of the Stow Fire Department are looking forward to the opening of our new facility next year. The building has been designed with a designated training classroom along with ample space outside to meet the needs of our training program. In addition to training our own members, this facility will offer a space for public education opportunities for the citizens of Stow.

### **Apparatus and Maintenance**

Through proper planning and a high-quality maintenance program, I am proud to report that the Stow Fire apparatus is in good shape considering its age. The oldest piece of the fleet was purchased in 1992. Over the last couple years this vehicle has shown its age with a number of costly breakdowns. The replacement of this vehicle has been forwarded to the Capital Planning Committee for consideration this coming fiscal year. In addition, a request has been made to refurbish the water pumps in two of the Fire Trucks. Both of these pumps are tested annually by an independent testing company. This year one pump failed the testing and the other was on the threshold. These water pumps are critical to equipment operation and must be maintained to the highest standard. Rebuilding these pumps will be a cost-effective alternative to extend the life of our fire trucks. The department mechanic, Greg Vogel, has continued the delivery of his comprehensive service program that has proven to enhance dependability and extend the life of the apparatus. This in-house program benefits the department financially and operationally by reducing the down time of vital pieces of apparatus.

### **Fire Station**

Thanks to your overwhelming support, I am happy to announce that the construction has started at the site of the new Fire Station/Community Center. This new facility will enable the Fire Department to continue offering outstanding service to the community while adding a number of opportunities that were not feasible within the confines of the old station. The facility has space that will allow Fire Department members to offer public education training in a safe, state-of-the-art environment. We look forward to working with all of you in the future.

### **Thanks from the Chief**

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

I would also like to thank all of the citizens of the Town of Stow, the business community, the Town Administrator, the Board of Selectmen, Building Inspector, Board of Health, Planning Board, Council on Aging and all other Town departments for their support of the Fire Department. I would especially like to thank the Police Department,

Communications Center and the Highway Department for all your help and support during the year. State Fire Marshal Stephen Coan also deserves thanks for his continued help and support.

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,

Joseph Landry  
Fire Chief

## 2015 Incident Responses 936

Building fire	6	HazMat release investigation w/no HazMat	2
Brush or Forest, woods or wildland fire	1	Power line down	6
Fuel burner/boiler malfunction, fire confined	3	Public service	16
brush-and-grass mixture fire	8	Service Call, other	10
Chimney or flue fire, confined to chimney or flue	8	Aircraft standby	2
Cooking fire, confined to container	1	Animal rescue	1
Fires in structure other than in a building	1	Assist invalid	13
Mobile property (vehicle) fire, other	1	Assist police or other governmental agency	2
Natural vegetation fire, other	1	Attempt to burn	1
Outside rubbish, trash or waste fire	1	Attempted burning, illegal action, other	1
Smoke from barbecue, tar kettle	1	Authorized controlled burning	2
Unauthorized burning	6	Chemical reaction rupture of process vessel	1
Smoke detector activation due to malfunction	10	Citizen complaint	4
Alarm system activation, no fire - unintentional	49	Cover assignment, standby, moveup	12
Alarm system sounded due to malfunction	50	Detector activation, no fire - unintentional	3
Carbon monoxide detector activation, no CO	5	Dispatched & canceled en route	24
Carbon monoxide incident	4	Electrical wiring/equipment problem, other	15
CO detector activation due to malfunction	10	Excessive heat, scorch burns with no ignition	1
False alarm or false call, other	3	Gas leak (natural gas or LPG)	7
Heat detector activation due to malfunction	1	Gasoline or other flammable liquid spill	3
Smoke detector activation, no fire - unintentional	5	Good intent call, other	11
Sprinkler activation due to malfunction	1	Hazardous condition, Other	3
Sprinkler activation, no fire - unintentional	1	Lock-out	6
System malfunction, other	2	No incident found on arrival at dispatch address	1
Unintentional transmission of alarm, other	2	Public service assistance, other	12
Emergency medical service incident, other	7	Search for lost person, other	1
EMS call, excluding vehicle accident with injury	477	Search for person on land	1
Medical assist, assist EMS crew	5	Smoke or odor removal	1
Motor vehicle accident with injuries	27	Smoke scare, odor of smoke	6
Motor vehicle accident with no injuries.	54	Special type of incident, other	4
Motor vehicle/pedestrian accident (MV Ped)	1	Vehicle accident, general cleanup	1
Rescue, EMS incident, other	3	Water problem, other	9

## 2015 Permits Issued

Blasting	1
Fire Alarm Permits	27
Fire Suppression	1
Open Burning Permits	567
Oil Burner Permits	53
Black Powder	0
Propane	40
Sprinkler	3
Tank Removal	10
Fuel Truck	0
Underground Storage	0



## Fire Prevention / Inspections

2015	269
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### **FULL TIME STAFF**

Chief	Landry, Joseph
Captain	Benoit, John P
FF/EMT	Evers, Barry *
FF/EMT	Guerin, Mark *
FF/EMT/Admin	Swinimer, Judson *
FF/EMT	Vogel, Greg



### **Per Diem /Call Firefighter/EMTs**

Benoit, Erick  
Dudley, Paul  
Fiorvanti, Jeremy  
Lazuka, Chris  
Lyons, Jeffrey\*  
Swinimer, Judson \*  
Taylor, George  
Trioli, Mike  
Villa, Keith  
Scimeca, Michael\*  
Olsen, Matthew  
Cisek, Mike  
Bolton, Andrew  
Fortin, James  
Jakubek, Todd

### **Apprentice Firefighters**

Colvin, Colvin  
Herlihy, Camden  
Rhodes, Ben

### **Honorary Firefighters**

Warren, Ed  
Landry, Steve

### **Call Officers**

Lieutenant	Guerin, Mark *
Lieutenant	Evers, Barry *
Lieutenant	Lyons, Jeffrey*
Lieutenant	Scimeca, Michael*

### **Call Firefighter/EMTs**

Siewierski, Sue  
Ellis, Kristina  
Bertonassi, Jack  
Gray, Timothy  
Murphy, Jonathan  
Galofaro, Jason  
Kelley, James

### **Call Firefighters**

Trioli, Nick  
Dilling, Barrett  
Dwinells, Scott  
Silverio, Gregg  
Stafford, Larry  
Stafford, Jack  
Benoit, Kevin  
Nunez, George  
Stupak, Jeffrey  
Santiago, Carlos

## **FOREST WARDEN**

The Stow Fire Department responded to a number of Brush Fires and investigations of outdoor smoke calls in the year 2015.

The open burning season was once again very busy for the Fire Department. From January 15 until April 30, 2015, the department issued 567 burning permits. We allow burning between 10:00 am and 4:00 pm with permission from the Fire Department, depending on staffing and weather conditions.

Many burning days are declined by the Department of Environmental Protection due to atmospheric conditions. The State Forest Warden may also cancel 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,

Joseph Landry  
Forest Warden

## **EMERGENCY MANAGEMENT**

We are the point of contact for the Local Emergency Planning Committee (LEPC). The LEPC is comprised of a number of cross-functional departments that have demonstrated the ability to professionally manage emergency incidents in Stow. We are extremely fortunate to have such a talented group of volunteers. They have handled everything from desktop exercises to real life emergencies, such as opening and managing emergency shelters.

The Stow Emergency Management Team responded to several 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. In 2012 we encountered tornadoes, Hurricane Irene and the October “Halloween Nor’easter”. In 2013 we experienced, Nemo the Nor’easter storm. Most recently, in January of 2015 we experienced Blizzard Juno. We work closely with the Highway, Fire and Police Departments to mitigate and manage the Town’s recovery efforts. In addition we continuously work alongside MEMA following large-scale events to secure funding. This financial recovery has proven to be very successful in returning thousands of dollars to the Town of Stow’s out- of-pocket disaster expenditures back to the general fund.

This year brought a changing of the guard to the LEPC. Longtime Board of Health member Jack Wallace retired. Jack was an important part of the Emergency Management system, and his experience and knowledge will be missed. I would like to wish Jack a long and happy retirement, thank you for your commitment to the citizens of Stow.

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

Respectfully submitted,

Joseph Landry  
Emergency Management Director



## Local Emergency Planning Committee (LEPC)

1	Arsenault, Nancy	Stow Independent
2	Baranofsky, Ann-Marie	Nashoba Regional School District
3	Blake, Vicki	Plantation Apartments
4	Brownfield, Sharon	Medical Reserve Corp (MRC)
5	Bosworth, Bill	Stow Police Chief
6	Clayton, Michael	Stow Highway Superintendent
7	Cleary, Bill	Director Facilities Nashoba (NRSD)
8	Cullen, Linda	Town Nurse
9	Donovan, Kristen	Neighborhood Watch
10	Fantasia, John	Stow Communications Center
11	Funkhouser, Sharon	Stow Council on Aging
12	Glorioso, Robert	Ham Radio Operators
13	Greenough, Laura	Stow Recreation Committee
14	Hathaway, Linda	Stow Town Clerk
15	Heffernan, Al	Meeting House
16	Holbrook, Jack	Arber Glenn
17	Kern, Charlie	Stow Board of Selectmen
18	King, George	Nashoba Regional School District
19	Martin, Craig	Building Inspector
20	Landry, Joseph	Stow Fire Chief
21	Norton, Bob	Stow Wiring Inspector
22	Perry, Ross	Medical Reserve Corp (MRC)
23	Rising, Marcia	Board of Health/MRC
24	Robart, Sarah	Medical Reserve Corp (MRC)
25	Ryan, Tom	Board of Selectmen
26	Sallese, Michael	Detective Stow Police Dept.
27	Sferra, Kathy	Stow Conservation Commission
28	Spratt, Bill	Nashoba Regional School District
29	Stadolnik, Rebecca	Medical Reserve Corp (MRC)
30	Swinimer, Judson	Stow Fire Dept.
31	Tobey, Elizabeth	Stow Information Technology
32	Toole, Alyson	Stow Council on Aging
33	Trahman, Patricia	Nashoba Regional School District
34	Trefry, Bruce	Emerson Hospital
35	Trunfio, Maureen	Office of the Board of Selectmen
36	Wallace, Jack	Stow Board of Health
37	Wrigley, William	Stow Town Administrator

## **SPECIAL COMMITTEES**

### **ELEMENTARY SCHOOL BUILDING COMMITTEE**

The Elementary School Building Committee has been happy to sit back and watch the success of our building project manifest in a building that runs well and is the pride of its occupants. We are still, however, awaiting the final closeout of the project with the Mass School Building Association (MSBA) before we can disband, even though the school is now in its fourth year!

We are anticipating a final vote in March 2016 which will also address the fundraising match, for which Stow was the only town in the commonwealth to utilize. Through the leadership of RECESS and specifically Greta Morgan, over \$350,000 was raised to offset the cost of the project to the Stow taxpayers. Per the original legislation, the MSBA will award a matching grant based on this, though we are not at this time clear on the amount.

A final report of the final cost of the project including this fundraising match will be submitted as soon as the MSBA vote and ESBC disbandment is complete.

Respectfully submitted,  
Ellen S. Sturgis, Co-Chair  
Amy Finkel Hastings, Co-Chair;  
Michael Wood, Superintendent  
Stephen Quinn, Contractor

Craig Martin, Building Commissioner  
Gary Bernklow, Selectmen  
Lynn Colletti, School Committee  
Charlie Kern, Selectmen

### **STOW MUNICIPAL AFFORDABLE HOUSING TRUST**

The focus in 2015 for the Affordable Housing Trust has been to assess, propose and protect housing diversity in Stow.

The first half of 2015 saw the town still under “safe harbor” protection from unwanted 40B development. Although this protection has expired, we remain eligible for renewal with the production of more units in the next few years.

The Trust evaluated a number of parcels that either became available or potentially available for community housing. This included preparing a proposal for mixed use of housing and recreation on a parcel owned by the Town near the center. The decision was made to focus on recreation alone to keep options open for other potential future municipal uses, but the process provided visibility to all of the housing needs in Stow. The Trust owes its thanks to our Housing Specialist, Leonardi Aray, whose creative vision for the homes and park gave life to the concept.

