

**Minutes
Stow Board of Selectmen
September 25, 2018
Town Building**

Present at the meeting that was held at Town Building were James Salvie, Ingeborg Hegemann and Tom Ryan. Brian Burke and Donald Hawkes were absent.

Also present were William Wrigley, Town Administrator and Maureen Trunfio, Administrative Assistant.

Mr. Salvie called the meeting to order at 7:00 p.m.

Public Comment: None.

Chairman's Comment: Mr. Salvie noted the passing of the son of Carole and Jean Claude Sureau. He announced that the Moderator would hold office hours at the Randall Library on September 27th from 10-11 am and 7-8 pm to answer questions about process and procedure for the upcoming Special Town Meeting.

Correspondence: None.

Minutes: Due to the fact that several members of the Board were not present, it was decided that the September 11, 2018 minutes for review would be held until the following meeting.

Special One-Day Liquor License for Stow Conservation Trust

Janet Moffat was present to ask for a one-day liquor license for the Stow Conservation Trust's dinner on November 10th. The Board voted unanimously to grant the license.

Mr. Ryan moved to approve and sign a Special One-Day Liquor License for the Stow Conservation Trust Annual Meeting at the Pompo Community Center on Saturday, November 10, 2018, between 2 and 10 p.m. Ms. Hegemann seconded the motion and it was passed unanimously.

Authorize Town Administrator to hire Highway Department Equipment Operator

Mr. Wrigley explained that positions are open at the Highway Department and they specifically have need for an Equipment Operator at this time. He received a recommendation from the Superintendent of Streets for Jake Babcock. Mr. Babcock has been with the Town's Cemetery Department for two years and has been doing this on an as-needed basis and would like to be considered for this job. The Board agreed unanimously that Mr. Babcock would be a good fit for the position.

Mr. Ryan moved to authorize the Town Administrator to appoint Jake Babcock as Equipment Operator for the Highway Department. Ms. Hegemann seconded the motion and it was passed unanimously.

Accept & Sign November 6 State Election Warrant– Town Clerk

The Town Clerk was present with the State Election Ballot. The Board voted unanimously in favor of signing the Warrant.

Mr. Ryan moved that the Selectmen accept and sign the warrant for the November State Election, to be held Tuesday, November 6, 2018 at the Center School, 403 Great Road, from 7 AM until 8PM. Ms. Hegemann seconded the motion and it was passed unanimously.

Setting date for Special Town Election, Accepting Ballot Questions corresponding to October 1 Special Town Meeting Warrant Articles 3-9 regarding Recreational Marijuana and authorizing Placement of ballot questions on Special Town Election Warrant

The Board voted unanimously to set the date for the Town Election for November 6, 2018.

Mr. Ryan moved that the Special Town Election be held on Tuesday, November 6, 2018 at the Center School, 403 Great Road, from 7 AM until 8PM. Ms. Hegemann seconded the motion and it was passed unanimously.

The Town Clerk was present and explained that the Board of Selectmen must vote to place ballot questions on the ballot.

Pursuant to MGL Chapter 54, Section 42C, Mr. Ryan moved to place the ballot questions in the attachment prepared by Town Counsel, subject to amendments from the October 1 Special Town Meeting to be inserted by the Town Clerk or Town Counsel, on the November 6, 2018 Special Town Election ballot and to authorize the Board of Selectmen to sign the final Special Town Election warrant without further vote. Ms. Hegemann seconded the motion and it was passed unanimously.

Selectmen's Recommendations on October 1 Special Town Meeting Warrant Articles

The Selectmen approved all articles to appear on the warrant and signed the warrant.

The Board briefly discussed Articles 11 & 12 and agreed unanimously to support these articles. Article 12 would fund a consultant for OPEB and Article 11 is a required change from the Municipal Modernization Act requiring states to codify their bylaws relating to Revolving Funds.

Mr. Ryan made a motion to support all articles, including articles 11 & 12 on the October 1, 2018 Special Town Meeting Warrant. Ms. Hegemann seconded the motion and it was passed unanimously.

Town Administrator's Report

Mr. Wrigley reported that on September 14th, a regional Community Compact IT Grant application was submitted by Acton, the lead community, on behalf of Boxboro, Carlisle, Concord, Littleton, Maynard, Stow, Sudbury and Westford. He added that this regional grant application intends to fund the cost effective joint purchase of new up to date aerial photography to enhance the Geographic Information Systems (GIS) of the participating towns. The application explains the value of the updated GIS aerial photo imagery in improving the quality of the resulting local mapping that is utilized in complying with state and federal land use, infrastructure and storm water management requirements. He stated that the application seeks \$149,000 in grant funds based on a fee proposal received from an aerial photography company. This amount represents the full amount of the contract (i.e. the Towns are offering no matching funds).

Mr. Wrigley reported that the prior week Representative Kate Hogan convened a meeting at the Pompositticut Community Center for the purpose of MassDOT representatives providing the public and town officials with a project update on the Gleasondale bridge replacement. He said that the meeting was well attended and the discussion began with the MassDOT engineer, together with the project design engineer from MassDOT's contracted firm, walking the audience through the design development process up to the present time (they have completed the preliminary design phase of the project).

Mr. Wrigley left the meeting at 8:05 p.m.

Liaison Reports

Mr. Ryan reported that the Town Hall Restoration Committee have narrowed the field of vendors to three and will be interviewing the three at their next meeting.

Mr. Salvie reported that he had attended the Planning Board's meeting where the results from the Lower Village Business study had been presented. He said the main concerns were water supply and "leakage" of people going to other towns to purchase goods and services that are not currently offered at Stow's Lower Village area.

Adjournment

At p.m. 8:14 Mr. Ryan moved to adjourn. Ms. Hegemann seconded the motion and it was passed unanimously.

Respectfully submitted,

Maureen Trunfio, Administrative Assistant

YouTube Link: <https://www.youtube.com/watch?v=-gFNXWvQI7U>

Documents addressed at the Selectmen's 9/25/2018 Meeting

11/6/2018 State Election Ballot

11/6/2018 Town Election Ballot Questions

October 1, 2018 Special Town Meeting Warrant

One-Day Liquor License for Stow Conservation Trust