

# Town of Stow

## Massachusetts

A year in the life of COVID-19...



# 2020

# Annual Report

Front cover photos provided by Stow Council on Aging, Board of Health, Police Department, Recreation Department, Randall Library, Minuteman High School, Kathy Sferra and Marilyn Zavorski. As departments adapted to accommodate COVID-19 requirements, many practices and observances changed throughout the town. Zoom meetings became the norm, and this nine-paneled view became commonplace as business was conducted.



**Town of Stow**  
**Massachusetts**  
for the year ending  
**December 31, 2020**



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## **IN MEMORIAM**

### **David Ellis, Jr.**

*1958 – 2020*

*Custodian 2005-2020*

*Fire Fighter 1974-2002*

### **Jane Wallis Gumble**

*1954– 2020*

*Historic District Study Committee 1990 – 1992*

*Housing Task Force – 2002-2004*

### **Betty Holly**

*1925 - 2020*

*Council on Aging 2004-2007*

### **Gregory D. Jones**

*1944 - 2020*

*Capital Planning Committee - 1996 - 2001*

*Housing Committee - 1986 -1987*

*Housing Partnership - 2005 - 2009*

*Housing Task Force - 2002 - 2004*

*Land Bank Committee - 1986*

*Master Plan Committee - 2001 - 2011*

*School Building Committee - 2004 – 2005*

*Board of Selectmen - 1995 - 2003*

*Stow Housing Authority - 1988 - 1994*

*Villages of Stow Negotiating Committee - 2003*

### **Gerald P. Kunst, Jr.**

*1951- 2020*

*Cemetery Committee 2012-2017*

*Town Building Re-Use Committee 2018*

### **Eila Makey**

*1932-2020*

*Assistant Town Treasurer 1978-1979*

*Town Treasurer 1980-1984*

*Tax Collector 1982-1984*

*Treasurer/Collector 1985-1987*

**Paul P. McLaughlin**

*1942 - 2020*

*Finance Committee 2015-2019*

**Susan Flint McLaughlin**

*1950 - 2020*

*Community Preservation Committee – Administrative Assistant 2003*

*Board of Selectmen & Town Administrator – Administrative Assistant 2007-2013*

*Historical Commission – 2008-2009*

*Randal Library Building Committee – Administrative Assistant 2012*

**Linda S. Stokes**

*1949 – 2020*

*Capital Planning 1996-1998*

*Community Preservation 2007-2009*

*Finance Committee 1992-1998*

*Historical Commission 2008-2009*

*Stow TV 2006-2020*

**Elizabeth A. Tobey**

*1960 – 2020*

*Council on Aging -2007-2014*

*Finance Committee- Administrative Assistant 2011-2014*

*Information Technology Coordinator 2006-2011*

*Information Technology Director 2011-2015*

*SpringFest Committee- 2012-2015*

*Community Center Building Committee - Administrative Assistant 2013*

**Charles L. Woods**

*1946 - 2020*

*Cable TV Advisory Committee – 1988-1997*

## FEDERAL & STATE OFFICIALS

### **United States Senators**

Elizabeth Warren  
2400 JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203

309 Hart Senate Office Building  
Washington, D.C. 20510

Edward Markey  
975 JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203

255 Dirksen Senate Office Building  
Washington, D.C. 20510

**United States Representative,  
Fifth District**  
Lori Trahan

126 John Street  
Lowell, MA 01852

### **Governor of the Commonwealth**

Charles D. Baker, Jr.  
Office of the Governor  
State House Room 280  
Boston, MA 02133

### **Senator – Middlesex & Worcester**

James Eldridge  
State House, Room 511-C  
Boston, MA 02133

### **Representative -- Third Middlesex District**

Kate Hogan  
State House, Room 163  
Boston, MA 02133

## ELECTED TOWN OFFICERS Listed alphabetically

### **Board of Assessors**

Bruce Morgan (2022), Chair  
Gary Yu (2021)  
Georgie Smith (2020)

### **Field Drivers**

Selectmen

### **Board of Health**

Merrily Evdokimoff (2020)  
Mary McDowell (2022), Chair  
Marcia B. Rising (2021)

### **Moderator**

David Walrath (2022)  
Laura Spear, Deputy  
Moderator

### **Nashoba Regional School District Committee**

Stephen Rubinstein (2020)  
Elaine Sanfilippo (2021)  
Leah Vivirito (2022)

### **Planning Board**

John Colonna-Romano (2023)  
Lori Clark (2024), Chair  
Margaret Costello (2020)  
Leonard H. Golder (2021)  
Karen Kelleher (2022)

### **Randall Library Trustees**

Maureen Busch (2021)  
Kathleen O'Brien (2022)  
Timothy H. Reed (2020), Chair  
Laura Reiner (2022)



Marianne Sharin (2022)  
Carol Stoltz (2021)  
Barbara K. Wolfenden (2020)

**Board of Selectmen**

Brian Burke (2020)  
Cortni Frecha (2022), Clerk  
Donald P. Hawkes (2021)  
Thomas E. Ryan III (2021), Chair  
James H. Salvie (2022)

**Stow Housing Authority**

W. Robert Dilling, Chair  
John J. Kendra (2021)  
Michael Kopczynski (2020)  
Robert W. Larkin (2024)  
Cynthia Perkins (2017)

**APPOINTED TOWN OFFICERS**

**APPOINTMENTS BY SELECTMEN**

**Individual Positions, Listed Alphabetically**

**Constables**

Robert A. Kirchman (2022)  
Paul Tavalone (2020)

**Emergency Management Officer**

Joseph Landry

**Forest Warden**

Joseph Landry

**Inspectors**

**Building Inspectors**

Craig D. Martin, Building  
Commissioner  
Douglas Hyde, Assistant Facilities  
Manager

**Gas Inspectors**

Adam Sahlberg  
Robert Smith, Deputy

**Plumbing Inspectors**

Adam Sahlberg  
Robert Smith, Deputy

**Wire Inspectors**

Robert W. Norton  
Michael A. Norton, Deputy  
Charles Weeks, Deputy

**Metropolitan Area Planning Council  
Representative (MAPC)**

Jesse Steadman (2020)

**Minuteman Advisory Group on  
Interlocal Coordination (MAGIC)**

Jesse Steadman (2020)  
Donald Hawkes, Selectmen (2020)

**Sealer of Weights & Measures**

Commonwealth of Massachusetts

**Selectmen's and Town  
Administrator's Assistant**

Maureen McKeon

**Stow Advisory Member of the  
Hudson Light and Power Board**

Arnold Epstein

**Street Numbers**

Town Clerk's office

**Superintendent of Streets**

Stephen Nadeau  
Brian Hatch, Assistant Superintendent

**Surveyor of Wood & Lumber**

Commonwealth of Massachusetts

**Town Accountant**  
Julie Costello (2022)

**Town Administrator**  
Denise M. Dembkoski  
William J. Wrigley,  
retired August 2020

**Town Clerk**  
Linda E. Hathaway (2022)

**Town Counsel**  
Jonathan D. Witten & Barbara Huggins  
Carboni  
Kopelman and Paige, P.C.

**Treasurer-Collector**  
Brad C. Brightman

**Tree Warden**  
Bruce E. Fletcher

**Veterans' Services Officer**  
Joseph Jacobs

**APPOINTMENTS BY SELECTMEN**  
**Committees and Departments, Listed Alphabetically**

**Agricultural Commission**  
Elena Colman (2021)  
Elizabeth C. Painter (2020)  
Katherine C. Steege (2021)  
VACANCY (2020)  
VACANCY (2022)

Susan Pauley  
Alyson Toole, Executive Director  
Martha Shea, Outreach  
Coordinator  
Suzanne Howley, Outreach Worker  
Kathleen Surdan, Outreach Worker

**Cemetery Trustees**  
Kenney Banks (2021)  
Glenn Hammill (2022)  
VACANCY (2020)  
Robert Gledhill, Superintendent

**Cultural Council**  
Hector Constantzos (4/2021)  
Jennifer Edgerton (4/2021)  
Shawn Gross (3/2020)  
Mary Louton (11/2022)  
Debie Maher (11/2022)  
Alex Rosiewicz (7/2022)  
Angela Santos (10/2020)  
Charles Streff (10/2022)

**Conservation Commission**  
Cortni Frecha (2020)  
Serena Furman (2020)  
Sandra Grund (2022)  
Ingeborg Hegemann-Clark (2022)  
Nickole McGachey (2021)  
Jeffry Saunders (2021)  
Andrianne Snow (2022), Chair

**Fence Viewers**  
Selectmen

**Council on Aging**  
Ruth Banfield  
Bill Byron, Chair  
Peter Cirioni  
Ruth Delmonico  
Susan Matatia  
Kathleen O'Brien

**Fire / Rescue – Full-time**  
Joseph Landry, Chief  
John Paul Benoit, Captain  
Barry Evers, Firefighter/EMT  
Mark W. Guerin, Call Lieutenant  
Gregory A. Vogel, Firefighter/EMT  
Judson Swinimer, FF/EMT

**Fire / Rescue –On-call****Firefighters/EMTs**

Erick Benoit, Call Lieutenant  
Matthew Olson, Call Lieutenant  
Nicholas Trioli, Call Lieutenant  
Michael Scimeca  
Paul Dudley  
Kristina Ellis  
Jeremy Fiorvanti  
Jason Galofaro  
Tim Gray  
Camden Herlihy  
Todd Jakubek  
James Kelley  
Yuris Mangolds  
Suzanne Siewierski  
Keith Villa

**On-call Firefighters**

Barrett Dilling  
Scott Dwinells  
Gregg Silverio  
Kevin Benoit  
Peter Casello  
Jonathan Gray  
Shamus Fenton  
Jonathan Beharrell  
Matthew Lowe  
Nicholas Hopkins  
Steven Walsh  
George Taylor  
Michael Murphy  
Matthew Cristy  
Ralph Rodriguez  
Kevin Shepard

**Apprentice Firefighters**

Ryan Boyd  
Timothy Benoit  
Matthew McNulty  
Timothy Landry  
Alejandro Cabrera  
Steve Landry  
Eddie Warren

**Historical Commission**

Rosemary Bawn (2020)  
Andrew Crosby (2021)  
Patrick Hopkins (2020)  
Dorothy Spaulding (2022)  
VACANCY (2022)

**Lake Boon Commission**

Daniel Barstow (2022)  
Kris Krablin (2020), Chair  
Conray Wharff, Hudson

**Local Access Cable Advisory Committee**

Brian Burke, Selectmen  
Robert M. Glorioso (2020)  
Lisa R. Lavina (2020)  
Lee Pappas (2020)  
VACANCY (2020)  
Jonathan Daisy, Coordinator

**Municipal Affordable Housing Trust**

Michael Kopczynski (2021) Chair  
Constantine Papanastassiou (2021)  
Cynthia Perkins (2020)  
Laura Spear (2021)  
Cortni Frecha, Selectmen

**Open Space Committee**

Vincent J. Antil (2022)  
Gregory Jackson (2020)  
Ben Mast (2020)  
William H. Maxfield (2022)  
Robert T. Wilber (2021)  
VACANCY (2020)  
VACANCY (2021)

**Police Officers –Full-time**

Ralph Marino, Chief - Resigned.  
Michael J. Sallese, Acting Police Chief  
Darren J. Thraen, Sergeant  
Sean M. Collins, Prosecutor  
Luke DeZago  
Brendan Fitzpatrick  
Cassandra M. Scott, Detective  
Christopher Kusz, Safety Officer

David J. Goguen  
Robert Nelson  
Jacob G. Mick

**Police Officers - Special**

William Bosworth  
Jonathan Butler  
John Connors  
John Fantasia  
Lee Heron  
Richard Manley  
Brandon Murphy  
Gary Murphy  
Michael Smith  
Mark Trefry

**Police Matrons/Prisoner Watch**

Deborah L. Richardson

**Public Safety Dispatchers**

Jonathan Butler  
John Fantasia, Supervisor  
Gabriel Lopez  
Brandon Murphy  
Shawn Marques, Part-time  
Darlene D. Trefry, Retired

**Recreation Commission**

Samantha Altieri  
Eric Bachtell  
Michael Busch, Chair  
Dan Nicholson  
Eric Sullivan  
Laura Greenough, Director

**Registrars of Voters**

Nancy Arsenault (2021)  
Deborah Seith (2022)  
Robert Walrath (2020)  
Linda E. Hathaway, clerk ex-officio

**SpringFest Organizing Committee**

Samantha Altieri (2021)

Maura Hyland (2020)  
Sherry Jusseume (2020)  
Sara Salamone (2020)  
VACANCY (2021)

**Trustees, Hale High School Fund**

Linda E. Hathaway  
Kathleen Pavelchek  
Laura Reiner  
Jeffrey D. Smith  
VACANCY

**Trustees, Randall Relief Fund**

Louise E. Peacock, (2021)  
Jeffrey D. Smith (2020)  
Dorothy G. Sonnichsen (2022)

**Trustees, Randall Town Fund**

Louise E. Peacock, (2021)  
Jeffrey D. Smith (2020)  
Dorothy G. Sonnichsen (2022)

**Trustees, Town Farm Fund**

Louise E. Peacock (2021)  
Jeffrey D. Smith (2020)  
Dorothy Sonnichsen (2022)

**Veterans' Graves Committee**

Patricia Bolton  
Martha Monroe  
Tom Zavorski

**Zoning Board of Appeals**

William F. Byron, Jr. (2020)  
Ernest Dodd (2022)  
Bruce Fletcher (2021)  
Mark Jones (2023)  
VACANCY (2024)  
Andrew DeMore, Assoc. (2023)  
Leonard Golder, Assoc. (2023)  
Ruth Kennedy Sudduth, Assoc. (2022)  
VACANCIES - Associates

**APPOINTMENTS BY BOARD OF HEALTH**  
**Listed alphabetically**

**Animal Control Officer**

Phyllis Tower

**Burial Agents**

John Erb

Town Clerk

**Health Agent**

Nashoba Associated Boards of Health

**Inspector of Animals**

Phyllis Tower

**Medical Reserve Corp Executive  
Committee**

Sondra Albano

Susan Burns

Philip Detsch

Merrily Evdokimoff

Tenney Spinneit

Rebecca Stadolnik

VACANCY

**Public Health Nurse**

Tamara Bedard

Nashoba Associated Boards of Health

**APPOINTMENTS BY MODERATOR**  
**Listed alphabetically**

**Ancient Documents Committee**

Robert E. Walrath (2021)

Elizabeth Moseley (2020)

Dorothy Spaulding

Marilyn Zavorski

Linda Hathaway, Town Clerk

William Byron, Associate

Richard Eckel (2022), Chair

Peter McManus (2020)

Atli Thorarensen, (2020)

**Moderators**

Laura Spear, Deputy

**Minuteman School District Rep.**

Alice B. Deluca (2020)

**Finance Committee**

Erica Benedick (2022)

Christopher C. Buck (2021)

**APPOINTMENT BY TOWN CLERK**  
**Listed alphabetically**

**Assistant Town Clerk**

Deborah Seith

**APPOINTMENTS BY TREASURER COLLECTOR**  
**Listed alphabetically**

**Assistant Treasurer-Collector**  
Lani Criasia

**Payroll Coordinator**  
Donna Kunst

**Deputy Collector & Special Constable**  
Frederick J. Kelley, Jr.

**JOINT APPOINTMENTS**  
**Listed alphabetically**

**Capital Planning Committee**  
David P. Arsenault (2021) - Moderator  
Ed DeLuca (2022) - Moderator  
Stephen F. Jelinek (2020) – Moderator  
James Salvie (2021) - Selectmen  
Peter McManus (2020) – Finance

Robert Larkin – Housing Authority  
Erica Benedick – Finance  
Vin Antil - Open Space, Chair  
John Colonna-Romano – Planning

**Community Preservation Committee**  
Michael Busch – Recreation  
Roger Zimmerman – Council on Aging  
Gary Yu - Assessors  
Ingeborg Hegemann – Conservation  
Andrew Crosby – Historical

**Nashoba Regional School District**  
**Audit Committee, Stow**  
**Representative**  
(Joint appointment by Finance  
Committee. and Board of Selectmen)  
Mark Jones

## **ADMINISTRATION**

### **BOARD OF SELECTMEN**

As a volunteer board, the Selectmen continue to strive to implement the will of the residents of Stow. Through the process of Town Meeting and dedication of volunteer government, this Board intends to provide transparency, engagement, and respectful debate. With this summary of the efforts and results of the past year, we would like to thank both retired Town Administrator Bill Wrigley and new Town Administrator Denise Dembkoski, and the staff of the Selectmen's Office.

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Starting the year with a four-member board due to the resignation of Selectman Don Hawkes, the Board of Selectmen faced many changes and challenges. Some were anticipated while others were necessitated by the spread of the novel coronavirus (COVID-19) and the ensuing pandemic.

A major change for the town and the board came in January, when Town Administrator Bill Wrigley announced that he would retire in August, after 28 years in office. Having been appointed as Stow's first Town Administrator, Bill was known for his dedication and practicality, and his efforts to maintain Stow's strong financial position. In accord with the Town Charter, the search for his replacement was carried out within 6 months: the Selectmen interviewed and appointed candidates to serve on the search committee in February and then interviewed the recommended Town Administrator candidates in June. Denise Dembkoski was chosen from the field of four finalists, one of whom withdrew. With more than 25 years of municipal experience in Groveland and other towns, and strong credentials in finance and information technology, Ms. Dembkoski was welcomed as the new Town Administrator and began her duties in September.

The other significant change came as the spread of COVID-19 became increasingly felt in March. Orders imposed by Gov. Charlie Baker limited the number of people at gatherings, causing the Selectmen to initiate virtual meetings using Zoom. Due to the pandemic, Town buildings and offices were closed to the public, with many employees working remotely from home, but still trying to accommodate the needs and requests of local residents and businesspeople. As time went on the Board had to consider postponing Annual Town Meeting and making alternate arrangements to maintain health and safety measures. After considering several venues, sound systems, weather factors and optimum scheduling with input from Town officials, the Selectmen finally voted to hold Annual Town Meeting on June 22. The Moderator, Town Clerk, and the Selectmen officially opened the meeting on this date, but then immediately adjourned the meeting until Saturday, July 11, when the actual business was conducted at an indoor/outdoor, Covid-compliant meeting held at Center School.

The Annual Town Election took place on Saturday, June 27 and the Selectmen's annual board reorganization took place shortly thereafter. With five members once again, new members Megan Birch-McMichael and Ellen Sturgis were welcomed to the board by returning members Cortni Frecha, Tom Ryan and Jim Salvie. Tom Ryan was voted Chair of the Selectmen that night, and Cortni Frecha was voted Clerk.

In April, the Selectmen were faced with a difficult situation when the Police Chief was placed on administrative leave and subsequently resigned. The Board issued a statement and named Sgt. Darren Thraen as Acting Chief on a temporary basis. In May, they chose Det. Sgt. Michael Sallese as Acting Chief until a permanent chief could be hired. Later in August, a Police Chief Search Subcommittee was established, consisting of Town officials, a retired Police chief, and a resident Member-at-Large. Applicants were screened and considered, with recommendation of finalists expected by early 2021.

Regular business for the Board included accepting a donation of benches for the new Town Center Park, and considering Town acquisition of the High Rock church building adjacent to that property. With input from various interested departments, the Selectmen ultimately voted not to pursue the Town's right of first refusal. The Selectmen also began consideration of another Chapter 61 property at Hallock's Point at Lake Boon.