The Town continued its monitoring arrangement with MAGIC Regional Housing Services group through MetroWest Community Development. They helped identify multiple units that were in

jeopardy due to potential foreclosure, and helped elucidate the role the Town and SMAHT might play in preventing loss from our subsidized housing inventory. This led to the Fall Special Town Meeting to designate Community Preservation Act funds in the amount of \$220,000 to create the Affordability Safeguard Program to protect affordable units subject to loss to foreclosure. These funds will allow SMAHT to purchase and resell these units following the process laid out in its bylaws, and in the process apply a stronger restriction to the deed as it transfers.

The balance in the Stow Municipal Affordable Housing Trust fund at the end of 2014 was \$187,329.54.

Respectfully submitted,

Michael Kopczynski, Chair  
Quince Papanastassiou  
Cynthia Perkins

James Salvie, Selectman  
Trish Settles  
Laura Spear, Vice Chair

## **OUR HERITAGE**

### **ANCIENT DOCUMENTS COMMITTEE**

Highlight of year was the large and eye-catching Civil War display at Center School at Springfest, designed by Marilyn Zavorski and Rosemary Bawn, featuring newly uncovered documents from the Town Vault. The display was a cooperative effort of the Ancient Documents Committee, Stow Historical Society and Stow Historical Commission. In addition, the same display was set up at First Parish Church for the annual Springfest Concert complementing the Civil War era music presented at the concert.

Marilyn Zavorski, former teacher and ADC member, presented her yearly programs on early Stow history (Pompositticut Plantation) for all third grade classes. Students were excited to see Native American lithics--stone tools and artifacts found in Stow.

Organizing, indexing and recording of all collections is an ongoing activity of the committee. Special attention was given to deeds by Bob Walrath and photographs by Bill Byron. Liz Moseley maintains records of all collections.

Hours of work continue on organizing cemetery records, drawn from many sources in the Vault. Dorothy Spaulding spearheads this research program.

Respectfully submitted,  
Linda Hathaway  
Lew Halprin  
Barb Sipler, Chair  
Bob Walrath

Rosemary Bawn  
Bill Byron  
Liz Moseley  
Dorothy Spaulding  
Marilyn Zavorski

## HISTORICAL COMMISSION

On May 16, 2015 at Stow's Springfest, the Historical Commission partnered with the Stow Historical Society, Freedom's Way National Heritage Area, and Stow's Springfest Committee to present an historical exhibition entitled "Treasures from Stow's one-room Schoolhouse". On display was an original 1829 scholar roster from Stow's School District No. 1, along with scholars' genealogy. The exhibit included an oversized backdrop of Stow's Old West School. The Historical Commission and the SHS also partnered to present three other Spring events: "Stow during the Civil War" - an exhibit of artifacts for the Hale Middle School 8<sup>th</sup> grade; the annual 3rd grade Stow history and antique artifacts program at Stow Town Hall; and a Civil War era music concert at Hale Middle School by The Hardtacks, which was presented with the help of a grant from the Stow Community Chest. In September Kate Carney, performing as Helen Keller's teacher, Annie Sullivan, entertained a full house at the West School with stories of Annie's life with Helen.

The Stow Historical Commission received town approval for funding from the Community Preservation Fund Reserve at Stow's Special Town Meeting on Monday, February 23, 2015 for cemetery mapping and ground penetrating radar at Lower Village and Hillside Cemeteries. Bob Perry's company, Topographix LLC, was approved at a special Historical Commission meeting on March 19 after review of four proposals. The work began in April and continued throughout the summer and fall. The Commission chairperson received the two detailed maps in December in order to mark them up for additional genealogy and make corrections while the cemeteries were still snowless. As part of this project the Historical Commission placed an initial order of several hundred metal markers to place in the ground at sites of unknown burial spots as marked on the Topographix LLC maps.

In 2015 the Historical Commission added Rosemary Bawn as a fifth voting member, and welcomed Barbara Clancy, Margaret Barry, Andy Crosby and Lew Halprin as associate members. Members of the Historical Commission enjoyed the opportunity this year to tour and photograph two early Stow houses - "Hosmer's Folly" at Lower Village and the old Stow Academy Boarding House, on the property of the First Parish Church of Stow & Acton.

Respectfully submitted,

Rosemary Bawn, Secretary  
Patrick Hopkins  
Dorothy Spaulding, Chairperson  
Marilyn Zavorski  
Vellyn Antonelli

Barbara Clancy, Associate  
Lew Halprin, Associate, Treasurer  
Margaret Barry, Associate  
Andy Crosby, 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, recording town meeting minutes, 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 in 2010. 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.

Volunteers are an integral part of the office. Several volunteers assist with census preparations, mailings and document filing. Several others help prepare and break down for elections and town meetings. I am extremely grateful for the work all of these volunteers do!

Finally, I want to thank the dedicated town clerk's office staff, assistant town clerk Kay Desmond and office assistants Debbie Seith and Donna Bonczek. Debbie and Donna share a 30 hour/week position. Congratulations to Kay on being the assistant town clerk for 46 years. My grandfather, Town Clerk Frannie Warren appointed Kay in 1970.

## 2015 VITAL RECORDS

BIRTHS	65
MARRIAGES	8
DEATHS	39

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

## TOWN CLERK 2015 FINANCIAL TRANSACTIONS

FEES COLLECTED	
Vital record copies, bylaws, maps, etc	2,902.50
Fines, bylaw violations, late fees	3,125.00
Business Certificate filings	600.00
Raffle permit	20.00
Dog Licenses	11,697.15
Kennel Licenses	745.00
TOTAL FEES COLLECTED	19,089.65

## **SPECIAL TOWN MEETING FEBRUARY 23, 2015**

Pursuant to the Selectmen's warrant of January 29, 2015, posted by the Constable on February 4, 2015, the special town meeting opened at 7:04 p.m. in Hugh Mill Auditorium at Hale School by Moderator David Walrath.

The meeting rose for the *Pledge of Allegiance to the Flag* led by Mr. Walrath. He noted the presence of various town officials and Deputy Moderator Laura Spear. Several non-voters that may be heard were approved.

Finance Committee Chair Peter McManus spoke to the articles of this town meeting and the manner of finance. Article 1: \$9,000,000 to be borrowed and \$250,000 from Free Cash. Articles 2 and 3: From Community Preservation Funds with no impact on taxes. He reminded there will be maintenance costs with the Pompositticut conversion. Other potential expenses might be a new Nashoba Regional high school, Minuteman Voc-Tech school building and Randall Library expansion/construction.

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. Construction Funds for Fire Station and Community Center Renovation Project**

On motion of Selectman James Salvie, it was voted in excess of two-thirds to appropriate \$9,250,000 to pay costs of fully funding all of the construction work related to making extensive building improvements and renovations to the Pompositticut School, in order to convert the Pompositticut School into a shared use fire station and community center, including the payment of administrative expenses and other costs incidental and related thereto; that to meet this appropriation, (i) the Treasurer, with the approval of the Selectmen, is authorized to borrow \$9,000,000 under and pursuant to Chapter 44, Section 7(3A) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore, and (ii) the sum of \$250,000 shall be transferred to this project from Free Cash; the total construction cost of this project is currently estimated to be \$9,250,000, however, it is acknowledged that this cost estimate is nonbinding and that the actual construction cost shall be determined through the required public bid process; and that no funds shall be borrowed or expended hereunder unless the Town approves by an affirmative vote a ballot question to exempt the amount required to pay for the bonds to be issued hereunder from the provisions of proposition two and one-half.

The Finance Committee spoke in favor of the article and noted that new construction costs for a fire station would be much more. The Capital Planning Committee was unanimous in support and noted the inadequate current facility. The Selectmen are unanimous in support. Mr. Salvie noted the changes in the Fire Department operation, vehicles and equipment since the current building was constructed in 1965. The Council on Aging is operating out of a small space in the Town Building, serving a large number of seniors. The Food Pantry needs a larger space to serve its clients in a single place. The Recreation Dept. will have space to conduct its programs.

Architect Kaffee Kang noted that much work had been accomplished since the May 2014 town meeting by the committee composed by members of various boards and departments. The site was explored with regard to existing conditions. Approvals have been received from the Planning Board, Conservation Commission, Board of Health and Zoning Board of Appeals. Ms. Kang reviewed aspects of the design plan. There will be a new septic system and well as those existing will not be adequate for

the new facility. In addition there will be new plumbing, electrical, lighting and HVAC. The building could be used as a temporary emergency shelter. The cost includes contingencies as well as a Clerk of the Works to oversee the project.

Town Administrator William Wrigley addressed the proposed financing and borrowing plan.

There were several comments and questions by attendees. Fire Chief Joseph Landry spoke about the current location and the "pinch points" for vehicles exiting toward the four-way stop on Crescent Street and the Great Road/Gleasondale Road intersection, as well as school buses on the adjacent Hartwell Road.

At the conclusion of discussion, the article passed by a vote in excess of two-thirds. The Moderator reminded that the vote is contingent on an affirmative vote on March 7th of the question to exempt the borrowing from the provisions of proposition two and one-half.

*NOTE: The vote on the ballot question at the March 7, 2015 special town election was in the affirmative with 476 Yes and 103 No to exempt the borrowing from the provisions of Proposition 2-1/2.*

#### **ARTICLE 2. Creation of Recreational Facilities at Pine Bluff Recreational Area**

On motion of Selectman Donald Hawkes, it was voted by majority to appropriate and transfer \$242,000 from the Community Preservation Unreserved Fund balance, in accordance with the provisions of Mass. General Laws Ch. 44B, the Community Preservation Act, to be expended under the direction of the Recreation Commission, in consultation with the Community Preservation Committee, for the development and creation of recreational fields; facilities at the Pine Bluff Recreational Area, including construction, legal, appraisal, engineering and other costs or fees incidental thereto, and apply for and accept such gifts and grants as may be available for reimbursement to the Town for these purposes.

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

Recreation Director Laura Greenough noted the work over the past fifteen months toward a proposal for improvement to make the Pine Bluff Area more useable for recreational purposes. She pointed out the areas where improvements are planned.

#### **ARTICLE 3. Mapping of Lower Village and Hillside Cemeteries**

On motion of Selectman Brian Burke, it was voted by majority to appropriate and transfer \$24,000 from the Community Preservation Fund Reserve for Historic Preservation purposes, to be expended under the direction of the Historical Commission, in consultation with the Cemetery Commission and Community Preservation Committee for the purpose of conducting ground-penetrating radar and mapping of the Lower Village and Hillside Cemeteries.

The Finance Committee was in favor of the article.

An Historical Commission member explained the purpose is to locate unmarked graves within the two cemeteries of which it is estimated there could be 200. Records of grave sites are not in existence. The GPS locator method was shown on the overhead projector.

#### **ARTICLE 4. Town Election**

On motion of Selectmen Thomas Ryan, it was voted unanimously that the meeting be adjourned until the Special Election on Saturday, March 7, 2015 commencing at 7:00 a.m. at the Center School at 403 Great Road in said Town of Stow, and then and there act on Article 4 for the ballot question as listed in the warrant; and thereafter, at the close of the polls at 8:00 p.m., to dissolve this meeting.

The meeting was adjourned to reconvene on Saturday, March 7, 2015 at 7:00 a.m. for the Special Election.

Checkers at the Door: Donna Bonczek, Josephine Crowell, Alice Cushing, Elizabeth MacGilvra, Betty Sauta, Kathleen O'Brien

Tellers: Michael Busch, Stephen Dungan, Stephen Jelinek, Gregory Jones, John O'Keefe, Kathleen O'Keefe, Edward Perry, Laura Reiner, Marcia Rising, Kathleen Sferra, Dwight Sipler, Ellen Sturgis, Robert Walrath, Pamela Weathers

Timekeeper: Catherine Desmond

Number of Voters Checked: 262      Total Registered Voters: 4,880      Turnout Percentage: 5.3%

### **SPECIAL TOWN ELECTION MARCH 7, 2015**

Pursuant to the Board of Selectmen's warrant of January 29, 2015, posted by the constable February 4, 2015, the Special Town Election was held in Center School Music Wing and was called to order at 7 a.m.

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

During polling hours, a total of thirty-eight absentee ballots were opened, recorded and cast into the ballot box. There were three spoiled ballots. There were no provisional ballots. The polls were declared closed at 8 p.m.

