

**Board of Selectmen Meeting Minutes
Tuesday, July 11, 2017
Stow Town Building**

Attending in the Warren Room: Chairman Brian Burke, Donald Hawkes, Ingeborg Hegemann, and Thomas Ryan.

Absent: James Salvie

Also attending: Town Administrator William Wrigley, and Administrative Assistant Maureen Trunfio.

Chairman Burke called the meeting to order at 7:01 p.m.

Public Input: none

Chairman's Comments: Thank you to all involved in the Special Town Meeting last night. There is a Public Hearing at the Community Center regarding the Collings settlement next Wednesday night. The DCHD has received applications for 40Bs and asked for public comment; one is Plantation Apartments II and the other is the Pine Point Habitat for Humanity/Sudbury Road project. The deadline for comments is July 28th; there is a site visit on July 25th at 10 a.m. at the Pine Point site. The Facilities Advisory Committee of the NRSD is seeking members; applications are due by August 16th. The Chairman would like the Board to think about policies, priorities, and ideas that they may want to put forward and discuss.

Correspondence: none

Certificate of Appreciation

Police Prosecutor Gary Murphy is retiring after 32 years of service; his last day is July 22, 2017.

Mr. Hawkes moved to approve and sign a Certificate of Appreciation for Officer Gary Murphy, who is retiring from the Stow Police Department. Mr. Ryan seconded the motion and it passed unanimously.

Appointment of New Police Prosecutor

Chief Bosworth was present and recommended Bob Nelson, who has been here for 6 years. The union position was posted internally and he received 3 applications. He took input from Lt. Marino, Sgt. Thraen, Sgt. Sallese, and Gary Murphy.

On the recommendation of Police Chief William Bosworth, Mr. Hawkes moved that the Board appoint Robert Nelson as Prosecutor for the Stow Police Department. Mr. Ryan seconded the motion and it passed unanimously.

Appointment of Special Officers

The Board was happy to announce that it would retain Officer Murphy as a Special Officer, and will also appoint Police Dispatcher Brandon Murphy as a Special Officer.

On the recommendation of Police Chief William Bosworth, Mr. Hawkes moved that the Board of Selectmen appoint retiring Police Prosecutor Gary Murphy as a Special Police Officer, effective upon his retirement on July 22, 2017 for a term ending June 30, 2018, and subject to annual reappointment thereafter. Mr. Ryan seconded the motion and it passed unanimously.

Mr. Hawkes moved that the Board of Selectmen appoint Police Dispatcher Brandon Murphy as a Special Police Officer, effective immediately, for a term ending June 30, 2018, and subject to annual reappointment thereafter. Mr. Ryan seconded the motion and it passed unanimously.

Police Chief and Police Lieutenant Contracts

The renewals are for 3-year contracts and the Town Administrator strongly supports them both professional and personally.

Mr. Hawkes moved to approve the contract for Police Chief William Bosworth and to authorize the Town Administrator to sign the contract. Mr. Ryan seconded the motion and it passed unanimously.

Mr. Hawkes moved to approve the contract for Police Lieutenant Ralph Marino and to authorize the Town Administrator to sign the contract. Mr. Ryan seconded the motion and it passed unanimously.

Special Liquor License and permit for Schultz Family Benefit

Bill Conley of 109 Barton Road was present to explain the planning of a fundraiser for Ari “Danger” Schultz and his family through the Greg Hill Foundation, to be held on August 19th from 12 to 7 p.m. at Pine Bluff. They will have 4 bands and a BBQ with tickets going on sale soon. Mr. Conley handed out a site plan.

Parking is the concern as Pine Bluff can only handle 100 spots. Honey Pot offered 400 parking spots, and 2 coaches have been donated to shuttle people from Honey Pot to the main entrance. They were planning a bonfire on the beach but decided along with the Fire Chief to skip that part. The Fire Chief offered an ambulance and 2 EMTs and the event will pay for a police detail that day. Mr. Conley said that Laura Greenough, Recreation Director, said the beach will be closed to the public that day. The Town Administrator instructed them to provide a one-day Liability Insurance Certificate.

(The application indicates they would like to have food, bands, a DJ, kids’ activities, volleyball tournaments, horseshoes, bocce, and a bonfire on the beach. The Board may choose to permit or restrict activities in accord with Public Safety considerations. The Board indicated that they are confident that Mr. Conley will work with Police Chef to ensure a safe event.)

Mr. Hawkes moved to approve the use of Pine Bluffs Recreation area for a benefit event for Ari “Danger” Schultz and his family on Saturday, August 19, 2017, between 12 noon and 7 p.m., and further,

Mr. Hawkes moved to approve and sign a Special One-Day Liquor License for William P. Conley and the Greg Hill Foundation, for an Ari “Danger” Schultz Benefit, to be held at the Pine Bluff Recreation area on Saturday, August 19, 2017, between 12 noon and 7 p.m. Mr. Ryan seconded the motion and it passed unanimously.