During the year, as matters of equality and justice drew national focus, the Board examined what it would take to change their designation from Board of Selectmen to Select Board. Presented with a number of new policies produced by Interim Police Chief Sallese and new TA Dembkoski, the Board approved several new procedures for Town Building and for the Police Department. They supported the addition of electronic applications for the Building Department and authorized the Cable Commission to hold a public hearing on Comcast's cable license. They appointed a new Treasurer/Collector and an ADA (Americans with Disabilities Act) Coordinator, and established a Traffic Safety Advisory Committee. They approved the addition of a fourth Nashoba Regional School District representative before Town election. The Selectmen formed a new building committee for Randall Library, heard updates on the Lower Village roadway construction project and the Kane Land Trails proposed in Gleasondale, and initiated Perambulation, the marking of Town boundaries conducted every five years.

The continuing pandemic caused a reconsideration of the traditional Memorial Day Parade, with Selectmen opting for a small-scale ceremony at Hillside Cemetery. Residents were asked to stay home and watch the proceedings on Stow TV.

With warmer weather, vacation season, and COVID-19 still putting a damper on activities, Selectmen heard from residents about issues at Pine Bluff and the Town Beach. Due to health restrictions and lack of budget, the Recreation Department was unable to open the Town Beach or run its usual summer programs. The open but unsupervised Pine Bluff Recreation area saw an increase in vandalism, leaving trash, and creation of unsanitary conditions. However, after receiving additional funding at Annual Town Meeting, Recreation was able to hire staff for Pine Bluff, and announced at a July Selectmen's meeting that admission would be limited to town residents, and a parking fee charged for each car.

In the fall, the Selectmen viewed a presentation from Minuteman High School on proposed new athletic fields. And in response to voluminous correspondence from residents, the Selectmen engaged in Tri-Town meetings with officials from neighboring Bolton and Lancaster, Nashoba school district officials, and residents, about the issue of remote vs. face-to-face learning in district schools.



Throughout the year, one of the more pleasant duties for the Selectmen was honoring residents and employees for their service. In June, 100-year-old resident Claire Kennedy was designated as Stow's oldest resident with the Boston Post Cane. Due to the pandemic, festivities were limited to a car parade, though it was still possible to have photos taken with local officials. Selectmen also recognized Minuteman High School graduate Jack O'Keefe for his academic and personal achievements, and his involvement in volunteer activities.

Retiring Special Police Officer and Dispatcher Darlene Trefry was honored for more than 20 years of service in the Police Department. Library Trustee Tim Reed also received thanks for 30 years of service to Randall Library. And at his retirement in late August, Bill Wrigley was lauded for his 28 years of service and dedication to the Town, both at a meeting and at an outdoor Covid-compliant gathering at the Town Building. In November, the Selectmen recognized and thanked Administrative Assistant Maureen McKeon for her work in the offices of the Town Administrator and Selectmen.

In this eventful year, and every year, Stow has been fortunate to have extraordinary residents who freely share their time and knowledge while volunteering for our town. The Town could not function without them. Thank you to all Town officials, Town boards and committees, department heads, Town employees, and resident volunteers who help to innovate, guide, preserve, and protect our valuable Town resources. The Selectmen continue to strive to do their best for the benefit of the taxpayers and residents of Stow.

Respectfully submitted,

Thomas E. Ryan III, Chair  
Cortni Frecha, Clerk  
Megan Birch-McMichael

James H. Salvie  
Ellen Sturgis

Maureen McKeon, Administrative Assistant

Phoebe Haberkorn, Office Assistant

## **TOWN ADMINISTRATOR**

The year 2020 was one that will go down in history for several reasons. First, after twenty-eight years, William “Bill” Wrigley retired as Stow’s First Town Administrator. A process got underway early in the year to find his replacement, and after a thorough process, I was appointed in June. My tenure formally began on September 1, 2020 and the last quarter of the year was spent getting acclimated and getting the Fiscal Year 2022 budget process underway.

Second, in March 2020 the world effectively shut down due to the Coronavirus outbreak. Life, as we knew it changed. How we conduct municipal business changed. Our first responders had to adjust to new requirements to take care of employees and residents. Our buildings were closed to the public and day-to-day operations were conducted mainly through email, online portals, or phone calls. For the next nine months and continuing into 2021, the employees did an amazing job of keeping the Town running in this new environment.

By charter, the Town Administrator serves as Stow’s chief administrative officer. In this capacity, the Town Administrator manages the day-to-day operations of the Town, functioning as its chief budget officer, chief procurement officer, chief personnel officer and its employee union contract negotiator, compliance officer and grievance hearing officer. In addition, the Town Administrator serves as sexual harassment officer. Throughout the year 2020, the Town Administrator was actively engaged in managing significant matters in all these administrative areas.

As chief budget officer, the Town Administrator offered a balanced budget for FY-21 to the voters. The voted FY-21 budget of \$32,015,190 fell well within the statutory tax levy limits of proposition two and one-half.

The voted FY-21 budget has left the Town with a significant amount of unused levy capacity in the sum of approximately \$2,419,545. Unused levy capacity represents the amount of additional taxes that could be voted or appropriated to fund the annual Town budget, if necessary, while remaining within the statutory limits of proposition two and one-half. In other words, this is the amount of additional tax appropriation that could be raised without triggering the need for a proposition two and one-half general override.

Contained in the voted FY-21 budget of \$32,015,190 were several significant numbers. The general municipal budget which contains all departmental wages and operational expenses, together with town-wide expenses (e.g. property and casualty insurance and employee healthcare insurance) totaled \$7,386,040. This represents a 4.66% increase above the FY-20 municipal budget.

The FY-21 Nashoba Regional School District assessment of \$18,135,162 represents a minimal increase of 1.37% compared to the FY-20 assessment. And the FY-21 Minuteman Regional School District assessment of \$1,286,053 represents a 45.88% increase above FY-20.

The annual debt payment contained in the FY-21 budget is \$2,090,560 representing a 20.45% decrease below the FY-20 budget amount. The Hale School construction project was paid off in FY-20 thus reducing the Town's total annual debt payment by \$744,494 in FY-21. After offsetting the annual state MSBA project reimbursement amount of \$542,576, the net annual debt budget impact will be a savings of \$201,918.

The FY-21 capital budget of \$702,635 represents a 61% decrease compared to the FY-20 capital budget. The single largest capital project expenditure contained in the FY-21 capital budget is the purchase of a new highway truck.

As it relates to revenues, in the fall of 2020, as occurs each year, the Town's free cash account was certified by DOR. The amount certified is in the amount of \$2,358,510 which represents an 18% decrease compared to the previous year's certified free cash amount. Free cash is certified on an annual basis by DOR and serves as an unreserved revenue source that is available on an as needed basis, through Town Meeting appropriation, to fund any needed expense during the fiscal year in which it has been certified. Typically, free cash is utilized to fund most of the Town's annual non-debt capital appropriations, including heavy equipment and other rolling stock purchases; facilities and infrastructure improvements; and to fund the Town's OPEB Trust account.

Combining the current amount of certified free cash of \$2,358,510 with an estimated stabilization fund balance of \$523,077 the Town's stored assets currently total \$2,881,587. Essentially, these two unreserved fund accounts serve as the Town's savings and investment accounts. For the last several years, on an annual basis, we have been fortunate to be able to maintain a reasonably sufficient stored asset balance representing between 5% and 10% of total annual expenditures. However, the target range for municipalities is between 10% and 15%. As a result, I will be recommending we add funds into the stabilization account on an annual basis.

Looking ahead to FY-22, I hope to recommend a budget with a minimal increase, while increasing services as compared to the current FY-21 budget. In large part, success in achieving a level funded budget will be dependent upon the amounts of the two school department budgets, as well as the annual debt payment and capital projects budgets, all of which are not under the control of the Town Administrator.

In general, Stow's annual operating budget is constrained by structural impediments on the revenue side. Most burdensome of these revenue source impediments is the Town's increasing dependence over the last two decades on property taxes as its only significant source of annual recurring budget revenues. Taxes, as a revenue source, currently provide approximately 92% of the Town's total annual recurring revenues. Our annual municipal state aid revenues, on average, provide only approximately 2 or 3% of our total annual recurring revenues, and our local receipt revenues are averaging just 6% of our total annual recurring revenues. Further, our annual state aid and local receipts revenue percentage contributions to the budget have remained essentially flat for the last decade. Finally, there have been no new impactful annually recurring local revenue sources added to the budget equation in at least 25 years.

This undiversified, and to some degree un-expanding, revenue problem is compounded by the fact that our current tax base is almost completely residential. Currently, approximately 91% of the Town's total tax base is residential. And this percentage has increased incrementally since the 1990s, when residential taxes represented 88% of the total tax base. Hence, only approximately 6.5% of Stow's current total tax base is classified as commercial or industrial. The remaining 2.5% of the total tax base is classified as personal taxes.

In 2020, as is the case every year, the Town Administrator has been involved on a day to day basis managing a wide variety of personnel issues. The Town Administrator is regularly involved in matters related to employee pay, benefits, and performance. Also, as the Town's labor union contract negotiator, the Town Administrator is responsible for conducting union contract negotiations, deciding issues related to union contract compliance, and conducting union grievance appeal hearings.

In addition to the specific management responsibilities detailed above, the Town Administrator is engaged in regularly attending to a wide range of matters critical to ensuring the efficient and effective day-to-day operations of the Town. In performing these duties, the Town Administrator works directly with departmental staff and many Town boards and committees on a frequent basis. Finally, in the normal course of performing the required due diligence affecting most aspects of Town business, the Town Administrator routinely works directly with state and federal agencies and officials, individual constituents, and various community groups.

I would like to extend the warmest wishes to Bill Wrigley in his retirement. I would also like to thank the members of the Town Administrator Search Committee and the Select Board members who chose me to be the next Town Administrator. To the Board I am currently working for, thank you for the support during my onboarding and over the last few months. To all the employees working for the Town, thank you for your hard work and dedication over what has been a trying year. Thank you for welcoming me and for embracing the changes and policies that have been implemented. A huge appreciation for Phoebe Haberkorn, Office Assistant extraordinaire who has assisted me in my transition here and is always so meticulous with her work. A thank you and well wishes to Maureen McKeon, Executive Assistant, who left us for another opportunity during 2020. And finally, to the residents of Stow, while I have not had an opportunity to meet many of you, these first few months have been fantastic and I look forward to the post-COVID era when I can be out and about in the community, meeting and engaging with residents.

Respectfully,

Denise M. Dembkoski  
Town Administrator

Maureen McKeon, Administrative Assistant  
Phoebe Haberkorn, Office Assistant

## **PLANNING BOARD**

The Planning Board, a five-member elected board with one appointed associate voting member, has specific statutory requirements. The Board reviews and approves the division of land under the State Subdivision Control Law (MGL c. 41) and the Stow Subdivision Rules and Regulations; serves as a Special Permit granting authority under the State Zoning Act and the Stow Zoning Bylaw; guides the process of Zoning Bylaw amendments under the State Zoning Act (MGL c. 40A); and adopts a Master Plan that is designed to provide a basis for decision making regarding the long-term physical development of the town (MGL c.41).

By statute, the Board is charged with the responsibility of protecting the health, safety and welfare of Stow's residents. Guided by the Massachusetts General Laws, the Stow Zoning Bylaw, the 2010 Stow Master Plan, and citizens' comments and concerns, the Board strives to preserve and enhance the integrity of Stow's character through the use of these regulatory tools, while safeguarding property owners' rights. We recommend and specify changes to zoning bylaws, rules and regulations and development proposals to achieve these goals. Board members and staff strive to work with both applicants and residents to help shape projects so as to positively affect the impact to the community.

### **Organization**

At the annual election, Margaret Costello was re-elected to a 5-year term. We are pleased that Margaret Costello has chosen to serve the Town as a Planning Board member, as she has brought a unique perspective to the Board.

Following the election, the Board appointed Lori Clark to serve as Chair, and Karen Kelleher as Vice Chair. John Colonna-Romano and Jesse Steadman were designated to endorse ANR Plans (Subdivision Approval Not Required).

Mark Jones was appointed as the Voting Associate Member, filling the role vacated by Selectboard Member Megan-Birch McMichael. Although we encourage Associate members to partake in discussions regarding all matters before the Board, the Associate Member's voting power is limited to Special Permit applications in the case of absence, inability to act, or conflict of interest on the part of any member of the Planning Board, or in the event of a vacancy on the Board during the Special Permit process.

The Board also appointed representatives to various Committees:

- Community Preservation Committee: John Colonna-Romano
- Liaison to Metropolitan Area Planning Council (MAPC): Jesse Steadman
- Representative to Minuteman Advisory Group on Interlocal Coordination (MAGIC): Jesse Steadman
- Liaison to Zoning Board of Appeals: Mark Jones
- Liaison to Gleasondale Neighborhood Area Sub-Committee: Margaret Costello
- Liaison to Lower Village Revitalization Subcommittee: Lori Clark

In addition to providing administrative and planning support to the Board, the Planning Department also fills a variety of community development roles. The Planning Department provides staff support to the Lower Village Revitalization Subcommittee, Gleasondale Historic District Subcommittee, Economic Development and Industrial Commission, Complete Streets Committee, as well as working closely with the Town's Regional Housing Services consultants to maintain the Town's supply of affordable housing units through the Department of Housing and Community Development's Subsidized Housing Inventory. Planning Department staff assist various Departments, Boards and Committees on issues of transportation and land use policy; and participate in land use staff meetings which continue to be valuable in coordinating and streamlining the permitting process for larger development proposals, planning efforts and bylaw updates.

### **Development Activity:**

The Board considered nine (9) Special Permit/Site Plan Approval Applications and one (1) Earth Removal Permit Application:

- Minor Modification to Wireless Communication Facility Site Plan Approval at 353 Great Road to allow T-Mobile Northeast, LLC equipment upgrades – **Approved**
- Special Permit and Site Plan Approval for Hammerhead Lot at 152 Walcott Street – **Approved**
- Special Permit and Site Plan Approval at 108/118 Great Road for construction of 8000 sq.ft. retail and office building by JKC Properties, LLC - **Approved**
- Special Permit and Site Plan Approval Minor Modification at 108/118 Great Road finding a sign to be pre-existing, non-conforming - **Approved**.
- Special Permit and Site Plan Approval for Hammerhead Lot at 44 Hiley Brook Road – **Currently Under Review**
- Special Permit / Site Plan Approval for outdoor dining and associated screening at 156 Great Road by Kostas Asprogiannis – **Currently Under Review**
- Erosion Control Special Permit and Site Plan Approval, Collings Foundation – **Approved**
- Erosion Control Special Permit Minor Modification by Collings Foundation, Inc. – **Approved**
- Special Permit / Site Plan Approval Modification to amend sidewalk requirements, Pilot Point Subdivision, off Boxboro Road – **Approved**
- Earth Removal Permit for 79 Edgehill Road for removal of over 100 yards of earth material.

The Board endorsed 4 Subdivision Approval Not Required (ANR) Plans

- 152 Walcott Street- Creation of one buildable lot and one hammerhead lot
- 441 Great Road – Adjustment of Lot line and creation of two lots
- Plantation Apartments II – Land swap to accommodate wastewater infrastructure
- 22 Hudson Road – Lot line adjustment and land swap to gain zoning compliance

With the assistance of the Board's Consulting Engineer, Susan Carter, P. E., of Places Associates, Inc., the Board reviewed plans, considered amendments and monitored ongoing construction of subdivisions and Special Permits:

- Spring Hill Estates Subdivision – Site Inspections

- Boxboro Road Active Adult Neighborhood - Site Inspections
- 79 Edgehill Road – Site Inspections and Peer Review
- Collings Foundation Erosion Control Special Permit – Site Inspections and Peer Review
- Joanne Drive Definitive Subdivision Plan – Site Inspections and Peer Review
- 108-118 Great Road Special Permit and Site Plan Approval – Peer Review

### **Town Meeting Action - Zoning and General Bylaws**

The Planning Board successfully amended Section 3.10 and 3.3.2.4 to allow outdoor dining in the Business District by Special Permit from the Planning Board.

### **Planning Efforts**

*Lower Village Traffic Improvement Project* – The Planning Board worked with Green International Affiliates and the Stow Highway Department to complete the upgrades to the stormwater infiltration system under the Lower Common, concluding all major work associated with the Lower Village Traffic Improvement Project.

*Lower Village Business District Zoning* – The Planning Board continued to advance the Lower Village Business District Zoning effort in 2020, hiring Dodson and Flinker, Inc. with a grant from the Community Compact Cabinet. Dodson and Flinker, Inc. have been tasked with reviewing the Board’s draft zoning amendments to the Business District and providing recommendation on how to craft specific zoning language that can incentivize the vision for Lower Village established in the *Lower Village Revitalization Subcommittee’s* final report of 2019.

*Complete Streets Construction Projects* – In May of 2018, the Complete Streets Committee was awarded over \$265,000 in construction funding in the first application round as a Tier 3 member of the Complete Streets Program. Tier 3 communities are those that have passed a Complete Streets Policy to guide implementation of pedestrian, bike and traffic safety measures, as well as having completed an approved project Prioritization Plan. The Complete Streets was allocated an additional \$50,000 at the May 2019 Annual Town Meeting to advance the funded improvements to shovel ready status, as well as hire a resident engineer to oversee technical aspects of construction.

The two projects advanced include:

- Old Bolton Road’s intersection with Route 117 will receive a reconfiguration to improve sight lines, increase safety for cyclists through the use of a dedicated bike lane and extend sidewalks through the intersection for eventual connection with the Stow Community Park.
- The addition of two push-button, rapid flashing pedestrian lights at the intersection of Harvard Road and Route 117. The intersection marks a significant Route 117 crossing of the walkway stretching from Old Bolton Road to Town Center. The improvement will increase visibility and safety for pedestrians.

*Affordable Housing* - In keeping with recommendations of the 2010 Master Plan and 2016 Housing Production Plan to provide diversity in housing units to ensure that people of all abilities, income levels, and ages have appropriate housing options, staff have been working with Metrowest Collaborative Development (MWCD), a Regional Housing Services Consultant serving Stow and six other communities. Planning Staff and the Stow Municipal Affordable Housing Trust coordinated with MWCD to ensure that Stow's Affordable Housing Inventory remains intact. MWCD helped Stow to keep track of affordable unit compliance through annual mailings to residents to ensure income compatibility and document any concerns.

#### *Making Connections Transportation Pilot*

The Towns of Sudbury, Bolton, Boxboro, Acton, Carlisle and Stow were awarded a Community Compact Best Practices grant by the Commonwealth of Massachusetts in spring 2019 for the purpose of creating a multijurisdictional program of on-demand transportation pilots, called *Making the Connections*. The *Making the Connections Program* is focused on connecting seniors, people with disabilities, financially vulnerable residents, and veterans to health services, community resources, and economic opportunities with on-demand transportation services. The Town of Stow is working to craft an individualized pilot program that utilizes ride-hailing applications, such as Uber and Lyft, as well as Taxi companies, to augment existing Council on Aging transportation services, and specifically, to provide subsidized rides for residents at times when the Town's service is not running. The long term purpose of the Pilot Programs is to gather community transportation needs data and disseminate that data to our Regional Transit Authorities, as a way to confirm additional transportation needs and incentivize service expansion.

#### *Community Connections Grant Submission*

The Planning Department submitted an application to the Metropolitan Planning Organization's Community Connections Grant program for three years of operating funding for a Pilot Commuter Shuttle service for Stow. The shuttle would utilize parking spaces created behind the Crescent Street Fire Station for the purpose of providing first/last mile transit access to the South Acton MBTA station. The Planning Department is awaiting the grant announcement for early in 2021.

#### *Golf Course Planning Initiative*

Led by the landscape architecture firm Dodson and Flinker, Inc., a five member Planning Team, including representatives of Stow Conservation Trust (SCT), the Stow Conservation and Planning Departments, local development firm MCO Housing, and Peter Brown, representing the owners of Stow Acres Country Club, embarked on a multi-disciplinary Master Planning effort aimed at creating a shared vision for the future of Stow Acres Country Club. The core goal of the planning effort is to leverage shared visioning to reach mutual goals that would otherwise likely be out of reach if pursued independently.

