

**Minutes
Board of Selectmen Meeting
Stow Town Building & Zoom
August 11, 2020**

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

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

Public input: Town Clerk reported that they have received 1,962 requests for mail-in ballots. She urged those who have received mail-in ballots to please return them as soon as possible. She announced that Early Voting will begin on August 22nd and end August 28th.

Chairman's Comments: Mr. Ryan announced that the Board of Assessors seeks a member to fill a vacancy for a three-year term. He stated that he wanted to make people aware that the Highway Department is doing a lot of work on Town roads at this time. Residents can find out additional information regarding scheduled projects by visiting their page on the Town of Stow website. Mr. Ryan reported that the Stow Historical Society is celebrating Stow's women who registered to vote in 1920, 100 years ago this year! Look on the Stow Historical Society's website for interesting reading on this topic. Mr. Ryan noted the passing of Greg Jones, a longtime volunteer in town.

Correspondence: Ms. Birch-McMichael commented on a letter from resident Katherine West suggesting a name change from Selectmen to Selectboard. She requested that this item be added to a future agenda. Ms. Frecha commented on a letter from White Pond Road resident Richard Marshall regarding roadway maintenance and told the Board that this item is a Conservation Commission issue and is being handled by them.

Minutes

The Board approved the minutes of their July 28, 2020 meeting with amendments.

Ms. Frecha moved to approve the minutes of July 28, 2020 with amendments. Mr. Salvie seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Ms. Frecha, aye, Mr. Ryan, aye, Ms. Birch-McMichael, aye, and Mr. Salvie, aye.

Discussion/vote re: Authorizing Chair to sign Right of Entry Agreement for 92 Great Road

Town Planner Jesse Steadman had planned to be present via Zoom to request that the Board authorize the Chair to sign a Right-of-Entry agreement relating to 92 Great Road owned by the Presti Family Limited Partnership. Mr. Steadman was hosting a Zoom meeting for the Planning Board and could not be present at this time, so this item was tabled by the Selectmen.

Annual Town Meeting Debrief and Planning for Fall Special Town Meeting

Town Moderator David Walrath was present via Zoom to discuss a possible fall

Town Meeting due to interest in a Chapter 61 property in town and the State's budget. Mr. Ryan spoke briefly regarding the Annual Town Meeting recently held at Center School. Ms. Sturgis mentioned the enormous amount of work performed, primarily by the Town Clerk's Office, for the meeting. The Board felt that there would be, again, a need for an outdoor option for seating. Stow TV Director Jonathan Daisy was present via Zoom and mentioned the sound problem on the stage at Center School. The Town Clerk mentioned the enormous amount of time and volunteers required to put together the packets for the attendees. Moderator Walrath briefly laid out the options for locations for fall Special Town Meeting including a drive-in location, Center School, etc. Mr. Wrigley suggested we plan on a date such as December 5th for the best chance to have received budget information from the Commonwealth. The Town Clerk was present via Zoom and said she would appreciate it if the meeting were planned for after the November 3rd election. Mr. Salvie suggested that the new Town Administrator come back to the Board of Selectmen and report suggestions for Special Town Meeting at the second meeting in September.

Mr. Salvie moved to delegate to the new Town Administrator to research and come back to the Board at the September 22, 2020 meeting with recommendations for a Special Fall Town Meeting in late November/early December, with indoor and outdoor options and a decision regarding clickers or no clickers. Ms. Frecha seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Ms. Frecha, aye, Mr. Ryan, aye, Ms. Birch-McMichael, aye, and Mr. Salvie, aye.

Establishment of Police Chief Search Subcommittee

The Board and Mr. Wrigley determined that they should set up a subcommittee to assist in the search for the Town's next Chief of Police. The makeup of the subcommittee members was discussed and they said that a posting for vacancies on the subcommittee will be developed and posted in the coming weeks.

On the recommendation of the Town Administrator, Ms. Frecha moved to establish a Police Chief Search Subcommittee, composed of seven members, including two Selectmen, the Town Administrator, the Fire Chief, the Highway Superintendent, a current or retired Police chief and a resident, to serve until we have hired a Police Chief. The at-large member must be a registered voter of Stow, and not a staff member or current board member. The Committee will be responsible for soliciting and evaluating qualified candidates and recommending a short list of 3-5 ranked finalists for the Selectmen's further consideration.

