

**Minutes  
Stow Board of Selectmen  
February 14, 2017  
Town Building**

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

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

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

**Public Comment:** None.

**Chairman's Comment:** Mr. Salvie thanked Craig Martin, the Council on Aging, the Recreation Department, the Fire Department, and everyone else who helped make the Pompo Community Center Open House on February 11<sup>th</sup> a success.

**Approve Minutes:**

*Mr. Ryan moved to approve the minutes of January 24, 2017 as written. Mr. Hawkes seconded the motion and it was passed unanimously.*

*Mr. Hawkes moved to approve the minutes of December 28, 2015 as written. Mr. Ryan seconded the motion and it passed 4-0-1, with Ms. Hegemann abstaining.*

**Correspondence:** None

**Discussion/vote on permit for Run for the Woods Sunday, May 14, 2017**

Aims Coney was present on behalf of the Stow Conservation Trust to present plans and request permission from the Board to operate the 19<sup>th</sup> Annual Run for the Woods. He mentioned the importance of the hanging of the banner on Great Road advertising the race. The Town has received the SCT's insurance certificate and Public Safety has approved the event.

*Mr. Hawkes moved to approve the use of public ways by the Stow Conservation Trust for the purpose of the Trust's annual Run for the Woods on Sunday, May 14, 2017, commencing at 7:30 a.m., provided they abide by the Operational Plan for traffic and routing devised by Public Safety officers and Race Director Aims Coney. Mr. Ryan seconded the motion and it was passed unanimously.*

**Reading of Notice of Acquisition of Boon Road/Sullivan Agricultural Preservation Restriction**

In compliance with M.G.L. 7C, Section 37, Mr. Salvie read the required Notice of Proposed Acquisition of an Agricultural Preservation Restriction on Property in the Town aloud.

**Notice Period for Boon Road/Sullivan Agricultural Preservation Restriction**

At a Special Town Meeting on August 8, 2016, it was voted to expend \$140,000 in Community Preservation funding to acquire an Agricultural Preservation Restriction (APR) on nearly 20 acres owned by Boon Road South Realty Trust on Boon Road (a portion of Honey Pot Hill Orchards.)

The Commonwealth requests that the Board consider reducing the number of days in the notice period so that this transaction can proceed more expeditiously. The Conservation Commission noted their support of the reduction of the notice period in documentation they provided prior to the Selectmen's meeting, and the Board agreed.

*Mr. Hawkes moved to reduce the notice period from 120 days to 60 days, to allow closing on the Boon Road/Sullivan Agricultural Preservation Restriction to proceed more expeditiously. Mr. Ryan seconded the motion. It was passed unanimously.*

#### **Discussion/vote on Waiver of 90-day Requirement for Resident-Submitted Warrant Article– 44 Box Mill Road**

Mark Burrell delivered a resident's petition for consideration for inclusion in the 2017 Annual Town Meeting warrant. The Town's Charter states that such petitions must be submitted to the Selectmen 90 days before the date of Annual Town Meeting. Mr. Burrell's submission was delivered 87 days before the scheduled date of Annual Town Meeting. Mr. Burrell was present at the meeting.

Ms. Trunfio explained that the requirement for ten residents' signatures was waived by M.G.L Chapter 40a section 4, provided that the petitioner owns the property being discussed, which Mr. Burrell does. The Selectmen discussed whether to waive or uphold the 90-day requirement to determine whether to allow the resident-submitted warrant article relating to 44 Box Mill Road to appear as an article on the Selectmen's ATM warrant. Both the Planning Board and the Conservation Commission noted that the late submission would not hinder their ability to process the application as required. The Selectmen noted that the submission was only three days late and because it appeared all required departments would not be hindered by the small degree of tardiness, they would allow the submission to appear in the 2017 Annual Town Meeting Warrant.

*Mr. Hawkes moved that the Board of Selectmen waive the requirement stated in section 2-7 C of the Stow Charter that petitions found and certified by the registrars of voters to be sufficient, be received 90 or more days prior to the date fixed for Annual Town Meeting, so that a petition from Mark Burrell of 44 Box Mill Road may be considered for inclusion in the May 2017 Annual Town Meeting warrant.*

*Further, Mr. Hawkes moved that the citizens' petition submitted by Mark Burrell of 44 Box Mill Road be included in the May 2017 Annual Town Meeting warrant. Mr. Ryan seconded the motion and it was passed unanimously.*

At 7:35 p.m. Ms. Hegemann excused herself from the meeting to attend a portion of the concurrent Finance Committee Meeting at which her presence was required.

