

**Minutes
Board of Selectmen Meeting
Stow Town Building & Zoom
August 25, 2020**

Physically present at this meeting in the Warren Room were Thomas Ryan, Chair, Cortni Frecha, Megan Birch-McMichael, and Ellen Sturgis. James Salvie was 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 the Town Clerks Office, with much help, has mailed 2,430 ballots and that 1,519 have been returned and sorted by precinct. She stated that there are 5,549 voters which equates to a very impressive 43% turnout for the Primary Election. She requested that the other 897 ballots be returned as soon as possible and that early voting, in person, will continue at Town Building for the remainder of this week.

Correspondence: Ms. Sturgis requested that the establishment of a COVID Task Force might be discussed at a future meeting.

Certificate of Appreciation for Special Police Officer & Dispatcher Darlene Trefry

Acting Police Chief Mike Sallese was present and thanked Darlene Trefry on behalf of the whole department for her years of service as a Special Police Officer and Dispatcher. He mentioned that she would be staying on as the Department's Administrative Assistant. The Selectmen read and presented her with a Certificate of Appreciation. Members of the Board, the Town Administrator and Town Clerk also expressed their appreciation for Ms. Trefry and wished her well in her retirement from these duties. Ms. Trefry was not present.

Ms. Sturgis moved that the Selectmen approve and sign a certificate for retiring Special Police Officer and Dispatcher Darlene Trefry. 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.

Appointment of Special Police Officer & Dispatcher – Acting Police Chief Michael Sallese

Acting Police Chief Mike Sallese remained present and recommended appointing Jon Butler to serve as a Special Police Officer and Dispatcher for the Town of Stow Police Department.

On the recommendation of the Police Department, Ms. Frecha moved to appoint Jon Butler as a Special Police Officer and Dispatcher for the Town of Stow Police Department, effective September 1, 2020 for a term expiring June 30, 2021. Ms. Sturgis 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.

Certificate of Appreciation for Town Administrator Bill Wrigley

The Chair, and all members of the Board, praised and thanked Mr. Wrigley for his 28 years of service as the Town Administrator and presented him with a Certificate of Appreciation. Building Commissioner Craig Martin was present and also commended Mr. Wrigley on his years of service and a job well done.

Ms. Frecha moved that the Selectmen approve and sign a certificate for retiring Town Administrator Bill Wrigley. Ms. Sturgis 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.

Presentation to Town Administrator – Representative Kate Hogan

State Representative Kate Hogan was present via Zoom to thank Mr. Wrigley for his service and wish him well in his retirement. She presented him with a Citation on behalf of the Commonwealth of Massachusetts.

Hiring Highway Department Laborer Superintendent of Streets

Highway Superintendent Steve Nadeau was present and discussed his recommendation to hire Colin Taranto for the open position of Truck Driver/Laborer. The Board unanimously agreed with the hire.

On the recommendation of the Highway Superintendent, Ms. Frecha moved to authorize the Town Administrator to hire Colin Taranto as Truck Driver/Laborer for the Town of Stow Highway Department. Ms. Sturgis 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.

Special Liquor License for Decibels Foundation Golf Tournament – Monday, September 21

Decibels Foundation President Brad Austin **and** member Bonnie Fitzpatrick were present via Zoom to request a Special Liquor License for their annual fundraising golf tournament to be held at Wedgewood Pines Country Club. The Board agreed to issue the license but will not release it until after its meeting scheduled for September 8th, at which time the Decibels Foundation will present a plan clarifying the measures that will be taken to ensure COVID-related social distancing measures will be taken at the event.

Ms. Sturgis proposed conditional approval for a Special (one-day) liquor license for the Decibels Foundation for a golf tournament to be held at the Wedgewood Pines Country Club on Monday, September 21, 2020 between 10am and 6pm with the stipulation that the Decibels Foundation and/or representatives of Wedgewood meet with the Stow Health agent and report back to the Selectmen on September 8th that the organization can meet all appropriate Board of Health guidelines. 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.

Changing Designation of Board of Selectmen to Select Board

The Board discussed the possibility of changing the name of the Board to the Select Board and the details required to do so. Ms. Birch-McMichael thought it would be wise to be gender inclusive and consider the change. All agreed it would be worth looking into in greater depth and Mr. Salvie suggested they ask the Town Administrator to research this. The Board agreed unanimously with this plan.

Mr. Salvie moved to request the Town Administrator to investigate the legal and practical requirements in changing the name of the Board of Selectmen to the Select Board with an eye toward bringing it to a Town meeting and reporting back to the Board at a later time. 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.

Town Administrator's report

Mr. Wrigley said that he will continue to be available to the new Town Administrator as needed.

Mr. Wrigley left the meeting at 8:30 p.m.

Liaison reports

Ms. Birch-McMichael mentioned that the Planning Board is meeting tonight and that they're having a joint committee meeting with the Lower Village Revitalization Committee. She added that the Planning Board sent out a proposal to the developers of Stow Acres to inquire how they're thinking of developing that property. This brings up the need to develop a new Master Plan for the Town. She said that the Master Plan Committee falls under the purview of the Planning Board, but the Selectmen ultimately appoint the committee. She reported that she was at the Lake Boon Commission meeting and when they requested clarification on the dam project, she requested it from Steve Nadeau and quickly received the answers needed, then shared the information with the LBC. She said that the Town Hall Restoration Committee is figuring out next steps with the architect. She stated that the Nashoba Regional School Committee is trying to work out a re-opening plan.

Ms. Sturgis stated that she had attended MAPC and MAGIC meetings. She attended a great training on municipal finance recently and shared that with Erica of the Finance Committee. They also discussed the concept of Virtual Town Meeting that Lexington and Stoughton recently held. She spoke today with MAGIC about COVID, particularly regarding how towns are responding and how they are using COVID money. Mention of Emergency Planning Committees was discussed and she was interested in learning what Stow's MRC is doing at this time.

Mr. Frecha reported that the CPC met and they have applications for Hallock's Point for \$400,000 in CPA funds. She added there will be a \$100,000 fundraising goal, and they hope to sell two house lots on the property to raise funds. She said that she is looking forward to joining in with the EDIC but has not yet been able to connect with them. Ms. Frecha mentioned the possibility of a Select Board retreat, a noticed meeting, to take time to work on items that require more time allowed at meetings, and to include the new Town Administrator in the potential retreat.

Mr. Salvie mentioned that he had attended a Complete Streets meeting. He said that there would be a Library Trustees meeting on August 26th, but he would not attend. He said that he had reached out to one of the Selectmen in Maynard but has not yet heard back.

Mr. Ryan said that the Highway Department is finishing up work and working on removing downed trees. He added that they are shorthanded at the moment. He reported that the Fire

Department has been very busy for the last six weeks and that both ambulances are in frequent use. He said that Chief Landry spoke with him regarding the CARES Act funds. Chief Landry stated that audits are already beginning on use of the money by municipalities.

Adjournment

Ms. Frecha moved to adjourn. Ms. Birch-McMichael 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=yNdNJueSE4E>

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

Certificate of Appreciation for Bill Wrigley

Certificate of Appreciation for Darlene Trefry

Decibels Foundation One-day Liquor License