

Stow Board of Selectmen
Town Building – Warren Room
October 10, 2017

Present were Selectmen Brian Burke, Don Hawkes, Ingeborg Hegemann, Tom Ryan and James Salvie. Absent were Town Administrator Bill Wrigley and Administrative Assistant Maureen Trunfio.

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

Public Input: None

Chair Comments: Mr Burke called attention to the Historic Preservation Forum to be held at the Community Center on October 11. He gave a reminder of the Minuteman Airfield Open House and ribbon-cutting to be held on October 14. Mr. Burke also designated Selectman Hawkes as coordinator for assisting in planning a Holiday Lighting program as initially suggested by resident Karen Stams.

Minutes: Mr. Ryan and Mr. Hawkes made minor corrections to the Minutes before the Board.

Mr. Salvie moved to accept the meeting minutes of September 26, 2017, as amended. Mr. Ryan seconded the motion and it was passed unanimously.

Correspondence: None commented upon.

Library Update:

Randall Library Director Melissa Fournier presented the Fiscal Year 2017 annual review of circulation/collection data, summer reading programs, facility updates and future plans and responded to questions from the Board. Mr. Salvie suggested that, at a future meeting, the Board be given a presentation of the new circulation technology being utilized at the Library. Mr. Burke expressed the appreciation of the Board to the Director and Board of Trustees for their diligence and effectiveness.

Authorization for Town Administrator to sign Lower Village construction contracts: Town Planner Jesse Steadman reviewed the details of the construction contract with ET&L Corporation, the Mass DOT contract for Mass Works construction grant program and the Complete Streets traffic study contract with Howard Stein Hudson. The Town Administrator, in his written report to this meeting, had requested that the Board vote to authorize him to execute each of the above-referenced contracts.

Mr. Salvie moved to authorize the Town Administrator to sign the contract with ET&L Corporation of Stow, MA, for the Lower Village construction project. Mr. Ryan seconded the motion and it was passed unanimously.

Mr Salvie moved to authorize the Town Administrator to sign the MassDOT contract associated with the Mass Works construction grant Program. Mr Ryan seconded the motion and it was passed unanimously.

Mr. Salvie moved to authorize the Town Administrator to sign the Complete Streets traffic study contract with Howard Stein Hudson of Boston, MA. Mr. Hawkes seconded the motion and it was passed unanimously.

Term designations for Zoning Board of Appeals members

After the ZBA was made aware of the statutory requirement for staggered expiration dates for its members, the Selectmen received a letter dated September 26, 2017 from the ZBA recommending the following resolution:

Mr. Salvie moved to, in compliance with MGL Chapter 40A, s. 12, and on the recommendation of the Zoning Board of Appeals, to assign the following term designations for current members of the Zoning Board of Appeals:

Charles A. Barney – term ending 2018

Edmund C. Tarnuzzer – term ending 2019

William F. Byron – term ending 2020

Bruce E. Fletcher – term ending 2021

Vacancy – term ending 2022

Mr. Ryan seconded the motion and it was passed unanimously.

Town Administrator's Report

Mr Burke requested the Town Administrator to give the Board a budget preparation overview (referenced in his written report) at a subsequent meeting.

Liaison Reports:

Ms. Hegemann noted the Recreation Department's further facility progress at Pine Bluffs. With regard to this year's continuing Perambulation of Town Perimeters, she reported that outreach to affected property owners will be a priority; a "Doodle Poll" will be taken to determine participants' availability.

Mr. Ryan observed that, with the impending end of the apple-picking season, he will soon be giving the Board a liaison report of the efficacy of this year's public safety plans.

Mr. Hawkes attended last week's Tri-Town meeting (the first hosted by the NRSD School Committee/Administration). He stated that the in-depth reporting of the District's current activities and future planning was encouraging, and suggested that Board members make efforts to increase their attendance at future meetings. The annual lowering of the water level of Lake Boon will begin on October 12, following the publication this week of the required second public notification.

Mr. Salvie reported that the Randall Library Board of Trustees will be scheduling a public information forum on the future of Stow's library needs.

Mr. Burke noted that the Finance Committee recent meeting schedule change will allow him, as FinCom Liaison, to attend virtually all of their meetings, thus allowing more complete updates to both the Board

and the Town Administrator. On October 11 Mr. Burke will embark on an inter-municipal cemetery facilities tour, accompanied by Cemetery Superintendent “GH” Gledhill.

Adjournment

At 8:04 p.m. Mr. Ryan moved to adjourn. Mr. Salvie seconded the motion and it was passed unanimously.

Respectfully submitted,

Donald P. Hawkes, Clerk

View this meeting on YouTube at: <https://www.youtube.com/watch?v=zdm8set8Ebo>