

Stow Board of Selectmen  
Town Building – Warren Room  
January 9, 2018

**Present:** Brian Burke, James Salvie, Don Hawkes, Ingeborg Hegemann and Tom Ryan. Also present were Town Administrator Bill Wrigley and Administrative Assistant Maureen Trunfio.

At 7 pm Mr. Burke called the meeting to order.

**Public Comment:** None

**Chair comments:** Mr. Burke announced that a public forum will be held on Thursday evening at the Pompo Community Center regarding Complete Streets. He added that the Stow Police Department is looking for residents interested in participating in the Citizen's Police Academy to be held on Wednesday nights February 21 through April 11, 2018. The deadline to register is January 26, 2018. A donation of \$25 is requested and will go toward funding the 2018 Stow Youth Police Academy. He said the the Massachusetts Agricultural Calendar is on sale now and two of the featured photos are from Stow. He announced that there would be a walk departing from 137 Tuttle Lane on Sunday, January 21<sup>st</sup> at 2 pm. This land will be dedicated as the Shepherd Memorial Woodland after long-time resident and Stow Conservation Trust member Tom Shepherd.

**Meeting Minutes:** *Mr. Hawkes moved to accept the meeting minutes of the December 12, 2017 meeting as drafted. Mr. Ryan seconded the motion and it was passed unanimously.*

**Appointment to Recreation Commission**

Stow resident Eric Sullivan was present to address the Board regarding his interest in serving on the Recreation Commission. The Selectmen's Office received a recommendation letter from the Recreation Commission supporting Mr. Sullivan. The Board thanked Mr. Sullivan for his interested and voted unanimously to appoint him to fill a vacancy on the Recreation Commission.

*On the recommendation of the Recreation Commission, Mr. Hawkes moved to appoint Eric Sullivan as a member of the Recreation Commission, for the remainder of a one-year term ending June 30, 2018. Mr. Ryan seconded the motion and it was passed unanimously.*

**Address Resident's Query re: Class II Licenses– Mark Forgues**

Mark Forgues and Kathleen Fisher of White Pond Road were present to discuss the status of a Class II license issued to Rich Presti of Chapel Partners. Mr. Forgues had presented the Board with a letter regarding this license at their December 12, 2017 meeting, and the Board assured Mr. Forgues that they had completed their due diligence and found that Mr. Presti was in compliance with all statues and was entirely within his right to hold a Class II license and to sell vehicles at the Great Road location.

**Discussion/vote re: Acceptance of Final Report of Fire Station/Community Center Building Committee**

Building Commissioner Craig Martin was present and delivered the final report of the Fire

Station/Community Center Building Committee. The Board voted to accept the final report. A vote to accept this report at Annual Town Meeting will be the final step in the dissolution of this Committee.

*Mr. Salvie moved to accept the Final Report of the Fire Station/Community Center Building Committee, signifying the completion of the renovation and reconfiguration of the former Pompositticut School Building. Mr. Ryan seconded the motion and it was passed unanimously.*

**Discussion/vote to sign certificate for Eagle Scout Noah Travalent**

A Court of Honor ceremony will be held in February for this individual. The Board voted to sign the certificate and to authorize Ms. Hegemann to attend the ceremony and present the certificate.

*Mr. Hawkes moved to recognize Boy Scout Noah Travalent for achieving the rank of Eagle Scout, and to sign and authorize Board member Ingeborg Hegemann to present the letter and proclamation at Noah's recognition ceremony on February 3, 2018.*

**Discussion/vote re: Dates to open and close warrant for 2018 Annual Town Meeting & set date for Town Election**

The Board discussed the opening and closing dates for the 2018 Annual Town Meeting Warrant. They also agreed that the Town election will be held on Tuesday May 15 2018.

