

**Minutes
Stow Board of Selectmen
November 13, 2018
Warren Room Town Building**

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

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

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

Public Comment: Town Clerk Linda Hathaway was present and thanked all voters, Town departments and election workers. The Board, in turn, thanked Ms. Hathaway for her heroic efforts during this election season. She reported that there was 76 percent voter turnout with 2,600 early voters.

Correspondence: Mr. Salvie mentioned that there was correspondence from the Conservation Commission mentioning that they would be speaking with Allan Fierce regarding OARS and the NPDES (National Pollutant Discharge Elimination System) permit process.

Chairman's Comment: Mr. Salvie announced that the Stow Cemetery Committee will be holding a presentation on Natural (Green) Burials on Saturday, November 17th at 10 a.m. at Town Hall. He mentioned that Stow Garden Center at 575 Great Road is under new ownership this year and will be hosting a cocktails and hors-d'oeuvres party on opening day, Saturday November 17th at 2 pm.

Minutes: *Mr. Hawkes moved to approve the minutes of October 23, 2018 as amended. Mr. Burke seconded the motion and it was passed unanimously.*

Tax Classification Hearing

At 7:15 p.m. Kristen Fox, Principal Assessor and Dom Pugliese, Chair of the Board of Assessors, began their annual presentation on tax classification. Ms. Fox reported that there is currently a single residential/commercial tax rate in Town. Mr. Pugliese noted that 92% of taxable property in Stow is residential. After hearing that part of the presentation, the Board voted unanimously to keep the single tax rate for the FY-19.

The assessors recommended tax rate for FY-19 be set at \$20.13/\$1,000, down from \$20.98/\$1,000 in FY2018. Mr. Pugliese reported that the average single-family home value increased from \$460,000 to \$483,500 in FY 2019. The assessors stated that the average tax bill would be \$9,733.

Based on information from the Board of Assessors, Mr. Hawkes moved that the Town of Stow adopt a minimum residential factor of 1, to keep a single tax rate for fiscal year 2019, taxing all property classes at one rate, described in MGL Chapter 40, section 56. Mr. Ryan seconded the motion and it was passed unanimously.

Strategic Planning for 2019

The selectmen and town administrator, prompted by a suggestion from the Finance Committee, discussed the utility of strategic planning goals for 2019. They agreed that it would be useful to develop meaningful goals, without delving into micromanagement of departments. The Town Administrator noted that the board could benefit from hearing departmental goals. It was agreed that the chair, the town administrator, and the chair of the finance committee would meet to further this effort.

Town Administrator's Report

Mr. Wrigley mentioned two budget related numbers in FY-19. First, he reported that the Town's FY-19 unused levy capacity is \$2,130,932 which is double the FY-18 amount of \$1,004,952. He explained that this was achieved primarily by the fact that the FY-19 budget only rose 2% and that the Town utilized almost \$900,000 in free cash as an FY-19 revenue source. Second, he told the Board that the Town's FY-19 Free Cash is certified in the amount of \$2,735,392 which is only \$52,000 less than the \$2,787,417 certified in FY-18 despite our use of almost \$900,000 for FY-19 budget revenues.

Mr. Wrigley said that the Town Hall roof replacement had just been completed. The Town appropriated \$30,000 for the purpose of replacing the roof and the low bidder came in at \$28,784. He said that only a couple of boards needed to be replaced.

He told the Board that with the end of apple season public safety officials have reported that traffic conditions, though heavy, were manageable and that there were no serious safety problems this year.

Liaison Reports

Mr. Hawkes reported that the Lake Boon Commission hearing on new rules and regulations will take place tomorrow night, November 14th, at the Pompo Community Center at 7:30 p.m. Public comment will be taken from both Stow and Hudson residents and taken into consideration. He mentioned that he had attended the Planning Board Hearing on November 7th regarding earth removal at the Collings Foundation. He said that it appeared that a possible solution might have been reached on this matter. He reminded the Board to submit any items for the Tri-Town Agenda to the Selectmen's Office for the upcoming December meeting.

Mr. Burke reported that he attended a presentation by the COA (Council on Aging) and that he continues to attend LACAC and Finance Committee meetings.

Mr. Salvie said that Town had been awarded money for the Complete Streets project and would focus on three key sites for pedestrian and bike projects; Great Road at Lower Village to Route 62, Route 117 at Harvard Road and the Route 117/Old Bolton Road intersection. He said that they had received bids from two engineering firms.

Mr. Ryan mentioned that he, along with Mr. Burke and Mr. Hawkes, had attended Stow's Veteran's Breakfast, organized this year by Chris Spear of the Nashoba Rotary Club. He said that the Town Hall Renovation Committee has been meeting diligently. He said that there were about 20 attendees at a public forum held the prior night on the subject.

Ms. Hegemann gave a summary of what the Recreation Commission has been doing this year. She said that Phase II of the Pine Bluff project is near completion and that the 323 Great Road Park (in conjunction with the Conservation Commission) IFB (Invitation for Bid) had gone public this week. They will hold their Annual 5K Gobbler Run on Thanksgiving Day. There are three new Eagle Scout projects in the works. She reported that Rec will put out a monthly newsletter, replacing their seasonal brochures. All information regarding classes offered by Rec will be available on the Town website. Camp Stow had a very successful year offering a place for kids to go during the summer and jobs for local teens.

At 8:25 p.m. Mr. Burke moved to go into Executive Session, pursuant to MGL Chapter 30A, section 21(a) (1), for the purpose of discussing a personnel situation. Mr. Hawkes seconded the motion and it was passed unanimously. Mr. Burke, aye, Mr. Hawkes, aye, Mr. Salvie, aye, Mr. Ryan, aye, Ms. Hegemann, aye.

Respectfully submitted,

Maureen Trunfio
Administrative Assistant

YouTube Link: <https://www.youtube.com/watch?v=kpeVIWfUK2o>

Documents addressed at the Selectmen's 11/13/18 Meeting

10/23/18 Meeting minutes

Meeting motions

Assessor's Tax Classification Hearing Presentation

Signature Sheet for Selectmen re: 1 Tax Rate Decision