#### *Bridge Reconstruction*

In collaboration with other Departments and Boards, the Planning Board continued to provide feedback and guidance to MassDOT regarding the Gleasondale Bridge Replacement which reached the 100% design phase in 2020 after a Town wide Public Hearing in late summer of 2019. The Boxmill Bridge Replacement project, advanced to the 25% design phase.



### *Geographic Information System (GIS)*

Planning staff continued to assist with GIS mapping and database upgrades, including support for the Highway Department through the development of plow route mapping; assisting with various planning efforts, including Lower Village zoning upgrades and Stow Acres master planning, as well as transportation data visualizations for the Complete Streets Committee.

### **Communications**

We encourage residents to keep updated on the latest information on current developments and projects by visiting the Planning Board Web Page at <https://www.stow-ma.gov/planning-board>, the Planning Department Facebook Page, or stopping by the office on the third floor of the Town Building when the Town Building reopens.

### **Thanks**

None of the planning efforts would be possible without the enormous contributions of time and attention by Stow residents serving as volunteers on the Boards and Committees of Stow. Despite the difficulties that the pandemic has caused in our ability to work together, the Planning Board has been adaptive and resilient, continuing to advance efforts to improve Stow.

Planning Board members and staff bid farewell to Valerie Oorthuys, the Board's Assistant Planner/GIS Administrator as she moves on to the position of Town Planner in Bolton, MA. Valerie's thoughtful approach to planning in Stow over the previous four years was greatly appreciated and will be sorely missed. The Board wishes her all the best in her new position.

The Planning Board also extends a special thanks to our very capable and always reliable professional consultants - Susan Carter of Places Associates, Inc. and Town Counsel - Jon Witten and Barbara Huggins Carboni, of Koppelman and Paige Law firm.

The amount of work the Planning Department undertakes would never have been possible without the tireless and outstanding efforts of Town Planner Jesse Steadman, Assistant Planner/GIS Administrator Malcolm Ragan, and Administrative Assistant Susan Ostrander, who not only work diligently for the Board, but also for other Town Boards and Committees and the general public with whom they interact on a daily basis.

Planning Board,

Lori Clark, Chair  
Karen Kelleher, Vice Chairman  
Leonard H. Golder  
Margaret Costello  
John Colonna-Romano

Mark Jones, Voting Associate Member

Jesse Steadman, Town Planner  
Malcolm Ragan, Assistant Planner/GIS  
Administrator  
Susan Ostrander, Administrative Assistant

## **CONSERVATION COMMISSION**

The Conservation Commission consists of seven members appointed by the Board of Selectmen to administer and enforce the Massachusetts Wetlands Protection Act and the Town of Stow Wetlands Protection Bylaw and associated regulations. The Commission reviews and issues permits for all proposed activities within 100 feet of wetlands and 200 feet of most ponds and streams. As the Town's largest landowner, the Commission is also responsible for management of approximately 1,600 acres of Town Conservation Land and stewards an additional 700 acres of Conservation Restrictions on private land in Stow. The Commission works closely with the Stow Open Space Committee and the nonprofit Stow Conservation Trust to protect high priority lands identified in the Town's Open Space and Recreation Plan. It also oversees the Stow Conservation Fund, which helps fund land acquisition and land stewardship.

### **Calendar Year 2020 Highlights**

The COVID-19 pandemic dramatically impacted the operations of the Conservation Department and Commission. With residents working from home and eager to find appropriate physically-distant pursuits, the use of trails on our conservation lands skyrocketed – with walkers, runners, families, dog owners, mountain bikers, and others taking to the trails in huge numbers. On one busy three-day weekend, we recorded 500 visitors a day at Town Forest – and that was just at the main entrance. More than ever, our properties felt like an essential service – an opportunity to socialize outdoors, exercise, recharge and recreate. With these crowds also came the need to put in place a Temporary Leash requirement for all visitors with dogs, and communicate the need for distancing and masks. The Commission and staff also needed to adapt to holding meetings and public hearings via Zoom, a host of COVID-related changes in regulations and application procedures, as well as finding new ways to meet the needs of the public for documents and files. We also looked to creative ways to engage people outdoors like “canned” hikes and Nature Bingo cards for families as an alternative to traditional guided hikes and programs.

Several land acquisition projects were advanced during 2020, and are due to be completed in the coming year. These included:

- Developing a strategy for the acquisition of 13.5 acres of land on Hallock Point at Lake Boon, for which the Town received a notice of withdrawal from Chapter 61. The Conservation Commission is working in partnership with the Lake Boon Association, Lake Boon Commission, and Stow Conservation Trust to aid in the acquisition of this land for conservation purposes with the project expected to be brought to Town Meeting in 2021.
- Working with the residents of Harvard Acres to acquire 12 acres of land from the Harvard Acres Homeowners Association which includes a beautiful emergent marsh and pond.
- Working with the owner of the Spring Hill Estates Subdivision on the conveyance of 21 acres associated with the subdivision which abuts Stow Conservation Trust's Hale and Corzine properties.
- Working with the owner of Stow Acres, Stow Conservation Trust, the Planning Department and others to develop a comprehensive concept plan for more than 300 acres

of land at Stow Acres, which is likely to include significant areas for conservation and recreation.

The Commission also worked with the Lake Boon Commission, the Lake Boon Association and the Town of Hudson's Conservation Commission to successfully apply for a state Municipal Vulnerability Preparedness grant in the amount of \$158,000 for a two-year study of Lake Boon and the likely impacts of climate change on water quality and quantity. The Commission continued to work with the LBC to hire a consultant to assist the town in carrying out this effort.

### **Conservation Land Management**

A significant responsibility for the Commission and its staff is the management and oversight of conservation land and restrictions held by the Town. These lands help protect our air and water quality, provide important wildlife habitat, maintain the rural character and aesthetic of Stow, and offer year-round outdoor recreation and environmental education opportunities. The Conservation Department staff monitors these properties and prioritizes management and maintenance needs including boundary posting, working with neighbors to resolve encroachment issues, removing of hazardous or downed trees, reblazing trails, updating conservation land maps, and mowing of trail entrances and open fields.

Significant projects on conservation land begun or completed in 2020 include:

- Initiating management of invasive Japanese knotweed discovered at Heath Hen Meadow Brook Conservation Area and continuing work on this invasive plant along Tuttle Lane at Captain Sargent.
- Formal closure of a steep and badly eroded trail at Stow Town Forest.
- Retaining a professional beaver management company to address beaver flooding under the main access bridge to Stow Town Forest.
- Working with an Eagle Scout to complete a deer fencing enclosure at Marble Hill to better understand the impact of deer on the forest understory.
- Working with the Stow Fire Department on improving the holding capacity of several fire ponds on conservation land.

The Commission publishes maps of conservation trails on town land which are available in our office and on the Town website.

Enforcement of conservation land regulations requires regular attention and we are grateful to the Stow Police Department which provides ongoing support in this regard, regularly patrolling our parking lots and assisting with prosecution of significant violations and vandalism issues. Several violations were successfully resolved in 2020.

*An ongoing concern is encroachment onto conservation lands – including storage of equipment, and dumping of leaves and other yard waste by conservation land abutters. We continue to work to educate our neighbors and the public regarding town conservation land regulations, and encourage residents to compost yard waste on their own land. An educational flyer is available*

*on our website for conservation land neighbors, and we published annual advertisements in the local paper reminding residents not to dump yard waste on conservation land. We also distribute information outlining wetlands permitting and conservation land regulations to all new homeowners in Stow.*

*This year we had a large number of significant storms which caused tree damage. Trail users and neighbors can help us manage town conservation land by contacting our office regarding any maintenance needs, downed or hazardous trees, or other conservation land issues. The Stow Highway Department is always helpful with plowing parking lots for winter trail users and removal of large items dumped on conservation land.*

### **Community Gardens and Agriculture**

The Conservation Commission manages the Stow Community Gardens at Captain Sargent Conservation Area on Tuttle Lane, and licenses fields at Captain Sargent and Noonan Field behind the Arbor Glen development to area farmers. These farmers do a great job helping to maintain the property, and keep fields in active production while saving the town money that would otherwise need to go into mowing.

Impacts of COVID-19 were also felt at the Stow Community Gardens. There was a significant increase in new gardeners during the 2020 season. New and returning gardeners noted concerns about food insecurity due to the pandemic as a reason for gardening. Many of our gardeners grew fruits and vegetables for the Stow Food Pantry. Gardeners also noted the increase in free time allowing them to join the Community Gardens and the physical and mental health benefits of growing their own food. In May, the State issued safety and reopening standards for Parks, Open Space, and Outdoor Education Programs including Community Gardens. The new standards included avoiding using shared tools, wearing gloves while using the well pumps, and following all mask and distancing orders.

Stow residents Myong Hunt, Mary Coombs and Laura Reiner continued volunteering in 2020 as Garden Stewards and on-the-ground managers of our Community Gardens. As a team, they did a wonderful job coordinating participants, laying out plots, educating on organic gardening, and creating a sense of community among both annual and perennial gardeners.

Plots are assigned to returning gardeners and then to new gardeners on a first come, first served basis. Garden plots are available to both residents and non-residents. Applications for Community Garden plots are available on our website or may be picked up at Town Building upon request. We look forward to the continued increased interest in our Community Gardens and continuing to provide gardening space for our residents and neighbors.

### **Wetlands Permitting**

There was no slowdown in wetland permitting accompanying the pandemic, though there was a significant uptick in enforcement matters involving both wetland and conservation land violations.

The Commission's wetland permitting workload in 2020 included a total of 22 permit applications: 15 Notices of Intent, 1 Abbreviated Notice of Wetland Resource Area Delineation, 6 Requests for Determinations of Applicability and one Emergency Permit. All projects were approved, or approved with modifications.

Among the more notable projects included the permitting of a major regional electrical transmission line and multi-use trail on the former Mass Central Rail Line, the cleanup of PFAS contaminated sediment at the Fire Training Academy, and the re-permitting of the Lake Boon Drawdown project in conjunction with the Town of Hudson. Hearings were also held for a variety of small residential projects including new dwellings, additions, and septic system replacements, approximately half of which were on Lake Boon. The Commission also issued 17 Certificates of Compliance for closed projects, 10 permit extensions and 8 permit modifications.

The Commission worked cooperatively with residents and contractors to resolve nearly twenty violations of the Wetlands Protection Act, several of which involved formal Enforcement Orders. The most serious of these involved excavation of a large hill on the Collings Foundation property, and construction of an unpermitted roadway across Elizabeth Brook to access Stow Town Forest. In both cases, restoration of these sites was required. Many violations involve the unauthorized cutting of trees in and near wetlands, and homeowners are advised to "check before they cut" with the Conservation Department staff to avoid potential fines and restoration costs.

As a reminder, any work within 100' of wetlands and 200' of streams requires a permit. This includes tree and understory clearing, pools, and other structures. Please contact the Commission to discuss your project in advance.

### **Collaborative Efforts, Outreach, and Long Range Planning**

The Commission has also been involved in a number of cooperative and long range planning efforts in conjunction with other Town boards and departments. A representative of the Commission sits on the Complete Streets Committee. Conservation Department staff serves on the Steering Committee of the Cooperative Invasive Species Management Area – a regional invasive species management organization, the advisory board of the Metrowest Conservation Alliance, and the Board of Directors of the statewide Massachusetts Society of Municipal Conservation Professionals.

We have worked closely with the Planning Department on a number of issues including the design of a replacement bridge on Box Mill Road near Carver Hill, assisting residents of Gleasondale with a trail project on town land, and advancement of pedestrian and bicycle improvements to Track Road. We also work with OARS, the nonprofit focused on water quality and recreation in the Assabet River, to help fund water chestnut management along the River. In 2020, we also provided substantive comments to the US Fish and Wildlife Service opposing expansion of bear, fox and coyote hunting at the Assabet River National Wildlife Refuge.

### **Administration**

The Commission's work is supported by full-time Conservation Director Kathy Sferra, part-time Conservation Assistant Jacquie Goring, and part-time Conservation Land Steward Bruce Trefry.

In addition to the regular members of the Commission, several associate members help with special projects and help manage Stow's Community Gardens.

This year saw several changes in membership of the Commission. Cortni Frecha and Sandra Grund left the Commission but stayed on as associate members. Andy Snow left the Commission after moving from Stow. The Commission welcomed new member Matt Styckiewicz and former Commission member Doug Morse to the Commission. Tom Porcher joined the Commission as an associate member. Jeff Saunders continued to serve as chair, and Serena Furman as Vice Chair. Ingeborg Hegemann Clark continued to serve as the Commission's liaison to the Community Preservation Committee.

The Conservation Commission is seeking associate members who are interested in learning more about our work and contributing to the Commission's efforts. If you have an interest in conservation and would like to join the Conservation Commission, please contact the office at 978-897-8615, [conservation@stow-ma.gov](mailto:conservation@stow-ma.gov), or attend one of our meetings. You can also learn about events and activities via the Conservation Department's Facebook page at [www.facebook.com/stowconservation](http://www.facebook.com/stowconservation).

Respectfully submitted,

Commission Members:

Jeff Saunders, Chair  
Serena Furman, Vice-Chair  
Ingeborg Hegemann Clark  
Andrew Bass  
Matthew Styckiewicz (appointed 1/20)  
Doug Morse (appointed 8/20)  
Cortni Frecha (resigned 1/20)  
Sandra Grund (resigned 1/20)  
Andrianne Snow (resigned 12/20)

Associate Members:

Bruce Trefry, Land Steward  
Dan James  
Cortni Frecha (appointed in 2020)  
Sandra Grund (appointed in 2020)  
Nickole McGachey  
Tom Porcher (appointed in 2020)  
Myong Hunt, Garden Steward  
Mary Coombs, Assistant Garden Steward  
Laura Reiner, Assistant Garden Steward

Staff:

Kathy Sferra, Conservation Coordinator  
Jacquelyn Goring, Conservation Assistant  
Bruce Trefry, Conservation Land Steward

## **BOARD OF HEALTH**

As the local permitting authority responsible for the health and safety of Stow residents, the Board of Health serves the Town by ensuring that our water wells, sanitation, habitation, and environment continue to meet the high standards set by those early pioneers who recognized that good health practices create positive outcomes for people and the environment.

This past year presented the world with a new and serious virus labeled SARS COVID-19 and a pandemic occurred which has impacted millions of people worldwide. This virus spread rapidly, caused serious and fatal outcomes, and one year later we are still dealing with the challenges this pandemic has created. The impact has affected individual families and the economy, with job losses and businesses having to close, food insecurity issues, the closing of schools and the increasing awareness of racial discrimination against many minorities living in our country and a division between the haves and have nots. When the alarm was raised about this disease, it was already spreading faster than we could imagine. The loss of life due to the virus was unprecedented and greater than even the loss of lives during the world wars.

The wearing of masks, continual hand washing and social distancing of remaining 6 ft. apart from one another became our way of life. Pharmaceutical companies started an unprecedented search for a vaccine that would halt this virus. It was recognized that many different scientific and medical minds needed to work together along with public health officials to organize and create a system that would support our population in finding a way to deal with the pandemic. The Stow Board of Health worked with Town officials, the Nashoba Board of Health of which Stow is a member, and the state Department of Public Health in creating a Town bulletin board that residents could access to learn the most up to date information available. The outcome of this pandemic has yet to be determined and as this report is written it has been one year since the first case was reported in the United States. We have a lot more work to do but a vaccine is on the horizon and that will certainly help to contain this disease.

Stow is a member of the Nashoba Associated Boards of Health, which is a regional health district. It was established in 1931 with the express purpose of providing robust public health services to small communities. The Association consists of 16 communities (including Stow) in North Middlesex and Worcester counties. Entering into this regionalization plan enables Stow to have full-time access to experts in the area of environmental protection, public health nursing and dental screening.

Local Stow response included working with the Nashoba Associated Boards of Health and the Stow MRC to conduct a drive-through flu vaccine clinic in October. Not only did it enable us to provide flu vaccine to Stow residents of all ages, but allowed us to drill using a drive-through format to test our ability to provide clinic services safely and efficiently while maintaining COVID restrictions for all. As the vaccine becomes more readily available, we stand ready to use this method to assist with vaccine distribution.

The work of the Town boards carried on, even with Town buildings closed to the public. The Board of Health held virtual meetings adopting Zoom as our media, and we remained focused on our environment, housing, drinking water wells, and private sewers and other issues that came before us, allowing the business of supporting our residents in solving problems pertinent to their lives. This year has presented special challenges in maintaining safety and proper functioning for drinking water wells and septic tanks, especially in the Lake Boon area, where property sizes are small and the siting of wells and septic tanks creates severe challenges. Looking to maintain safety for all but recognizing the need for every home to have adequate septic and well coverage often resulted in collaboration with the Board, residents, and their neighbors, to find a solution satisfactory to all while maintaining a safe and clean environment.

PFAS in drinking water wells remains a pertinent issue in town. Under the auspices of the Department of Environmental Protection, (DEP), several areas of town were identified as having wells containing PFAS and the DEP is continuing testing in these areas. For residents who need assistance due to a contaminated well, the DEP has coordinated providing bottled water to them and has discussed the possible installation of treatment systems. This is an on-going process and will be with us for the future.

### **Hazardous Waste and Recycling**

In July 2016, the Town became a member of the Devens Regional Household Hazardous Products Collection Center located at 9 Cook Street, Devens, MA. In 2020, 93 residents and small businesses enjoyed the opportunity to properly dispose of their toxic waste safely and easily at the Devens Regional Household Hazardous Waste Center. Approximately 5,800 pounds of toxic waste were disposed of by Stow residents. Many items disposed of included leftover paints, pool chemicals, and unused cleaners. The service resulted in additional protection to our drinking water supplies.

The Center is open 20 days a year, the first Wednesday and the following Saturday of each month from 9:00am to 1:00pm, March to December. Informational flyers are available at the Board of Health office or on the Board of Health and Devens website at [www.devenshhw.com](http://www.devenshhw.com). The flyer lists items that are accepted and not accepted at the facility.

The Health Department continues to offer recycling of certain types of batteries (non-alkaline), mercury thermometers, fluorescent bulbs, and sharps. Residents can call the Board of Health office to set up a drop off. There is a statewide ban on the disposal of sharps, including unopened packages of hypodermic needles and lancets, in the trash. The Board of Health office provides the sharps containers for a small fee that covers the cost of the container and disposal.

### **Mosquito Control**

The Town of Stow is a member of the Central Massachusetts Mosquito Control Project. The Control Project is committed to an Integrated Mosquito Management Program which utilizes a variety of control techniques and evaluation procedures. The goal is to provide effective and environmentally sound mosquito control, reducing mosquito annoyance and the potential for the transmission of mosquito-borne diseases.

### **Animal Control and Animal Inspector**



The Town of Stow shares regional services for Animal Control with the town of Boxborough, providing full time access to an Animal Control Officer. In 2016, Phyllis Tower became Stow's Animal Control Officer. She divides her time between Stow, Boxborough, and Littleton. In order to reach the Animal Control Officer, residents can call the Stow Police Department. In 2019 Phyllis was appointment as Animal Inspector. The Animal Inspector conducts barn inspections, handles rabies exposers and animal quarantines.

### **Animal Control Officer Report**

**Total Calls 217**

<b><u>Dogs</u></b>		<b><u>Cats</u></b>	
Barking	5	Missing	8
Loose	31	Loose/Missing	8
Found	21	Found	4
Reported missing	15	Struck/Injured	3
Concern for safety	2	Contact with other agencies	0
Vicious	9	Residence advice	0
Per police accident/arrest	0		
Contact with other agencies	2	Other calls	33
Struck by car	2		
Wildlife	69	<b><u>TOTAL ALL CALLS</u></b>	<b>217</b>
Livestock	5		

### **Animal Inspector Report**

Quarantine Calls:

10 Dog/Person.....10 Day Quarantine  
 4 Dog/Dog..... 10 Day Quarantine  
 1 Dog wound of unknown origin....45 Day Quarantine  
 2 Cat/Person.....10 Day Quarantine

### **Barn/Livestock Inspections**

No barn inspections were performed in 2020 due to the COVID 19 Pandemic per Massachusetts Department of Agriculture.