Further, Ms. Frecha moved to designate the Police Chief Hiring Subcommittee as Special Municipal Employees pursuant to Mass. General Law c.268A, and agree to comply with State Ethics and Open Meeting Law requirements. Mr. Salvie seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Ms. Frecha, aye, Mr. Ryan, aye, Ms. Birch-McMichael, aye, and Mr. Salvie, aye.

The Board then appointed the two Selectmen that would serve on the subcommittee. Mr. Ryan and Ms. Birch-McMichael expressed interest in serving on the subcommittee.

Ms. Frecha moved to appoint Megan Birch-McMichael as a Selectmen's representative to the Police Chief Search Subcommittee to serve for the term of the Committee. Mr. Salvie seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Ms. Frecha, aye, Mr. Ryan, aye, Ms. Birch-McMichael, aye, and Mr. Salvie, aye.

Ms. Frecha moved to appoint Thomas Ryan as a Selectmen's representative to the Police Chief Search Subcommittee to serve for the term of the Committee. Mr. Salvie seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Ms. Frecha, aye, Mr. Ryan, aye, Ms. Birch-McMichael, aye, and Mr. Salvie, aye.

Onboarding New Town Administrator

Mr. Wrigley reminded the Board that the new Town Administrator, Denise Dembkoski, will be here this Friday and was here the prior Friday to meet various employees. He mentioned that he will be here to assist Ms. Dembkoski eight hours per week. He said that he will bring her up to speed on several ongoing projects, such as the upcoming Special Town Meeting, PFAS remediation, and others.

Town Administrator's report

Mr. Wrigley reported on the Chapter 61 project at Hallock's Point and discussed possible funding and a possible site visit in September.

Mr. Wrigley left at 7:55 pm. Mr. Salvie said an official goodbye as it would be his last meeting, in person, and thanked Bill for his accomplishments for the Town.

Liaison reports

Ms. Birch-McMichael mentioned that the Planning Board is preparing an Outdoor Dining Permit Application for the Board to review, and eventually officially approve, at a future Selectmen's meeting. She said the School Committee met last night and, at this time, plan to go full remote attendance for the high school, and plan to do a hybrid model of learning for the elementary and middle schools. She said that she had been listening to the interviews for the Town Hall Restoration Committee and will sit in on Thursday for the last two interviews. She said she has a meeting with the Lake Boon Commission next week. She said that she has not heard anything from the Tri-Town meeting group.

Ms. Sturgis stated that the Council on Aging had taken delivery of their new eight-passenger van. This will replace the van that was totaled earlier this year to no fault of the COA van driver. She said that Minuteman High School is talking tonight regarding their plans for the fall semester. She said that the Cemetery Committee is meeting tomorrow afternoon at 4 pm, but added that she could not attend. She reported that water testing is occurring at Lake Boon and the gate is being closed at 8 pm and staffed until closing.

Mr. Salvie mentioned that he met with the Chairs of the Finance Committee and the Library Trustees to introduce himself and get updated. He said he attended his first LACAC meeting.

Mr. Ryan said that the Highway Department is finishing up work and working on removing downed trees. Mr. Salvie added that earlier in the week Assistant Superintendent of Streets Brian Hatch called to inform him that he had driven the route for the upcoming Bike for the Woods ride and had identified potholes to repair before the ride. The Board expressed their appreciation for the effort put forth.

Ms. Birch-McMichael asked if the Board of Health had met last week. Mr. Ryan said that they would be meeting this week on Thursday. Ms. Frecha added that the Town website now has a good link to COVID information on the front page. Ms. Birch-McMichael strongly recommended that all individuals entering Town Building be required to wear masks and Ms. Sturgis added that employees should be wearing masks while in common areas in Town Building, such as hallways.

Adjournment

Ms. Frecha moved to adjourn. Mr. Salvie seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Ms. Frecha, aye, Mr. Ryan, aye, Ms. Birch-McMichael, aye, and Mr. Salvie, aye.

Respectfully submitted,

Maureen McKeon, Executive Assistant

YouTube link: <https://www.youtube.com/watch?v=b3GSmQ9kNzM>

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

July 28, 2020 meeting minutes

Right of Entry Agreement for 92 Great Road