**Ballots Cast = 579      Total Registered Voters = 4880      Turnout Percentage = 12%**

#### **Ballot Question 1. Fire Station and Community Center at Pompo**

Shall the Town of Stow be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued for the purpose of funding all of the construction work necessary to make extensive building improvements and renovations to the Pompositticut School, in order to convert the Pompositticut School into a shared use fire station and community center, and to include administrative expenses and any other incidental costs related thereto?

**Yes = 476      No = 103      Blank = 0**

#### **ELECTION WORKERS**

<u>Warden</u>	<u>Checkers, Ballot</u>	<u>Box &amp; Counters</u>	
Philip T. Detsch	Marjorie Alessio	Ann Deluty	Laura Reiner
	Joan Burns	Lisa Lavina	Marcia Rising
<u>Clerk</u>	Josephine Crowell	Cathy Lord	Betty Sauta
Linda Hathaway	Alice Cushing	Elizabeth MacGilvra	Marilyn Zavorski



## **ANNUAL TOWN MEETING MAY 4, 2015**

Pursuant to the Selectmen's warrant of April 14, 2015, posted by the Constable on April 22, 2015, the annual town meeting was opened at 7:01 p.m. in Hugh Mill Auditorium at Hale School by Moderator David Walrath.

The meeting rose to recite the *Pledge of Allegiance to the Flag* led by Mr. Walrath. Town officials were introduced: Selectmen, Town Clerk, Assistant Clerk, Town Counsel, Town Administrator, Finance Committee, Capital Planning Committee and others. Non-voters who may be heard were approved. At the request of Mr. Walrath, Laura Spear was unanimously approved as Deputy Moderator.

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. Reports of the Selectmen and Other Officers and Committees**

On motion of Selectman Brian Burke, it was voted unanimously that the reports of the Selectmen and other Officers and Committees of the Town be accepted as printed in the 2014 Annual Town Report.

### **ARTICLE 2. Reports of Special Committees**

On motion of Selectman Donald Hawkes, it was voted unanimously that the reports of special committees be accepted as written in the 2014 Annual Town Report.

### **ARTICLE 3. Snow and Ice Account Deficit Reduction for FY2015**

On motion of Selectman Thomas Ryan, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$100,996 for the purpose of balancing the FY2015 Snow and Ice Account.

The Finance Committee recommended approval.

### **ARTICLE 4. Assabet Regional Technical School Assessment for FY2015**

On motion of Selectman James Salvie, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$16,284 for the purpose of paying the FY2015 Assabet Regional Technical School assessment for the attendance of a single Stow resident.

The Finance Committee recommended approval.

### **ARTICLE 5. Wage and Salary Schedules for Fiscal Year 2016**

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

**TOWN OF STOW**  
**WAGE & SALARY SCHEDULES**  
*Effective July 1, 2015 (2%)*

**SCHEDULE A**  
**ANNUAL RATE POSITIONS**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Asst. Assessor	42,536	45,063	47,713	50,361	53,012
Asst. Treasurer-Collector	42,536	45,063	47,713	50,361	53,012
Building Inspector	56,614	60,150	63,688	67,227	70,768
Board of Health Office Admin.	42,536	45,063	47,713	50,361	53,012
Cemetery Supt.	50,361	53,353	56,490	59,625	62,762
Conservation Comm. Coordinator	53,609	56,824	60,233	63,392	66,420
Council on Aging Executive Director	48,054	50,910	53,907	56,898	59,892
Librarian	42,536	45,063	47,713	50,361	53,012
Library Director	53,873	57,240	60,606	63,980	67,342
Assistant Planner	48,413	51,289	54,307	57,320	60,339
Town Planner	64,787	68,322	71,857	75,392	78,928
Police Lieutenant	74,121	79,714	83,910	88,106	90,902
Principal Assessor	56,368	59,927	63,449	66,981	70,478
Recreation Director	42,536	45,063	47,713	50,361	53,012
Selectmen/Town Administrator Asst.	42,536	45,063	47,713	50,361	53,012
Supt. of Streets	73,295	77,876	82,459	87,037	91,623
Town Clerk	55,671	58,711	61,751	64,791	67,832
Treasurer-Collector	57,832	61,448	65,063	68,676	72,291

**SCHEDULE B**  
**HOURLY RATE POSITIONS**

**GROUP A**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Cemetery Worker	12.75	13.77	14.99	16.11	17.21
Council on Aging Driver	12.64	13.34	14.48	15.56	16.62
Custodian	12.31	13.34	14.48	15.56	16.62
Library Page	12.64	13.34	14.48	15.56	16.62
Parks & Commons Worker	12.31	13.34	14.48	15.56	16.62

**GROUP B**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Asst. Town Clerk	18.14	19.54	20.99	22.75	24.43
Building Dept. Secretary	15.10	16.24	17.47	18.90	20.33
Council on Aging Driver/Dispatcher	13.97	15.00	16.14	17.51	18.80
Financial Clerk	13.97	15.00	16.14	17.51	18.80
Fire Dept. Secretary	13.97	15.00	16.14	17.51	18.80
Library Aide	13.97	15.00	16.14	17.51	18.80
Recreation Comm. Secretary	13.97	15.00	16.14	17.51	18.80
Town Clerk Clerical Assistant	13.97	15.00	16.14	17.51	18.80

**GROUP C**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Accountant's Clerk	15.00	16.39	17.66	19.02	20.33
Assessors' Clerk	15.00	16.39	17.66	19.02	20.33
Asst. Cemetery Superintendent	15.00	16.39	17.66	19.02	20.33
Asst. Librarian	15.00	16.39	17.66	19.02	20.33
Bd. of Appeals Secretary	19.08	20.80	22.42	24.15	25.79
Board of Health Office Assistant	15.00	16.39	17.66	19.02	20.33
Community Preservation Comm. Secretary	15.00	16.39	17.66	19.02	20.33
Conservation Comm. Secretary	15.00	16.39	17.66	19.02	20.33
Council on Aging Outreach Coordinator	16.75	18.24	19.68	21.20	22.64
Council on Aging Outreach Worker	16.75	18.24	19.68	21.20	22.64
Finance Committee Secretary	15.00	16.39	17.66	19.02	20.33
Financial Clerk II	15.00	16.39	17.66	19.02	20.33
Highway Dept. Secretary	18.02	19.64	21.20	22.81	24.37
Highway/Tree/ Grounds Worker	15.00	16.39	17.66	19.02	20.33
ITAC Committee Secretary	15.00	16.39	17.66	19.02	20.33
Office Assistant	15.00	16.39	17.66	19.02	20.33

Payroll Coordinator	21.73	23.02	24.37	25.73	27.08
Planning Board Secretary	15.00	16.39	17.66	19.02	20.33
Selectmen/Town Admin. Secretary	18.14	19.54	20.99	22.75	24.43
Town Secretary	15.00	16.39	17.66	19.02	20.33

**GROUP D**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Building Dept. Admin. Assistant	18.62	19.70	20.95	22.08	23.23
Financial Assistant	18.62	19.70	20.95	22.08	23.23
Fire Department Administrative Asst	18.62	19.70	20.95	22.08	23.23
Highway/Tree/ Grounds Driver-Laborer	18.62	19.70	20.95	22.08	23.23
Planning Dept. Administrative Asst	18.62	19.70	20.95	22.08	23.23
Police Chief Secretary	18.62	19.70	20.95	22.08	23.23

**GROUP E**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Highway Dept. Equipment Operator	20.32	21.57	22.84	24.13	25.37
Tree Worker (Moth)	20.32	21.57	22.84	24.13	25.37
Maintenance Person	20.32	21.57	22.84	24.13	25.37

**GROUP F**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Highway Dept. Mechanic	21.53	22.79	24.26	25.60	26.90
Crew Chief	22.40	23.70	25.23	26.59	27.99

**GROUP G**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Asst. Supt. of Streets	26.33	27.98	29.61	31.24	32.88
Highway Dept. Foreman	23.91	25.42	26.89	28.41	29.86
Children's Librarian	22.78	24.23	25.62	27.02	28.46
IT Director	22.78	24.23	25.62	27.02	28.46

**SCHEDULE C**  
**SINGLE RATE POSITIONS PAID ANNUALLY**

<b><u>Position Title</u></b>	<b><u>Salary</u></b>
Animal Control Officer	18,693.00
Animal Inspector	1,300.00
Assistant Animal Control Officer	2,580.00
Assistant Registrar of Voters	290.00
Registrar of Voters	145.00
Tree Warden	6,171.00
Veterans' Service Officer	1,526.00

**SCHEDULE D**  
**SINGLE RATE POSITIONS PAID HOURLY**

<b><u>Position Title</u></b>	<b><u>Hourly Rate</u></b>
Apprentice Firefighter (call)	14.88
Auxiliary Police Officer	15.51
Dispatcher, part-time	19.77
Election Clerical Assistance	9.79
Election Clerk	11.06
Election Teller	9.79
Election Warden	11.06
Emergency Medical Technician (call)	17.01
EMT – w/Defib & Epi Pen (call)	18.57
Firefighter (call)	17.01
Firefighter/EMT – w/Defib & Epi Pen (call)	19.34
Firefighter/EMT (call)	17.78
Camp Stow Director	18.00
Beach Checker	9.50
Head Counselor	11.00
Assistant Counselor	10.00
Junior Lifeguard	10.00
Senior Lifeguard	12.00
WSI Swim Instructor/Lifeguard	14.20

Assistant Swim Instructor	9.00
Waterfront Director	15.00
Officers – Fire or Medical (call)	20.91
Per Diem Firefighter (call)	15.36
Police Matron	20.98
Police Officer – part-time	23.79
Recreation Maintenance Person	14.70
Stow Community Park Drop-in Counselor	12.00
Street Lister	10.57
Street Listing Clerk	9.79
Street Numberer	9.79
Town Engineer	32.88

**SCHEDULE E**  
**FIRE DEPARTMENT ANNUAL SINGLE RATES**

<b><u>Position Title</u></b>	<b><u>Salary</u></b>
Deputy Fire Chief (call)	1,049.00
EMS Assistant Coordinator	351.00
EMS Quartermaster	281.00
EMS Records Coordinator	419.00
EMS Schedule Coordinator	211.00
Fire Captain (call)	698.00
Fire Engineer	909.00
Fire Lieutenant (call)	560.00
Fire Medical Officer	419.00

At this point, Finance Committee chair Peter McManus presented an overview of the Town's financial situation. There will be no Proposition 2-1/2 override request for the tenth consecutive year. Capital expenditure requests for FY2016 may be approved within the levy limit and are down by \$400,000. Mr. McManus reminded that 60% of the Town's budget is devoted to education. He reported that the bids for conversion of the former Pompositticut School for multiple purposes were one million dollars less than anticipated.

**ARTICLE 6. General Budget for Fiscal Year 2016**

Selectman Brian Burke moved to raise and appropriate the sum of \$24,709,434, as recommended by the Town Administrator and Selectmen for Items 1 through 75 inclusive, as printed in the warrant under the column entitled "*FY2016 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 items were held for questions and/or clarification.

Line item 27: Planning Board Clerical Wages – Town Administrator William Wrigley reported an error in the amount printed in the warrant. It should have read \$70,819 rather than \$68,924, a difference of \$1,895. When put to a vote, the amended amount was unanimously approved.

Line item 69: Lighting of Clock Expenses – The subject clock is located in First Parish Church and it has been tradition to appropriate the amount of \$100 annually. Voted by majority.

Line item 73: Nashoba Regional School District Assessment – School Committee member Maureen Busch spoke to the proposed assessment and cited payroll costs, transportation and additional teacher positions related to pupil enrollment. When put to a vote, the sum of \$15,774,863 was approved by majority.

Line item 74: Minuteman Vocational Technical Assessment – Stow's Minuteman representative Alice DeLuca spoke of a proposal to either renovate or replace the existing building. A change in programs will require a smaller facility. A replacement is projected to receive reimbursement of 40% from the Mass. School Building Authority. When put to a vote, the sum of \$618,680 was unanimously approved.

The Finance Committee recommended approval.

The FY2016 general budget totaling \$24,711.329, as amended, was unanimously approved.