## **NASHOBA ASSOCIATED BOARDS OF HEALTH**

### **STOW ANNUAL REPORT 2020**

Nashoba Associated Boards of Health continues to serve the Stow Board of Health in meeting the challenges of environmental and public health needs in your community. Shortly after the beginning of the year the Board was tasked with responding to the emerging COVID-19 pandemic and as your Health Agent our staff adjusted to provide the needed responses as listed below.

- We informed, educated and stayed current with the information from the Department of Public Health to assist residents, schools, and businesses.

- We inspected businesses for compliance, upon complaint, in accordance with the ever- changing guidance from the Governor, Department of Labor Standards and Executive Office of Environmental Affairs and provided interpretation and education to improve compliance.
- We provided guidance to our existing licensed businesses to help them operate safely during the pandemic.
- We added additional public health nursing staff to help with contact tracing and outreach.
- Our VNA continued their home health activities throughout the pandemic, adjusting to the requirements imposed by COVID-19

We look forward to continuing our work with the Stow Board of Health to meet the public health, environmental and nursing needs of your community as the pandemic continues, including assistance with the roll out of the COVID-19 vaccine.

Included in highlights of 2020 are the following:

### **Environmental Health Department**

The Nashoba Sanitarian is available in the Stow office and as town halls have re-opened, we have returned to office hours as needed.

### **Food Service Licensing and Inspections.....16**

This office licenses, inspects, responds to complaints and conducts follow up on concerns in licensed operations. Many of the inspections done this year were in response to COVID complaints; also affecting inspections: some businesses were closed or closed part of the year (schools).

### **Recreational Permitting and Inspections.....6**

This office licenses, inspects and responds to complaints for recreational camps for children, bathing beaches and public and semi-pools. We provide for the sampling of bathing beaches on a weekly basis. Many camps didn't open and most town beaches did not open due to the required operating COVID-19 standards.

### **Housing & Nuisance Investigations.....0**

This office inspects dwellings for compliance with the State Sanitary Code, upon complaint and prior to occupancy. We issue orders for corrective actions, reinspect and initiate legal action if necessary. Similarly, complaints from residents concerning unsanitary conditions or pollution are investigated.

### **Title 5 related work – On-site Sewage Disposal**

Application for soil testing (testing necessary for the design of a sewage disposal system .....19  
 Tests performed (perc tests and soil evaluation holed witnessed) ..... 60

Applications for sewage disposal plans filed .....	30
Sewage disposal system plans reviewed.....	61
Sewage disposal system permits issued.....	33
New construction.....	12
Existing construction.....	21
Sewage disposal system inspections .....	50
Sewage disposal system consultations.....	44

#### Private Well related services

Well permits issued.....	18
Water Quality/ Well Construction.....	36
<i>(Private wells are regulated by local regulations: construction plans are review, well sampled and results reviewed interpreted)</i>	

#### Rabies Clinics – Animals Immunized

(Due to COVID-19, clinics were not held in 2020)

#### **Nashoba Nursing Service & Hospice**

Nashoba’s Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician’s orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching, supervision of medications, wound care, ostomy care, IV therapy on a 24-hour basis, catheter care, case management and referral to other services as needed.

Nashoba’s Certified Home Care Aides provide assistance with daily activities of daily living including bathing, dressing, exercises, and meal preparation. Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment, and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

<u>Nursing Visits</u> .....	300
<u>Home Health Aid Visit</u> .....	37
<u>Rehabilitative Therapy Visit</u> .....	87

#### **Community Health Nursing**

Nashoba’s Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe

drug/sharps disposal etc.) in a variety of ways. This year was very different due to COVID-19. This office provided the following services for the District.

- We conducted contact tracing for our member communities and managed the contact tracing efforts of the Contact Tracing Collaborative.
- We served as a resource for individuals and businesses interpreting the everchanging information on the disease and the State’s response to the pandemic.
- We instructed individuals who tested positive and those who were in close contact on the processes of Isolation and Quarantine, providing release letters for those who completed each process.
- We worked with the State laboratory to identify and manage clusters of disease/exposures in the District.
- We facilitated the State’s involvement in clusters at long term care facilities.
- We worked with the school nurses in the District to provide information, offer advice and support contact tracing in the schools.
- We are available to collaborate with all municipal staff, including Councils on Aging to address questions on COVID-19, exposures, and actions which may be necessary to address these exposures.
- We conducted flu clinics in each community to address the State’s requirement for school age children and make vaccinations available to everyone.
  - We administered 256 flu shots through our annual clinics.
- We started planning to hold COVID-19 vaccine clinics.

Nashoba reviewed, investigated, and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Communicable Disease Number of Cases:	
Babesiosis.....	3
Campylobacteriosis.....	2
Cyclosporiasis.....	1
Hepatitis C.....	2
Human Granulocytic Anaplasmosis.....	5
Influenza.....	60
Listeriosis.....	1
Lyme Disease.....	20
Salmonellosis.....	3
SARS CoV-2 (COVID 19).....	128

## **Dental Health Department**

Due the challenges presented by COVID-19 the Dental Program was suspended in March.

## **Permitting and Licenses**

In addition to the Permitting and Inspections by the Nashoba Board of Health, the Stow Board of Health issued the following permits and licenses:

- Rubbish Hauler Permits.....7
- Stable Licenses.....24
- Dumpster Permits.....12
- Retail Tobacco Permits.....5
- Title 5 Inspection Report reviews.....73

The Board of Health office is located on the second floor of the Town Building. Please call if you would like more information on any of the services we offer, such as sharps disposal, or recycling. As always, we encourage you to call or visit if you have any questions, problems, or concerns. We can be reached by phone at 978-897-4592 or email at [health@stow-ma.gov](mailto:health@stow-ma.gov).

Please visit us on the Town of Stow website at [www.stow-ma.gov](http://www.stow-ma.gov).

Respectfully submitted,  
Stow Board of Health

Mary McDowell, Chair  
Marcia B. Rising  
Merrily Evdokimoff

Cynthia Colosi, Office Administrator  
Justine St. John, Office Assistant  
Phyllis Tower, ACO/Animal Inspector

## **ZONING BOARD OF APPEALS**

The Zoning Board of Appeals, consisting of up to five (5) full members and six (6) associate members, is appointed by the Board of Selectmen. As authorized by MGL c.40A, the Board is responsible to hear and decide applications for special permits, variances, and appeals from decisions of the Zoning Enforcement Officer. Consistent with MGL c.40B (affordable housing), the Board is responsible to hear and decide applications for Comprehensive Permits. The Board typically meets on the first Monday of each month and is supported by a part-time Secretary.

The Board saw a change in membership in 2020 with the appointment of David Hartnagel to fill an unexpired five-year associate member term ending June 30, 2022.

One full member vacancy exists to complete an unexpired term ending on June 30 in the year 2024. Two Associate Member vacancies exist to complete unexpired terms ending on June 30 in the years 2024 and 2025.

The Board met twenty-four (24) times with hearings held on twenty-five (25) applications for Special Permits and Variances; 1 Application for modification of a Comprehensive Permit; and working meetings for review and update of Zoning Board of Appeals Regulations. In addition, there are 3 ongoing appeals of the Board's decisions.

### **Special Permit Applications on Pre-Existing Non-Conforming Lots:**

- 22 Davis Road – Granted
- 64 Crescent Street – Granted
- 8 Davis Road – Granted
- 230 Hudson Road – Granted
- 156 Barton Road – Granted
- 44 Pine Point Road – Public Hearing Continued
- 143 North Shore Drive – Granted
- 23 Hastings Street – Granted
- 21 Sandy Brook Drive – Granted
- 181 Randall Road - Granted
- 129 Red Acre Road – Granted
- 8 Assabet Street – Granted
- 26 Pine Point Road – Granted
- 37 Hudson Road - Granted
- 74 Pine Point Road – Public Hearing Continued
- 19 Seven Star Lane - Granted
- 27 Hastings Street – Granted
- 21 Kirkland Drive - Granted

**Property Line Setback Variance Applications:**

- 64 Crescent Street – Granted
- 230 Hudson Road – Granted
- 156 Barton Road – Granted
- 44 Pine Point Road – Public Hearing Continued
- 8 Assabet Street – Granted
- 26 Pine Point Road – Granted
- 74 Pine Point Rd – Public Hearing Continued

**Comprehensive Permits:**

- Plantation Apartments I – Decision Modification Granted
- Plantation Apartments II – Decision Modification Granted

**Ongoing Litigation on Decisions under Appeal:**

- Collings Foundation v. Stow Zoning Board of Appeals
- Stow Elderly Housing Corp. – Plantation Apartments II Comprehensive Permit (Appealed by Applicant to Housing Appeals Committee)
- Reynolds et al v. Stow Board of Appeals - Appeal of Plantation Apartments II Comprehensive Permit

Respectfully submitted,

Mark Jones, Chair  
William Byron  
Bruce E. Fletcher  
Ernest E. Dodd  
Andrew DeMore, Associate

Ruth Kennedy Sudduth, Associate  
Leonard H. Golder, Associate  
David Hartnagel, Associate  
Karen Kelleher, Secretary

## **TOWN SERVICES**

### **AGRICULTURAL COMMISSION**

The Stow Agricultural Commission is charged with maintaining the viability of agriculture in Stow. This includes advising other Town boards on matters pertaining to agriculture, resolving conflicts between agricultural and residential uses, and promoting agriculture in town. The Agricultural Commission has a website, [StowAgCom.org](http://StowAgCom.org), which provides notices of agricultural events and conditions. The site can also be reached through the Town website.

Residents are reminded that Stow has a right-to-farm bylaw, which reiterates State laws in our Town bylaws. As part of this bylaw, we provide a notification form for use in transfers of property that lets people know that farms are active in Stow. The notification form should be filed with the Selectmen's office before the transfer of property is completed. The form can be downloaded from [StowAgCom.org](http://StowAgCom.org) or through the Town website.

Respectfully submitted,

Liz Painter  
Kathy Steege  
Elena Colman



## **BUILDING DEPARTMENT**

With the arrival of COVID 19 in 2020 all Town buildings were closed to the public on March 13, 2020. As challenging as it was to conduct business with a closed building and perform inspections while complying with COVID 19 Guidelines we did issue 291 building permits for the year. Doug Hyde, our Assistant Facilities Manager/ Local Building Inspector, has continued with oversight of the Town buildings and the bulk of the building inspections. Our inspections included commercial buildouts, new homes, kitchen and bath remodeling, finish basements, roofing, siding, wood/pellet stoves and annual inspections of schools, restaurants, golf clubs and day care facilities. We continued to attend training seminars via Zoom on the IRC and ICC/MA building codes and energy codes which continue to evolve with new codes and amendments. In addition to the duties as Building Inspectors, we are also in charge of operation and maintenance of the following municipal properties: Town Building, Town Hall, West School, Crescent Street Garage, Old Crescent Street Fire Station and the Pompo Fire Station/Community Center. We also assist the Police Department and the Library Trustees with building improvement projects at their respective buildings. We have maintained the Town Buildings as follows:

### **Town Hall**

The Town Hall Restoration Committee that was formed in 2018 continued its work with architect Mills Whitaker to prepare a final restoration design and estimated construction cost for presentation at the 2021 Annual Town Meeting. Doug Hyde is the Chair. In addition, annual maintenance of the oil burners was completed as well as annual testing of the smoke detectors & fire alarm notification system. Temperature sensors were installed on water pipes to provide alarm notification of loss of heat. Custodial services are provided by the Building Department.

### **Town Building**

Construction of the replacement HVAC system was completed in February. The elevator that was taken out of service in October 2019 due to an underground hydraulic fluid leak was repaired with a new hydraulic jack and put back in service in May. No contamination of the groundwater or public water supply well was detected. Design for the addition of PFAS treatment to the water filtration system began in August. The design of replacement office lighting is being prepared for spring 2021 bidding. The cost for the new lighting will be funded by Hudson Light & Power and a Green Community Grant received in October. Annual inspections were completed for the elevator, smoke alarm system and the sprinkler system. Custodial services and Covid sanitation are provided by the Building Department.

### **West School & Crescent Street Garage Building**

These buildings were checked periodically for security.

### **Old Crescent Street Fire Station (Cemetery Department)**

The building continues as the office and equipment storage space for the Cemetery Department. A new gas fired furnace was installed in May. In addition, storage of Police and Highway Department equipment is provided as needed.

**Randall Library**

We provide assistance to the Director and the Library Trustees for any building issues that may develop. We began the design for replacing the 2nd Floor flat roof and the rooftop HVAC unit in October. Custodial services and sanitation are provided by the Building Department.

**Police Station**

We provide assistance to the Police Department for any building issues that may develop. Custodial services and sanitation are provided by the Building Department.

**Pompositticut Fire Station/Community Center**

Until the Covid shutdown in March, the daily COA and Recreation activities in the building were in the range of 50 events per week. After the building closure, COA staff and Recreation staff have continued to run their departments with only a few outdoor events. The building utility costs are paid through the Building Department. We also provide building equipment assistance to the Fire Department. Custodian services, sidewalk and entrance snow removal and the operation and maintenance as well as sanitation of building systems are provided by the Building Department.

In summary, I want to thank all the Town departments and the Building Department staff for their support and assistance.

Sincerely,

Craig D. Martin, P.E.  
Building Commissioner/  
Facilities Manager

Doug Hyde  
Assistant Facilities Manager/  
Local Building Inspector

Courtney Poulson  
Administrative Assistant

**Inspectors**

Robert Norton, Wiring Inspector  
Charles Weeks, Deputy Wiring Inspector  
Michael Norton, Deputy Wiring Inspector  
Adam Sahlberg, Plumbing & Gas Inspector  
Robert Smith, Deputy Plumbing Gas Inspector

**Custodians**

Geoff Beharrell  
Ben Shepardson

### BUILDING PERMITS ISSUED IN 2020

<b>NUMBER of Permits</b>	<b>Type of Construction</b>	<b>Construction Value</b>
5	Additions	\$436,348.00
12	Basements/Attics	\$543,414.00
0	Cell Tower Antenna	\$0.00
8	Commercial	\$273,798.00
23	Decks/Porches	\$606,381.00
3	Demo	\$18,200.00
2	Demo / Re-Build House	\$1,236,000.00
6	Insulation	\$48,655.00
34	Kitchen & Bath	\$1,036,137.00
0	Municipal	\$0.00
3	New Dwellings	\$1,382,400.00
11	Pools	\$549,166.00
11	Renovations	\$552,081.00
6	Repairs	\$79,922.00
59	Roofs	\$873,511.30
17	Sheds/Barns	\$676,879.33
14	Sheet Metal	\$127,801.00
8	Solar	\$218,626.50
4	Structural	\$20,500.00
5	Tents	\$0.00
49	Windows, Siding & Doors	\$790,463.75
11	Woodstoves	\$50,336.00
<b>291</b>		<b>\$9,520,619.88</b>

**TOTAL PERMITS & CERTIFICATES ISSUED IN 2020**

#	Permits & Certificates	Fees Collected
291	Building Permits	\$97,939.59
238	Electrical Permits	\$17,300.00
137	Plumbing Permits	\$10,100.00
89	Gas Permits	\$5,105.00
21	Signs/Banners	\$585.04
1	Trench Permits	\$50.00
12	Annual Certificates	\$400.00
<b>789</b>	<b>TOTAL PERMITS</b>	<b>\$131,479.63</b>

#	INSPECTIONS
342	Building
279	Electrical
133	Plumbing
82	Gas
<b>836</b>	<b>TOTAL</b>

## CEMETERY COMMITTEE

The Cemetery Committee, which reports to the Board of Selectmen, is composed of three members, each serving a three year term. The Committee oversees the management and upkeep of the Town's cemeteries.

The three cemeteries in Stow are Hillside Cemetery on Crescent Street, Lower Village Cemetery on Great Road and Pompositticut Street, and Brookside Cemetery on Gleasondale Road and Box Mill Road. All 15 acres are maintained by the Superintendent and with assistance from the crew of the Highway Department.

Assessment of the 9 acre Derby parcel has continued. We have determined to proceed with a 6-foot pathway surrounding the 9 acres and having access overlooking both Pot Ash and Elizabeth Brook waterways. We will be looking into putting together conception drawings for the future layout of roadways, burial plots and other possible options.

The Committee members and the maintenance crew want to thank both the Historical Commission and the Ancient Documents Committee for the countless hours they have spent organizing documentations.

We would also like to thank the Board of Selectmen, the Town Administrator and all the townspeople who supported us during the past year. We also thank the Council On Aging for allowing us to bring forth the open discussion with family members on burial information.

In the year of 2020 we performed 18 burials and had 50 inquiries about genealogy, general plots and burial information. We look forward to serving in any way we can, and we continue to prepare for the future needs of the cemeteries and the community as well.

Respectfully submitted,

Kenney Banks  
Glenn Hammill, Chair  
Chet Jacobs

Robb \*GH\* Gledhill, Superintendent

## **COMMUNITY PRESERVATION COMMITTEE**

The Community Preservation Act (CPA), MGL c. 44B, was enacted into legislation on September 14, 2000. Under this legislation, municipalities may opt to participate by adopting a property tax surcharge to create a locally-controlled Community Preservation Fund administered by a Community Preservation Committee (CPC). The state provides matching funds based on the percentage of surcharge adopted and the number of communities participating statewide. The Community Preservation Fund can be used to fund projects related to the acquisition and preservation of open space/recreation, the creation and support of affordable/community housing, and the acquisition and preservation of historic buildings, landscapes and documents. Stow voters accepted the provisions of the CPA in May 2001.

The fiscal year ending June 30, 2020 was the nineteenth year of collections and state matching grants in Stow. In November of 2020 Stow was awarded \$291,675 - a 44.25 percent match. Stow has received approximately \$4.8 million in matching state funds over the past 19 years. Community Preservation funds are deposited in a locally controlled, interest-bearing account. All projects recommended by the CPC must first be approved by Town Meeting before expenditures can be made from Stow's Community Preservation Fund. The CPC carefully reviews each project before bringing it to Town Meeting to determine whether or not it is eligible for CPA funding, assesses the feasibility of completion, and evaluates whether it might be possible to leverage other funds to make each project the best possible investment of the Town's funds.

Due to the worldwide COVID-19 pandemic the Annual Town Meeting was moved from May 2020 (FY2020) to July 2020 (FY2021). The Annual Town Meeting (7/11/2020) voters approved Community Preservation warrant articles appropriating funds to a COVID-19 Emergency Rental Assistance Fund (\$300,000), additional design funds for the Town Hall Restoration (\$200,000), funds to develop a park in the center of town (\$50,000), funding for Pre-Engineering Services at Track Road (\$70,000), and design funds for Red Acre Road which could be a site for affordable housing (\$25,000). The Community Preservation also set aside administrative funds (\$37,500) and allocated for Community Preservation annual reserves required under the Community Preservation Act: Historic Preservation (\$100,000), Open Space and Recreation (\$100,000), and Affordable Housing (\$100,000). There were also two projects that were rescinded: Deed Restriction Program (\$250,000) and Design Funds for the Assabet River Rail Trail on Track Road (\$46,000).

