

**Minutes
Board of Selectmen Meeting
Stow Town Building & Zoom
September 8, 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 were Town Administrator Denise Dembkoski and Executive Assistant Maureen McKeon. Mr. Ryan called the meeting to order at 7 p.m.

Public input: None.

Chairman's Comments: Mr. Ryan welcomed new Town Administrator Denise Dembkoski. He congratulated Arnie Epstein and the Stow Energy Group who secured a \$70,697 grant to be used for items such as HVAC at the highway Barn and LED lights for Town buildings.

Minutes:

Ms. Frecha moved to accept the meeting minutes of the August 11, 2020 meeting as drafted. Ms. Sturgis seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Mr. Salvie, aye, Ms. Frecha, aye, Ms. Birch-McMichael, aye and Mr. Ryan, aye.

Ms. Frecha moved to accept the meeting minutes of the August 25, 2020 meeting with amendments. Ms. Sturgis seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Mr. Salvie, aye, Ms. Frecha, aye, Ms. Birch-McMichael, aye and Mr. Ryan, aye.

Correspondence: Ms. Birch-McMichael spoke briefly about correspondence from GZA Environmental and the positive results relating to the PFAS water sampling at the Massachusetts Department of Fire Services location. Ms. Dembkoski mentioned that she had made one small amendment to the Police Chief job posting.

Appointment to Cultural Council

Rachel Gwaltney was present via Zoom to request reappointment to the Cultural Council. The Board thanked her for her service and voted unanimously to reappoint her.

On the recommendation of the Stow Cultural Council, Ms. Frecha moved to reappoint Rachel Gwaltney to the Stow Cultural Council, for a three-year term expiring September 8, 2023. Ms. Sturgis seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Mr. Salvie, aye, Ms. Frecha, aye, Ms. Birch-McMichael, aye and Mr. Ryan, aye.

Presentation of Draft Temporary Outdoor Dining License Process

Town Planner Jesse Steadman was present via Zoom to request the Board's input and/or approval of a draft Temporary Outdoor Dining License. After some discussion, and suggested changes, the Board was comfortable with the amended document and voted unanimously to accept the outdoor dining license process, with minor amendments, put forth by the Planning Board.

Ms. Frecha moved to adopt the Temporary Outdoor Dining License procedure as a policy of the Board of Selectmen as amended and further authorize Select Board, Town Administrator and Planning Department

staff to work together on an outreach strategy to local food service businesses for the purpose of notifying relevant businesses of the adopted procedures.

Authorizing Chair to sign Right of Entry Agreement for 92 Great Road

Jesse Steadman remained present and requested the Board's approval for granting a right of entry to the Presti Family Limited Partnership at 92 Great Road (Map #R-29, Parcel 83) in relation to the Lower Village Traffic Improvement Project.

Ms. Frecha moved to authorize the Chair to sign the Right of Entry Agreement for 92 Great Road, as presented by the Planning Department. Ms. Sturgis seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Mr. Salvie, aye, Ms. Frecha, aye, Ms. Birch-McMichael, aye and Mr. Ryan, aye.

Inter-Municipal Agreement for Regional Housing Consultant Services

Jesse Steadman remained present and requested the Board's approval for allowing the Town of Lancaster to join the Inter-Municipal Agreement for Regional Housing Consultant Services. Ms. Frecha commented that it was unlikely that the cost of the service could be reduced due to the larger number of member towns. Apparently it is unlikely that our cost will go down.

Ms. Frecha moved to approve and sign the Inter-Municipal Agreement for Regional Housing Consultant Services presented by Town Planner Jesse Steadman. Ms. Sturgis seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Mr. Salvie, aye, Ms. Frecha, aye, Ms. Birch-McMichael, aye and Mr. Ryan, aye.

Update re: Ch. 61 Hallock's Point Working Group Report

Conservation Coordinator Kathy Sferra along with Bob Wilber of the Stow Conservation Trust, Vin Antil of the CPC and Dan Barstow of the Lake Boon Commission were present via Zoom to inform the Board of the progress on the Ch. 61 process regarding property at Hallock's Point on Lake Boon. Ms. Sferra gave details regarding the property and its importance as well as proposed fundraising plans in the event the Town chooses to exercise its right of first refusal. The Board was interested in attending a site visit planned for later in the month. Serious interest in the property was demonstrated by the towns. The Chair explained that the Town will not pass on its right of first refusal at this point and the Selectmen discussed that it might be an article on a forthcoming Special Town Meeting. The owner of the property, Sarah Balin, and her attorney were present and understood the process.