<u>General Government</u>		
1	Moderator Salary	\$ 42.00
2	Moderator Expenses	45.00
3	Selectmen Office Wages	66,768.00
4	Selectmen Office Expenses	9,595.00
5	Town Administrator Salary	128,037.00
6	Town Administrator Expenses	500.00
7	Finance Committee Wages	4,161.00
8	Finance Committee Expenses	550.00
9	Town Accountant Salary	52,115.00
10	Town Accountant Clerk Salary	1,533.00
11	Town Accountant Expenses	1,625.00
12	Principal Assessor Salary	61,493.00
13	Assessors' Clerical Wages	72,182.00
14	Assessors' Expenses	9,600.00
15	Treasurer-Collector Salary	72,291.00
16	Treasurer-Collector Clerical Wages	72,535.00
17	Treasurer-Collector Expenses	39,000.00
18	Information Technology Clerical Wages	35,126.00
19	Information Technology Expenses	100,000.00
20	Town Clerk Salary	67,832.00
21	Town Clerk Other Wages	45,662.00
22	Town Clerk Expenses	16,353.00
23	Conservation Coordinator	63,392.00
24	Conservation Commission Clerical Wages	22,953.00
25	Conservation Commission Expenses	4,950.00
26	Town Planner	78,928.00
27	Planning Board Clerical Wages	70,819.00
28	Planning Board Expenses	5,380.00
29	Board of Appeals Clerical Wages	7,721.00
30	Board of Appeals Expenses	2,890.00
31	Municipal Buildings & Property Wages	51,731.00
32	Municipal Buildings & Property Expenses	74,480.00
33	Town Reports Expenses	<u>7,364.00</u>
	General Government Total	\$1,247,653.00

Public Safety

34	Police Chief Salary	\$ 112,538.00
35	Police & Dispatch Wages	1,196,107.00
36	Police & Dispatch Expenses	103,315.00
37	Fire Chief Salary	89,812.00
38	Fire and EMS Wages	548,819.00
39	Fire and EMS Expenses	93,500.00
40	Building Inspector Salary	70,768.00
41	Building Department Clerical Wages	38,183.00
42	Building Department Expenses	4,475.00
	Public Safety Total	\$ 2,257,517.00

Public Works and Facilities

43	Supt. of Streets Salary	\$ 91,623.00
44	Highway & Grounds Wages	502,452.00
45	Highway & Grounds Expenses	127,750.00
46	Snow & Ice Removal Expense	150,000.00
47	Municipal Lighting	10,000.00
48	Gasoline & Diesel Fuel Expense	110,000.00
49	Cemetery Salary & Wages	85,864.00
50	Cemetery Expenses	11,800.00
	Public Works and Facilities Total	\$ 1,089,489.00

Human Services

51	Health Administrative Assistant	\$ 52,292.00
52	Health Department Wages	63,613.00
53	Health Department Expenses	11,025.00
54	Council on Aging Executive Director Salary	59,892.00
55	Council on Aging Wages	142,965.00
56	Council on Aging Expenses	13,600.00
57	Veterans' Service Officer Salary	2,007.00
58	Veterans' Service Officer Expenses	300.00
	Human Services Total	\$ 345,694.00

Culture and Recreation

59	Library Director Salary	\$ 60,606.00
60	Library Wages	109,724.00
61	Library Expenses	62,327.00
62	Recreation Director Wages	53,012.00
63	Recreation Wages	9,860.00
64	Recreation Expenses	23,550.00
65	Lake Boon Commission Wages	3,000.00
66	Lake Boon Commission Expenses	1,200.00
67	Historical Commission Expenses	525.00
68	Memorial Day Expenses	900.00
69	Lighting of Clock Expenses	100.00
	Culture and Recreation Total	\$ 324,804.00



Town-Wide Expenses

70	Group Insurance	\$ 734,930.00
71	Insurance and Bonds	161,819.00
72	Telephone	<u>30,000.00</u>
	Town-Wide Expenses Total	\$ 926,749.00

Education

73	Nashoba Regional School District Assessment	\$15,774,863.00
74	Minuteman Voc-Tech Assessment	<u>618,680.00</u>
	Education Total	\$16,393,543.00

Debt Service

75	Maturing Principal – Long-Term Debt	\$ 1,435,000.00
76	Interest, Long-Term Debt – Bonds	690,280.00
77	Interest, Temporary Loans - Revenue	<u>600.00</u>
	Debt Service Total	\$ 2,125,880.00

TOTAL GENERAL BUDGET.....\$24,711,329.00

**CONSENT CALENDAR**

On motion of Selectmen Donald Hawkes, it was voted by majority to take action on Articles 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 24, 25, 26, 27, 29, 31, 32, 33 and 34 as said motions are printed in the Consent Calendar, a copy of which has been provided to the voters at this meeting, without debate on any such articles, and provided that upon the request of any voter at this meeting made before the vote is taken on this motion, an article shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course and order of business at this Town Meeting.

Articles 28 and 30 were dropped from the Consent Calendar at the request of voters. The Finance Committee recommended approval of the articles within 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, 2015.

**ARTICLE 8. Audit of Financial Records**

Voted to raise and appropriate the sum of \$11,900 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 Mass. General Laws Chapter 44, Section 53E-1/2 for FY2016, 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 FY2016, 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 Mass. General Laws Chapter 44, Section 53E-1/2 for FY2016, to which shall be credited all fees received for advanced life support services provided by the Town of Stow, to a limit of \$100,000 for FY2016, 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. Weights and Measures Testing**

Voted to raise and appropriate the sum of \$1,000 for the purpose of funding the Town's weights and measures testing.

**ARTICLE 12. Transfer to Conservation Fund**

Voted to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation the sum of \$1,417.50 to be expended by the Conservation Commission.

**ARTICLE 13. Transfer from Wetlands Protection Fund**

Voted to appropriate and transfer from the Wetlands Protection Fund the sum of \$5,555.75 as an additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act.

**ARTICLE 14. Addition to Conservation Fund**

Voted to raise and appropriate the sum of \$10,000 to be added to the balance remaining in the Conservation Fund.

**ARTICLE 15. Update of Property Valuations**

Voted to raise and appropriate the sum of \$39,275, 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 16. 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 M.G.L. Chapter 66, Section 9, to be expended by the Town Clerk.

**ARTICLE 17. Highway Road Machinery and Private Ways**

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

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

**ARTICLE 18. Highway Road Construction**

Voted to appropriate and borrow the sum of \$141,796 from FY2015 apportionment for construction, reconstruction and/or improvements to town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth.

**ARTICLE 19. Household Hazardous Waste Collection**

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 providing for household hazardous waste collection.

**ARTICLE 20. Public Health Nurse**

Voted to raise and appropriate the sum of \$10,920, 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. Municipal Solid Waste Disposal**

Voted to raise and appropriate the sum of \$1,300, 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 Expense**

Voted to raise and appropriate the sum of \$5,000, 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. 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 24. Holiday Decorations and Lighting Fund**

Voted to raise and appropriate the sum of \$4,000, to be expended by the Highway Department for the purpose of purchasing and installing holiday decorations and lights on municipal properties.

**ARTICLE 25. Employee Educational Incentive Program**

Voted to raise and appropriate the sum of \$112,646, to be added to any balance remaining from any previous appropriation, to be expended under the direction of the Town Administrator, for funding the Town's employee educational incentive program.

**ARTICLE 26. Legal Services**

Voted to raise and appropriate the sum of \$20,000, to be added to any balance remaining from any previous appropriation, for the purpose of funding the Town's general legal account.

**ARTICLE 27. Selectmen's Account for Minor Purchases**

Voted to raise and appropriate the sum of \$5,000, to be added to any balance remaining from any previous appropriation, to be expended by the Selectmen or Town Administrator, for the purpose of funding minor miscellaneous professional services or for the purchase of small equipment and other goods.

**ARTICLE 29. SwiftReach 911 Notification System**

Voted to raise and appropriate the sum of \$4,500, to be expended under the direction of the Chief of Police, for the purpose of paying for a town-wide telephone emergency notification system known as SwiftReach Networks.

**ARTICLE 31. Veterans' Benefits**

Voted to raise and appropriate the sum of \$7,500, to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Veterans' Service Officer to provide services for Stow veterans.

**ARTICLE 32. Planning Board Engineering/Consulting and Master Plan Expenses**

Voted to raise and appropriate the sum of \$10,000, 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 33. Community Preservation Expenses**

Voted to appropriate from Fiscal Year 2016 Community Preservation Fund Annual Revenues the sum of \$34,000, to be expended for wages and expenses associated with the creation, implementation and maintenance of Community Preservation programs, in accordance with the provision of Mass. 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 2016, in accordance with a budget to be prepared for the Town Administrator.

**ARTICLE 34. 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 2016 Community Preservation Fund Annual Revenues, for 10-percent allocation to reserve accounts 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 | \$75,000 |
| 2. Preservation of Open Spaces        | \$75,000 |
| 3. Affordable Housing                 | \$75,000 |

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

**ARTICLE 28. Water System Expenses**

On motion of Selectman Donald Hawkes, it was voted by majority to raise and appropriate \$7,200, to be added to any balance remaining from previous appropriations, to be expended by the Facility Manager, for the purpose of paying expenses related to the operation of the Town's public water system.

The Finance Committee recommended approval.

**ARTICLE 30. Lake Boon Water Quality Remediation**

On motion of Selectman Donald Hawkes, it was voted by majority to raise and appropriate \$15,000, to be expended under the direction of the Lake Boon Commission, for the purpose of weed control.

The Finance Committee recommended approval.

**ARTICLE 35. Capital Requests**

On motion of Selectman Thomas Ryan, 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 35-1. Randall Library HVAC System and Ductwork**

On motion of Selectman Ryan, it was voted by majority to appropriate and transfer from Free Cash \$75,000 to replace the lower level HVAC system and ductwork at the Randall Library.

The Finance Committee and Capital Planning Committee recommended approval.

**ARTICLE 35-2. Kubota Tractor and Trailer**

On motion of Selectman Ryan, it was voted unanimously to raise and appropriate \$25,749 for the purchase of a Kubota tractor and trailer for use by the Cemetery Department.

The Finance Committee and Capital Planning Committee recommended approval.

**ARTICLE 35-3. Front-End Loader with Attachments**

On motion of Selectman Ryan, it was voted unanimously to raise and appropriate \$355,000 for a front-end loader with attachments for use by the Highway Department.

The Finance Committee and Capital Planning Committee recommended approval.

**ARTICLE 35-4. Highway Barn Bathroom Improvements**

On motion of Selectman Ryan, it was voted unanimously to raise and appropriate \$20,000 for improvements to the Highway Barn bathroom.

The Finance Committee and Capital Planning Committee recommended approval.

**ARTICLE 35-5. Gates Lane Reconstruction**

On motion of Selectman Ryan, it was voted unanimously to appropriate and transfer from Free Cash \$70,000 for the reconstruction of Gates Lane by the Highway Department.

The Finance Committee and Capital Planning Committee recommended approval.

**ARTICLE 35-6. Sidewalk Account Appropriation**

On motion of Selectman Ryan, it was voted unanimously to raise and appropriate \$10,000.00 to be added to any balance remaining from previous appropriations, to the Sidewalk Account.

The Finance Committee and Capital Planning Committee recommended approval.

**ARTICLE 35-7. Administrative Cruiser**

On motion of Selectman Ryan, it was voted unanimously to appropriate and transfer from Free Cash \$27,000 to allow the Police Department to purchase an Administrative Cruiser.

The Finance Committee and Capital Planning Committee recommended approval.

**ARTICLE 35-8. Hale Middle School Repairs**

On motion of Selectman Ryan, it was voted unanimously to appropriate and transfer from Free Cash \$24,000 for window and exterior sheathing repairs to Hale Middle School.

The Finance Committee and Capital Planning Committee recommended approval.

At this point, Deputy Moderator Laura Spear assumed the gavel.

**ARTICLE 36. OPEB (Other Post Employment Benefits) Account**

On motion of Selectman James Salvie, it was voted unanimously to appropriate and transfer from the Overlay Surplus account to the OPEB account \$50,000, for the purpose of accruing reserve funds to reduce the Town's unfunded liability in meeting its financial obligations in providing health care benefits to its retirees.

The Finance Committee recommended approval.

**ARTICLE 37. Transfer from Harvard Acres Well Loan Receipts**

On motion of Selectman Charles Kern, it was voted unanimously to appropriate and transfer from MWPAT (Harvard Acres Wells) Receipts \$55,624, as additional appropriation to the Debt Service line item, to be expended by the Treasurer-Collector, for the purpose of repayment of the MWPAT loan.

The Finance Committee recommended approval.