### **The Community Preservation Committee consists of the following members:**

Vin Antil (Chair)	Open Space Committee
Andy Crosby (Vice Chair)	Historical Commission
Mike Busch	Recreation Commission
John Colonna-Romano	Planning Board
Ingeborg Hegemann-Clark	Conservation Commission
Roger Zimmerman	Council on Aging
Erica Benedick	Finance Committee
Gary Yu	Board of Assessors
Bob Larkin	Housing Authority
Krista Bracci	CPC Administrator

Year	Approved Stow CPA Projects 2001 to Present	Approved Project Amount	Final Project Cost
	<b>Totals for Open Space/Recreation</b>	<b>\$ 5,242,975.00</b>	<b>\$ 4,887,051.30</b>
2004	Con Comm Open Space Funds	\$ 50,000.00	\$ 50,000.00
2016	Con Comm Additional Open Space Funds	\$ 50,000.00	In progress
	Funds spent thus far \$6,656.64		
2005	Hale Woodlands	\$ 35,000.00	\$ 35,000.00
2007	Lake Boon Preservation Project	\$ 77,000.00	\$ 33,299.89
2008	Assabet Rail Trail Easement	\$ 227,000.00	\$ 135,949.50
2004	Moseley APR	\$ 23,600.00	\$ 23,600.00
2010	Maple Street CR for SCT	\$ 80,000.00	\$ 75,000.00
2007	Snow Property Acquisition	\$ 673,000.00	\$ 658,899.46
2007	Stow Community Park Construction	\$ 1,000,000.00	\$ 999,595.93
2013	Fitzpatrick Property Acquisition	\$ 95,000.00	\$ 89,676.19
2014	Design Funds for Pine Bluffs	\$ 40,000.00	\$ 39,730.50
2016	Improvements at Pine Bluffs	\$ 39,500.00	\$ 39,500.00
2015	Creation of Rec Facilities at Pine Bluffs	\$ 242,000.00	\$ 242,000.00
2015	Tuttle Lane Land Acquisition	\$ 140,000.00	\$ 140,000.00
2015	Invasive Species Mapping and Control	\$ 25,000.00	In progress
	Funds spent thus far \$17,975.60		
2016	Purchase of Boon Road APR	\$ 140,000.00	\$ 140,000.00
2017	Creation of 323 Community Park	\$ 275,000.00	\$ 275,000.00
2017	Carver Hill Conservation Restriction	\$ 1,400,000.00	\$ 1,400,000.00
2017	Small Farm Conservation restriction	\$ 275,000.00	\$ 275,000.00
2018	Final Phase of work at Pine Bluffs	\$ 20,000.00	\$ 19,889.21
2018	Purchase of the Kunelius Property	\$ 215,875.00	\$ 214,910.81
2020	Pre-Engineering Services for Track Road	\$ 70,000.00	In progress
	Funds spent thus far \$31,099.50		
2020	Town Center Park Playground	\$ 50,000.00	In progress
	Funds spent thus far \$0.00		
	<b>Totals for Historical</b>	<b>\$ 1,342,419.00</b>	<b>\$ 772,211.47</b>
2004	West School Parking/Access	\$ 20,000.00	In progress
	Funds spent thus far \$6,932.66		
2004	Blacksmith Shop	\$ 929.00	\$ 745.00
2007	Lower Village Cemetery Wall Restoration	\$ 9,990.00	\$ 9,918.28
2008	Lower Village Cemetery Wall Restoration #2	\$ 19,500.00	\$ 14,199.08
2010	Lower Village Cemetery Wall Restoration #3	\$ 20,000.00	\$ 17,500.00
2010	Rehab Monuments & Headstones	\$ 48,000.00	\$ 46,300.00
2012	Historic Document Preservation Project	\$ 100,000.00	\$ 100,000.00
2009	Town wide Inventory of Historic Properties	\$ 50,000.00	\$ 50,000.00

<b>Year</b>	<b>Approved Stow CPA Projects 2001 to Present</b>	<b>Approved Project Amount</b>	<b>Final Project Cost</b>
2017	Historic Document Preservation , Phase II	\$ 85,000.00	In progress
	Funds spent thus far \$0.00		
2013	Brookside / Hillside Cemetery Wall Restoration	\$ 60,000.00	\$ 56,000.00
2014	Design Funds for Randall Library	\$ 25,000.00	\$ 25,000.00
2016	Additional Design Funds for the Library	\$ 25,000.00	\$ 19,755.11
2017	Library 2nd Floor Restoration	\$ 380,000.00	\$ 380,000.00
2015	Mapping of Lower Village/Hillside Cemeteries	\$ 24,000.00	\$ 24,000.00
2016	Additional Funds for Cemetery Mapping	\$ 5,000.00	In progress
	Funds spent thus far \$207.00		
2018	Town Hall Roof Repair	\$ 30,000.00	\$ 28,794.00
2018	Stow Town Hall Improvements	\$ 175,000.00	In progress
	Funds spent thus far \$79,468.26		
2018	Additional Funds for Library Restoration	\$ 65,000.00	In progress
	Funds spent thus far \$20,666.15		
2020	Design Funds for the Town Hall Restoration	\$ 200,000.00	In progress
	Funds spent thus far \$0.00		
	<b>Totals for Affordable/Community Housing</b>	<b>\$ 3,002,200.00</b>	<b>\$ 356,163.00</b>
2004	Pilot Grove Perpetual Deed Restrictions	\$ 350,000.00	\$ 350,000.00
2012	Consultant SMAHT	\$ 7,200.00	\$ 6,163.00
2015	Affordability Safeguard Program	\$ 220,000.00	In progress
	Funds spent thus far \$0.00		
2017	Affordability Safeguard Program Extension	\$ 200,000.00	In progress
	Funds spent thus far \$0.00		
2017	Habitat for Humanity Units	\$ 150,000.00	In progress
	Funds spent thus far \$0.00		
2020	Red Acre Road Design Funds	\$ 25,000.00	In progress
	Funds spent thus far \$0.00		
2020	COVID-19 Emergency Rental Assistance	\$ 300,000.00	In progress
	Funds spent thus far \$0.00		
2009	Pilot Grove and Plantation Expansions	\$ 1,750,000.00	In progress
	<p>Pilot Grove is complete \$825,000 &amp; Spent \$100,000 on Plantation <i>Funds spent thus far listed in the approved CPA projects column are not part of the final project totals (only totals of completed projects).</i></p> <p><b>Figures shown are current as of 10/6/20</b></p>		



## COMMUNITY SERVICES DIRECTOR

The Stow Community Services Coordinator is a 15 hour per week position providing confidential, professional social work services to residents of all ages. Residents can visit the Community Services Coordinator office at the Pompositticut Community Center for information, advocacy, referrals, and supportive counseling. Home visits are also available for residents with limited mobility and after hours appointments may be arranged to accommodate resident work schedules. Office hours are **Monday, Wednesday and Thursday 9 am to 2 pm. Appointments are recommended.** Stow residents may self-refer by calling 978-897-2638 or emailing townsocialworker@stow-ma.gov.

Due to the Coronavirus restrictions, the option of home and field visits has been significantly curtailed. Brief office visits have continued and have followed the guidelines set by the CDC, state and local health departments. Despite these limitations, the Community Services Coordinator has seen a 32% increase in client related contacts as compared to 2019. The number of households served increased from 119 to 133, demonstrating an increased need for services in the town. Most households sought support on multiple occasions. The Community Services Coordinator conducted **130 office visits, 19 home visits, and 378 phone calls or emails** to assist Stow residents in need of social service resources. Many clients requested assistance with multiple challenges. The most common areas of need were: emotional support, emergency financial assistance, accessing food resources, securing mental health services, insurance issues, transportation options and housing resources.

In addition to direct resident meetings the Community Services Coordinator also communicates with a number of local agencies to ensure that residents are connected with supports that meet their complex needs. Agencies include local health care providers, Fire Department, Police Department, Board of Health, Council on Aging, Recreation Department, Warm Hearts of Stow, Plantation and Pilot Grove apartments, Nashoba Public Health nursing, Stow Food Pantry, Stow Community Chest, and local faith groups. The Community Services coordinator has continued as a member of the Emerson Hospital Care Transitions Collaborative, the Regional Social Work Group and act as coordinator for the Stow Interdisciplinary Group.

In the coming year the Community Services Coordinator will be working with the COA and state and local resources to help the Stow community navigate the many challenges posed by the ongoing health crisis. The Community Services Coordinator looks forward to continued opportunities to promote the health and well being of all Stow residents.

Thank you for your continued support of this important town resource.

Respectfully submitted,

Brian O'Sullivan, LICSW, Stow Community Services Coordinator

## COUNCIL ON AGING

The Council on Aging (COA), one of the larger town departments, acts as the social service agency for the town, serving as front door, point of access and a vital resource for not only seniors, but all ages in need including low income and/or disabled Stow residents. The COA is paramount to the daily lives of especially our older residents. The COA staff are the trusted confidants, the social calendar, and the access to human connection that is crucial to the wellbeing of those aging in Stow. Over the past 9 months, during COVID-19, the Community Center building may have been closed, but COA staff still came into work, finding creative solutions to continue to serve our residents in a safe and contact-free way. COA was here for Stow's older residents as we all weathered and managed the trauma that this unprecedented time of the harsh realities of the COVID-19 pandemic inflicted on all of us.

COA assisted approximately 1,057 people. On average we received 22 calls per day. Prior to Covid, 101 people on average came into the Center each day for COA. During Covid we served daily on average 33 people in-person, contact-free, or remotely. Outreach staff provided numerous hours of assistance through information and referrals regarding: Covid, housing, home-care, legal, fuel assistance, food stamps, Meals on Wheels, Life Line, medical equipment, assistance with consumer complaints, scams and other concerns. The staff also kept in touch with residents via friendly check-in calls, visits, and sending get well and birthday cards. Due to Covid, staff were only able to do a limited number of home, nursing home, assisted living and hospital visits. During the pandemic, staff creatively came up with the idea of preparing customized "Cheer" packages. Starting with our eldest seniors, we delivered 128 "Cheer" packages to seniors' homes. Guitarist Dave Ashman (COA Van Driver/Dispatcher) put together and recorded a "Tribute to Stow Seniors" which was available on Stow TV and YouTube. On July 15<sup>th</sup>, we honored Stow's Eldest Citizen, Claire "Peg" Kennedy who turned 100 years old by presenting her with the Boston Post Cane! A town wide parade (including Stow Fire and Police, antique cars, COA van and VIP's presented her with citations honoring her.)

The COA staff worked closely with the Community Services Coordinator on the more challenging cases. In addition, the COA staff also worked closely with other town departments such as: Assessor, Board of Health, Fire, Police, Town Clerk and Treasurer's office. The COA has a 2005 Ford Freestar van which is primarily used for the Community Services Coordinator and Outreach staff for visiting clients.

***Transportation Service*** - Offering transportation is a crucial service for a town like Stow with no other public transportation available. No wonder it is our number one service. The COA transported approximately 189 riders (who rode 490 times) totaling 2,613 trips covering 17,454 miles this past year. The cost of services for Transportation (van driver salaries & fuel) was \$45,119 of which \$29,518 was reimbursed by Montachusett Regional Transit Authority (MART). An additional \$2,124 was collected through ride fares, reducing the cost to the Town to only \$13,477. In August, the Stow Friends of the COA purchased a brand new 8-passenger wheelchair equipped 2019 Ford E350 van to replace the 8-passenger van that was totaled back in April of 2019.

**Nutritional Programs** are offered such as: Congregate Meals (changed to pick up during the pandemic) and Meals on Wheels. The COA continues offering day-old food that local supermarkets have generously donated which has been especially essential during the pandemic where there has been an increase in food insecurity. The COA has volunteers picking up food during the week for our food program. The food is distributed at the COA, available all day for Stow residents. Approximately 241 people participated in the program. As food is sorted some is distributed to the Stow Food Pantry, Stow low income housing, meal site and Stow's most needy citizens.

A variety of **Programs and Services** are offered through the Council on Aging throughout the year but had to be suspended due to Covid. Wide selections of Games offered include Billiards, Social Bridge, Chess, Mahjong and Poker. Weekly **Exercise Classes** offered include: Qi Gong, Senior Fitness, Stretch & Flex, Tai Chi, Yoga and Zumba Gold. Some were available remotely - live via Zoom or on Stow TV or YouTube - during the pandemic. A new Zumba Gold Toning class offered weekly via Zoom was well received. Free workouts on our exercise equipment in the Community Center Circuit Exercise Room were actively being used, open to all ages, until the pandemic hit. A **New Creativity Class** offered was a Greeting Card Workshop. Other popular creativity classes that we continued to offer until the pandemic hit were Open Art Studio, Baby Wraps (baby quilts for the neonatal unit at Emerson Hospital), Quilting, Crafts, and the Bee (hand spinning, knitting and textile related work). Holiday Boxwood Tree Arranging class was held via Zoom, which participants enjoyed. This past year, the COA loaned out 148 items of Durable Medical Equipment including: wheelchairs, tub transfer benches, shower chairs, commodes, walkers, and other miscellaneous items.

**Health and Educational** presentations are offered monthly on a variety of topics such as: Power of Positivity, Want to Be a Writer, Arm Chair Travel to New Zealand, presentation about Electricity, Medicare open enrollment, Zoom 101. Monthly clinics offered until the pandemic hit were Podiatry, Hearing and Blood Pressure.

**Outings & Social Programs** included a Drive-through Senior Picnic with entertainment provided by Guitarist Dave Ashman (our van driver/dispatcher). A live Drive in Concert featuring "Jumpin' Juba", was sponsored by the Stow Cultural Council. A Haunted Halloween Home Visit Goody Bag distribution, Thanksgiving and Holiday Grab & Go Dinners, and on New Year's Eve day a Happy "Noon" Year Parking Lot Party closed out our year of festivities. Unfortunately, with schools closed, our most popular inter-generational 7 week program was cancelled. The few field trips we were able to get in before the pandemic were a visit to the Lyman Estate & Greenhouses and a Sleigh Ride and lunch in Candia, NH. Our weekly peer led support group called "Buried in Treasures," helping people deal with clutter, continued remotely via Zoom.

The COA 16-page colorful newsletter "The Stow Senior Scoop" continues to be mailed out as an insert in the Action Unlimited to every household in Stow on the last Friday of every month. The Stow Friends of the COA generously covered this expense at a cost of \$12,000. In the newsletter we have offered a variety of puzzles, brain teasers and even a Stow History Quiz!

The COA oversees the Senior Tax Work-Off Program which continues to be very beneficial; 17 participants worked in various Town departments, the library, and the schools.

The COA relied heavily on the 85 dedicated volunteers who provided over 2,900 hours of their time, offering their talent to improve all that COA offers and the quality of life for the seniors of Stow. This is a savings of approximately \$37,000 to taxpayers. Volunteers are assigned to a variety of duties such as: receptionist, data entry, bookkeeping, newsletter editor, and general office help. We also have friendly visitors, volunteer drivers, food program assistants, birthday cake bakers, musicians, handymen and crafters. In addition, volunteer instructors teach exercise and craft classes, Reiki, technology help, money management and a variety of ever changing requested skills. The COA would not be able to do all that we do without their help.

***Free Professional Services*** offered were a Reiki Clinic and AARP Income Tax Preparation (until the pandemic shut them down). A few Stow residents (retired accountants) offered to continue assisting with income tax preparation remotely to fill the void. Free technology assistance, thanks to Justin Jacobs, is offered weekly, changed from at the Community Center to remote.

The COA has a Gift Shop at the Community Center that offers beautiful handmade gifts by Stow seniors and a variety of products with the Stow logo on them thanks to the numerous volunteers that create products for the Gift Shop. A new item introduced this year were 4 different style Stow Blankets. Many items are made in our creativity classes and generously donated to sell. The Gift Shop is a noteworthy source of income for the Stow Friends of the COA (SFCOA).

The SFCOA raise funds to supplement the COA. They usually have numerous fundraising events throughout the year but, due to Covid, were limited to only the clothing drive. This popular yearlong ongoing project is a joint effort between the SFCOA, the Epilepsy Foundation and Savers, a win-win for all. Without this financial support, the COA would not be able to offer such a variety of programs and services. It funds our monthly Newsletter, Outreach Activities and Events, and helps pay for the cost of the instructors for our Exercise Classes. Through the years, the SFCOA have purchased and maintained all COA vans. In the past few years, the SFCOA has purchased 2 brand new vans for COA.

Minuteman Senior Services is the Area Agency on Aging (AAA) and the Aging Service Access Point (ASAP) for the Town of Stow. This past year, they provided services to approximately 430 residents. Stow's Local Share contribution for this service is \$1,573. Services include: Care Management & In-Home Care, Caregiver Support and Options Counseling, Protective Services, Information & Referral, SHINE Health Benefits Assistance, Meals on Wheels, Senior Dining, Clinical Eligibility Screening and Senior Citizens Law Project.

Local organizations have offered their help such as the Rotary Club of Nashoba Valley, the Stow Garden Club, the Stow Schools, the Scouts, and the Stow Lions Club. Local businesses which have supported the COA throughout the year include Shaw's and local farms & orchards.

COA Funding Sources include: Massachusetts Executive Office of Elder Affairs, Stow Community Chest, SFCOA, and the Stow Lions Club.

Board & Staff Updates: We wish to thank Ruth Banfield, who retired, for her many years as a COA Board Member. We want to welcome Roger Zimmerman who filled her position. As we

announced the resignation of our Outreach Worker Suzanne Howley and wished her well in all of her future endeavors, we announced that Outreach Worker Kathleen Surdan moved from temporary to permanent status.

Respectfully submitted,

Alyson Toole, COA Executive Director

**COA Staff:**

Martha Shea, Outreach Coordinator

Kathleen Surdan, Outreach Worker

Gilda “Gigi” Lengieza, Office Manager, Transportation and Volunteer Coordinator

David Ashman, Van Driver/Dispatcher

Chris Schuch, Chet Jacobs and James Moulton, Van Drivers

**Board Members:**

William Byron, Board Chairman

Ruth Delmonico, Board Secretary

Members: Peter Cirioni, Susan Matatia, Kathy O’Brien, Susan Pauley and Roger Zimmerman

Associate Members: Brian Burke, State Rep. Kate Hogan and June Thall

## CULTURAL COUNCIL

The Stow Cultural Council is dedicated to creating a closer-knit community in Stow by sponsoring and supporting activities in the arts, humanities, and sciences that bring the diverse elements of our community together for enjoyment and cultural enrichment. The SCC especially seeks to fund projects that bring together parts of the community that do not often interact in their day-to-day lives in order to foster understanding by experiencing events together, working on projects and sharing stories about Stow's history.

The Stow Cultural Council completed a successful year, receiving a total of \$6,700 in grants from the following sources: \$5,200 from the State Legislature through the Massachusetts Cultural Council and \$1,500 from Town Meeting.

The council voted to grant funds to the following projects for 2020 fiscal year:

Nashoba First	Nashoba First Robotics Team #1768	\$800
Seven Bridges Writers' Collaborative	Slam Poetry Workshop	\$750
Smile Mass D/B/A Jones Playground	Building a New Inclusive Culture at Jones Playground	\$500
Randall Library	Summer Reading 2020	\$625
Sounds of Stow	Sounds of Stow 2019-2020 Concert Season	\$1000
Stow Friends of Music	Music in the Park Festival	\$350
Nashoba Friends of Drama	Nashoba Regional High School Spring Musical	\$800
Steven Hurlbut	Jumpin' Juba at the Stow Senior Center	\$300
Stow Conservation Dept. and Stow Recreation Dept.	Art in the Park	\$500
Nashoba Friends of Music	Nashoba Symphonic Band 2019-2020 Season	\$625
	<b>Total</b>	<b>\$6,250</b>

The Stow Cultural Council encourages any Stow resident or organization to apply for a grant for a project of his or her own imagination or to sponsor an event by an area artist or performer, that will benefit the Stow community through arts, science, and/or culture. Area residents and organizations with ideas for projects benefiting the Stow community are also welcome to apply. Grant applications were due October 15, 2019, for the 2020 grant cycle. Awards were announced in January 2020. For more information see the Cultural Council page on the town website, [www.stow-ma.gov](http://www.stow-ma.gov). Local cultural council grants are to be considered a temporary aid to encourage groups to find added sources of funding.

