

Stow Board of Selectmen
Town Building – Warren Room
September 12, 2017

Present were Selectmen, Brian Burke, Don Hawkes, Tom Ryan and James Salvie. Ingeborg Hegemann was absent. Also present 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 noted that Newton Mayor Setti Warren complimented Stow on its Public Safety Team after experiencing a fall from his bike while riding in Stow. Mr. Burke thanked all involved with this year's Lake Boon Carnival. He announced that the Massachusetts Municipal Association will hold its fall meeting in Stow on 9/22 at 8:30 a.m. Mr. Burke said that the Town's newly designed website would launch this Friday, 9/15 and encouraged all to visit to experience its added functionality.

Correspondence: None

Minutes

Mr. Hawkes moved to accept the meeting minutes of the August 8, 2017 meeting as amended. Mr. Ryan seconded the motion and it was passed. Mr. Salvie abstained.

Mr. Hawkes moved to accept the meeting minutes of the August 22, 2017 meeting as written. Mr. Ryan seconded the motion and it was passed unanimously.

Discussion/vote re: Common Victualer license for Red River Rock/Red Ginger Restaurant
Rong Bin Zeng, known as Mark, from Red Ginger was present and asked that the name on the Common Victualer license be changed, as he will now be managing the restaurant. The Board unanimously agreed to grant the new Common Victualer license.

Mr. Hawkes moved to approve a Common Victualer license for Red River Rock/Red Ginger Restaurant at 117 Great Road, effective immediately and expiring December 31, 2017 and subject to annual renewal thereafter. Mr. Ryan seconded the motion and it was passed unanimously.

Discussion/vote re: Appointment to Veterans' Graves Committee

Colonel Martha Monroe was present and spoke with the Board about her interest in serving on the Veterans' Graves Committee. The Board thanked her for volunteering and voted unanimously to appoint her.

Mr. Hawkes moved to appoint Colonel Martha Monroe (USAF) to the Veterans' Graves Committee for the remainder of a one-year term expiring June 30, 2018. Mr. Salvie seconded the motion and it was passed unanimously.

Discussion/vote re: Appointment of part-time Police Dispatcher

Police Chief Bosworth submitted a letter recommending that Ms. Loftus be appointed. The Board unanimously agreed to appoint her.

On the recommendation of Stow Police Chief William Bosworth, Mr. Hawkes moved to appoint Erin Loftus as Part-time Police Dispatcher for the Stow Police Department, for a one-year term expiring June 30, 2018 and subject to reappointment thereafter. Mr. Ryan seconded the motion and it was passed unanimously.

Appointment of Apprentice Firefighters

Fire Chief Joe Landry was present along with all of the new Apprentices. He explained that the Fire Department started a coordinated search for Apprentices which brought in 16 applications. He explained that the Fire Department interviewed all candidates and came to the conclusion that the Apprentices present each brought something special to the table.

On the recommendation of Stow Fire Chief Joe Landry, Mr. Hawkes moved to appoint the following people as Apprentice Firefighters for the Stow Fire Department, for a one-year term expiring June 30, 2018 and subject to reappointment thereafter. Mr. Ryan seconded the motion and it was passed unanimously.

Kevin Shepard
Matthew Lowe
Peter Casello
Jonathan Beharrell
Yuris Mangolds
Shamus Fenton
Matthew Tufo

Complete Streets Committee Appointments

The Town Administrator gave a brief overview of the new Complete Streets Committee that would be formed. The Committee would serve to advise the Board of Selectmen, the Highway and Planning Departments in applying the Complete Streets Prioritization Plan. It would work to develop and implement traffic safety policies throughout Stow.

The Committee will be comprised of up to two Town of Stow staff and/or serving members from each of the following Departments, Boards, or Committees totaling six members, as well as one at-large member. The Departments involved, if interested, would include:

- Highway
- Public Safety/Police
- Conservation
- Board of Health
- Planning

The Chair asked if any of the Selectmen would be interested in an ex-officio position on the Committee and Mr. Salvie said that he would.

Mr. Hawkes moved to appoint the following members to the Complete Streets Committee from Town Departments and Boards, to serve three-year terms expiring June 30, 2020. Mr. Ryan seconded the motion and it was passed. Mr. Salvie abstained.

William Bosworth, Police Chief
Michael Clayton, Superintendent of Streets
Karen Kelleher, Planning Board
Kathleen Sferra, Conservation Coordinator
Jesse Steadman, Town Planner
James Salvie, Selectmen – ex officio

Four residents expressed interest in the at-large position: Atli Thorarensen, Tara Bartley, Eve Fischer, and Margie Lynch. All were present with the exception of Tara Bartley. The Selectmen expressed their appreciation for the candidates' interest in serving on the Committee.

