

Stow Board of Selectmen  
Town Building – Warren Room  
September 26, 2017

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

At 7:02 p.m. Mr. Burke called the meeting to order.

**Public input:** None

**Chair comments:** Mr. Burke mentioned a notice from the Board of Health stating that West Nile Virus had been confirmed in mosquitoes in Stow. The Board of Health suggested residents take precautions. He announced that Minute Man Air Field would be holding an event on October 14<sup>th</sup> that will include the operation of remote control aircraft, airplane rides for children under 17 years old, a 5K run/race, food, etc. Mr. Burke announced that the next Tri-Town Meeting is scheduled to be held in Bolton on October 4, 2017 at the Nashoba Regional School District Headquarters at the Emerson School. He said that the new Stow website is up and running and its functionality is being assessed

**Correspondence:** Mr. Salvie mentioned that OARS has joined the Massachusetts Rivers Alliance suit against the EPA and its administrator in federal district court relative to illicit discharge and connections that put pollution directly into local rivers.

**Minutes**

*Mr. Hawkes moved to accept the meeting minutes of the, September 12, 2017 meeting as amended. Mr. Ryan seconded the motion and it was passed unanimously.*

**Appointment to Cultural Council**

Rachel Gwaltney was present to express her interest in serving on Stow's Cultural Council. Chair of the Council, Rick Lent, sent correspondence that stated the Council voted unanimously to recommend Ms. Gwaltney to the Council. The Board thanked her for her willingness to serve.

*On the recommendation of the Stow Cultural Council, Mr. Salvie moved to appoint Rachel Gwaltney to the Stow Cultural Council, to serve a three-year term effective immediately and expiring September 26, 2020. Mr. Ryan seconded the motion and it was passed unanimously.*

**Permit for 2017 Stow Gobbler 5K Run/Walk November 23, 2017**

Ella & Eli Lemieux, Nick Streeter and Jayne Conry were present to request approval to organize and operate the 11<sup>th</sup> Annual Stow Gobbler 5K Race. This year's run will raise money for Habitat for Humanity and will begin at 8 a.m. at Stow Community Park. The Stow Police have provided a Traffic Plan and a Certificate of Insurance will be provided to the Selectmen's Office before the event takes place.

*Mr. Hawkes moved to approve the use of Town public ways for the Annual Stow Gobbler 5K Road Race on Thanksgiving Day, November 23, 2017. Mr. Salvie seconded the motion and it was passed unanimously.*

### **Update from Minute Man Air Field**

Minute Man Air Field President Don McPherson and Bob Glorioso were present to provide the Board with an update on Minute Man Air Field. Mr. McPherson discussed activities and events that have occurred at the Air Field recently and encouraged all to participate in the upcoming Fun Run.

### **Joint Boards Meeting re: Ch. 61B Spring Hill Estates**

On August 28, 2017 the Selectmen's Office received a filing regarding a Notice of Intent to sell property currently classified as Ch. 61B property. The land is currently owned by Alice Cushing and encompasses 45.70 acres. The area has been named Spring Hill Estates and is situated near Walcott Street. Quick Response sheets have been received from all appropriate Boards and Committees and all were invited to this meeting. None of the committees, boards or commissions expressed interest in requesting the Town to facilitate the purchase of this property. Principal Assessor Kristen Fox was present as well as the buyer's Attorney Paul F. Alphen of Alphen & Santos, P.C. in Westford. The Board voted unanimously to decline its option to purchase the property.

*Pursuant to MGL Chapter 61B, section 9, Mr. Salvie moved that the Board of Selectmen vote to decline to exercise the Town's option to purchase, or to assign its option to purchase the 45.16 +/- combined acres of parcels owned by Alice Cushing, as described in the Notice of Intent to Sell dated September 22, 2017, and to send written notice to the land owner's attorney. Mr. Hawkes seconded the motion and it was passed unanimously.*

### **Indemnification agreements for sidewalk easements for Great Road Abutters for the Lower Village Improvement Program**

Town Planner Jesse Steadman was present to provide sidewalk easements to the Selectmen for review and execution. The easements relate to the Lower Village Complete Streets project. He told the Board that there were five different easements for five different properties and that he had been coordinating with Town Counsel on these easements.

*Mr. Salvie moved to approve and authorize the Chairman to sign indemnification agreements on sidewalk easements for Great Road abutters for the Lower Village Improvement Program. Mr. Ryan seconded the motion and it was passed unanimously.*

### **Metropolitan Area Planning Council (MAPC) Appointment**

Applicants Jesse Steadman and Serena Howlett were both present. The Planning Board recommended Jesse Steadman to represent the Town at the MAPC meetings. Knowing that Mr. Steadman would fill the position, Ms. Howlett stated that she was happy to withdraw her interest in the position. The Board thanked Ms. Howlett for her interest and willingness to serve.