**ARTICLE 38. Senior Tax Relief**

On motion of Selectman Brian Burke, 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 exemptions granted to persons who qualify for said exemption under clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B and 41C of Section 5 of Chapter 59 of the Mass. General Laws and Acts and amendments thereof or additions thereto, for Fiscal Year 2016.

The Finance Committee recommended approval.

**ARTICLE 39. Update of Assessors' Tax Maps**

On motion of Selectman Donald Hawkes, it was voted unanimously to raise and appropriate \$1,200, to be expended by the Board of Assessors for the purpose of updating the Assessors' tax maps to reflect the changes to the FEMA Flood Plain.

The Finance Committee recommended approval.

**ARTICLE 40. Information Technology Expenses (FY2015)**

On motion of Selectman Thomas Ryan, it was voted unanimously to appropriate and transfer from Overlay Surplus \$41,000 for the purpose of providing funding for the Information Technology Department, under the control of the Town Administrator, to support its contracted technical services needs for the remainder of Fiscal Year 2015 and for Fiscal Year 2016.

The Finance Committee recommended approval.

**ARTICLE 41. Assabet Regional Technical School Assessment for FY2016**

On motion of Selectman James Salvie, it was voted unanimously to raise and appropriate \$16,587 for the purpose of paying the FY2016 Assabet Regional Technical School assessment for the attendance of a single Stow resident.

The Finance Committee recommended approval.

**ARTICLE 42. Purchase of Tractor Cab Enclosure**

On motion of Selectman Charles Kern, it was voted unanimously to appropriate and transfer from the Cemetery Sale of Lots account \$7,000 to be expended by the Cemetery Department for the purpose of purchasing a cab enclosure unit for a new tractor.

The Finance Committee recommended approval.

#### **ARTICLE 43. Cemetery Road Improvements**

On motion of Selectman Brian Burke, it was voted unanimously to appropriate and transfer from the Cemetery Sale of Lots account \$20,335 to be expended by the Cemetery Department for the purpose of making cemetery road improvements.

The Finance Committee recommended approval.

#### **ARTICLE 44. Police Station Entrance Sidewalk Repair**

On motion of Selectman Donald Hawkes, it was voted unanimously to raise and appropriate \$5,000, to be expended by the Police Department, for the purpose of repairing the Police Station entrance walkway and curbing.

The Finance Committee recommended approval.

At this point, Moderator David Walrath returned to the podium.

#### **ARTICLE 45. Tuttle Lane Land Acquisition**

On motion of Selectman Thomas Ryan, it was voted unanimously to purchase for the sum of \$225,000, or any lesser sum, approximately 1.5 acres of land on Tuttle Lane, shown on a plan titled "Plan of Land on Tuttle Lane and South Acton Road in Stow, Massachusetts" prepared by Foresite Engineering, dated November 11, 2014 and recorded at the Middlesex South Registry of Deeds as Plan 999 of 2014, said parcel to be placed under the care, custody and control of the Conservation Commission for conservation and passive recreation purposes in accordance with MGL Chapter 40, Section 8C, and to further appropriate and transfer \$140,000, or any lesser sum, from the Community Preservation Fund Reserve for Open Space purposes to be expended by the Conservation Commission, in consultation with the Community Preservation Committee, for the purpose of this acquisition and the costs associated therewith, including legal, title, appraisal, engineering and other costs or fees incidental thereto; and to further authorize the Board of Selectmen to enter into such agreements, execute such documents, solicit grants or receive gifts for said purpose, and convey any conservation restrictions required by MGL Chapter 44B.

The Finance Committee recommended approval.

#### *Report of Community Preservation Committee:*

*The Committee voted unanimously on April 27, 2015 to endorse Article 45 – Tuttle Lane Land Acquisition.*

#### **ARTICLE 46. Invasive Species Mapping and Control**

On motion of Selectman James Salvie, it was voted unanimously to appropriate and transfer \$25,000 from the Community Preservation Fund Reserve for Open Space purposes to be expended by the Conservation Commission, in consultation with the Community Preservation Committee, for the purpose of mapping invasive species at selected town conservation areas and to control of invasive species at Captain Sargent Conservation Area.

The Finance Committee recommended approval.

#### *Report of Community Preservation Committee:*

*The Committee voted unanimously on April 27, 2015 to endorse Article 46 – Invasive Species Mapping and Control.*

**ARTICLE 47. Economic Development and Industrial Commission**

On motion of Selectman Charles Kern, it was voted by majority to raise and appropriate \$1,500 for the purpose of creating an expense account for use by Stow's recently reactivated Economic Development and Industrial Commission.

The Finance Committee recommended approval.

**ARTICLE 48. Nashoba Associated Boards of Health**

On motion of Selectman Brian Burke, it was voted unanimously to join the Nashoba Associated Boards of Health in order to implement the provisions of the membership agreement between the Stow Board of Health and the Nashoba Associated Boards of Health for the purpose of providing the public health services to the Town of Stow.

The Finance Committee recommended approval.

**ARTICLE 49. Stretch Code Acceptance**

On motion of Selectman Donald Hawkes, it was voted unanimously to enact Article 16 of the Town of Stow General Bylaws entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto.

The Finance Committee recommended approval.

**ARTICLE 50. Road Acceptance – Brandymeade Circle**

On motion of Selectman Brian Burke, it was voted unanimously to accept as a public way the following street or portions thereof, as laid out by the Board of Selectmen according to a plan on file with the Town Clerk, in accordance with the provisions of Mass. General Laws Chapter 82, Section 21-23, and to authorize the Board of Selectmen to take the fee or easement in said street for eminent domain or otherwise, including easements for drainage, utility or other purposes where shown on said plan or described in the Order of Layout.

Brandymeade Circle, a certain tract or parcel of land on the northerly side of West Acton Road, Stow, shown on a plan entitled "Street Acceptance Plan, scale 1"=40', October 30, 2003, Orchard View, Sow, MA prepared for R. M. Hicks, Inc., 124 Main Street, Westford, MA 01886, Landtech Consultants, Inc. Civil Engineers, Land Surveyors, Project Management, 484 Groton Road, Unit #1, Westford, MA 01886, and a plan entitled "As-Built Plan & Profile, scale 1"=40', October 30, 2003, Orchard View, Stow, MA prepared for R. M. Hicks, Inc., 124 Main Street, Westford, MA 01886, Landtech Consultants, Inc., Civil Engineers, Land Surveyors, Project Management, 484 Groton Road, Unit #1, Westford, MA 01886". Subdivision plans of said road are recorded with the Middlesex South District Registry of Deeds as Plan No. 483 of 2001 at Book 32928, Page 283.

And to authorize the Selectmen to acquire by purchase, eminent domain, gift or otherwise, for highway purposes, the fee or any lesser interest, as well as easements for drainage, utility, sidewalk, slope and otherwise, in any lands that may be necessary for said town way.

The Finance Committee recommended approval.

**ARTICLE 51. Zoning Bylaw Amendment – Temporary Moratorium on Medical Marijuana**

On motion of Selectman James Salvie, it was voted in excess of two-thirds majority to amend the Zoning Bylaw by deleting Section 10 in its entirety, 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.



The Finance Committee recommended approval.

Report of Planning Board:

*The Planning Board held a duly noticed public hearing on April 8, 2015. At its meeting of April 8, 2015, the Planning Board voted to recommend Town Meeting adoption of Article 51. This article is meant to delete Section 10 (Temporary Moratorium on Medical Marijuana Treatment Centers) of the bylaw. The temporary moratorium, adopted by vote of the October 2013 Special Town Meeting was effective through November 30, 2014. The intent of the moratorium was to allow sufficient time for the Town to undertake a planning process to address the potential effects of medical marijuana treatment centers and other land uses and structures related to the use of marijuana for medical purposes, and to adopt suitable bylaws and regulations related to medical marijuana treatment centers, as required by Chapter 369 of the Acts of 2012.*

*The Planning Board has since undertaken the planning process and brought forth a Registered Marijuana Dispensary District Bylaw (Section 5.5 of the Zoning Bylaw), which was adopted at the May 2014 Annual Town Meeting. Therefore the temporary moratorium on medical marijuana treatment centers is no longer necessary.*

**ARTICLE 52. Zoning Bylaw Amendment – Fences**

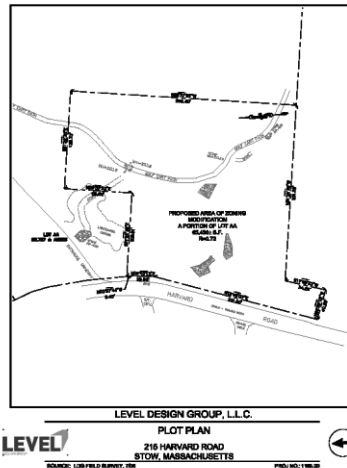
On motion of Selectman Hawkes, it was voted unanimously to take **no action** on this article.

The Finance Committee recommended no action.

The article had been intended to update Section 6.6 (Fences) of the Zoning Bylaw to require that all fences be installed with the finished side facing the street or abutting properties. The Planning Board wishes to conduct more study into the matter.

**ARTICLE 53. Petition for Modification of Zoning – Portion of Map R-4, Parcel 39A**

Selectman Charles Kern moved that the Town vote to rezone a portion of the above referenced land from an R/C – Recreation-Conservation District to RES – Residential District. The portion to be rezoned shall be approximately 65,340 s.f. as shown on the attached plan allowing for one single-family house to be constructed on the above referenced parcel in accordance with the Town of Stow, Massachusetts Zoning Bylaw. The portion rezoned shall support one and only one single-family house.



Report of the Planning Board:

*The Planning Board held a duly noticed public hearing on April 8, 2015. At its meeting on April 8, 2015 the Planning Board voted to recommend against adoption of the proposed zoning map amendment due to the potential affect that rezoning portions of the Recreation-Conservation District could have on the Recreation-Conservation District as a whole, and the possibility of other property owners seeking re-negotiation of prior special permits.*

The Pitterino family, owners of Wedgewood Pines Country Club off Harvard Road, wishes to construct a "caretakers house" on the portion of the property that has frontage on Harvard Road. The dwelling would be occupied by one of the owners to allow close proximity to the property, especially after hours when vandalism to the golf course and equipment has occurred. Discussion ensued, both in favor and opposed. The Planning Board and the Finance Committee did not recommend approval.

When put to a vote, the counted votes cast were 112. There were 75 Yes votes and 37 No votes. A two-thirds vote of 75 was required for passage. The Moderator declared the MOTION CARRIED.

**ARTICLE 54. Petition for Modification of Zoning Recreation-Conservation District**

On motion of Selectman Brian Burke, it was voted to take **no action** on this article.

This article proposing to add a definition for "caretakers house" to Section 1.3 of the Zoning Bylaw was recommended for "no action" in view of the passage of Article 53.

**ARTICLE 55. Balance the Fiscal Year 2016 Budget**

On motion of Selectman Donald Hawkes, it was voted by majority to take **no action** on this article.

**ARTICLE 56. Town Election**

On motion of Selectman Thomas Ryan, it was voted unanimously that the meeting be adjourned until the Annual Election on Tuesday, May 12, 2015, commencing at 7:00 a.m. at Center School in said Town of Stow, and then and there to act on Article 56 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 10:43 p.m. to reconvene on May 12, 2015 at 7:00 a.m. for the Annual Election.

Checkers at the Door: Donna Bonczek, Josephine Crowell, Ruth Delmonico, Elizabeth MacGilvra, Alice Mortenson, Kathleen O'Brien, Betty Sauta

Tellers: Robert Aldape, Ann Deluty, Kristen Donovan, Stephen Dungan, Troy Hatlevig, Steve Jelinek, Gregory Jones, Kathleen O'Keefe, Laura Reiner, Donald Rising, Marcia Rising, Debra Seith, Dwight Sipler, Maureen Trunfio, Robert Walrath, Marilyn Zavorski

Timekeeper: Catherine Desmond

Number of Voters Checked: 179      Total Voters: 4,858      Turnout Percentage: 4%

*The amendment to the General Bylaws under Article 49 and the amendments to the Zoning Bylaw adopted under Articles 51 and 53 were approved by the Attorney General on August 10, 2015. Posted as a Town Bulletin on August 14, 2015.*

# ANNUAL TOWN ELECTION MAY 12, 2015

Pursuant to the Board of Selectmen's warrant of April 14, 2015, posted by the constable April 22, 2015, the Annual Town Election was held in Center School Music Wing and was called to order at 7 a.m.