*Mr. Salvie moved that the Board open the May 7, 2018 Annual Town Meeting warrant on January 9, 2018 and close the warrant on March 30, 2018. He also moved that the Annual Town Election be held on Tuesday, May 15, 2018 at Center School, 403 Great Road, from 7 a.m. – 8 p.m., for the offices listed below. Mr. Hawkes seconded the motion and it was passed unanimously.*

Board of Assessors	One 3-year term
Board of Health	One 3-year term
Nashoba Regional School Committee	One 3-year term
Planning Board	One 5-year term
Trustee, Randall Library	Two 3-year terms
Board of Selectmen	Two 3-year terms

It was discussed and determined that Administrative Assistant Maureen Trunfio will write the Board of Selectmen's Annual Report and will present it to the Board for their review at one of their meetings in February.

**Town Administrator's Report**

Mr. Wrigley told the Board that the FY-19 Budget development process is underway and that he would begin meeting with individual departments this week to initiate the detailed review phase.

He explained further that at the first meeting in February he would present the preliminary FY-19 Budget to the Board and at the second February meeting he would hold the annual joint boards' budget meeting with representatives from the Stow Assessors, Finance Committee, and Capital Planning Committee, together with representatives from the Nashoba Regional School District and Minuteman Regional School District, in attendance to discuss budget related matters for

FY-19. He said his final recommended FY-19 Budget would be presented to the Selectmen at the March 27<sup>th</sup> meeting.

At 7:48 p.m. Mr. Wrigley left the meeting.

### **Liaison Reports**

Ms. Hegemann recused herself from the meeting.

Mr. Burke reported Tri-Town has been postponed until February when Lancaster will host. Mr. Burke reminded the Board that he had offered to draft a brief for review by the Board and possible submission regarding the pending Eversource Transmission Line project. He stated that he would not have time to draft a brief at this time. He said that he will discuss with the Town Administrator having Town Counsel come in and discuss what options, if any, the Town may have and ask their input on whether an Executive Session is needed for such discussion..

Ms. Hegemann returned to the meeting.

Mr. Burke mentioned that the Local Access Channel and Advisory Committee (LACAC) is making strides toward reconfiguring the staff and replacing an employee that has left. He said that the Zoning Board of Appeals (ZBA) will be holding a hearing on the Habitat for Humanity project on the corner of Pine Point and Sudbury Road on February 5<sup>th</sup> and all are encouraged to attend.

Mr. Salvie said that the Complete Streets Committee met this morning and reiterated that they will hold a public forum on Thursday. He said the Community Preservation Committee (CPC) has heard several proposals. He added that the Library Building Restoration Committee has been having some discussion revolving around asbestos found in the glaze on the windows. Bids came in on the Library Restoration project.

Ms. Hegemann mentioned that the Recreation Commission is completing their FY-19 preliminary budgets, and they will be voted upon at an upcoming Rec meeting.

Mr. Hawkes said that he had attended the Nashoba Regional School Comm meeting the prior Wednesday. There was standing room only. Number of spaces for Pre-K and half-day/full-day kindergarten was the topic of interest for most attendees. The potential fee structure was discussed but had not been decided upon. He said that prior to that meeting, Superintendent Clenchy held an informational session specifically on that subject.

Mr. Ryan commended the Highway Department for their work during the recent storm. Mr. Hawkes added that Cemetery Department employees also aided in snow removal in response to a new shared-work policy. Mr. Ryan reminded residents to refrain from throwing snow into the street when snow blowing and shoveling.

### **Adjournment**

*At 8:04 p.m. Ms. Hegemann moved to adjourn. Mr. Hawkes seconded the motion and it was passed unanimously.*

Respectfully submitted,

Maureen Trunfio  
Administrative Assistant

Documents used/referenced in the meeting

12/12/2017 Draft Selectmen's Minutes

Letter from Recreation Commission dated December 18, 2018

Letter from Mark D. Forgues re: Class II license at 102 Great Road

Pompo Building Committee Final report submitted via email the Building Inspector dated January 3, 2018

Official Citation for Eagle Scout Noah Travalent

DRAFT abbreviated milestone chart re:2018 Annual Town Meeting

View meeting at YouTube link:

[https://www.youtube.com/watch?v=wdABdS8lgnY&index=2&list=PLleWzm30B26OGK\\_uon\\_rPJCpqcfbFnejl](https://www.youtube.com/watch?v=wdABdS8lgnY&index=2&list=PLleWzm30B26OGK_uon_rPJCpqcfbFnejl)