

**Minutes
Board of Selectmen
Stow Town Building – Whitney Room
October 8, 2019**

Present at the meeting that was held at the Town Building were James Salvie, Brian Burke, Cortni Frecha and Donald Hawkes. Thomas Ryan was absent.

Town Administrator William Wrigley and Administrative Assistant Maureen Trunfio were also present. Mr. Salvie called the meeting to order at 7:00 p.m.

Public Comment: None

Chair's Comments: The Chair offered his condolences for the families of those lost in the World War II bomber flight that crashed at Bradley International Airport in Connecticut. He congratulated Mr. Burke on his 25th wedding anniversary. He reported that the Conservation Commission would like to inform people that hunting season has opened at the Delaney Reservation and the Assabet Valley Wildlife Refuge. He added that they advise that walkers wear appropriate clothing to enhance visibility.

Minutes:

Mr. Hawkes moved to accept the meeting minutes of the September 24, 2019 meeting with amendments. Ms. Frecha seconded the motion and it was passed unanimously.

Mr. Burke moved to accept the meeting minutes of the March 15, 2018 meeting with amendments. Ms. Frecha seconded the motion and it was passed unanimously.

Correspondence: Mr. Burke mentioned a piece of correspondence from the Chair of the Finance Committee that pointed out that they had utilized 10% of the FY-2019 Reserve Fund to date.

Appointment to Cultural Council

Dr. Charles Streff was present along with Hector Constantzos, Chair of the Cultural Council. Dr. Streff had expressed interest in becoming a member on the Cultural Council and the Council met and recommended his appointment. The Board voted unanimously to appoint Dr. Streff.

On the recommendation of the Stow Cultural Council, Ms. Frecha moved to appoint Dr. Charles Streff to the Stow Cultural Council for a three-year term expiring October 8, 2022. Mr. Hawkes seconded the motion and it was passed unanimously.

Appointments to Complete Streets Committee

A vacancy for one at large member was created when the previous at large member moved out of town. Resident Eve Fischer expressed interest in filling the member at large vacancy. Ms. Fischer was present and the Board voted unanimously to appoint Ms. Fischer.

On the recommendation of the Complete Streets Committee, Ms. Frecha moved to make the following appointment to the Complete Streets Committee: Eve Fischer as member-at-large, for the remainder of a one-year term expiring June 30, 2020. Mr. Hawkes seconded the motion and it was passed unanimously.

The Board was also asked to consider appointing the positions of Police Chief and Highway Superintendent ex officio to the Complete Streets Committee. Both the prior Police Chief and Highway Superintendent created vacancies with their recent retirements. The Board voted unanimously to appoint the two positions ex officio to the Complete Streets Committee.

On the recommendation of the Complete Streets Committee, Mr. Hawkes moved to make the following appointments to the Complete Streets Committee: Ralph Marino ex officio as Police Chief, Fire Chief Joe Landry ex officio and Brian Hatch ex officio as Superintendent of Streets for the remainder of a three-year term expiring June 30, 2020. Ms. Frecha seconded the motion and it was passed unanimously contingent upon filling in the blank on the length of term.

On the recommendation of the Complete Streets Committee, Ms. Frecha moved to reappoint Joseph Landry ex officio as Fire Chief to the Complete Streets Committee contingent upon filling in the length of term. Mr. Hawkes seconded the motion and it was passed unanimously.

Special One-Day Liquor License for First Parish Church Benefit Event November 16th

Lee Coopridge was present as a member of the First Parish Church's Fundraising Committee to request a one-day liquor license to be used at a story telling fundraiser event to be held at First Parish church on November 16th from 7-10 p.m. The Board voted unanimously to grant the one day special liquor license.

Ms. Frecha moved to approve and sign a Special One-Day Liquor License for the First Parish Church of Stow and Acton, for a fundraising event to benefit refugees and asylum seekers, to be held at the church on Saturday, November 16, from 7-10 p.m. Mr. Hawkes seconded the motion and it was passed unanimously.

Appointment of Catherine Murphy as Treasurer/Collector

Mr. Wrigley addressed the Board and recommended the appointment of Catherine Murphy as Treasurer/Collector. He explained that her qualifications and experience gave her preference to serve over other candidates as the Town's Treasurer/Collector, effective immediately.

Ms. Frecha moved to appoint Catherine Murphy as Treasurer for the Town of Stow for a three-year term expiring October 8, 2022 and subject to reappointment thereafter. Mr. Burke seconded the motion and it was passed unanimously.

Development of Trail on Kane Property – Gleasondale Neighborhood Steering Committee

Naomi Trager of 19 Chestnut Street was present and showed plans for the development of a trail at property located in Gleasondale Village section of Stow on land commonly known as the Kane property. The Board said that they appreciated the presentation and told Ms. Trager that they would require time to consider the proposal.