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

During polling hours, a total of twenty-eight absentee ballots were opened, recorded and cast into the ballot box. There were five spoiled ballots. There were no provisional ballots. The polls were declared closed at 8 p.m.

**BALLOTS CAST = 507**

**Registered Voters = 4849**

**Turnout Percentage = 10%**

OFFICE AND LENGTH OF TERM	Candidates	Precinct 1	Precinct 2	Total Votes
<b>Board of Selectmen</b>	<b>Donald P. Hawkes</b>	<b>229</b>	<b>202</b>	<b>431</b>
<b>(three year term -vote for two*)</b>	<b>Thomas E. Ryan III</b>	<b>192</b>	<b>196</b>	<b>388</b>
	Blanks	107	73	180
	Scatterings	2	13	15
<b>Board of Assessors</b>	<b>Richard Connelly Sr.</b>	<b>211</b>	<b>199</b>	<b>410</b>
<b>(three year term -vote for one)</b>	Blanks	53	42	95
	Scatterings	1	1	2
<b>Nashoba Regional School District Committee</b>	<b>Maureen B. Busch</b>	<b>72</b>	<b>87</b>	<b>159</b>
<b>(three year term - vote for one )</b>	<b>Mark R.D. Jones</b>	<b>183</b>	<b>152</b>	<b>335</b>
	Blanks	8	3	11
	Scatterings	2	0	2
<b>Board of Health</b>	<b>Marcia B. Rising</b>	<b>219</b>	<b>217</b>	<b>436</b>
<b>(three year term -vote for one)</b>	Blanks	44	25	69
	Scatterings	2	0	2
<b>Planning Board</b>	<b>Margaret Costello</b>	<b>213</b>	<b>205</b>	<b>418</b>
<b>(Five year term- vote for one)</b>	Blanks	51	37	88
	Scatterings	1	0	1
<b>Trustees, Randall Library</b>	<b>Edward C. Grund</b>	<b>206</b>	<b>202</b>	<b>408</b>
<b>(three year term -vote for two*)</b>	<b>Robert J. Katz</b>	<b>199</b>	<b>198</b>	<b>397</b>
	Blanks	123	84	207
	Scatterings	2	0	2

<b>Trustees, Randall Library</b>	<b>Richard M. Lent</b>	<b>218</b>	<b>212</b>	<b>430</b>
<b>(unexpired term,2016 -vote for one)</b>	Blanks	46	29	75
	Scatterings	1	1	2
<b>Stow Housing Authority</b>	<b>Michael Kopczynski</b>	<b>213</b>	<b>215</b>	<b>428</b>
<b>(Five year term- vote for one)</b>	Blanks	51	25	76
	Scatterings	1	2	3

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

#### ELECTION WORKERS

<u>Warden</u> Philip T. Detsch	<u>Checkers, Ballot</u> Marjorie Alessio Joan Burns Josephine Crowell Ruth Delmonico Ann Deluty Carol Dudley Cathy Lord	<u>Box &amp; Counters</u> Elizabeth MacGilvra Alice Mortenson Kathleen O'Brien Susan Pauley Laura Reiner Betty Sauta
<u>Clerk</u> Tammy Van Buren		

### **SPECIAL TOWN MEETING NOVEMBER 16, 2015**

Pursuant to the Selectmen's warrant of October 13, 2015, posted by the Constable on October 28, 2015, the special town meeting opened at 7:05 p.m. in Hugh Mill Auditorium at Hale School by Moderator David Walrath.

The meeting rose for the *Pledge of Allegiance to the Flag* led by Mr. Walrath. He noted the presence of various town officials and Deputy Moderator Laura Spear. Several non-voters that may be heard were approved.

On motion of Selectman Donald Hawkes, 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. Amendment to Minuteman Regional Agreement regarding the Withdrawal of The Town of Wayland from the Minuteman Regional School District**

On motion of Selectman Donald Hawkes, it was voted by majority to take **no action** on this article. The Finance Committee was in favor of no action.

## **ARTICLE 2. Amend General Bylaw: The Removal of Earth Material**

On motion of Selectman James Salvie, it was voted clearly a majority in favor, as called by the Moderator, to amend the General Bylaw by deleting Section 22 The Removal of Earth Material of Article 6 POLICE REGULATIONS and inserting a new Article 17 to read in its entirety as printed in the Warrant; 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 General Bylaw.

The Finance Committee recommended approval.

*The Bylaw as printed in the warrant:*

### **ARTICLE 17. THE REMOVAL OF EARTH MATERIAL**

#### **SECTION 1. PURPOSE**

The provisions of this Bylaw are intended:

- to regulate the extraction and transportation of earth from a SITE in order to manage soil EROSION, SEDIMENTATION, drainage runoff, dust control and encroachment onto abutting properties;
- to maintain traffic safety and circulation;
- to protect human health, public safety, welfare and the Town's natural resources that could be adversely affected by such activities; and
- to prohibit the extraction, stripping or removal of EARTH for reasons that are not consistent with this Bylaw.

#### **SECTION 2. DEFINITIONS**

**ABUTTER** - The owner of a property within 300 feet of the perimeter of the PARCEL(s) identified in the application.

**APPLICANT** - The individual, corporation or other legal entity who makes the application for an Earth Removal Permit. Such individual, corporation, or other legal entity may be the OWNER of the SITE, or, with the written approval of the OWNER, the operator of the EARTH REMOVAL OPERATION.

**EARTH** - All forms of natural earthen material, including but not limited to, decomposed organic matter, LOAM, sand, gravel, clay, silt, peat, hard-pan, ledge, or rock or other geologic deposit whether surficial or found in the subsurface.

**EARTH REMOVAL OPERATION** – The removal of EARTH from a SITE, by hand or machinery. An EARTH REMOVAL OPERATION includes all activities associated with the removal, including, but not limited to, the stripping of LOAM, topsoil, sod, and the digging, stockpiling, PROCESSING, moving, depositing, or transportation of EARTH products in any form; and all aspects of the operation inclusive of the moving of equipment required for the operation to, from, or within the SITE, and all land affected by the operation (e.g. fill, or storage piles, access ways, or structures), grading of slopes, removal of trees and vegetation anticipatory to the removal of EARTH, replanting and all other activities required to mitigate the impacts of the EARTH REMOVAL OPERATION.

#### **ENVIRONMENTALLY SENSITIVE AREAS**

- Areas subject to the jurisdiction of either the Massachusetts Wetlands Protection Act (M.G.L. Ch. 131 §40), the Town of Stow Wetlands Protection Bylaw, or both;
- Floodplain as defined in Section 5.1 (Floodplain Overlay District) of the Town of Stow Zoning Bylaw;

- Areas of Zone I or Zone II Public Water Supplies and Interim Wellhead Protection Areas as designated by the Department of Environmental Protection;
- Areas located in the Town of Stow Water Resource Protection District; and
- Areas delineated as Priority or Estimated Habitats for Rare Species as defined by the Massachusetts Natural Heritage and Endangered Species Program (NHESP).

**EROSION** – The process by which the ground surface is worn by forces such as wind, running water, ice, abrasion, gravity, transportation or by artificial means.

**LOAM** - A soil consisting of a friable mixture of varying proportions of clay, sand, silt, and organic matter.

**PARCEL** – A plot of land under single, joint, or several ownership defined by metes and bounds, or boundary lines, and shown on a deed and/or plan recorded in the Middlesex District Registry of Deeds or registered in the Land Court.

**PERMIT GRANTING AUTHORITY** - The Board of Selectmen is herein designated as the Permit Granting Authority. In the event an EARTH REMOVAL OPERATION is also subject to an application for a subdivision, special permit or site plan approval and is necessary and incidental for the construction of ways and/or associated infrastructure, the PERMIT GRANTING AUTHORITY shall be the Planning Board.

**PRINCIPAL USE** - The predominant and permitted use of a PARCEL.

**PROCESSING** - The sorting or separating of EARTH materials into distinct categories based on particle size or type usually through the use of a screening process but not exclusively so.

PROCESSING includes mechanical stone crushing operations which create smaller sized stones or stone products from larger sized stones, boulders, or particles typically using a rock crusher, or similar machinery.

**QUARRYING** – The process of removing or extracting EARTH, by digging, cutting, blasting, ripping or hammering, except for the collection of distinct particles (e.g. glacial erratics, boulders and other discrete stone objects).

**SEDIMENTATION** - EARTH materials transported or deposited into any body of water, creek, ravine, or other ENVIRONMENTALLY SENSITIVE AREA, or onto the property of an adjacent landowner or way, by the movement of wind, water, ice, gravity, or by artificial means.

**SITE** - A distinct portion of one PARCEL or contiguous PARCELS under the same ownership on which an EARTH REMOVAL OPERATION is conducted, or is proposed to be conducted, under an Earth Removal Permit. A SITE may not encompass land in another town or a street or way in which the public has access.

### **SECTION 3. APPLICABILITY**

- 3.1 Unless specifically exempted, a Permit is required for the removal of EARTH in conjunction with a lawfully allowable use, provided that the PERMIT GRANTING AUTHORITY determines that such earth removal is necessitated by the use and consistent with the provisions of federal and state law, the Zoning Bylaw and this Bylaw.

### **3.2 Existing Operations**

- Existing operations pursuant to a valid EARTH removal permit as of the adoption of this Bylaw shall have the right to continue under the terms of that permit until its expiration or request for modification. Permit renewal of existing permits and modification of permits lawfully in existence as of November 16, 2015, shall comply with the procedures and substantive requirements of this Bylaw and be subject to all terms and conditions contained herein.
- The owner of an operation in existence at the time of the adoption of this Bylaw without a permit shall, within ninety (90) days of adoption of this Bylaw, meet with the PERMIT GRANTING AUTHORITY to discuss a process for development of a transition plan to bring the SITE into compliance. The APPLICANT shall, in consultation with the PERMIT GRANTING AUTHORITY, and the Town's Consultant (if the PERMIT GRANTING AUTHORITY deems necessary), property OWNER (if not the APPLICANT) and operator, develop such transition plan to bring the operation into compliance with the Bylaw to the greatest extent possible. The EARTH REMOVAL OPERATION shall have the right to continue if a transition plan shall be developed and approved within twelve (12) months of the effective date of this Bylaw.

The APPLICANT shall be responsible for any fee deposit for consultant review of a transition plan pursuant to M.G.L. Ch. 44 S. 53G.

### **3.3 Prohibited Operations**

The following activities are prohibited:

- QUARRYING as a PRINCIPAL use;
- Removal of EARTH as a PRINCIPAL use; and
- Removal of earth for purposes unrelated to an allowed use as defined in the Stow Zoning Bylaw.

### **3.4 Exemptions**

The following EARTH REMOVAL OPERATIONS do not require an Earth Removal Permit, provided that the EARTH REMOVAL OPERATION is not conducted, maintained and/or left in a condition so as to alter the natural drainage flow beyond the property; or to cause dust, silt soil or other materials to be deposited on adjacent properties; or to otherwise cause nuisances, hazards, or other objectionable conditions detrimental to health, safety, or property values in adjacent areas.

- Removal of EARTH from a PARCEL that involves fewer than 100 cubic yards in any 12 month period.
- Emergency projects, provided that the relevant local public safety department or Building Commissioner provides written notice that such project is necessary for the protection of the health or safety of the citizens of the Commonwealth and there is no time to get a permit. In general the time limitation for performance of emergency work shall not exceed 30 days. An Earth Removal Permit is required for any work performed beyond 30 days.
- Removal of EARTH associated with the installation or repair of septic systems, which shall be governed by the Commonwealth of Massachusetts Environmental Code (Title 5, 310 CMR

15.00) and Stow Board of Health Regulations, provided the quantity of the materials removed shall not exceed that displaced by installation of the septic system;

- Removal of EARTH associated with the installation of foundations for approved structures and/or building additions, or swimming pools, which shall be governed by Massachusetts General Law, Chapter 143 and the Commonwealth of Massachusetts Building Code (780 CMR) and for which a building permit has been issued, provided the quantity of materials removed shall not exceed that displaced by the portion of the building or structure below grade;
- Removal of EARTH in the course of customary operations on existing agricultural land, provided that written notification of the operation is provided to the PERMIT GRANTING AUTHORITY or its designee prior to commencement of work and it can be demonstrated that the agricultural establishment currently operates a farm business and that the earth removal is necessary and incidental to the agricultural use of the property, as defined M.G.L C. 128 et seq.
- Removal of EARTH brought onto a PARCEL from another location solely for PROCESSING, as may be permitted under the Zoning Bylaw.