Membership currently stands at 8 voting members and 3 non-voting members. The Council is required to have 5 voting members in order to receive and disburse funds. Members are Angela Santos, Jennifer Edgerton, Shawn Gross, Rachel Gwaltney (Treasurer), Alex Rosiewicz, Debie Maher, Mary Louton (Chair), Kelly Bowman, Charles Streff, Hector Constantzos, Meredith Woods, Rebecca Lynch, and Sruthi Maheshwaram. The Council is able to add additional new members.

Respectfully submitted,

Mary Louton (Chair).



**A pre-Covid Cultural Council art show (photo courtesy of the Stow Cultural Council)**

## **ECONOMIC DEVELOPMENT AND INDUSTRIAL COMMISSION (EDIC)**

The Economic Development and Industrial Commission, consisting of business owners and interested Stow community residents, is a seven member Commission appointed by the Board of Selectmen in accordance with M.G.L. Chapter 40, Section 8A.

### **Organization**

The Economic Development and Industrial Commission (EDIC) is made up of seven members serving staggered terms, not exceeding 5 years.

### **Mission Statement**

The Stow EDIC will support new and existing businesses, identify needs and action steps to further opportunities throughout Stow and work with residents to better understand the most appropriate types of business development. To accomplish these goals the EDIC will welcome new businesses to Stow by streamlining the understanding of local regulations, act as liaison between business interests and the Town Government and develop baseline information and studies on Stow's evolving economic condition.

### **Commission Efforts**

The EDIC continued to engage in planning processes for Lower Village, through continued education on mixed use zoning, public water supplies, and the potential effects zoning updates could have on the current patterns of use in Lower Village.

2020 has brought many hardships to the business community throughout Stow and the surrounding region. The EDIC has been discussing opportunities to improve access and visibility to businesses as the economy advances toward a more open state. Through dialogue with local business owners and research of other successful efforts, the Commission continues to work toward strengthening partnerships in the Stow business community.

In 2020 the Commission was pleased to accept David Elkins' appointment to the EDIC. His business experience and energy have been welcome additions to the Commission.

Together with input from Town residents, the EDIC is looking forward to a productive 2021. This past year's focus on enhancing the economic climate in Stow would not have been possible without the dedicated time and effort volunteered by the Stow residents making up the Commission.

### **Economic Development and Industrial Commission Members**

Kevin Whalen | Chair  
Thomas Farnsworth | Vice Chair  
Andrew Bluestein  
Robert Collings

Jennifer Gero  
Serena Howlett  
David Elkins



## HIGHWAY DEPARTMENT

This has been a busy year, and one of many transitions due to COVID-19 and personnel changes for the Stow Highway Department. Despite all of the challenges, the department had a very productive year and did an outstanding job working on the backlog of myriad projects around Town.

Highway had a particularly busy year with storm clean-up. Over the summer, several major weather events hit which resulted in an unusual number of trees and branches blocking our roadways. The department crews worked hard to open the roads for traffic in very short order after every storm. Two crews with wood chippers spent seven weeks over the summer cleaning up all the roadside debris after these storms.

This year, the Highway Department paved all of State Road, Packard Road, and the paved section of Tuttle Lane. Highway also repaved 3 miles of Town roads. Crew members also worked on 10 miles of roads around Town applying crack sealants with one of our vendors; crack sealing is one of the most important tasks the Department can do to prevent potholes in the winter. Additionally, Highway assisted the Facilities Department with several water main repairs.

In September 2020, Highway helped complete the last phase of the Lower Village project, by installing a storm water recharge system in the lower common. This was a monumental undertaking for the Department and it was “all hands on deck” for most of that month. This was, by the way, one of largest and complex projects undertaken by the Department in recent times.

The Wedgewood Road re-paving was completed this year with funding that was approved at the 2019 Town Meeting. We are always grateful when residents approve the funding for work on these low-volume roads every year.

In late November, the Hudson Road culvert repairs at Walcott Street (which was approved at the 2020 Annual Town Meeting) were substantially completed by our contractor. Highway crews will finish certain details of the project in summer 2021, installing storm water quality areas for our MS4 permit, erecting new guardrails, and finally repaving the area of Hudson Road at Walcott Street.

Our employees are some of the most dedicated in the profession, and they continue to impress me with their ability to do whatever it takes to get the job done.

Respectfully submitted,

Steve Nadeau,  
Superintendent of Streets

## **TREE WARDEN**

The Tree Warden's primary responsibility is the care and control of public shade trees as dictated by Massachusetts General Law. Public shade trees are defined as trees within a public way or on the boundaries thereof. The Tree Warden position is a member of the Highway Department, but with separate statutory rights and responsibilities.

The actual work of maintenance and removal of dead, damaged, diseased or otherwise hazardous roadside trees and vegetation is performed by Highway Department tree workers. As is the case every year, tree work is performed throughout the year as time, physical and financial resources, and manpower becomes available, or as dictated by Mother Nature. They will subcontract tree work that is beyond the resources of the Department, and will refer to the Hudson Light & Power Department (HLPD) tree work that is close to power lines, and whenever possible, Highway Department employees work with the HLPD in a mutually beneficial arrangement. The Tree Warden works in conjunction with the Superintendent of Streets and Assistant Superintendent to maintain a list of trees deemed hazardous or otherwise in need of attention. The list is updated frequently, as trees are removed from the list and others are added. A significant number of trees and limbs deemed to be hazardous were removed throughout the year.

During 2020 the Tree Warden received and responded to dozens of reports and queries from residents. These included concerns about roadside trees or limbs that they thought needed attention, questions about ownership of trees, concerns about neighbors cutting trees, complaints about trees blocking lines of sight, reports of fallen trees or limbs, questions about appropriate tree species for planting in specific locations, and complaints about property damage done by fallen trees or limbs from town-owned trees or trees presumed to be town trees. Three insurance claims were filed against the Town for property damage from fallen trees and limbs. Two of those were shown to be trees on private property, not town-owned trees. Every year storms blow through that do a lot of tree damage. But one particular storm late afternoon on June 6, 2020 was unusually severe, uprooting large numbers of mature trees in the west and southern sections of town, resulting in several days of counseling affected homeowners, and a lot of extra work for the Highway Department crews.

Public hearings are required by law before a public shade tree can be cut, unless a tree is deemed a hazard, or under certain other circumstances. But, 2020 was a rare year in which no requests for public hearings were received, and none were held.

Many thanks are extended to the Highway Department employees who performed tree work throughout the year whenever the need arose, and for the cooperation of Superintendent of Streets Steve Nadeau, and Assistant Superintendent Brian Hatch.

Respectfully submitted,

Bruce E. Fletcher, Tree Warden

## **STOW HOUSING AUTHORITY**

The Stow Housing Authority founded by town meeting is authorized by and operates under the provisions of Chapter 121B of the Massachusetts General Laws to manage and administer low rent housing programs, funded by the Massachusetts Department of Housing and Community Development (DHCD) and the U.S. Department of Housing and Community Development. The Stow Housing Authority is governed by a Board of five commissioners, four of which are locally elected with the fifth member appointed by the Commonwealth. The Board of Commissioners meets as necessary at the Town Building.

Respectfully submitted,

W. Robert Dilling, State appointee  
John Kendra  
Michael Kopczynski

Robert Larkin, Chair  
Cynthia Perkins  
Jaclyn Beaulieu, Administrator

## **INFORMATION TECHNOLOGY DEPARTMENT**

The Information Technology Department for the Town of Stow's effort for continuous improvement has accelerated with the addition of the new Town Administrator. We are making improvements to both hardware and software used by Town employees. We have replaced the aging email system, and the Microsoft Office applications have been updated to the most current versions. The Assessors' Office is now working with the latest cloud-based software to provide the most accurate data possible. The Police Department is enjoying its first year with a new server to provide the best tools for protecting the town. Upcoming improvements will include the Fire Department, Council on Aging and the Highway Department, all due for data processing improvements.

I want to personally thank all of the residents of Stow for their support of the IT Department in its efforts to provide and support all of the Town's technology related needs.

Respectfully Submitted,

Ron Eld, Director of Information Technology

## LAKE BOON COMMISSION

The Lake Boon Commission (LBC) was enacted by the Massachusetts legislature as Chapter 712 of the Acts of 1941, with a charter of regulating the use of the waters of Lake Boon. It is an unpaid Commission comprised of three members: two appointed by the Stow Selectmen and one by the Hudson Selectmen. The LBC generally holds publicly posted meetings at the Stow Town Building about eight times per year or as otherwise needed. In March 2020, the LBC successfully transitioned to hosting its Public Meetings via Zoom as part of COVID-19 precautions.

Throughout 2020 the LBC was comprised of: Kris Krablin (Commissioner/Chairperson, Stow), Dan Barstow (Commissioner/Clerk, Stow) and Conray Wharff (Commissioner, Hudson). The LBC also acknowledges the invaluable volunteer work of David Gray (Stow) in responsibilities related to drawdown activities and community communications, and Andy Pollock (Hudson) for coordinating weed treatment. We also welcomed Megan Birch-McMichael as our new LBA Liaison from the Stow Board of Selectmen.

2020 was an exceptionally busy year for the LBC, with 17 Public Meetings and 3 Public Hearings. Key topics addressed were:

- Completion of the process of updating the LBC Boating Regulations to bring them into compliance with MA State Law, and incorporating the changes into the Stow Town Bylaws (Article 6. Police Regulations). This required another Town Hearing, and resulted in approval at the June 2020 Stow Annual Town Meeting.
- 3 year renewals of the expiring Order of Conditions (OoC) for the invasive weed treatment of the lake, issued by Stow & Hudson Conservation Commissions.
- Replacement of the MA DEP Superseding Order of Conditions for the annual lake drawdown with new OoCs issued by the Stow & Hudson Conservation Commissions.
- Collaboration with the Lake Boon Association, Stow & Hudson Conservation Commissions, Town Management and other partners to submit the “Healthy Lake Boon Initiative” proposal for a MA Municipal Vulnerability Program (MVP) grant. In the fall, a 2-year \$154k grant was awarded for the initiative. The project will engage local residents as “Citizen Scientists” to collect a variety of measurements for an integrated picture of the health of the lake. Working with scientists to interpret the data, the project will develop recommendations for future action to help improve and maintain the health of the lake. Dan Barstow represented the LBC on the proposal and continues as a member of the working group focused on execution.
- Support for Hallock Point preservation options with a Chapter 61 Quick Response, and ongoing advocacy through the Stow Selectmen and other Stow commissions in an attempt to preserve as much of the land from development as possible.

**Safety & Patrolling:** 2020 was another year without any significant safety issues. Enforcement of boating rules and regulations are the responsibility of sworn police officers. These functions are performed by the Stow Police and the Environmental Police, with Stow Police patrolling the lake on a regular basis throughout the boating season. NOTE: All calls concerning Lake Boon safety and/or law violations must be made directly to Stow Police at 978-897-4545 or by calling

911. It is the responsibility of all persons using the lake to know and abide by the MA State boating rules/regulations, and the Lake Boon ByLaws & Rules (which can be found on the LBC section of the Stow Town website). Failure to do so can result in citations and fines.

**Weed Treatment & Drawdown:** Lake Boon has for many years been host to non-native invasive weeds, exacerbated by increased nutrient loading. The primary way to address this problem is through a comprehensive lake management program. Key features are steps to reduce nutrients reaching the lake, and aquatic vegetation management. The latter involves the annual licensed application of state-approved herbicides in accordance with state permits and Orders of Conditions (OOC) from the Conservation Commissions of Stow and Hudson. Total Lake Management through education, non-native invasive weed treatment, and lake drawdown continued to be a focus in 2020. “Solitude Lake Management” completed the Year 2 services of our 3-year Herbicide Treatment Program contract, with targeted treatments of Basins 2 & 3 with the diquat herbicide on June 12, focused on curlyleaf pondweed and variable watermilfoil. The lake drawdown program, which lowers the level of the lake during the winter to help purge nutrients from the lake and kill peripheral vegetation by exposing it to deeper freezing, also continued in 2020 with the Spring refill being completed by April 1, and the Fall drawdown level reached prior to December 1.

**Water Quality:** This year we did not experience the level of algae blooms in the lake that we saw in 2019, and no confirmed reports of cyanobacterial blooms (with potentially harmful cyanotoxin levels).

Respectfully submitted,

Kris Krablin, Commissioner/Chairperson, Stow  
Dan Barstow, Commissioner/Clerk, Stow  
Conray Wharff, Commissioner, Hudson

## OPEN SPACE COMMITTEE

The purpose of the Open Space Committee is to advise the Town on open space protection priorities and to assist the Conservation Commission in implementing Stow's Open Space and Recreation Plan.

The Committee continued to explore the southwest quadrant of Stow for opportunities to extend Stow's Emerald Necklace trail and expand conservation holdings as recommended in the Open Space and Recreation Plan, and monitored proposed developments in this area, particularly a large development of Athens Lane and proposed development at Stow Acres Golf Course. The Committee spent a considerable amount of time studying these areas and advising as to the most important areas for conservation.

The Committee reviewed and made recommendations with regard to several parcels of land being considered by the Town including land owned by Linda Cornell along the Assabet River and the Harvard Acres and Joanne Drive Subdivision Open Space. The Committee spent time evaluating the Chapter 61 withdrawal of land on Hallock Point and helped shape the proposal and case for the protection of the majority of that property which will go to Town Meeting in 2021. As part of this a proposal was put forward to the Community Preservation Committee to assist with funding from Community Preservation Funds.

The Committee also monitored several ongoing open space and recreation projects including Track Road multiuse path and the development of walking trails on a parcel of Town-owned land in Gleasondale.

The Committee voted unanimously to reappoint Committee member Vin Antil as the representative to the Community Preservation Committee for another year. Chair Greg Jackson stepped down and resigned from the Committee in 2020, and Bill Maxfield was elected Chair, and Vin Antil, Vice Chair. Kathy Sferra and Margaret Costello were appointed to the Committee in 2020. Natalie Forsythe and Ben Mast resigned and we thank them for their service.

The coming years look to present key development and conservation opportunities for Stow. Interested prospective members are encouraged to attend our meetings and get involved.

Respectfully submitted,  
Bill Maxfield, Chair  
Vin Antil, Vice Chair  
Bob Wilber  
Kathy Sferra

Margaret Costello  
Greg Jackson (resigned 2020)  
Ben Mast (resigned 2020)  
Natalie Forsythe (resigned 2020)

## **RANDALL LIBRARY**

The Library continued to uphold its mission to use its resources to contribute to individual and community informational, educational, cultural, recreational, and social enrichments by providing free and equal access to materials despite the COVID-19 pandemic. In March of 2020, the Randall Library closed its doors to the public, “reopening” not physically, but virtually, in June of 2020.

### **Circulation**

From March 13, 2020 until present the physical doors of the Library have been closed. On June 16, 2020 curbside pickup – a service through which patrons could request materials and staff would place them outside – began, as did virtual programs, take home crafts, and book bundles. There were 33,852 visits to the Randall Library during 2020 including actual visits to the library to physically browse the collections, use computers, attend special events, and use the Library for meetings and quiet study space, and virtually after COVID began.

Total circulation of materials for the year is 44,184 compared to 61,905 in 2019, down 28.6% due to COVID related challenges. Items received via interlibrary loan totaled 10,384 and items loaned via interlibrary loan totaled 7,980. Renewals and checkouts of digital materials to Stow patrons totaled 13,448, an increase from 11,253 in 2019.

### **Databases**

The Randall Library continues to provide special databases for Stow library card holders to use both on-site and remotely. These databases include:

- Consumer Reports – unbiased results on product testing
- Ancestry – operates genealogical and historical records
- Freegal – provides 15 million songs and 40,000 videos
- Hoopla – includes streaming access to eBooks, music, TV, and audio books
- Mango Languages –online language learning resource
- Kanopy – offers on-demand films and documentaries

Wowbrary, an online service available through Interactive Sciences, Inc., was added to the Library. Through Wowbrary, patrons are informed about Randall’s news books, movies, and music. As a member of the Minuteman Library Network, the Randall Library provides patrons with access to the Boston Globe and the New York Times online, Novelist, Heritage Quest, and business and educator resources. These can be accessed at <https://www.minlib.net/online-resources/stow> or by visiting the Randall Library website at <https://www.stow-ma.gov/randall-library>.

### **Collection Development**

Currently, the Library owns

- 34,525 adult, young adult, and children’s print books
- 58,047 e-books
- 1,893 books, audiobooks, and DVDs were added to the Library collection in 2020

## **Programs**

The Randall Library provided in person programs until March of 2020. Virtual programs began in June 2020 including story times, take and make crafts, and the addition of Trivia nights, a gardening series, and AAA presentations. Within the year the library staff provided 231 programs for adults, children, and young adults with an attendance of 2,259 participants. The Randall Library had another successful year of summer reading with its “Imagine Your Story” reading program, designed by Youth Services Librarian Christine Morrison. During the summer, more than 340 prizes were given out for reading all summer.

## **Facilities**

Continued maintenance is being done to the heating system on the roof of the Library to sustain heat on the second floor. A capital plan for an updated HVAC is scheduled for the next fiscal year. Outdoor picnic tables were added for seating.

## **Library Spaces/Updates**

- A new Young Adult area was configured with added furniture and a computer.
- The Children’s Room shelving was reorganized with additional toys and an AWE computer.
- The mystery section was moved to accommodate more comfortable seating. A display table for new books was purchased.

Weeding is in process in the Adult nonfiction and fiction sections as well as the Children’s and Reference Rooms. Removal of older materials that have not circulated is complete in the Young Adult and DVD collections.

One Randall staff member attended the Public Library Association’s annual meeting in Tennessee (pre-COVID). One staff member was also awarded a grant to attend the American Libraries Association’s annual conference but due to COVID attended virtually through several months of classes.

## **Funding**

In addition to the town budget, the following funding was received by the Library:

- An American Library Association grant to host a One Town, One Book program
- Avidia Bank granted the Library \$1400 to fund 3 hotspots for 1 year.
- Randall Library Friends continue to support the Library by providing museum passes, a copier, grants, and online fundraising campaigns such as Library Giving Day and Giving Tuesday which raised more than \$2,000. The Friends also purchased an adjustable height table for staff to perform technical services tasks.
- The Second Century Fund granted the Library \$6,000 to purchase additional items for the Library of Things collection.
- The Hale High School Fund continued its support of the Library, granting \$15,057 for a new computer for the reference room, a new set of print encyclopedias, and subscriptions to several online databases.
- The Randall Library Trust Fund funded the Library \$27,548.89 for books, periodicals, programs, databases and electronic media.



### **Building Committee**

A new building committee was appointed by the Board of Selectmen in June 2020 to oversee the pre-design process for a renovated and expanded library. The committee is composed of one Library Trustee, one Selectmen, one member of the Finance Committee, one member of the Capital Planning Committee, the Library Director, and two Stow residents.

### **Staff/Trustees**

Rosemary Bawn, Library Page, retired after 25 years of service to the Randall Library and its community. Marcy Eckel was voted in as a new trustee in 2020 while Barbie Wolfenden won her seat as a Trustee for another term.

### **Acknowledgements**

Special thanks to the Stow Cultural Council, Alice Eaton Fund, Stow Community Chest, DCU Kids, ALA, Avidia Bank, Hale High School Fund, Second Century Fund, Randall Library Friends Association and Randall Library Trust Fund for their financial support during 2020. The Library staff would also like to thank all the special volunteers who have supported the library with their time and efforts during 2020. Special thanks to the volunteer tutors of the Randall Library Tutoring Center, Marty Sheehan, members of the Pets and People organization that participate in our reading dog programs, and the volunteers of the Stow Garden Club who continue to keep the garden at the front of the Library beautiful and well cared for.

