

**Minutes
Board of Selectmen Meeting
Stow Town Building
July 28, 2020**

Physically present at this meeting in the Warren Room were Thomas Ryan, Chair, Cortni Frecha Megan Birch-McMichael, James Salvie and Ellen Sturgis.

Also present physically was Executive Assistant Maureen McKeon. Town Administrator William Wrigley was absent. Mr. Ryan called the meeting to order at 7 p.m.

Public input: Town Clerk mentioned that the vote-by-mail ballots would be mailed out the first week in August. She added that the deadline to register to vote is August 22, 2020.

Chairman's comments: Mr. Ryan mentioned the festivities honoring the 100 year birthday for Claire Kennedy the prior week and congratulated Mrs. Kennedy again. Mr. Ryan noted a milestone and thanked Town Clerk Linda Hathaway for her 20 years of service as of July 17th. He noted the passing of Congressman John Lewis and observed a moment of silence in his honor.

Minutes

Mr. Salvie moved to accept the meeting minutes of the July 14, 2020 meeting as amended. Ms. Frecha seconded the motion and it was passed unanimously.

Correspondence: Ms. Birch-McMichael asked if the Town had established a COVID Task Force or Committee. The Town Administrator mentioned the work the Board of Health, Fire Chief, etc. are implementing in regard to COVID guidelines provided by the State. Marcia Rising of the Board of Health was present via Zoom and stated that there is an emergency preparedness program in place. Mr. Salvie wondered if Ms. Birch-McMichael might be recommending some sort of COVID-update meeting, and she agreed that this is what she had intended to ask.

Sign the Warrant for the September State Primary Election – Town Clerk

Town Clerk Linda Hathaway asked the Board, as a standard procedure, to sign the September State Primary Election Warrant. The Board voted unanimously to sign the Warrant.

Ms. Birch-McMichael moved that the Selectmen vote to sign the warrant for the September State Primary Election, to be held on Tuesday, September 1, 2020 at Center School, 403 Great Road, Stow, from 7 AM to 8 PM. Mr. Salvie seconded the motion and it was passed unanimously.

Recognition of Minuteman High School Senior Jack O'Keefe

Jack O'Keefe was present via Zoom. He recently graduated from Minuteman Regional High School and was honored as the Outstanding Vocational Technical Student Award, was awarded the Adams Scholarship, and he contributed to many athletic teams and organizations. The Board congratulated him and Alice DeLuca, the Town's representative to the Minuteman School Committee and she noted the competitive nature of the Outstanding Vocational Technical Student Award and said that the school is very proud of him.

8 Can't Wait Campaign - Police Department Policy Changes

Acting Police Chief Mike Sallese was present via Zoom and explained planned changes to the Stow Police Department's Use of Force Policy as recommended in the 8 Can't Wait Recommended Use of Force Reforms. The Board voted unanimously to approve reform to the Police Department's Use of Force Policy. Mr. Salvie asked if the Police Department might be

offering the Citizens' Police Academy and he responded that it might be difficult due to COVID, but he would like to offer the program in the future.

Ms. Birch-McMichael moved that the Selectmen vote to approve the addition of a section on Duty to Intervene to the Stow Police Department's Use of Force Policy, in accord with "8 Can't Wait" recommendations, and as presented by Acting Chief Michael Sallese. Ms. Frecha seconded the motion and it was passed unanimously.

Presentation to Town Administrator by Sustainable Stow

Sharon Brownfield and Arnie Epstein of Sustainable Stow were present via Zoom to thank Mr. Wrigley and present him with a Certificate of Appreciation for his years of support in making Stow a more energy efficient and sustainable community.

Permit for 2020 Bike for the Woods – Sunday, August 16

Mr. Salvie noted that he had been an organizer of the race in past years and is helping with this year's efforts, although he is not on the Board of the Stow Conservation Trust. This year's organizer Allan Fierce was present via Zoom and requested permission to use the Stow roadways for a fundraising ride that would take place on August 16th. The Board voted unanimously to allow the use of the Town public ways for the fundraising ride.

With the approval of Public Safety officials, Ms. Birch-McMichael moved to approve the use of Town public ways for the Stow Conservation Trust Bike for the Woods on Sunday, August 16, 2020. Mr. Salvie seconded the motion and it was passed unanimously.

Appointment of 2 Resident Members At Large to Randall Library Building Committee

Kat Copeland and Lisa Lavina were present via Zoom to express their interest in serving on the Randall Library Building Committee. Library Trustee Carol Stoltz raised a question about members from the other Town Committees and it was recommended that she reach out to Chairs of the Finance Committee and Capital Planning Committee.

Ms. Birch-McMichael moved that the Selectmen vote to appoint Kat Copeland to the Randall Library Building Committee, to serve through the end of the fiscal year in which the committee presents its design recommendations to Town Meeting. Ms. Frecha seconded the motion and it was passed unanimously.

Ms. Birch-McMichael moved that the Selectmen vote to appoint Lisa Lavina to the Randall Library Building Committee, to serve through the end of the fiscal year in which the committee presents its design recommendations to Town Meeting. Ms. Frecha seconded the motion and it was passed unanimously.