#### **SECTION 4. RULES AND REGULATIONS**

The PERMIT GRANTING AUTHORITY shall promulgate, adopt, and from time to time, amend rules and regulations, not inconsistent with the provisions of this Bylaw or other applicable provisions of the General Laws or local laws and regulations. Prior to any changes in the Rules and Regulations, the PERMIT GRANTING AUTHORITY shall hold a public hearing thereon, advertised in a public newspaper of general circulation in the Town no less than 7 days prior to the day of the Public Hearing.

Such rules and regulations shall include as a minimum:

- the size, form, contents, style and number of copies of plans and specifications, which shall be stamped by a registered engineer;
- performance standards for proposed EARTH REMOVAL OPERATIONS;
- requirements for the restoration of the SITE once excavation and EARTH removal activities have ceased;
- the town boards or agencies from which the PERMIT GRANTING AUTHORITY may require reports;
- application forms and fees;
- fee deposit for reviews by consultants pursuant to M.G.L. Ch. 44 S. 53G;
- provision for performance guarantee in order to secure performance of the APPLICANT'S obligations pursuant to the EARTH Removal Permit and this Bylaw; and
- transition plan for existing operations as described in Section 3.2 of this Bylaw.

#### **SECTION 5. APPLICATION AND PUBLIC HEARING PROCESS**

- 5.1 Pre-Submission Review** - It is recommended that the APPLICANT contact the office of the PERMIT GRANTING AUTHORITY to establish a time for pre-submission review with staff of Town departments, committees and agencies to discuss submission requirements, applicability and review processes, including but not limited to:



- Sequencing of other applicable permits, including Abbreviated Notice of Resource Area Delineation and/or a Notice of Intent from the Conservation Commission; Special Permit and/or Site Plan Approval from the Planning Board or Zoning Board of Appeals; or other permits as may be required by federal, state, or local agencies.
- Changes to the proposed SITE work that may avoid the need for the filing of an application for EARTH REMOVAL OPERATION, or whether changes or alterations to the proposed plans may minimize or mitigate the community and environmental impact of the proposed work.

**5.2 Application Filing** - Any person seeking to obtain an Earth Removal Permit (hereinafter referred to as the APPLICANT) shall file a petition with the PERMIT GRANTING AUTHORITY. Each petition shall be completed on the proper forms and accompanied by the information required by the PERMIT GRANTING AUTHORITY as set forth in its rules and regulations.

No application for an EARTH Removal Permit shall be considered complete and shall not be acted upon unless the Tax Collector of the Town of Stow has certified, pursuant to MGL Ch. 40 Section 57, that no debt is owed to the Town by the APPLICANT or owner.

In addition to the application fee, the APPLICANT shall be responsible for any fee deposit for consultant reviews pursuant to M.G.L. Ch. 44 S. 53G.

All costs relating to legal notice publication and mailings shall be borne by the APPLICANT.

**5.3 Reports from Town Boards or Agencies** - The PERMIT GRANTING AUTHORITY shall transmit one copy each to the Planning Board, Zoning Board of Appeals, Building Inspector, Board of Health, Conservation Commission, Board of Selectmen, Highway Department, Fire Department, Police Department, Historical Commission and other such board or agency deemed necessary by the PERMIT GRANTING AUTHORITY for their written reports. Comments from any such board or agency may be received up to the close of the public hearing.

**5.4 Applications for Related Permits and Joint Meetings** - If the proposed EARTH Removal Permit requires any other permit from the Town of Stow, the PERMIT GRANTING AUTHORITY and other permit granting authority shall conduct reviews simultaneously, to the extent feasible. Nothing in this section obviates the application process or public hearing requirements as described in this Bylaw. The PERMIT GRANTING AUTHORITY may reduce the application fee in the instance of simultaneous filings.

**5.5 Restoration** - All EARTH removal applications shall include a plan, including a financial plan, for the restoration of the SITE once excavation and EARTH removal activities have ceased. Depending on the scale of the operation, the PERMIT GRANTING AUTHORITY shall require that restoration be implemented in its entirety at the termination of the removal operation or in phases as operations cease on portions of a SITE. The PERMIT GRANTING AUTHORITY shall review the restoration plan in consultation with its Consulting Engineer and with the Conservation Commission. APPLICANTS are also encouraged to consult with the Middlesex Conservation District and/or Natural Resources Conservation Service as they develop proposed restoration plans. Restoration shall include the following:

- All surfaces shall be graded and/or stabilized by planting or other means to prevent short and long term EROSION, control runoff, and reduce hazards at the SITE.

- Measures shall be taken to ensure that there is no standing water on the SITE and that there is no off-SITE EROSION or SEDIMENTATION. The volume and rate of runoff shall not increase from the pre-removal SITE conditions. An exception may be made where a water feature is part of an approved restoration plan.
- All debris, stumps, slash, boulders and similar material shall be removed from the SITE or disposed of in an approved location on SITE. Any on-SITE disposal areas shall be covered with no less than two feet of soil (unless otherwise specified by the PERMIT GRANTING AUTHORITY) prior to restoration and the locations of these areas shall be shown on the as-built plan.
- Plantings shall be selected from native grassland, shrubland and tree species as needed to both stabilize the SITE and screen it from view from public ways and waterways and by abutting properties. The use of wildlife-friendly species is encouraged.
- The PERMIT GRANTING AUTHORITY may require the submittal of an as-built plan, prepared by a registered engineer or land surveyor and demonstrating compliance with the permit conditions and restoration plan.

**5.6 Public Hearing** - The PERMIT GRANTING AUTHORITY shall hold a public hearing, after proper notification in accordance with the provisions of this Section, no later than sixty-five (65) days after the filing of an application. The Public Hearing shall be advertised by the PERMIT GRANTING AUTHORITY in a public newspaper of general circulation in the Town, no less than 14 days prior to the day of the Public Hearing. In addition, copies of the notice shall be sent by certified mail by the APPLICANT to all Parties in Interest at least fourteen (14) days prior to the date of the public hearing. Proof of notification to parties in interest (certificate of mailing or certified mail receipts) shall be submitted to the PERMIT GRANTING AUTHORITY no later than the commencement of the public hearing.

## **SECTION 6. DECISION**

**6.1** The permit shall be issued to the APPLICANT. If the APPLICANT is not the OWNER of the land, the APPLICANT, shall demonstrate that they have the legal permission of the OWNER to make an application and alter the SITE for EARTH REMOVAL OPERATION.

The decision of the PERMIT GRANTING AUTHORITY shall be made within ninety (90) days following the date of the close of the public hearing and shall be deemed approved by a majority vote of its members. The PERMIT GRANTING AUTHORITY shall have the power to continue a public hearing if it finds that such continuance is necessary to obtain additional information in order to make an informed decision.

- The required times for a public hearing and decision may be extended by written agreement between the APPLICANT and the PERMIT GRANTING AUTHORITY.
- The PERMIT GRANTING AUTHORITY may act to issue an EARTH Removal Permit with conditions, or may deny the application. If an application is denied, the findings for denial shall be included in the decision.
- A copy of the issued EARTH Removal Permit or denial thereof shall be mailed or hand-delivered to the APPLICANT within ten (10) business days of the Board's final action.
- A copy of the EARTH Removal Permit shall be recorded by the Applicant in the Registry of Deeds prior to commencement of work.

- 6.2 Mandatory Findings by PERMIT GRANTING AUTHORITY** - The PERMIT GRANTING AUTHORITY shall not issue an Earth Removal Permit unless it finds that such earth removal is necessitated by the proposed use and development:
- is in conformance with the procedures, standards and conditions contained herein;
  - is able to be conditioned in a manner consistent with the purpose and intent of this Bylaw;
  - will not be detrimental or injurious to abutting properties, neighborhoods, Town amenities or ways utilized in the transport of EARTH from the SITE;
  - provides sufficient mitigating measures to address any adverse impacts to ENVIRONMENTALLY SENSITIVE AREAS;
  - will result in no redirection or increase in rate and volume of existing surface water runoff onto abutting or downstream properties and ways;
  - provides for safe vehicular and pedestrian passage and circulation on public and private ways;
  - will result in no SEDIMENTATION beyond the boundary line of the SITE;
  - will comply with all requirements of EARTH Removal Rules and Regulations, unless specifically waived by the PERMIT GRANTING AUTHORITY for good cause, and all other applicable requirements of this Bylaw; and
  - all other applicable permits for the proposed use have been applied for.
- 6.3 Conditions** - Notwithstanding the Performance Standards outlined in the Rules and Regulations for EARTH REMOVAL OPERATIONS, the PERMIT GRANTING AUTHORITY shall impose such conditions, safeguards and limitations as it deems appropriate to protect abutting properties or ways, the neighborhood, community amenities, ENVIRONMENTALLY SENSITIVE AREAS and the Town of Stow, including, but not limited to:
- limitations on the hours of operation and duration of EARTH REMOVAL OPERATION activities;
  - limitations on the location of the EARTH REMOVAL OPERATION ACTIVITIES on the SITE;
  - requirement of mitigating equipment on trucks, including but not limited to suitable coverage of payload, to prevent dust and contents from affecting abutting properties and ways;
  - limitations on truck routes and/or transportation of EARTH over public or private ways which may cause undue injury to road surfaces;
  - plans for roadway impact mitigation, including but not limited to improved aprons and/or spill mitigation plans;
  - setbacks from abutting dwellings, properties and/or ENVIRONMENTALLY SENSITIVE AREAS;
  - screening of parking areas or other parts of the premises from adjoining premises or from the STREET by specified walls, FENCES, plantings or other devices, including a program of maintenance for said screening which will continue for the life of the permitted use;
  - continuing provision for adequate and legal disposal of all solid waste, sewage, REFUSE and any other potential pollutant generated by EARTH REMOVAL OPERATION;
  - inclusion of measures to ensure GROUND WATER protection, and to ensure the proposed development will not result in no redirection or increase in rate and volume of existing surface water runoff onto abutting or downstream properties and ways;
  - provision of any necessary easements, restrictions or other rights necessary accommodate existing uses and to carry out the project and/or the required conditions;
  - the location of construction staging or stockpiling;
  - regulation of number, design and location of access drives;
  - provision for security and construction fencing;
  - provision for phasing the EARTH REMOVAL OPERATION;

- provision for restoration of the SITE, including financial guarantees;
- provision for EROSION control measures to be in place and maintained;
- provision for the safety and convenience of vehicular and pedestrian traffic;
- provision for performance guarantee in order to secure performance of the APPLICANT'S obligations pursuant to the EARTH Removal Permit and this Bylaw;
- installation and certification of mechanical or other devices to limit present or potential hazard to human health, safety, welfare or the environment resulting from smoke, odor, particulate matter, toxic matter, fire or explosive hazard, glare, noise, vibration or any other objectionable impact generated by any given use of land; and
- proof that all other applicable permits have been obtained.

**6.4 Time Limitation on EARTH Removal Permit** – EARTH Removal Permits shall lapse within a period of time to be specified by the PERMIT GRANTING AUTHORITY, depending on the scope of the project, not to exceed two years from the date of grant thereof.

The EARTH Removal Permit shall lapse if the EARTH REMOVAL OPERATION has not commenced, except for good cause within one (1) year from the date of grant thereof.

No EARTH REMOVAL OPERATION activity shall occur after the lapse of an EARTH Removal Permit.

## **SECTION 7. EXTENSION OR MODIFICATION OF EARTH REMOVAL PERMIT**

**7.1 Extension** - A reasonable extension of said time, depending on the scope and phasing of the EARTH REMOVAL OPERATION, but not more than two additional years, may be granted by the PERMIT GRANTING AUTHORITY after a public hearing has been held where good cause is shown. Any request to the PERMIT GRANTING AUTHORITY for such extension of time shall be submitted to the PERMIT GRANTING AUTHORITY at least sixty (60) days prior to the date when the EARTH Removal Permit is due to lapse. Failure to submit such a request as prescribed herein shall be sufficient cause for the PERMIT GRANTING AUTHORITY to deny the requested time extension.