Final Wording of Box Mill Bridge Article 97 Legislation

Kathy Sferra remained present via Zoom and explained that that a motion was passed at the 2020 Annual Town Meeting relative to Article 44, the Box Mill Bridge Article. The original language from the Town Meeting was utilized when filing the legislation. However, the State came back with a re-write of the language that had passed at Annual Town Meeting and Ms. Sferra was asking the Board to approve the changes. They agreed the changes were non substantive and voted to approve the changes to the wording.

Ms. Frecha moved to approve the revised language for the Box Mill Bridge Article 97 Legislation as presented by House Counsel, including any additional non-substantive editorial changes as may be necessary. Ms. Sturgis seconded the motion and it was passed unanimously. Roll call vote: Ms. Sturgis, aye, Mr. Salvie, aye, Ms. Frecha, aye, Ms. Birch-McMichael, aye and Mr. Ryan, aye.

Hiring Temporary Laborer Highway Department

Superintendent of Streets Steve Nadeau was present via Zoom to request the appointment of a new employee to fill an open, temporary position.

On the recommendation of the Highway Superintendent, Ms. Frecha moved to authorize the Town Administrator to hire Jerry Camara as a Temporary Laborer for the Town of Stow Highway Department.

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

Decibels Foundation Charity Golf Tournament COVID Accommodations

Mr. Ryan explained that it has been determined that the Decibels Foundation Charity Golf Tournament does not need to request a one-day liquor license from the Town, as their group will be served by Wedgewood Pines golf club, who already possesses a full liquor license. Since their last visit, they consulted with the Board of Health and more COVID-safety measures will be put into place for their event. Mr. Ryan recommended that the Selectmen's Office coordinate all one-day liquor license applicants with the Board of Health in order to ensure safety protocols are in place for events.

Town Administrator's Report

Ms. Dembkoski stated that she has set up individual meetings with all department heads over the next two weeks. She also noted that she plans to hold monthly or bi-monthly staff meetings. She told the Board that she attended a Zoom meeting hosted by the Governor for all municipal managers. She said that the webinar addressed the ability to offer remote learning enrichment programs and that all items regarding this would go through her office.

Liaison reports

Ms. Birch-McMichael mentioned that the Planning Board is meeting tonight and that they're discussing Habitech's large plan that was submitted. She mentioned potentially planned building that will be taking place in town in the future and wanted the Board to be aware of this. She said she has plans to set up a Zoom Tri-Town Meeting for October. She reported that the School Committee has been meeting and school starts on September 16th for Nashoba. She has positive feelings about the hybrid model the school has planned for elementary students. There is a hybrid model offered as an option to elementary and junior high students. She explained that the high school will operate fully remotely.

Ms. Sturgis stated that most of her committees were going to be meeting the following week. She said that she attended MAPC and MAGIC meetings recently and enjoys hearing what other towns are doing. She has not heard from Rec when they will be meeting.

Ms. Frecha reported that much of her report was given during the Ch. 61 Hallock's Point discussion. She said she is looking forward to connecting with the EDIC. They have suspended meeting for a brief period and have not recently met. She reported that SMAHT will meet tomorrow night and she will try to attend. She reported that the Town Hall Restoration Committee is in the process of choosing an architect.

Mr. Salvie mentioned that the Randall Library Trustees had met the prior week. He said they discussed the management of their endowment funds; they had been managing their own fund and now have assigned the duty to a professional money manager. He said that most members of the Building Committee have been appointed and sworn in but have not yet met. He reported that LACAC is at the start of negotiations with the cable companies and they're beginning to assess the equipment they need.

Mr. Ryan said that he attended a Police Department luncheon in honor of the retirement of Darlene Trefry. He reported that the Fire Department continues to be very busy. He said that the Highway Department is hiring people and that the Superintendent of Streets has some other ideas regarding staffing that he will be discussing with Ms. Dembkoski.

Adjournment

At 8:27 p.m. 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=EDTOITQ4VrQ>

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

Ch. 61 Report re: Hallock's Point

Inter-Municipal agreement for Housing Services

Right of Entry Agreement

Original and revised version of wording for Article 44 Box Mill Bridge Article 97 Petition