Respectfully Submitted,

Randall Library Trustees:

Maureen Busch  
Marcy Eckel  
Kathleen O'Brien  
Marianne Sharin

Carol Stoltz  
Barbara Wolfenden  
Laura Reiner, Chair

Tina McAndrew, Library Director

Christine Morrison, Youth Services Librarian

**Randall Library Trust Fund  
Income Statement  
Calendar Year 2020**

Beginning Balance 1/1/2020			\$ 743,585.49
Additions/Donations			
	Private Donations	\$ 140.00	
	Randall Library Friends (1)	\$ 983.99	
	Cultural Council Grant (2)	\$ 625.00	
	2nd Century Fund Grant (3)	\$ 6,000.00	
	Hale High Fund Grant (4)	\$ 15,057.00	
	Fines	\$ 97.52	
	Investment Income Capital	\$ 6,462.18	
	Gains/Losses		
	Realized	\$ 30,926.65	
	Unrealized*	\$ 54,003.99	
	Subtotal		\$ 114,296.33
Subtotal			\$ 857,881.82
Expenditures			
	Books & Periodicals	\$ (16,219.95)	
	Programming	\$ (1,774.40)	
	Databases & Electronic Media	\$ (9,554.54)	
	Subtotal		\$ (27,548.89)
Ending Balance (Dec. 31, 2020)			\$ 830,332.93

**Notes:**

- (1) Randall Library Friends donated for children's programs and materials for summer reading. This sum does not reflect items purchased and donated to the library, nor payments made by the Friends directly to third parties for the benefit of the library.
- (2) Cultural Council Grant was for children's programs.
- (3) 2<sup>nd</sup> Century Fund Grant was to purchase items for the Library of Things.
- (4) Hale High Fund Grant given for materials in the reference room only.
- (\*) Capital Gains (unrealized) reflects the increased value of stocks in funds over the year where no transactions occurred.

## RECREATION COMMISSION

This past year has been exciting and eventful for the Stow Recreation Department.

The Recreation Department is very excited to offer year-round programs for all ages at the Pompositticut Community Center in 2021. Some of our more popular programs include: ballroom dancing, bridge club, Pilates, babysitter training, Skyhawk Youth Sports, dance and music programs. We plan to continue our partnership with the Randall Library for more programming – this has been a tremendous success!! We look forward to adding more programs and events. Please give us your ideas.

Camp Stow was created in 2011 for the purpose of simultaneously providing an affordable, safe, and fun day camp experience for local kids while also generating income to be used for the maintenance and upkeep of Stow's parks and fields. The program has been and continues to be a huge success! During summer 2020, we were unable to run Camp Stow due to the COVID-19 pandemic. We are hoping to be back in 2021 and are working hard to make it a fun and safe environment for our campers and staff. Safety and activity improvements were made by adding archery and art specialists and a Waterfront Director. We are so proud to offer approximately 40 seasonal jobs to our local teens and young adults. We thank them for their hard work!

In 2020 we completed the playground area and installed the many donated benches and picnic tables at Town Center Park. The Recreation Department is partnering with Stow's Conservation Commission and Cultural Council to sponsor a contest to add some art to the already natural beauty of the park in 2021. We are also working towards adding a pickleball court to the area in 2021. If you have not already, please come to the Town Center Park. It is a wonderful place to walk, meditate or simply take in the beauty that makes our town so special.

What's coming up? More improvements to Camp Stow, our fields, our parks and our programming! We are excited about the possibilities that can be accomplished in the years ahead to make recreation in Stow an important ingredient towards maintaining and improving the quality of life for all town residents.

The Recreation Commission would like to encourage you to let us know the kind of programs in which you would like to participate. If you have a hobby or talent you could share with the community, let us know. Please feel free to bring any issues or ideas to the Commission. We always welcome community input.

Recreation Commission Members:

Michael Busch, Chairperson

Samantha Altieri

Dan Nicholson

William Sieller

Eric Sullivan

Laura Greenough, Recreation Director

Maureen Hogan, Recreation Assistant

## **SPRINGFEST ORGANIZING COMMITTEE**

The SpringFest got to work in February planning and advertising the 2020 SpringFest weekend. The committee had some great new ideas on what we could bring to the festival. One of the ideas was an animal petting area with pony rides and another was touch a truck, making use of the parking lot in front of Center School.

Unfortunately, due to the pandemic SpringFest was canceled for the 2020 and 2021 season.

The committee hopes to bring an extra special SpringFest for 2022.

Respectfully submitted,

SpringFest Committee  
Samantha Altieri  
Maura Hyland

Sherry Jusseaume  
Sara Salamone

SpringFest Committee  
[springfest@stow-ma.gov](mailto:springfest@stow-ma.gov)



**A view of Town Center Park (photo courtesy of the Recreation Department)**

## **STOW TV and LOCAL ACCESS CHANNEL ADVISORY COMMITTEE**

The Local Access Channel Advisory Committee (LACAC) was created by the Board of Selectmen in 2002. LACAC established and oversees the local cable TV access station for the Town of Stow. This station, known as Stow TV, is intended to provide programming in areas of public affairs, education and town government. Funding for all programming and operations is provided through license agreements negotiated by the Town with Comcast and Verizon.

Stow residents and Nashoba Regional School District members are welcome to participate in Stow TV. The *Stow TV Handbook* provides guidelines for Stow TV operation and participation. Stow TV can be contacted at 978-897-7732 or by email to [stowtv@stow-ma.gov](mailto:stowtv@stow-ma.gov). More information about Stow TV and its operations may be found at [www.stowtv.org](http://www.stowtv.org).

Stow TV is available in Stow on Verizon Channels 32 and 33 and Comcast Channels 8 and 9. The even-numbered channels are allocated to Public programming, and the odd-numbered to Government, with Schools and Education across all channels. The Stow TV schedule is published in the local newspaper, the Stow Independent, and on the Stow TV website.

The Stow TV YouTube Channel ( [www.YouTube.com/StowTVNow](http://www.YouTube.com/StowTVNow) ) offers an online archive of informational and entertaining shows. Town officials and residents find the Selectmen, Lake Boon Commission, Planning Board Forums, and Nashoba Regional School Committee videos a useful resource on YouTube. During 2020 the amount of YouTube views increased 33%, 42k to 56k and the number of subscribers increased 86% to a total of 855 up from 458. The Stow TV Facebook page ( [www.facebook.com/StowTV/](http://www.facebook.com/StowTV/) ) serves to publicize the videos on the YouTube channel, the bi-weekly broadcast schedule, and maintains Stow TV's presence in the public eye. 423 people currently follow Stow TV on Facebook.

Stow TV operates with a small staff and publicly spirited volunteers. Volunteers are always welcome. A volunteer's time commitment can be just occasional or as available. Video expertise is not required. In addition to operating a camera, a volunteer may help in diverse ways such as by solving technical problems, documenting a process or scheduling shows. Volunteers often work in teams, which enable all participants to learn from one another.

Stow residents and NRSD members are invited to submit or request video shows and to use Stow TV equipment for recording and editing shows to submit for cablecast. They may also submit or request video shows produced elsewhere. Residents and NRSD members are encouraged to alert Stow TV to general interest events that they think should be recorded and aired.

Jonathan Daisy has served as Executive Director for three years now, having started in June of 2018. His previous position as production manager has not been filled, instead the production duties are shared between the Executive Director and the remaining employees and volunteers. Access Coordinator Claire Lavina left in July 2020 to accept a full-time position at Drumlin Farm in Lincoln. The access coordinator duties of preparing and publicizing program schedules,

archiving videos, populating the YouTube Channel, producing Bulletin Board announcements and posters, and creating YouTube posts have been performed by the Executive Director with help from freelance videographer Scott Finnegan, and Nashoba High student Chris Barrett. Hiring a regular Access Coordinator has been postponed due to the pandemic causing the slow-down of in-person events and the current safety restrictions. Technical Assistant Lew Halprin produced numerous videos and kept all the video equipment operating and stored properly until having to isolate in April. Stow on-call firefighter Yuris Mangolds worked as a freelance videographer and editor, shooting many events and doing final editing. He produced, with his wife Anna-Celestrya Carr, “StoryTime with Anna” that shared Native American stories with children. Nashoba High students Chris Barrett and Jake Tremblay worked for Stow TV as videographers, shooting Nashoba Regional High School sports and concerts.

Long-time Stow TV volunteer Linda Stokes passed away in January 2020 and is very much missed. Starting in 2006, she helped broadcast just about every Selectmen meeting she was in town for. She also helped with Town Meetings, and filmed many videos on her own, school performances, talks, etc. She enjoyed editing at home, she took a class held at the Concord local TV station to learn about After Effects editing software, and afterward enjoyed making fancy titles for the productions she filmed. She was very actively involved when Stow TV produced some April Fool's Day videos, and enjoyed being a big part of Stow TV, along with the numerous other volunteer roles she held in Stow.

As the pandemic continued, Nashoba High sports attendance was limited to players only, no spectators allowed in order to help stop the spread of the virus. Stow TV stepped up and started livestreaming the games, allowing them to be watched as they happened from the safety of people's homes. During 2020 Stow TV livestreamed 17 soccer and 11 field hockey home games, and continuing into 2021, has aired many basketball, ice hockey, and swim competitions, at home and away. Switching to a livestreaming format involved purchasing new equipment, as well as learning new skills and procedures.

In 2020 LACAC began the preliminary cable contract renewal process and hired Contract Attorney William Solomon in March. The Comcast contract is due to be renewed in October 2022, and the Verizon contract in June of 2023. The members of the 2012 cable contract committee; Arnie Buckman, Bob Mong, and previous Executive Director Anne VanTine, were welcomed as associate members of LACAC to gain their valuable insight from the previous contract negotiations. A Public Ascertainment Hearing was held on June 4th on Zoom. Many members of the town, volunteers, viewers of Stow TV, as well as staff of the Nashoba Regional Schools and various Town agencies attended to give much appreciated personal testament to the value of Stow TV's services. Many letters and emails of support were also added to the record of the meeting.

2020 was an exceptional year for video production, with the COVID pandemic creating many challenges beginning around April. Jonathan Daisy, Lew Halprin, Mike Jordan, Lynne Colletti, and Yuris Mangolds all produced shows in 2020. Stow students also produced programming. Stow Minuteman Tech student Nicci Stamos produced shows relating to her participation in Sea Scouts. Chris Barrett, a Nashoba High student produced a baking show “Emily and Dog” starring his sister and their pet dog, and also made a short documentary on the Local Black Lives Matter

protest. Jonathan Daisy, Scott Finnegan, Noah Travalent, Yuris Mangolds, Evan Daisy, and Mike Jordan set up for a unique COVID-19 safe Town Meeting in July that involved seating inside Center School, as well as outdoors in the playing field to allow for social distancing. This was an unprecedented technical challenge, one that we hope will not be needed again!

Even with the COVID pandemic restricting public get-togethers, Stow TV aired over 250 unique videos in 2020, many being online performances, Zoom meetings and presentations, including Selectmen meetings and a variety of Town hearings and forums. Prior to the COVID restrictions, The Stow TV team recorded public events that took place in Stow or the surrounding area, including school concerts and other performances, Springfest, Sounds of Stow, First Parish Church New Revival Coffeehouse concerts, FPC Saturday morning Talks, the Lake Boon Water Carnival, and events at Randall Library, Council on Aging, Lions, Stow Historical Society, and Stow Conservation Trust.

Also cablecast were a number of shows produced in the NRSD towns of Bolton and Lancaster. These included School Committee and Tri-Town meetings, the Nashoba News broadcast from the high school, church services, and other shows on topics of general or local interest. In 2019 Stow TV began running on a weekly basis videos from House Broadcast Services, showing hearings and legislative proceedings at the MA House of Representatives. In 2020 Governor Charlie Baker gave frequent updates on the state and federal response to COVID-19. Stow TV aired the videos of these updates frequently on the government channels as well as on the StowTVNow YouTube website.

Stow TV has built up an archive of shows covering over a decade of Stow community events. Many shows from previous years were replayed for a fond look back to times before the pandemic. Sounds of Stow and Nashoba Symphonic Band concerts, Hale and Center school talent shows, and entertaining and informative talks held at Randall were brought back to be enjoyed and remind us of times we could gather.

Stow TV encouraged participation in Town government. Video of town and school events informed residents about local issues. Stow TV collaborated with Town departments to create public service announcements and Bulletin Board slides that encouraged civic engagement. Stow TV also partnered with community organizations to make timely announcements of matters of general public interest. Stow TV continued to collaborate and exchange videos with Bolton and Lancaster TV.

The collaborative use of hardware and software tools has notably enhanced production quality. Stow TV has six High Definition cameras, an aerial drone, a GoPro action camera, and four 4k cameras. Producers have become adept at using several cameras to capture multiple views. The Sony Anycast portable video mixer allows capture of ready-to-cablecast shows. Videos are edited with a variety of software tools including Adobe Premiere, Davinci Resolve, and Power Director.

Upgrades have been made this year to the infrastructure Stow TV uses for broadcasts. Broadlink Technology Solutions was hired in July to review and upgrade the I-Net connections that exist between Stow TV and various buildings in town. A modulator was added to Hale Middle School

and there is now a portable one for connecting to Randall Library, the Pompositticut Community Room, and Old Town Hall. High quality live cable channel broadcasts are now possible from these locations. It was discovered that the Center School connection had been cut during the previous renovation. The room the Board of Selectmen uses for their meetings has been upgraded with HD cameras, an automated microphone system, and a Smartboard was installed for presentations and connections to Zoom and the web.

LACAC met on January 13, March 26, May 21, June 2, July 30, September 17, October 21, November 18, and December 30 in 2020. Selectmen James Salvie replaced Brian Burke as liaison; we thank Brian for his years of dedicated service to the Town and his enthusiastic help to LACAC. In October the committee welcomed a new member, Meredith Bartlett. LACAC members contributed time, advice, and oversight for planning, equipment, and policy decisions.

Respectfully submitted,

James Salvie  
Robert Glorioso  
Lisa Lavina  
Lee Pappas  
Meredith Bartlett  
Jonathan Daisy, Executive Director



## VETERANS' GRAVES COMMITTEE

The primary responsibility of the Veterans' Graves Committee is to ensure the proper marking and identification of veterans' graves in each of the Town's three cemeteries (Hillside, Lower Village, and Brookside). We are also responsible for replacing annually all U.S. flags that mark veterans' graves and for ensuring that a military medallion is available to hold each flag. We always have ample and enthusiastic support from the Stow Minutemen and the local Boy, Girl, Cub, and Brownie Scouts for this task. The committee coordinates all Memorial Day parade activities, including the Nashoba Regional High School (NRHS) Marching Band, the Stow Minutemen, the Stow Fire Department color guard, the Stow Police Department traffic control, veterans, Boy and Girl Scouts, Civil Air Patrol, Selectmen and guest speakers. Our thanks go to State Rep. Kate Hogan and Senator Jamie Eldridge for their sincere recognition of, and support to, our veterans and their families.

Every year many of Stow's citizens volunteer to help prepare for our Memorial Day Parade. The Moseleys, the Verackas, and the Zavorskis plant flowers and spruce up the monuments at Brookside Cemetery and Randall Library. The Garden Club generously donates the wreaths for the wreath laying ceremonies and the geraniums for the Library Memorial. The Stow TV personnel record the events for viewing on the Stow TV channel.

The Memorial Day ceremony in 2020 was quite different due to COVID-19, but the committee was able to keep some of the traditions...with a twist. We still did a flag and medallion refresh at the cemeteries but this occurred on May 12th and we had a limited number of people attend and wear face coverings. The Boy Scouts, Girl Scouts, and Stow Minutemen all volunteered and supported this event. We even had Katie Brace, TV reporter for WBZ channel 4 attend to do a story on the annual Memorial Day flag exchange, which aired on that evening's news.

The weather was brisk on May 25, 2020. We did not march as we typically did to Brookside Cemetery. Instead we met there for the ceremony. The crowd was very limited, but we did have Jonathan Daisy and Noah Travalent from Stow TV film the ceremony so all the residents could watch it so they may honor our veterans and remember those who died in service to our country. Air Force Reserve Colonel Martha Monroe led the ceremony. At Brookside Cemetery, Col. Monroe delivered the invocation and a speech, and then placed a wreath. Sgt. (ret.) Tom Zavorski and Chair of the Selectmen Mr. Tom Ryan read the names of the Stow veterans who died in service to their country, and Mr. Matt Ervin performed Taps and Echos. State Representative Ms. Kate Hogan gave a speech. Finally Col. Monroe gave a benediction and recognition to all the support provided to make the ceremony possible.

We did receive some very positive feedback on the viewing of the video for the event. Ms. Daisy Dearborn was made aware of the taping of the ceremony and started a "phone chain" to let Stow residents know to watch Stow TV at 3:00 PM. Ms. Marilyn Zavorski said at 3:30 Ms. Dearborn phoned her and with tears of gratitude, thanked everyone involved in the ceremony and stated it was the best TV in the past months. She was energized and encouraged more residents to tune in to view the ceremony. My special thanks to Stow TV for making this happen. *[Editor's note:*

*Daisy Dearborn served on the Center Common Improvement Committee, along with Roy Dudley, clerk of the works, Lester Garvin, Pam Weathers, Tony Todesco, Nancy Maldari and Marcia Rasmussen, Chair, that guided planning and installation of the new Veterans Memorial, dedicated on November 11, 2000 to the veterans of World War II and the Korean, Vietnam, and Gulf Wars.]*

Please view our page on the Stow website to see photos of past parades and ceremonies. Maybe you will see yourself in one! A HUGE “Thank You” to all who have served our country.

We are hoping to perform a more traditional ceremony this year, providing that the pandemic situation will allow us to do so.

Respectfully submitted,

The Veterans’ Graves Committee

Chairperson: Air Force Colonel Martha Monroe

Member: Army Sergeant Ret., Tom Zavorski,

Member: Army Captain Ret., Patricia Bolton



**Memorial Day Ceremony at the Center Common (photo courtesy of Marilyn Zavorski)**

## **VETERANS SERVICES**

### **Director's Report**

To the Honorable Board of Selectmen, the Town Administrator, the Citizens, and the Veteran Community of Stow, this report is submitted for the year ending December 31, 2020.

### **Veterans Benefits**

Veterans Benefits are governed under Chapter 115 of the Massachusetts General Laws (M.G.L.c.115) and Commonwealth of Massachusetts Regulations 108 (C.M.R.108). Benefits assist qualified veterans in need and their dependents based on income levels and in accordance with the Budget Standards Chart. The Town of Stow is reimbursed 75% by the State for veterans' assistance payments issued by this office.

The Director of Veterans Services is responsible for determining the eligibility of all cases processed through this office. The Director conducts interviews, establishes approvals, and conducts follow-up on veterans receiving assistance. Field investigations within the local community are also performed by this office to determine the recipient's continued eligibility to receive benefits.

Veterans Services also provides assistance to Stow veterans in filing federal forms for benefits, which include service-connected disability claims, non-service-connected claims, VA healthcare, requests for medals, requests for service records, bonus applications, burial assistance and other federal benefits such as counseling in vocational rehabilitation and employment.

Additionally, the Director acts under Power of Attorney for veterans researching and processing cases to the Ratings Review Board (Department of Veterans Services) and prepares appeal cases for the Board of Veterans Appeals on the veteran's behalf. The Director also acts as liaison between State and U.S. Representatives on behalf of veterans and their dependents.

### **Office**

In the year 2020 this department assisted 33 veterans' and family members' requests for Federal, State, and Local Veterans benefits, some of which include Burial Assistance, Service-Connected Disability, Aid and Attendance, Pension, VA Healthcare, Annuities, and Exemptions in addition to State Chapter 115 Assistance. The past nine months of this year has been extremely difficult due to COVID-19 as most of our contact was done remotely, but we were still able to assist all of our veterans.