Members of the Board each stated who they considered to be the strongest candidates for the at-large position. Mr. Ryan, Mr. Salvie and Mr. Hawkes considered Ms. Lynch the strongest candidate and Mr. Burke expressed his opinion that Mr. Thorarensen was the strongest candidate.

A letter of support explained that at their August 3, 2017 meeting, the Stow Permit Team voted to recommend Ms. Lynch.

Mr. Hawkes moved to appoint Margy Lynch as the at-large Stow resident member of the Complete Streets Committee, to serve a one-year term expiring June 30, 2018. Mr. Ryan seconded the motion and it was passed. Mr. Burke abstained.

Mr. Burke asked those not selected to serve for the at-large position to seriously consider serving as Associate Members on the Committee.

Discussion re: Chapter 61B property – Spring Hill Estates/Cushing property

On August 30th, the Town received a Notice of Intent to sell land classified under Chapter 61B. The Cushing Property, known as Spring Hill Estates, will be offered to the town for the Right of First Refusal. Questionnaire sheets have gone out to all members of the Quick Response Team and the Board of Selectmen decided that a Joint Boards meeting will be held on this topic at their next regularly scheduled meeting on September 26, 2017.

Ms. Cushing's attorney was present in the audience but did not comment on this item.

Application for Leading By Example Award - Energy Working Group

Arnie Epstein Energy Manager of Stow's Energy Working Group was present to discuss assisting the Board by completing a nomination paper for a group award and an individual award for the Mass DOER Leading by Example Awards. The Board asked Mr. Epstein if he would be willing to complete applications and he said he would. The deadline for submission is Tuesday, September 26, 2017 by 5 p.m.

Mr. Hawkes moved to approve submission of a Mass. Department of Energy Resources 2017 Leading by Example Award nomination application for Stow's Energy Working Group and/or an individual nomination application for Arnie Epstein and to authorize the Chairman to edit and sign such documents. Mr. Ryan seconded the motion and it was passed unanimously.

Town Administrator's Report

Mr. Wrigley reported on the progress of work at the Collings Foundation. He reported that they have made great progress on the road being constructed from Hudson to the Collings' property, the rough grading has been completed and it appears that the road will be fully functional for the annual Columbus Day event to be held there. It is believed that the new roadway should greatly improve the traffic problems associated with that event.

Liaison Reports

Mr. Salvie reported that he attended the SMAHT Joint Boards meeting where they discussed future plans for the Town's affordable housing prospects. They discussed the fact that considering land for purchase when faced with Ch. 61 property is a difficult way to acquire land especially if it is the only way sites are being considered for affordable housing building projects.

Mr. Hawkes reported that there were primarily two topics discussed at the last Tri-Town Meeting held in Bolton and that Bolton was asking the other Nashoba District towns to assist financially in the indemnification of Bolton for a lawsuit involving the Nashoba High School Public Safety Officer. The other item for discussion was Chair of the School Committee Loraine Romasco's request to have the School District hold Tri-Town every 4th time. The Town of Lancaster has asked to host in December when they will be opening a newly refurbished building.

Mr. Burke said that he met with Town's website group and a new version of the Town website will go live on Friday 9/15. He noted that it will be a work in progress as the transition occurs but urged all to go on and get a sense of the new site and its improved functionality.

He also reported that he had attended the ZBA hearing on Monday where the Habitat for Humanity building project in Stow was discussed. He said he had been invited on a tour of Town cemeteries as the new liaison to the Cemetery Committee.

Scheduling regular quarterly Executive Session meetings for the purpose of approving Executive Session minutes

The Board briefly discussed and agreed that they should regularly review the prior quarter's Executive Session minutes for approval and potential for release.

Adjournment

At 9:00 p.m. Mr. Hawkes 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. Ryan seconded the motion and it was passed unanimously. Mr. Salvie, aye, Mr. Hawkes, aye, Mr. Burke, aye and Mr. Ryan, aye.

Respectfully submitted,

Maureen Trunfio
Administrative Assistant

Documents used at meeting:

Common Victualer License for Red Ginger Restaurant

Letter dated 9/5/17 from Police Chief Bosworth re: recommendation for part-time Public Safety Dispatcher Erin Loftus.

Memo from Planning Board dated 8/3/2017 re: Complete Streets Committee At Large Member

Email from Jesse Steadman, Town Planner, dated 9/11/17 from Stow Permit Team recommending an At Large member for Complete Streets Committee

Letter dated 8/28/2017 from Counsel for Alice Cushing re: Ch. 61B Property NOI to sell

View meeting at:

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