*Mr. Ryan moved to appoint Jesse Steadman to serve a three-year term, expiring June 30, 2020, as Representative to the Metropolitan Area Planning Council. Mr. Hawkes seconded the motion and it was passed unanimously.*

### **Economic Development & Industrial Committee (EDIC) Appointments**

Mr. Steadman told the Board that the EDIC met and interviewed the two new applicants, Jen Gero and Jean-Claude Sureau, who were both eager to fill the two vacancies. The EDIC was appreciative of the volunteers and recommended that they be appointed. Mr. Collings, a current member of the EDIC, was not present but expressed interest in being reappointed.

*Mr. Ryan moved to appoint Jean-Claude Sureau to fulfill the remainder of an unexpired five-year term expiring June 30, 2018. Mr. Hawkes seconded the motion and it was passed unanimously.*

*Mr. Ryan moved to appoint Jennifer Gero to fulfill the remainder of an unexpired five-year term expiring June 30, 2020. Mr. Hawkes seconded the motion and it was passed unanimously.*

*Mr. Ryan moved to reappoint Bob Collings to fulfill the remainder of an unexpired five-year term expiring June 30, 2022. Mr. Hawkes seconded the motion and it was passed unanimously.*

### **Signing of transferred liquor license for Red Ginger Restaurant**

This is the second part of the process for the Selectmen. The application had been sent to the State for approval and now that it has been approved by the State, the Local Licensing Authority may vote to issue a new liquor license. Liquor licenses for 2018 will be renewed in December 2017. The Board agreed to prorate the fee. The number of days remaining in the year was multiplied by the rate of \$6.03 per day (\$2,200 divided by 365) to determine the fee. In this case, it's 96 days x \$6.03 = \$578.88.

*Given that all the local and state requirements for M.G.L. c. 138, section 12 license holders have been met, and the Massachusetts ABCC (Alcoholic Beverages Control Commission) has granted approval for transfer of the license, Ms. Hegemann moved that the Board issue a 2017 liquor license to Red River Rock/Red Ginger Restaurant. Mr. Hawkes seconded the motion and it was passed unanimously.*

### **Town Administrator's Report**

Mr. Wrigley spoke with the Board about requesting permission at the October 10th meeting to execute several contracts relating to the Lower Village Project

He gave updates on ongoing capital projects including the Randall Library septic system repair work and the lower level HVAC system installation. Air quality samples will be taken once the new system is in place and functioning. Additionally, the police station HVAC replacement system installation work has been completed and the installer/manufacturer will be testing/balancing the system.

### **Liaison Reports**

Mr. Burke mentioned that the Board's list of liaison assignments had been updated.

Mr. Salvie raised the question of closing out the Fire Station Building. Committee. Mr. Burke suggested taking 45 days to report back on whether the Committee has scheduled a meeting to discuss this item or has voted to dissolve the Committee. He reported that the Randall Library Trustees have been meeting frequently. They have announced that they plan to stay in their current building and have begun to think about developing a concept plan. They expressed their willingness to respect the work done by the 2012 Committee, but they find the need to update

the report regarding predicted demand of their constituents. CPC met last night and heard about a large request from the Building Department for \$1.7M for renovations to Town Hall. CPC urged them to do repairs in stages.

Mr. Hawkes reported that anyone who has input for the Tri-Town Agenda should submit it by tomorrow to the Selectmen's Office. The group will meet on 10/4 at the Emerson School in Bolton at 7 p.m. He mentioned that notices will be going out next week for the 18<sup>th</sup> Lake Boon Annual drawdown. It can begin after 10/1 and must be completed by 12/1.

Mr. Burke said that he attended the Council on Aging meeting where they discussed community outreach. He added that the Cemetery Committee will take him on a ride along to visit local cemeteries. He expressed appreciation for the Board's confidence in having him submit the Leading By Example Award for the volunteers of Stow's Energy Working Group.

### **Adjournment**

*At 8:37 p.m. Mr. Ryan made a motion to convene in Executive Session, pursuant to MGL Chapter 30A, section 21(a)(2), and section 21(a)(3) for the purpose of approving Executive Session minutes, and to adjourn thereafter. Mr. Hawkes seconded the motion and it was passed unanimously. Mr. Salvie, aye, Mr. Hawkes, aye, Ms. Hegemann, aye, Mr. Burke, aye and Mr. Ryan, aye.*

**Respectfully submitted,**

*Maureen Trunfio  
Administrative Assistant*

#### Documents used at meeting:

Common Victualer/Liquor License for Red Ginger Restaurant  
Public Safety Traffic plan issued by Stow Police Dept. dated 9/22/17 for the Stow 5K Gobbler Run  
Ch. 61B filing for Spring Hill Estates submitted by Attorney Josh Fox  
Indemnification Agreements provided by Town Planner for sidewalk easements in Lower Village Complete Streets Project.

View meeting at:

Meeting YouTube link: <https://www.youtube.com/watch?v=ctgoO9NLPNA>