

**Minutes  
Board of Selectmen  
Stow Town Building – Whitney Room  
January 14, 2020**

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

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 wished everyone a Happy New Year. Mr. Burke added that the Stow Women's Club hosted a wonderful Breakfast with Santa and raised a good sum of money for charity.

**Correspondence:** None

**Minutes:**

*Ms. Frecha moved to accept the meeting minutes of the December 10, 2019 meeting with amendments. Mr. Ryan seconded the motion and it was passed unanimously.*

**Appointment of Call Fire Lieutenant**

Fire Chief Joe Landry was present to recommend Call Firefighter Paul Dudley to the position of Call Fire Lieutenant. The Board voted unanimously to appoint Mr. Dudley to the position.

*On the recommendation of Fire Chief Joe Landry, Ms. Frecha moved to appoint Paul Dudley as Call Lieutenant for the Stow Fire Department, effective immediately for the remainder of a one-year term expiring June 30, 2020, and subject to reappointment at that time. Mr. Ryan seconded the motion and it was passed unanimously.*

**Appointment to Cemetery Committee**

G.H. Gledhill, Cemetery Superintendent, was present and he reported that the Cemetery Committee met and voted unanimously to recommend Chet Jacobs to join as a new member of the committee. Mr. Jacobs was present and the Board thanked Mr. Jacobs for volunteering and voted unanimously to appoint him.

*On the recommendation of the Cemetery Committee, Ms. Frecha moved to appoint Chet Jacobs as a member of the Cemetery Committee, to complete an unexpired three-year term expiring June 30, 2020. Mr. Ryan seconded the motion and it was passed unanimously.*

**Girl Scout Mural Project on Hartley Road**

Resident Claudia Dragan was present with two Girl Scouts who presented a plan and asked the Selectmen for permission to paint a mural on the wastewater treatment wall on Hartley Road. The Selectmen voiced their support for the project, but said they would like to review and approve a final, detailed plan at a future Selectmen's meeting before work could commence.

*Ms. Frecha moved to approve a permit for Girl Scout Troop #66156 of Stow, under the leadership of Claudia Dragan and Beth Warner, to carry out a community service/beautification project subject to design approval for the concrete retaining wall along Hartley Road. The Nashoba Regional School District has given its approval of the project, and funding will be sought from MassDevelopment, the Stow Cultural Council, and private donations. Mr. Ryan seconded the motion and it was passed unanimously.*

### **Possible High Rock Church Property Acquisition**

Kathy Sferra of the Conservation Department was present and gave a presentation providing details regarding High Rock Church located on Great Road. Jesse Steadman from the Planning Department was also present. Tim Reed Chair of the Randall Library Trustees, Library Director Tina McAndrews and Laura Greenough Director of the Recreation Department were also present and expressed interest in the space if the Town were to decide to purchase the property. Mike Kopczynski was present on behalf of SMAHT, but explained that when taking the \$700,000 appraisal into consideration, the property would not be cost effective for affordable housing use.

### **Setting dates for Annual Town Meeting and Annual Town Election and Offices to be elected, and dates to open and close warrant for 2020 Annual Town Meeting**

Although the date for Town Meeting is prescribed by the Town Charter, it was verified that the 2020 Annual Town Meeting would be held on Monday, May 4<sup>th</sup>. The Board voted to open the Annual Town Meeting Warrant at this meeting and close it on March 6<sup>th</sup>. Town Clerk Linda Hathaway was present and asked the Board to vote that Town Election would take place on Tuesday, May 12<sup>th</sup> for the positions shown below.

*Ms. Frecha moved that the Board open the May 4, 2020 Annual Town Meeting warrant on January 14, 2020 and close the warrant on March 6, 2020. Mr. Ryan seconded the motion and it was passed unanimously.*

*Ms. Frecha further moved that the Annual Town Election be held on Tuesday, May 12, 2020 at Center School, 403 Great Road, from 7 a.m. – 8 p.m., for the offices listed by the Town Clerk: Mr. Ryan seconded the motion and it was passed unanimously.*

Board of Assessors	One 3-year term
Board of Health	One 3-year term
Nashoba Regional School Committee	One 3-year term
Planning Board	One 5-year term
Trustee, Randall Library	Two 3-year terms
Board of Selectmen	One unexpired 3-year term, expiring 2021
Board of Selectmen	One 3-year term
Housing Authority	One 5-year term

### **Possible Special Election for Board of Selectmen Vacancy**

The Selectmen discussed whether they thought it would be necessary to call a special election to fill the Selectmen's seat vacated by Don Hawkes. They decided unanimously that it was not necessary and the seat would be filled at the Annual Town Election.

