

**Minutes
Stow Board of Selectmen
Stow Town Building – Warren Room
February 27, 2018**

Present: Brian Burke, Don Hawkes, Jim Salvie and Ingeborg Hegemann and Tom Ryan.

Also present were Town Counsel, Barbara Carboni, Town Administrator Bill Wrigley and Administrative Assistant Maureen Trunfio.

At 7:00 pm Mr. Burke called the meeting to order

Chair comments: Mr. Burke reminded the public that many boards and committees are staffed by volunteers and he thanked them and encouraged others to volunteer.

Meeting Minutes: *Mr. Salvie moved to accept the meeting minutes of January 9, 2018 as drafted. Mr. Ryan seconded the motion and it was passed unanimously.*

Mr. Salvie moved to accept the meeting minutes of January 23, 2018 with amendments. Mr. Ryan seconded the motion and it was passed. Mr. Salvie abstained.

Town Administrator's Joint Boards meeting on the "FY 2019 Financial State of the Town"

Also present for this portion of the meeting were Kristen Fox, Principal Assessor, Dom Pugliese, Chair of the Board of Assessors, Finance Committee members Paul McLaughlin, Rich Eckel, Peter McManus, Julianne North, Atli Thorarensen, and the Finance Committee Secretary Jean Vangsness. Mark Jones was present representing the Nashoba Regional School District and Alice Deluca was present representing Minuteman High School Representative.

Mr. Wrigley said that the projected total revenue will be \$32,192,030 which represents a 8.56% increase above current year revenues. He said he would plan to apply \$700,000 in free cash revenues to the FY-19 budget. The estimated amount of used levy capacity resulting from this preliminary budget is \$1,204,067. He reported that the FY-19 tax rate should end up at less than \$20.50.

He added that FY-19 expenditures are projected to be \$30,987,222 which represents a 4.5% increase. He noted that Minuteman Regional School assessment to Stow would be \$727,258, a 15.26% increase. The NRSD assessment has not been determined but Mr. Wrigley estimated an assessment of \$18,065,945 which represents a 5.1% increase. The Town's debt payment is estimated at \$2,423,567. He summarized by saying that he hopes to be able to recommend a FY-19 budget that results in an overall increase of less than 4% above the current fiscal year.

The Finance Committee raised discussion regarding OPEB payments. The Selectmen voiced their support for the Town Administrator's plan to approach this year's budget.

Revised Pompo Room Rental Policy

Building Commissioner Craig Martin was present and presented a draft rental and use policy for the Pompo Community Center.

Public input from the Stow Women's Club stated they were hoping they would not be required to pay a fee when holding their Breakfast with Santa, benefits from which benefit various local charities. Resident Bill Byron voiced his opinion that he believed a town employee should be on site for events in case problems arose. Resident Linda Hathaway stated her opinion was that residents should be required to

pay a nominal fee for using the space. Resident Gary Bernklow stated that he hoped that the Boy Scouts might like to use the space on Sundays occasionally.

The sense of the Board was that it would want to see more information on the fee structure and would welcome Commissioner Martin at the Board's next meeting to review revisions and finalize the policy.

Deficit spending of the FY 2018 Snow and Ice Account, pursuant to MGL Chapter 44, section 31D

Pursuant to Mass General Law Chapter 44, section 31D, Mr. Salvie moved to allow deficit spending of the fiscal year 2018 Snow & Ice account. Mr. Ryan seconded the motion and it was passed unanimously.

Modification of Special One-Day Liquor License for Nashoba Regional High School

There was a question of the exact date for the event and the After-Prom Committee has provided a date to the Board for approval.

Mr. Salvie moved to modify the previously approved Special One-Day Liquor License for the Nashoba Regional High School After-Prom Committee fundraising event at the Pompo Community Center, and sign a new Special One-Day Liquor License approving the event for Wednesday, March 7, 2018, between 6:30 and 9:30 p.m., with Julie Fish and Maureen Hogan being responsible for the event and liquor distribution. Mr. Hawkes seconded the motion and it was passed unanimously.

Certificate and letter for Eagle Scout – Max Buchholz

Mr. Salvie moved to recognize Boy Scout Max Buchholz for achieving the rank of Eagle Scout, and to sign and authorize Board member Brian Burke to present the letter and proclamation at Max's recognition ceremony on Saturday, March 10, 2018. Mr. Hawkes seconded the motion and it was passed unanimously.

Discussion/vote re: Board of Selectmen 2017 Annual Report

Mr. Hawkes moved to approve the 2017 Annual Report for the Board of Selectmen, for inclusion in the 2017 Town of Stow Report. Mr. Salvie seconded the motion and it was passed unanimously.

Meeting Minutes: *Mr. Ryan moved to accept the meeting minutes of February 13, 2018 as drafted. Mr. Salvie seconded the motion and it was passed unanimously.*

Liaison Reports: There were no liaison reports due to Executive Session.

Adjournment

At 8:40 p.m. Mr. Salvie moved to convene in Executive Session with the Zoning Board of Appeals, pursuant to MGL Chapter 30A, section 21(a)(3) for the purpose of discussing strategy with respect to litigation, to approve Executive Session minutes, and to adjourn thereafter. Mr. Ryan seconded the motion and it was passed unanimously. Roll call vote: Mr. Salvie, aye, Mr. Hawkes, aye, Mr. Burke, aye, Ms. Hegemann, aye.

Respectfully submitted,

Maureen Trunfio, Administrative Assistant

Documents used/referenced in the meeting

Town Administrator's 3/7/2018 Preliminary Budget

NRSD After-Prom Committee One-day Liquor License

February 13, 2018 draft minutes
Max Buchholz Eagle Scout Certificate

View meeting at YouTube link:

<https://www.youtube.com/watch?v=K0fgnEtkwvY>