Inter-Municipal Agreement for Regional Housing Consultant Services

Town Planner Jesse Steadman was present and asked that the Board sign documents that would allow the Town of Harvard to join the group of Towns that share housing consultant services.

Ms. Frecha moved to approve and sign the Inter-Municipal Agreement for Regional Housing Consultant Services presented by Town Planner Jesse Steadman. Mr. Hawkes seconded the motion and it was passed unanimously.

Update re: Town Building Elevator

Craig Martin, Building Commissioner was present and explained to the Board that due to a leak in the hydraulic lift system, the Town Building elevator has been shut down and cannot be re-activated until the system leak is located and the problem remediated.

In addition, he explained that there is the potential that there has been a release of hydraulic fluid below ground from the casing that surrounds the lift and that he has contacted DEP regarding this possibility. Mr. Martin said that he is currently developing the cost estimates and will provide this information in a timely manner.

Discussion/vote re: Date to hold Special Town Meeting and dates to open and close warrant for the November 18, 2019 Special Town Meeting

Due to the high cost of the elevator repair and a few other potential warrant articles, the Board

agreed to schedule a Special Town Meeting for Monday, November 18th at 7 p.m. to be held at Hale School. They voted to open the warrant this evening and close it on Tuesday, October 15th.

Ms. Frecha moved that the Board set Monday, November 18, 2019 [or another appropriate date as determined by the Board] as the date for a Special Town Meeting, to be held at Hale Middle School, 55 Hartley Road, at 7 p.m., and that the Board open the Fall 2019 Special Town Meeting warrant on Tuesday, October 8, 2019 and close the warrant on Tuesday, October 15, 2019. Mr. Hawkes seconded the motion and it was passed unanimously.

Randall Library Building Renovation Committee – Designation as Special Municipal Employees

It is recommended that all committees receive this designation in order to prevent conflicts of interest if members serve on more than one board or committee.

Ms. Frecha moved that the Selectmen vote to designate the appointees to the Randall Library Building Renovation Committee as Special Municipal Employees pursuant to Mass. General Law c. 268A. Mr. Hawkes seconded the motion and it was passed unanimously.

Town Administrator's Report

Mr. Wrigley stated that the Superintendent of Streets Working Group has received and reviewed the candidate resumes. He said they have held an initial meeting to reduce the number of candidates to those they expect they will interview. He added that they are waiting for Tom Ryan's to return from vacation before scheduling interviews.

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

Liaison Reports

Mr. Burke mentioned that the Council on Aging is meeting this week and he will miss the meeting but in contact with the Director regularly. He mentioned that a group of Seniors who regularly use the Community Center have circulated a petition expressing concern that the space they often use has been allowed to be utilized by other groups. Mr. Burke reminded residents of all ages that Pompo is to be considered a Community Center. He said that the Finance Committee has expressed concern at their last meeting that they have used a fair amount of the funds from their Reserve Fund already. He mentioned that the LACAC will meet next week regarding Cable Regulations that will change the funding structure.

Mr. Hawkes said that the notice for the Lake Boon Drawdown has gone out and the drawdown began yesterday on October 7th. He said considering the drawdown, the advice from the Lake Boon Commission is to move boats out of the lake as soon as possible. He mentioned that there is a neighborhood dispute on the Hudson side of the lake regarding a boat ramp/launch that has traditionally been used as a public ramp at which the public use is being questioned. Some calls recently from elder citizens who are increasing concerned about the difficulty of aging in place primarily due to the cost of property taxes. He said that there will be a seminar regarding elderly housing hosted by the Planning Department and the Town Social Worker on October 17th from 1:30-3:30 p.m. In response to a question from Mr. Burke, he stated that the Tri-Town Meeting did not occur because it was not posted properly in Lancaster.

Mr. Salvie said that the Town Administrator Selection Working Group is working on the charge for the committee. He said there has been interest in reconvening the group that met last year that consisted of the Chairs of the Finance Committee, the Capital Planning Committee and the Board of Selectmen. He reported that he had attended a MMA Legislative Breakfast and said that it provided a good overview of pending litigation at the State level.

Adjournment

At 8:55 p.m. Mr. Burke moved to adjourn. Mr. Hawkes seconded the motion and it was passed unanimously.

Respectfully submitted,

Maureen Trunfio, Administrative Assistant

YouTube link: <https://www.youtube.com/watch?v=opn4bOmh9mY>

Documents used at this meeting:

- 9/24/2019 & 3/15/2018 Draft Minutes
- One-day liquor license for First Parish Church
- Inter municipal agreement re: Shared Housing Administrator for Planning Board
- Presentation by Gleasondale Steering Committee on Trail Development
- Building Inspector's Elevator Problem Timeline