Ms. Hegemann noted that the license form is for wine and malt beverages only, but the applicant requested wine, beer, and liquor. Town Administrator Wrigley said to write in ‘and liquor’ on the license.

Appointment to Nashoba Regional School District Audit Advisory Committee

This is a joint appointment between the Board of Selectmen and the Finance Committee. Present were Rich Eckel, Chair of Finance Committee and member Julianne North. Ms. North spoke regarding her interest in the position and her history; she has an audit background and thought she could be proactive. The Finance Committee met and voted unanimously to appoint Julianne to the NRSD.

Mr. Hawkes moved, in a joint appointment with the Finance Committee, to appoint Julianne North as the Stow representative to the Nashoba Regional School District Audit Advisory Committee, to serve a one-year term ending June 30, 2018. Mr. Ryan seconded the motion and it passed unanimously.

Appointment to the Stow Cultural Council

Mary Bradt Mintz was present and explained her interest in serving on the Cultural Council. Her husband sculpts and has a studio on their property; she began to look at Open Studio events in nearby towns for ideas to create events for artists that live in Stow.

On the recommendation of the Stow Cultural Council, Mr. Hawkes moved to appoint Mary Bradt Mintz to the Stow Cultural Council, to serve a three-year term effective immediately and expiring July 11, 2020. Mr. Ryan seconded the motion and it passed unanimously.

Relocation of Historic Flag

Marilyn Zavorski was present to represent the Stow Historical Society and the Historical Commission. Due to the Library restoration, historical artifacts are being professionally packed up and put into storage. The 1823 flag will not go into storage easily and they would like to move it to the Whitney Room.

Mr. Hawkes moved to approve the request of the Historical Commission to temporarily relocate the 1823 Stow Washington Guard Company silk flag from Randall Library to the Whitney Room of the Stow Town Building, in advance of Randall Library renovations scheduled to begin in August. Mr. Ryan seconded the motion and it passed unanimously.

Change Term Designation for Open Space Committee

Carol Sureau, Chair of the Open Space Committee was present.

With the consent and agreement of current members of the Open Space Committee, Mr. Hawkes moved to alter the length of term for the Open Space Committee members from indefinite to three-year terms, implemented on a staggered schedule, with the following assignments:

Robert (Bob) Wilber and Eve Donohue to serve terms ending June 30, 2018;

William (Bill) Maxfield and Vin Antil to serve terms ending June 30, 2019;

Greg Jackson and Carole Sureau to serve terms ending June 30, 2020;

And a seventh position, currently vacant, for a term ending June 30, 2020.

Mr. Ryan seconded the motion and it passed unanimously.

Formation of a Complete Streets Committee

The Board received a memo and a copy of the Complete Streets Policy from Town Planner Jesse Steadman (attached) updating the Board on Complete Streets Prioritization Planning efforts and to request the establishment of a Complete Streets Committee.

Mr. Hawkes moved, on the recommendation of the Planning Department, to establish a Complete Streets Committee, being a subcommittee to the Board of Selectmen, composed of seven members, with membership and terms specified in the revised memo of the Planning Department dated July 10, 2017,

And, further, to designate members of the Complete Streets Committee as Special Municipal Employees pursuant to Mass. General Law c.268A. The at-large member must be a registered voter of Stow, and all members must agree to comply with State ethics and Open Meeting Law requirements.

Mr. Ryan seconded the motion and it passed unanimously.

Chairman Burke asked for clarification on this being a subcommittee of the Board of Selectmen. Town Administrator Wrigley stated that it is a subcommittee to make it subject to the Open Meeting Law. It is

really a working group being called a committee. Mr. Steadman said this is a much more transparent way in comparison to how other towns are doing this.

Town Administrator Report:

The report has been covered in the meeting. At 8:43 p.m. Town Administrator Wrigley left the meeting.

Liaison Reports

- Ms. Hegemann: no report
- Mr. Ryan: The Civilian Police Academy began a Youth Police Academy this week at the Fire Department. This is the 3rd year and there are 24 boys and girls from the 6th to 8th grade. The Police Chief thanked the Fire Chief for the use of the FD Training Room.
- Mr. Hawkes: The Lake Boom Commission reorganized last week and he is the new Chair.
- Mr. Burke: The Eversource petition for Stow to be an intervenor was allowed and Town Counsel appeared at the scheduling conference on Friday.

Adjournment

At 8:49 p.m. Mr. Ryan moved to adjourn. Mr. Hawkes seconded the motion and it passed unanimously.

Respectfully submitted,

Joyce Sampson
Executive Assistant

Documents used at this meeting:

Memo from Town Planner Jesse Steadman, dated July 10, 2017;

Copy of the Town of Stow Complete Streets Policy, dated February 1, 2016;

Additional documents can be found in the Selectmen's Office filed with the meeting folder.