

**Minutes
Stow Board of Selectmen
February 26, 2019
Town Building**

Present at the meeting that was held at Town Building were James Salvie , Brian Burke, Ingeborg Hegemann and Tom Ryan. Don Hawkes was absent.

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

Mr. Salvie called the meeting to order at 7:04 p.m.

Chairman's Comments: Mr. Salvie announced that he had attended the Stow Citizen's Police Academy and found it very interesting. He mentioned the passing of David Warren Smith.

Special Liquor License for Nashoba After Prom

Organizers Julie Fish and Kathy Castle were present to request a One-day Liquor License which would allow them to serve wine at their fundraiser to be held at Town Hall on Wednesday, March 6, 2019. The Board unanimously agreed to grant the license.

Mr. Burke moved to approve and sign a Special One-Day Liquor License for the Nashoba Regional High School After-Prom Committee fundraising event at the Stow Town Hall on Wednesday, March 6, 2019, between 6:30 and 9:00 p.m. Mr. Ryan seconded the motion and it was passed unanimously.

Special Liquor License for Stow Cultural Council

The Stow Cultural Council requested a One-day Liquor License which would allow them to serve beer and wine at their 2nd Annual Art Show to be held on Friday, March 15th from 6-10 pm at the Pompo Community Center. The Board unanimously agreed to grant the license.

Mr. Burke moved to approve and sign a Special One-Day Liquor License for the Stow Cultural Council's 2nd Annual Stow Art Exhibition at the Pompo Community Center on Friday, March 15, 2019, between 6 and 10 p.m. Mr. Ryan seconded the motion and it was passed unanimously.

Town Administrator's Joint Board Meeting on the FY2020 Financial State of the Town

Principal Assessor Kristen Fox, Chair of the Capital Planning Committee Steve Jelinek, Chair of the Finance Committee Rich Eckel and Representative of Minuteman High School Alice DeLuca were present and provided input into the financial standing of their respective departments and committees.

Town Administrator's Update on FY2020 Budget

Mr. Wrigley provided the Board with information relating to the development of his FY 2020 budget for the Town. He clearly stated that these were preliminary numbers. He stated that he is estimating potential revenues totaling \$34,132,035, a 12.11% increase from FY 2019. He reported that there are current total requested budget expenditures of \$32,428,357 representing a 6.82% increase above FY 2019.

Appointment of Highway Employee

Superintendent of Streets Mike Clayton has recommended the hire of Derek Hopper as a full-time Truck Driver/Laborer for the Highway Department. The Board unanimously agreed to authorize the Town Administrator to hire Derek Hopper.

On the recommendation of Highway Superintendent Mike Clayton, Mr. Burke moved to authorize the Town Administrator to hire Derek Hopper as Truck Driver/Laborer for the Stow Highway Department. Mr. Ryan seconded the motion and it was passed unanimously.

Approval of 2018 Board of Selectmen's Annual Report

The Board reviewed the draft version of the 2018 Board of Selectmen's Annual Report and unanimously agreed to approve the document.

Mr. Burke moved to approve the 2018 Annual Report for the Board of Selectmen subject to minor modifications for inclusion in the 2018 Town of Stow Report. Mr. Ryan seconded the motion and it was passed unanimously.

Strategic Planning Guidelines

In order to follow up on brief discussions at prior meetings, Mr. Salvie mentioned the benefit of meetings of the Chair of the Capital Planning Committee, Chair of the Finance Committee, Chair of Board of Selectmen and the Town Administrator that have taken place this year. He developed a one-page document regarding this and the Board voted to accept it..

Mr. Burke moved to accept the Town Administrator's, Board of Selectmen's, Finance Committee's, Capital Planning Committee's Strategic Planning Guidelines with minor perfecting modifications. Mr. Ryan seconded the motion and it was passed unanimously.

Correspondence: Mr. Burke mentioned that there would be a meeting regarding planning for Golf Courses on Tuesday, March 5th at 7 pm. Mr. Salvie mentioned a letter from the firm that will be engineering the Gleasondale Bridge seeking input from various Town departments.

Mr. Wrigley left the meeting at 8:45 p.m.

Liaison Reports:

Mr. Burke mentioned he will try to attend Council on Aging meetings and will continue to meet with FinCom when possible.

Mr. Salvie mentioned that the CPC is considering a stone wall project at the Brookside Cemetery but has said they will not sponsor funds for tree work or erosion control. They discussed rescinding funds put forth many years earlier for Track Road. The Complete Streets Committee has asked them to hold off, as there may be plans for improving Track Road. CPC has said they will rescind the funds in the fall if nothing has progressed. The Lower Village Subcommittee met and discussed ideas for water for Lower Village.

At 8:53 p.m. Mr. Burke made a motion to go into Executive Session for the purpose of reviewing Executive Session minutes and to adjourn thereafter. Mr. Ryan seconded the vote and it was passed unanimously. Roll call vote: Mr. Burke, aye, Mr. Salvie, aye, Mr. Ryan, aye, and Ms. Hegemann, aye.

Respectfully submitted,



Maureen Trunfio, Administrative Assistant

YouTube Link: <https://www.youtube.com/watch?v=WdYWHHnrNYA>

Documents addressed at the Selectmen's 2/26/2019 Meeting

2/26/19 Capital Planning State of the Town Presentation
Town Administrator's 2 sheet budget summary for FY2020
Nashoba After Prom Committee One-day liquor license

Cultural Council One-day liquor license
Strategic Planning Guideline sheet
Draft 2018 BoS Annual Report