### **Disposal of surplus property – Highway Department**

The Highway Department had supplied the Selectmen's Office with a list of items they deemed surplus and asked for the Selectmen's vote stating the same. This would enable the Highway Department to dispose of the items properly under Massachusetts Procurement Law. The Board voted unanimously to name the items listed by the Highway Department as surplus.

*Ms. Frecha moved to declare as surplus, the items listed below, belonging to the Highway Department, and to authorize the disposal of these surplus items. Mr. Ryan seconded the motion and it was passed unanimously.*

*A tow behind street sweeper. Has been replaced by enclosed vacuum street sweeper and has not been used in years. This sweeper makes a lot of dust when used and only moves dirt to side of road and not pick it up.*

*2 ea. older snow plows from trucks that have been sold and replaced with different style of plow.*

*A 1972 Paver for paving streets. Parts are no longer made for this and the cost to refurbish this equipment will not be cost effective.*

*A Kubota L2350 tractor with sickle bar mower. Replaced with new mower attachment for front end loader.*

### **Approval of Selectmen's Office Budgets – Operating Budget, Town Reports, Weights & Measures and Insurance**

The Selectmen reviewed the budgets prepared by Maureen Trunfio and after a brief discussion, voted unanimously to approve the budgets as submitted, taking into consideration the Town Administrator's review process.

*Mr. Burke moved to approve the Selectmen's office FY21 operating budget, Town Reports, Weights & Measures, and Insurance budgets as prepared by Administrative Assistant Maureen Trunfio. Ms. Frecha seconded the motion and it was passed unanimously.*

### **Approval of Town Administrator Screening Committee's Recruitment Advertisement**

The Board voted unanimously to approve the recruitment advertisement for the Town Administrator position for posting and placement in various media.

*Ms. Frecha moved to approve the advertisement for a new Town Administrator, and the subsequent placement of this ad in appropriate media sources. Mr. Ryan seconded the motion and it was passed unanimously.*

### **Town Administrator's Report**

Mr. Wrigley announced that on January 17<sup>th</sup> DEP is scheduled to install 2 monitoring wells at our old fire station site on Crescent St to test for the presence of PFAS.

He informed the Board that the Stow Board of Health and Stow Building Commissioner were served a civil court complaint on January 9th filed by Ron Ham, related to a recently completed new home construction project at Lake Boon.

Mr. Wrigley reported that the Minuteman High School preliminary assessment shows the cost to Stow going up by 50% due in part to more students attending from Stow and in part due to the debt load for the new facility.

*Mr. Wrigley left the meeting at 9:17 p.m.*

### **Liaison Reports**

Mr. Salvie reminded the Board of the February 1st Selectmen's meeting when they will interview candidates for the Town Administrator Screening Committee. He told that Board that one applicant can't make it that day and the Board decided they will interview her at the January 28<sup>th</sup> Selectmen's meeting, and that the Moderator should be invited to that meeting. He said that there was a Complete Streets forum that he attended regarding the proposed projects at Old Bolton Road/Route 117 and the Harvard Road crosswalk. He raised the question he heard from residents regarding cleared vs. un-cleared sidewalks during the winter months. Mr. Wrigley has started working with the Highway Superintendent of Streets to consider this.

Mr. Burke reported that the LACAC met last night and they are considering hiring an attorney to assist in negotiations with cable companies for funding. He added that the Director of StowTV is

attempting to put together a five-year capital plan, given the unknowns regarding the question with the cable company funding.

Ms. Frecha reported that she attended the recent CPC meeting and they have several applications before them for consideration.

**Adjournment**

*At 9:39p.m. Mr. Burke moved to adjourn. Ms. Frecha seconded the motion and it was passed unanimously.*

Respectfully submitted,

Maureen Trunfio, Administrative Assistant

YouTube link:

Documents used at this meeting. Items can be found in the Selectmen's Office filed with meeting folder:

Minutes of 12/10/2019 for approval

Presentation by Kathy Sferra regarding the High Rock Church parcel (in electronic meeting folder)

Draft TA Screening Committee Recruitment Ad

Selectmen's Office's FY-21 Preliminary Budgets

Possible designs for mural on Hartley Road