Notification of any deficiencies found through said review shall be forwarded to the property owner and EARTH Removal permit holder. Failure to rectify said deficiencies may result in rescission of the EARTH Removal permit or other enforcement proceedings.

**7.2 Modification** - Upon request by the APPLICANT, the PERMIT GRANTING AUTHORITY may, where good cause is shown, modify the EARTH Removal Permit and impose additional conditions, as appropriate.

Criteria for approval of extension or modification applications may include, but not be limited to, impacts to abutting properties, ENVIRONMENTALLY SENSITIVE AREAS, adherence to permit conditions, number of permit violations, and actions taken to remedy said violations, and proposed changes to operation of activity and any substantive changes in operations proposed for the coming year of activity; and any additional information deemed necessary by the PERMIT GRANTING AUTHORITY to make an informed decision.

Extension and Modification Applications are subject to notifications in accordance with Sections 5.6 (Reports from Town Boards and Agencies) and 5.3 (Public Hearings) of this Bylaw.

## **SECTION 8. PERFORMANCE GUARANTEE**

The PERMIT GRANTING AUTHORITY shall require a performance bond or other security in a form satisfactory to the PERMIT GRANTING AUTHORITY which is sufficient to ensure satisfactory performance of the requirements of the permit, including all phases of the EARTH REMOVAL OPERATION and restoration of the SITE, restoration of any damage to public ways, and any conditions imposed in the permit. Exceptions to this may be made only upon a written finding by the PERMIT GRANTING AUTHORITY that a performance guarantee is not warranted.

After completion of the operation, and upon receipt of a written request, the PERMIT GRANTING AUTHORITY may grant a partial release of any security posted by the APPLICANT, owner or operator. The remainder of the security shall be released one year after the operation has been completed or expired, upon a final inspection and a finding that:

- removal and restoration has been completed in compliance with the permit and the standards and requirements of this Bylaw;
- if required, the APPLICANT has submitted an “as-built” plan, prepared by a registered professional engineer licensed in the Commonwealth and approved by PERMIT GRANTING AUTHORITY; and
- no deterioration of the SITE has occurred for a period of one year. During the year following the partial release of the security, the APPLICANT shall be responsible for repairing any damage to the SITE.

## **SECTION 9. INSPECTIONS**

The PERMIT GRANTING AUTHORITY and/or its agent shall have the right to inspect any permitted EARTH REMOVAL OPERATION for compliance with these conditions. The PERMIT GRANTING AUTHORITY may require a deposit for periodic inspections of permitted EARTH REMOVAL OPERATIONS. Failure of an APPLICANT to pay an inspection fee pursuant to M.G.L. Ch. 44 S. 53G shall be grounds for revocation of the permit.

The PERMIT GRANTING AUTHORITY, its agent or designee shall under the provisions of this Bylaw, act to issue notices of violations(s), cease and desist orders or revoke or suspend any permit for cause.

## **SECTION 10. ENFORCEMENT**

The provisions of this Bylaw shall be enforced by the Building Commissioner and/or Police Department in consultation with the PERMIT GRANTING AUTHORITY.

If the Building Commissioner and/or Police Department or PERMIT GRANTING AUTHORITY has reason to believe that there has been a violation of this Bylaw or the terms of a permit issued by the PERMIT GRANTING AUTHORITY, the Town shall give notice of the violation to the property owner/operator by hand delivery or by certified mail, return receipt requested, to the record address of the owner/operator as applicable. The notice shall require that operations immediately cease and desist, and specify a time for compliance which may include the application for a permit, measures to correct an imminent safety or health hazard and/or other measures. The notice may also assess a fine to the owner pursuant to this bylaw.

**Fines** - The penalty for violation of this bylaw or an Earth Removal Permit shall be assessed to the property owner at \$200.00 for each offense.

Each truckload of EARTH removed from the SITE shall constitute a separate offense under this Bylaw.

In addition to the penalties provided for above, the violation of any provision of this Bylaw or any condition of a permit issued hereunder, may, at the discretion of the PERMIT GRANTING

AUTHORITY, be punishable by the immediate modification or revocation of the permit. No permit shall be modified or revoked until the holder thereof has been given notice and an opportunity to be heard by the PERMIT GRANTING AUTHORITY. A decision to modify or revoke a permit shall be made in writing and within 30 days of the close of the hearing. Modification or revocation of a permit shall not relieve the permit holder of the requirement to restore the SITE.

### **ARTICLE 3. Amend Zoning Bylaw: Earth Removal**

On motion of Selectman Brian Burke, it was voted unanimously in favor to amend the Zoning Bylaw by amending Section 6.5 Earth Removal to read in its entirety as printed in the Warrant; 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.

The Finance Committee recommended approval.

#### *Report of the Planning Board:*

*The Planning Board held a duly noticed public hearing on October 7, 2015 to consider a proposed amendment to Section 6.5 of the Zoning Bylaw. This article is intended to delete the exiting Earth Removal Zoning Bylaw and to make reference to Earth Removal under Article 17 of the General Bylaw. At its meeting of October, 2015 the Planning Board voted to recommend adoption of the proposed zoning bylaw amendment, provided that Town Meeting adopts Article 2 of the Warrant.*

#### *The Bylaw as printed in the warrant:*

### **6.5 Earth Removal**

Unless specifically exempted under Article 17 of the Stow General Bylaws, a permit is required for the removal of earth in conjunction with a lawfully permitted use, provided that the Permit Granting Authority determines that such earth removal is necessary and consistent with the provisions of federal and state law, the General Bylaw and the Zoning Bylaw.

### **ARTICLE 4. Amend Zoning Bylaw: Water Resource Protection District**

On motion of Selectman Charles Kern, it was voted unanimously as called by the Moderator, to amend the Zoning Bylaw by amending Sections 5.2.1.1(7) and 5.2.5.3 to read in its entirety as printed in the Warrant in subsections (A) and (B); 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.

The Finance Committee recommended approval.

#### *Report of the Planning Board:*

*The Planning Board held a duly noticed public hearing on October 7, 2015 to consider a proposed amendment to Section 5.2.1.1(7) and 5.2.5.3 of the Zoning Bylaw. This article is intended to Change the reference to "MINING" to 'excavation of earth, sand, gravel and other soils' to be consisted with uses allowed in the Zoning Bylaw and for consistency between the Zoning Bylaw and Article 17 of the General Bylaw.*

*At its meeting of October, 2015 the Planning Board voted to recommend adoption of the proposed zoning bylaw amendment.*

*The Bylaw as printed in the warrant:*

**A) Amend Section 5.2.1.1(7) to read in its entirety as stated below:**

5.2.1.1 Water Resource Protection District:

Involve excavation of earth, sand, gravel and other soils, except as allowed in Section 5.2.5.3.

**(B) Amend Section 5.2.5.3 to read in its entirety as stated below:**

5.2.5.3 Water Resource Protection District:

Excavation of earth, sand, gravel and other soils shall not extend closer than five feet above the maximum GROUND WATER elevation, except to provide for structural foundations, holding ponds for drainage purposes and utility conduits. Exposed land shall be returned to its natural vegetative state when excavation is complete.

**ARTICLE 5. Amend Zoning Bylaw: Section 1.3 – Definitions**

On motion of Selectman Thomas Ryan, it was voted unanimously in favor to amend the Zoning Bylaw by amending Section 1.3 (Definitions) by deleting the definition of “MINING OF LAND;” 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.

The Finance Committee recommended approval.

*Report of the Planning Board:*

*The Planning Board held a duly noticed public hearing on October 7, 2015 to consider a proposed amendment to Section 1.3 of the Zoning Bylaw. This article is intended to remove the definition for “Mining”, which is not an allowed use in the Zoning Bylaw and with the adoption of Article 4 of the Warrant is no longer referenced in the Zoning Bylaw.*

*At its meeting of October, 2015 the Planning Board voted to recommend adoption of the proposed zoning bylaw amendment.*

*The amendment to the General Bylaws under Article 2 and the amendments to the Zoning Bylaw adopted under Articles 3, 4, & 5 were approved by the Attorney General on March 10, 2016. Posted as a Town Bulletin April 2016.*

**ARTICLE 6. Amend General Bylaw: Noise**

Selectman Donald Hawkes moved that the town vote to amend the General Bylaw by inserting a new Article 18 to read in its entirety as printed in the Warrant; 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 General Bylaw.

The Finance Committee recommended approval.

Craig Martin, Building Commissioner, made a short presentation. He noted the current bylaw was unenforceable and the new bylaw was intended to protect the quality of life for Stow residents. There was 30 minutes of debate and most comments were not in favor of the motion. A voter called the question. It was clearly in excess of two-thirds to end debate as called by the Moderator.

The Moderator called the tellers to assist with the hand-count on the main motion. A total of 228 votes were counted. 99 votes in favor and 129 votes opposed. The motion **DID NOT CARRY**.

#### **ARTICLE 7. Amend Zoning Bylaw: Noise**

On motion of Selectman James Salvie it was voted unanimously in favor to take **no action** on this article.

The Finance Committee recommended no action.

#### **ARTICLE 8. Affordability Safeguard Program**

On motion of Selectman Brian Burke it was voted clearly a majority as called by the Moderator to appropriate and transfer from the Community Preservation Fund Reserve for Affordable Housing purposes the sum of Two Hundred and Twenty Thousand Dollars (\$220,000.00), to be expended under the direction of the Stow Municipal Affordable Housing Trust with the approval of the Community Preservation Committee, for the purposes of repairing, buying, selling or renting housing units on the subsidized housing inventory facing foreclosure proceedings, including any and all fees and costs incidental thereto, to ensure continued affordability to eligible low and/or moderate income households as defined by the Massachusetts Department of Housing and Community Development and the Massachusetts Community Preservation Act, Massachusetts General Law Chapter 44B.

The Finance Committee recommended approval.

#### **Report of Community Preservation Committee:**

*The Committee voted unanimously on September 28, 2015 to endorse Article 8 –Affordability Safeguard Program.*

#### **ARTICLE 9. Veterans' Services**

On motion of Selectman Charles Kern it was voted clearly a majority as called by the Moderator to raise and appropriate the sum of Twelve Thousand Dollars (\$12,000) for the purpose of supplementing the Town's Veterans' Services account.

The Finance Committee recommended approval.

#### **ARTICLE 10. Legal Services**

On motion of Selectman Thomas Ryan it was voted by majority to raise and appropriate the sum of Eighteen Thousand Dollars (\$18,000) for the purpose of supplementing the Town's legal account.

The Finance Committee recommended approval..

#### **ARTICLE 11. Dissolution of Meeting**

On motion of Selectman Donald Hawkes it was voted unanimously to dissolve this meeting.

Checkers at the Door: Donna Bonczek, Joan Burns, Josephine Crowell, Ruth Delmonico, Elizabeth MacGilvra, Alice Mortenson, Kathleen O'Brien, Betty Sauta

Tellers: Ann Deluty, Stephen Dungan, Kathleen Farrell, Steve Jelinek, Gregory Jones, Kathleen O'Keefe, Edward R. Perry, Jr., Laura Reiner, Marcia Rising, Kathleen Sferra, Dwight Sipler, Ellen Sturgis, Robert Walrath, Pamela Weathers

Number of Voters Checked: 266      Total Voters: 4,883      Turnout Percentage: 5%

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 2015 Stow Annual Census: 6,829*

## **TOWN DEPARTMENT TELEPHONES**

**Emergency: Ambulance, Fire / Rescue, Police     DIAL 911**

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

Mailing Address: 380 Great Rd., Stow, MA 01775-2127

Website: [www.stow-ma.gov](http://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 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
Finance Committee	Second and fourth Tuesdays, 7:30 p.m.
Fire Station/Community Center Building Committee	As needed
Historical Commission	First Thursday, 7:30 p.m., Town Building
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, Wednesday, 7:00 p.m.
Minuteman Regional School Committee	Monthly, Tuesday, 7:30 p.m., Lexington
Municipal Affordable Housing Trust	First and third Mondays, 7 p.m.
Nashoba Regional School Committee	Twice monthly, Wednesdays, 7 p.m., Bolton
Open Space Committee	As needed
Planning Board	First, second, and third Wednesday, 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.