Authorize Chair to sign Regulatory Agreement and Declaration of Restrictive Covenants

Town Planner Jesse Steadman was present via Zoom to ask the Board to authorize the Chair to sign a regulatory agreement and Declaration of Restrictive Covenants for the Habitat for Humanity project at Pine Point Road. The Board voted unanimously to authorize the Chair to sign the document on their behalf.

Ms. Birch-McMichael moved that the Selectmen vote to authorize the Chairman to sign, on behalf of the Board, the Regulatory Agreement and Declaration of Restrictive Covenants for the Habitat for Humanity project on Pine Point Road, as presented by the Planning Department. Ms. Frecha seconded the motion and it was passed unanimously.

Signing Annual Dog Warrant

This annual warrant authorizes the Animal Control Officer to carry out her duties; language in the warrant is in accord with current Massachusetts law and has been checked with the Board of Health. This animal control warrant is issued to the individual Animal Control Officer in addition to

Stow's Intermunicipal contract for Animal Control Services. The Board agreed unanimously to sign the Annual Dog Warrant.

In accordance with Chapter 140, section 151A of the Massachusetts General Laws, Ms. Birch-McMichael moved to approve the annual Animal Control Warrant, dated July 28, 2020, and effective for one year from June 1, 2020 through May 31, 2021, and to authorize the Chairman to sign it on behalf of the Board. Mr. Salvie seconded the motion and it was passed unanimously.

Selectmen's Liaison Assignments

The Board discussed the annual assignments for the coming year. One of the new unofficial liaison positions was a Selectmen's Rep to the Town of Maynard. Mr. Salvie and Mrs. Birch-McMichael said they might share the assignment. See attached list for final FY-21 liaison assignments.

Appointment to Randall Library Building Commission – Selectmen member

Ms. Birch-McMichael moved to appoint James Salvie as the Selectmen's representative to the Randall Library Building Committee, to serve through the end of the fiscal year in which the committee presents its design recommendations to Town Meeting. Ms. Frecha seconded the motion and it was passed unanimously.

Lower Village Revitalization Committee

Mr Salvie moved to appoint Megan Birch-McMichael to the Lower Village Revitalization Committee for a one-year term ending June 30, 2021. Ms. Frecha seconded the motion and it was passed unanimously.

Appointment of Selectmen Alternate Representative to Metropolitan Area Planning Council (MAPC)

Ms. Birch-McMichael moved to appoint Ellen Sturgis as the alternate representative to the Metropolitan Area Planning Council (MAPC), to serve a three-year term from July 1, 2020 through June 30, 2023. Ms. Frecha seconded the motion and it was passed unanimously.

Appointment of Selectmen Representative to Minuteman Advisory Group on Interlocal Coordination (MAGIC)

Ms. Birch-McMichael moved to appoint Ellen Sturgis as the Selectmen's representative to the Minuteman Advisory Group on Interlocal Coordination (MAGIC), to serve a one-year term from July 1, 2020 through June 30, 2021. Ms. Frecha seconded the motion and it was passed unanimously.

Appointment of Local Access Channel Advisory Committee (LACAC)

Ms. Birch-McMichael moved to appoint James Salvie as the Selectmen's representative to the Local Access Channel Advisory Committee (LACAC) for a two-year term ending June 30, 2022. Ms. Frecha seconded the motion and it was passed unanimously.

Appointment to Town Hall Restoration Committee

Mr. Salvie moved to appoint Megan Birch-McMichael to the Town Hall Restoration Committee to serve for the remainder of an unexpired three- year term ending June 30, 2021. Ms. Frecha seconded the motion and it was passed unanimously.

Town Administrator's report

Mr. Wrigley updated the Board on the Hallock's Point Ch. 61 property and the process forward regarding this issue. He mentioned that he's expecting to receive the Notice of Responsibility and he would like his group to review and evaluate the LSP proposals and recommend a preferred firm to the Selectmen for hire.

Liaison reports

Ms. Birch-McMichael mentioned that Bose has announced major layoffs. She told the Board that the Massachusetts Department of Agriculture will be issuing regulations regarding plans for “you-pick” orchards this fall, such as how many people are allowed to be in the orchards

Ms. Sturgis mentioned that a debrief of Annual Town Meeting had been discussed and suggested that the Board talk about that soon. Mr. Ryan mentioned that Town Clerk and the Town Moderator would be coming in to discuss this at the August 11th meeting.

Mr. Frecha reported that the CPC will meet in August.

Adjournment

At 9:14 p.m. Ms. Birch-McMichael moved to convene in Executive Session, pursuant to MGL c. 30A, sec.21 (a) (5), for matters related to criminal misconduct, current litigation and to review Executive Session minutes. Ms. Sturgis seconded the motion and it was passed unanimously. Roll call vote: Ms. Birch-McMichael, aye, Ms. Sturgis, aye, Ms. Frecha, aye, Mr. Salvie, aye and Mr. Ryan, aye.

Respectfully submitted,

Maureen McKeon, Executive Assistant

YouTube link:

https://www.youtube.com/watch?v=boLkQSEytOg&list=PLIeWzm30B26OGK_uon_rPJCPqcfbFnejI

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

FY-20 Liaison Assignment List

DCHD Documents re: Pine Point Road Habitat Project

September 3, 2020 Election Warrant