#### **Discussion/vote on Livery License Procedure**

Ms. Trunfio explained to the Board that a resident of Warren Road came to the Selectmen's Office in January asking for a signature from the Chair in order to complete paperwork required by the Massachusetts Port Authority (MassPort) in order to allow him to pick up passengers at Logan Airport. The applicant, Aiyden Guven, had already acquired a Business Certificate from Stow's Town Clerk.

It was determined that there are no statutory requirements that towns must adhere to for livery operators. The Board discussed whether the Selectmen's office will set up a procedure to follow for applicants to approach the Selectmen's Office seeking permission to establish a livery

operation in Stow, or if the Chair of the Board would simply sign the document required by MassPort. Mr. Wrigley encouraged considering the cost benefit of establishing a procedure for each applicant and the exposure to liability if the Board decided to regulate livery services. Mr. Burke asked whether Ms. Trunfio had spoken with Public Safety officials and she said that she had. Because Ms. Hegemann was not present, the Board decided that this item would be discussed again at the Board's next meeting on February 28<sup>th</sup>.

#### **Discussion/vote on Board of Selectmen 2016 Annual Report**

The Board presented minor revisions to Ms. Trunfio and will review the revised version at their next meeting and vote whether to approve the Board of Selectmen's report for submission in the Town's 2016 Annual Report.

#### **Update from Nashoba Regional School Committee – Stow School Committee Members**

Nashoba Regional School Committee representatives Mark Jones and Lynn Colletti were present to update the Board on items relating to the District. Items discussed included the District's proposed FY-18 budget, the recent audit and an update on possible submission to the Massachusetts School Building Authority (MSBA) in conjunction with space issues at the High School.

#### **Discussion/vote to allow deficit spending of the FY 2017 Snow and Ice Account, pursuant to MGL Chapter 44, section 31D**

*Pursuant to Mass General Law Chapter 44, section 31D, Mr. Hawkes moved to allow deficit spending of the fiscal year 2017 Snow & Ice account. Mr. Ryan seconded the motion and it was passed unanimously.*

At 9:15 p.m. Ms. Hegemann returned to the meeting.

#### **Presentation/discussion of Town Administrator's preliminary FY 2018 budget**

The Town Administrator presented his preliminary FY-18 budget and reported that he is currently estimating potential revenues totaling \$30,319,717 in FY-18 which represent an 8.22% increase relative to FY-17. He noted that the Town has \$2,266,676 in certified free cash available and that together with a balance of \$868,163 in the stabilization fund, the Town has \$3,134,839 in stored assets.

He stated the preliminary budget report shows total requested expenditures of \$30,230,375 representing a 7.9% increase above FY-17. He added that the Town's group health care premium is increasing to \$845,290.

Regarding schools, he reported that the FY-18 Nashoba Regional School District Assessment (the preliminary assessment number received from the District) is \$17,812,460. This 8% increase represents an increase of \$1,321,272 above our FY-17 assessment. He said he was hopeful that this estimated assessment increase is reduced significantly over the upcoming weeks. For comparison purposes, all remaining requested increases to the Town budget for FY-18 total only approximately \$780,000. The FY-18 Minuteman Regional School District Assessment of \$630,999 represents an increase of 9.2% above FY-17. Mr. Wrigley mentioned Capital Requests that were received for FY-18.

At 9:40 p.m. Mr. Wrigley left the meeting.

**Liaison reports**

Ms. Hegemann reported that she was not able to attend recent SMAHT and Recreation Commission meetings, but that she reviewed the SMAHT minutes to stay current.

Mr. Ryan mentioned that he appreciated the work the Highway Department had achieved during the recent unrelenting snow storms, and asked residents to be understanding when plowed snow ends up at the edge of their driveways.

Mr. Salvie reminded everyone that the Capital Planning Committee will be meeting on 2/15, 2/23 and 3/2 to discuss departmental Capital requests. He said that he had been in contact with members of the School Committee prior to this meeting and he appreciated that he had been updated on information regarding the District.

Mr. Hawkes stated that there have been no developments to report with the Lake Boon Commission. He noted that since there has been no ice on the lake, there has been no snowmobile activity.

Mr. Burke reported that the CPC is looking at the many requests before them for funds.

**Adjournment**

*At 9:45 pm Mr. Burke moved to adjourn. Mr. Ryan seconded the motion and it was passed unanimously.*

Respectfully submitted,

Maureen Trunfio  
Administrative Assistant

*Amended 5/5/2021  
Joyce Sampson,  
Executive Assistant*

**Documents addressed at the Selectmen's 2/14/17 Meeting**

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