Respectfully submitted,

Joseph Jacobs, Director

## **FINANCIAL REPORTS**

### **FINANCE COMMITTEE**

#### **Introduction to the Finance Committee**

Every Town in Massachusetts with a property valuation of over \$1 million is required by state law, MGL Ch. 19, Sect 16, to have a Finance Committee (Fincom) that shall “consider any or all municipal questions for the purpose of making reports or recommendations to the Town.”

According to the Department of Local Services (DLS), the Finance Committee is “the official fiscal watchdog for a Town. Because it is difficult for all taxpayers to be completely informed about every aspect of a Town’s finances, Fincoms were established so a representative group of taxpayers could conduct a thorough review of municipal finance questions on behalf of all citizens.”

With this in mind, the Fincom’s primary responsibility is advisory, to examine the budget and all other warrant articles and make recommendations to the voters on each article. It also administers the Reserve Fund (\$80,000) to provide for urgent and unforeseen expenditures that might arise between Town meetings. Lastly, although it is not required in our Charter, the Finance Committee Annual Report provides the Voters with an overview of the Town’s financial condition.

In Stow, the Moderator appoints five voting members and up to five associate members to the Finance Committee. Any voter registered in Stow is eligible to join. As of the publication date, there are five voting members and zero associate members on the committee.

#### **Town Revenues**

Town revenues totaling \$30,171,496 in FY20 is a 0.9% decrease from FY19, with property taxes mainly funding the town’s operations at just over 89% of the total. This percentage increased slightly from 87% in FY19.

Local receipts decreased by just over 22% for FY20 which accounted for a loss of \$530,997.

Two factors are in play here: the Covid-19 pandemic and in FY19 the Town had a large amount of unpaid taxes paid off that inflated that line item. It is worth noting that \$1,503,500 of Savings and Other Funds was used to balance the budget. Table 1 shows a comparison of revenue sources for FY19 and FY20.

**Table 1: Revenue Sources**

	<b>FY19</b>	<b>FY19 % of Total</b>	<b>FY20</b>	<b>FY20 % of Total</b>	<b>\$ Change FY20- FY19</b>	<b>% Change FY19- FY20</b>
Property Tax	\$ 26,520,076	87.0%	\$ 27,991,820	92.7%	\$ 1,471,744	5.55%
Local Receipts	\$ 2,362,997	7.8%	\$ 1,832,000	6.07%	\$ (530,997)	-22.47%
State Aid	\$ 503,637	1.7%	\$ 503,433	1.67%	\$ (204)	-0.04%
Savings and Other Funds	\$ 865,656	2.8%	\$ 1,503,500	4.98%	\$ 637,844	73.68%
Override	\$ 0	0.0%	\$ 0	0.0%	\$ 0	0.0%
Transfers from Other Funds	\$219,464	0.7%	\$347,676	1.15%	\$128,212	58.42%
Total	\$30,471,829		\$30,171,496		\$(300,333)	-0.99%

### **Town Expenditures**

Total town expenditures increased by \$2,270,136 (7.47%) in FY20 driven by a \$1,404,226 (322%) increase in capital spending. Another significant driver was an increased assessment for the Minuteman Regional Vocational Technical High School, up \$154,337 (21.22%).

**Table 2: Town Expenditures**

	<b>FY19 Voted</b>	<b>FY19 % of Total</b>	<b>FY20 Voted</b>	<b>FY20 % of Total</b>	<b>\$ Change FY20 - FY19</b>	<b>% Change FY20 - FY19</b>
Municipal Govt						
General	\$1,575,837	5.20%	\$ 1,607,900	4.92%	\$32,063	2.03%
Public Safety	\$2,412,262	7.90%	\$ 2,503,617	7.66%	\$91,355	3.79%
Public Works	\$1,116,380	3.70%	\$ 1,106,319	3.39%	-\$10,061	-0.90%
Human Services	\$359,524	1.20%	\$ 374,431	1.15%	\$14,907	4.15%
Culture/Rec	\$354,032	1.20%	\$ 359,081	1.10%	\$5,049	1.43%
Town Wide Expense	\$1,068,266	3.50%	\$ 1,106,008	3.39%	\$37,742	3.53%
Total Municipal Govt	\$6,886,301	22.70%	\$ 7,057,356	21.60%	\$171,055	2.48%
Education						
Nashoba	\$17,912,331	58.90%	\$ 17,889,278	54.76%	-\$23,053	-0.13%
Minuteman	\$727,258	2.40%	\$ 881,595	2.70%	\$154,337	21.22%
Total Education	\$18,639,589	61.30%	\$ 18,770,873	57.45%	\$131,284	0.70%
Other						
Debt Service	\$2,423,567	8.00%	\$ 2,627,933	8.04%	\$204,366	8.43%
Special Articles	\$803,771	2.60%	\$ 1,025,969	3.14%	\$222,198	27.64%
Capital Spending	\$435,584	1.40%	\$ 1,839,810	5.63%	\$1,404,226	322.38%
Recap Items	\$1,212,262	4.00%	\$ 1,349,269	4.13%	\$137,007	11.30%
Total Other	\$4,875,184	16.00%	\$ 6,842,981	20.94%	\$1,967,797	40.36%
GRAND TOTAL	\$30,401,074		\$ 32,671,210		\$ 2,270,136	7.47%

Source: Town Administrator FY20 & FY21 Budget Request Worksheets & Financial Summary Report

### **Town Savings**

Town savings (Free Cash plus the Stabilization Fund) are “rainy day” accounts that are built up during good times and drawn down in bad times. Free Cash comes from receiving more-than-budget revenue (taxes, state aid, budget money left over from the prior year) and/or spending less than our voted budget. It is annually certified each year by the Department of Revenue (DOR). Once certified, free cash is available for appropriation throughout the fiscal year to be spent for any lawful purpose. Every dollar of free cash appropriated as a revenue in the FY-20 budget is a dollar that does not need to be raised and appropriated through taxation.

These savings are a necessity, not a luxury, and accumulate to build a targeted balance or are used to fund the next year’s budget. In discussions with Standard and Poor’s leading up to our AAA rating approval, the Town was encouraged to attempt to maintain a stored asset balance of between 5% and 10% of the overall budget.

**Table 3: Town Savings**

#### **FREE CASH AND STABILIZATION FUND**

(Beginning of Fiscal Year)

Fiscal Year	Free Cash	% of Budget	Stabilization Fund	% of Budget	Total	% of Budget
2020	\$ 2,897,441	8.87%	\$ 520,971	1.59%	\$ 3,418,412	10.46%
2019	\$ 2,735,392	9.00%	\$ 929,062	3.06%	\$3,630,835	11.94%
2018	\$ 2,787,417	9.40%	\$ 895,443	3.02%	\$ 3,666,392	12.37%
2017	\$ 2,266,676	8.09%	\$ 878,975	3.14%	\$ 3,132,207	11.18%
2016	\$ 1,890,072	7.03%	\$ 865,531	3.22%	\$ 2,742,691	10.20%
2015	\$ 1,832,298	6.96%	\$ 852,619	3.24%	\$ 2,672,631	10.16%
2014	\$ 1,696,289	6.83%	\$ 840,333	3.38%	\$ 2,476,145	9.97%
2013	\$ 1,395,874	5.94%	\$ 779,856	3.32%	\$ 2,109,184	8.98%
2012	\$ 1,283,016	5.61%	\$ 713,310	3.12%	\$ 1,932,969	8.45%
2011	\$ 778,703	3.58%	\$ 649,953	2.99%	\$ 1,365,701	6.27%

**Property Tax Rate and Property Valuations**

The information presented in Table 4 shows the trends in the tax rate, average single family home valuation and average single family tax bill. The town's tax rate increased by 2.38% over FY19.

**Table 4: Property Tax Rates and Valuations Trends (based on MA Class 101 Properties)**

	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
Tax Rate (per \$1,000)	\$ 19.98	\$ 20.59	\$ 20.98	\$ 20.13	\$ 20.61
YOY % Change	0%	3.05%	1.89%	-4.05%	2.38%
Avg Single Family Valuation	\$ 442,300	\$ 449,301	\$ 460,309	\$ 483,500	\$ 495,763
YOY % Change	3.30%	1.58%	2.45%	5.04%	2.54%
Avg Single Family Tax Bill	\$ 8,837	\$ 9,251	\$ 9,657	\$ 9,733	\$ 10,201
YOY % Change	3.30%	4.68%	4.39%	0.79%	0.79%

**Conclusion**

Coupled with the growth in housing prices, the Town-wide valuation has grown faster than our costs (i.e. budget expenditures growth) allowing the Town to fund approved projects and capital items for the last several years. Moreover, as of early May, the Town enjoys more than enough stored assets, and could borrow at the lowest rates due to our AAA rating. Moreover, the Town Administrator is estimating a \$3M excess Tax Levy. As previously mentioned, this allows the town to borrow money at a more favorable rate.

It is our opinion that this is a fair and accurate picture of the Town's financial state. Whether you are pleased or displeased, the Finance Committee reminds everyone that Town Meeting directly controls the rate of growth of Town expenses. We encourage your participation.

Respectfully submitted,

Erica Benedick (Chair), Atli Thorarensen (Vice Chair), Chris Buck (Member), Zack Burns (Member), Brian Patuto (Member), and Jean Vangsness (Administrative Assistant).

with thanks to the FY20 committee:

Rich Eckel (Chair), Atli Thorarensen (Vice Chair), Erica Benedick (Member), Chris Buck (Member), Peter McManus (Member), and Jean Vangsness (Administrative Assistant).



## CAPITAL PLANNING COMMITTEE

The Capital Planning Committee is charged by the Town Bylaws to annually study capital outlays proposed for the ensuing five fiscal years that involve the acquisition of land or any expenditure of \$10,000 or more having a useful life of at least three years. The Committee considers the relative need, timing, and cost of these outlays and the effect that each will have on the Town's financial position, with particular focus on the next upcoming fiscal year.

Prior to the Special Town Meeting held in November 2019, the Committee reviewed and recommended that the Town support approval of capital outlay requests totaling \$316,500, as follows:

- By Building Department: \$60,000 to repair the Town Building's elevator, \$15,000 to repair the water supply line to the former Fire Station on Crescent Street, and \$150,000 to upgrade the water supply system serving the Town Building, the Town Hall, and Randall Library;
- By the Nashoba Regional School System: \$57,000 for filtration systems to remove polyfluoroalkyl substances (PFAS) from the drinking water at Hale and Center Schools; and
- By the Planning Board: \$34,500 for construction administration for planned roadway improvements under the Complete Streets program.

The voters approved each of these outlay requests at the Special Town Meeting.

Prior to the Annual Town Meeting, the Committee reviewed and recommended that the Town support approval of capital outlay requests totaling \$548,585, as follows:

- By the Building Department: \$80,000 to repair one of the Randall Library's heating, ventilation and air conditioning (HVAC) units and to repair a leaking section of the roof over the 1975 addition to the library building;
- By the Highway Department: \$243,000 to purchase a new heavy dump truck and \$110,000 to replace the culvert that carries Sandy Brook under Hudson Road; and
- By the Nashoba Regional School District: \$26,000 to replace failed compressors on HVAC systems at Hale School, \$50,000 to replace exterior doors at Hale School, and \$39,585 to retroactively reimburse the District for repairs made to the potable water supply tank at Hale School.

The voters approved all of the above-listed outlay requests during Annual Town Meeting on July 11, 2020.

Also, prior to the Annual Town Meeting the Committee reviewed and recommended that the Town not support capital requests totaling \$154,050, as follows:

- By the Building Department: \$15,000 to install handicap access controls on an exterior door at the Town Building;
- By the Police Department: \$50,628 to purchase a new pickup truck and computer equipment;
- By the Highway Department: \$26,800 for reconstruction and resurfacing of October Lane;

- By the Nashoba Regional School District: \$82,250 to reconfigure classroom space at Hale School; and
- By the Planning Board: \$30,000 for road signage and other project elements in the Complete Streets program.

Voters at Annual Town Meeting approved the Hale classroom reconfiguration request and voted down the October Lane resurfacing request. No action was moved on the requests for the handicap access door project, the Police vehicle, and the Complete Streets project implementation.

The Committee also reviewed and recommended that the Town support the following projects sponsored by the Community Preservation Committee:

- \$25,000 to develop a concept design for affordable housing units on the Red Acre Road project,
- \$70,000 to study options for the multi-use development of Track Road along the Assabet River,
- \$50,000 for playground equipment for the Community Center Park, and
- \$200,000 for design funds for the Town Hall Restoration Project

Voters approved each of these expenditures at Annual Town Meeting.

In summary, for Fiscal 2021 voters approved a total of \$947,335 in tax levy-affecting capital outlay requests, as compared to an approved annual average outlay of \$1,339,793 for the past five fiscal years.

Respectfully submitted,

Steve Jelinek, Chair

Ed Deluca, Clerk

Dave Arsenault

Peter McManus, Finance Committee appointee

James Salvie, Board of Selectmen appointee

## **BOARD OF ASSESSORS**

The Stow real estate market has seen an increase in sale prices during the past year. The final valuations for FY2021, which have an assessment date of January 1, 2020, show an upward turn on average. Sales of real estate occurring in 2019 were used to determine assessments for the current fiscal year. The new average assessment of a single-family home is \$531,500. For FY2021, the average residential tax bill increased 3.92% based on approved spending at the Annual Town Meeting.

Fiscal 2021 was a certification year for Stow, and the Assessors' office was required to perform extensive analysis to provide the Department of Revenue with data required to certify that property assessments are uniform throughout the town, and are representative of the real estate market. As required by the Department of Revenue, the Assessors' office adjusts values every year to reflect changes in the market.

For FY2021, the residential sector was up an average of 7.2%. The total assessed value for FY2021 increased from \$1,358,166,917 in FY2020 to \$1,447,656,322. New Growth decreased this year by 58%, largely due to the lack of new construction projects. The commercial sector decreased slightly, while industrial and personal property increased slightly. Land values were adjusted to reflect the market.

Seniors on fixed incomes can be particularly vulnerable in the current economy. The Town offers various exemptions, deferrals, and other programs designed to help with taxes. The 41C tax exemption of up to \$2,000 is available for those over the age of 65 that qualify with limited income and assets. Other exemptions are also available. Do not hesitate to check with the Stow Assessors' office to see if you qualify for any of these programs.

The Community Preservation Act (CPA) surcharge system continues to be administered by the Assessors' office. The total CPA surcharge raised during FY2020 was \$654,800 with \$291,675 in matching funds received from the State in the fall. Exemptions from the surcharge are available for certain income brackets. Please check with the Assessors' office for more information.

The members of the Board of Assessors are: Bruce Morgan, Chair, and Gary Yu, Member. The Assessors' office welcomed new Assistant Assessor, Stuart Carter in February. Stuart has many years of assessing experience, and holds a Massachusetts Accredited Assessor designation. Kristen Fox continues to be the Principal Assessor, and Deborah George continues to be the Assessors' Clerk.

From time to time, you may see the staff or a sub-contractor collecting data on property in Stow. Staff and contractors always carry proper identification. We hope you will allow these representatives of the Assessors' office to do their job. Our property assessments are reliant on accurate data collection.

The Board of Assessors encourages taxpayers to ask any questions or discuss any matter that might help them better understand their assessments. The staff in the Assessors' office is available every weekday to assist the public.

Respectfully submitted,

Bruce Morgan, Chairman  
Gary Yu, Member

Kristen Fox, M.A.A., Principal Assessor  
Stuart Carter, M.A.A., Assistant Assessor  
Deborah George, Assessors' Clerk

## FISCAL 2021 TAX RATE RECAPITULATION

### TAX RATE SUMMARY

A.	Total Amount to be Raised	\$33,714,207.86
B.	Total Estimated Receipts & Other Revenue	\$ 4,790,034.54
C.	Tax Levy	\$28,924,173.32
D.	Distribution of Tax Rates & Levies	

CLASS	LEVY PERCENTAGE	LEVY BY CLASS	VALUATION BY CLASS	TAX RATES
Residential	93.0320%	\$26,908,736.92	\$1,346,784,240	\$19.98
Open Space	-0-	-0-	-0-	-0-
Commercial	3.7889%	1,095,908.00	54,849,912	\$19.98
Industrial	1.7027%	492,491.90	24,649,100	\$19.98
Personal	1.4764%	427,036.49	21,373,070	\$19.98
<hr/>				
TOTAL	100%	\$28,924,173.31	\$1,447,656,322	

**TAX COLLECTOR'S REPORT FY 2020**

<b>Tax &amp; Levy Year</b>	<b>Tax Outstanding as of 7/1/2019</b>	<b>New Commitments</b>	<b>Amount Collected</b>	<b>Exemptions &amp; Abatements</b>	<b>Refunds</b>	<b>Tax Takings &amp; Deferrals</b>	<b>Tax Outstanding as of 6/30/2020</b>
2020 Real Estate	\$0.00	\$27,553,256.47	\$27,228,897.49	\$55,502.25	\$31,517.46	\$5,438.36	\$294,935.83
2019 Real Estate	\$130,931.27	\$0.00	\$79,305.74	\$0.00	\$230.08	\$0.00	\$51,855.61
2018 Real Estate	\$5,048.17	\$0.00	\$2,569.79	\$0.00	\$0.00		\$2,478.38
2017 Real Estate	\$3,006.04	\$0.00	\$557.86	\$0.00	\$0.00		\$2,448.18
2016 & Prior Real Estate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020 Supplemental RE Tax	\$0.00	\$120,077.98	\$102,837.23	\$0.00	\$0.00	\$0.00	\$17,240.75
2019 Supplemental RE Tax	\$24,278.83	\$0.00	\$24,278.83	\$0.00	\$0.00	\$0.00	\$0.00
2017 Supplemental RE Tax	\$518.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$518.44
2020 Comm Pres Act	\$0.00	\$667,220.61	\$652,905.16	\$7,461.07	\$326.19	(\$42.67)	\$7,223.24
2019 Comm Pres Act	\$3,232.73	\$0.00	\$2,176.33	\$0.00	\$0.00	\$0.00	\$1,056.40
2018 & Prior Comm Pres Act	\$91.46	\$0.00	\$49.23	\$0.00	\$0.00	\$0.00	\$42.23
2020 Personal Property	\$0.00	\$438,569.24	\$436,790.54	\$0.00	\$11,931.92	\$0.00	\$13,710.62
2019 Personal Property	\$6,507.32	\$0.00	\$2,420.26	\$0.00	\$0.00	\$0.00	\$4,087.06
2018 Personal Property	\$4,841.04	\$0.00	\$951.23	\$0.00	\$0.00	\$0.00	\$3,889.81
2017 Personal Property	\$2,863.95	\$0.00	\$1,507.88	\$0.00	\$0.00	\$0.00	\$1,356.07
2016 & Prior Pers Prop	\$127,741.65	\$0.00	\$1,194.80	\$0.00	\$0.00	\$0.00	\$126,546.85
2020 Motor Vehicle	\$0.00	\$1,084,771.07	\$969,806.22	\$9,318.12	\$4,357.15	\$0.00	\$110,003.88
2019 Motor Vehicle	\$91,991.38	\$101,964.58	\$184,897.55	\$8,777.23	\$10,860.86	\$0.00	\$11,142.04
2018 Motor Vehicle	\$6,855.26	\$0.00	\$2,977.64	\$1,336.98	\$1,701.36	\$0.00	\$4,242.00
2017 Motor Vehicle	\$3,371.38	\$0.00	\$599.07	\$511.36	\$511.36	\$0.00	\$2,772.31
2016 & Prior Motor Vehicle	\$13,410.81	\$0.00	\$1,240.62	\$0.00	\$0.00	\$0.00	\$12,170.19
Ch. 61 Rollback Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Well Betterments	\$71,322.93	\$0.00	\$36,698.72	\$0.00	\$0.00	\$0.00	\$34,624.21
Well Betterments Interest	\$0.00	\$1,420.17	\$1,361.32	\$0.00	\$0.00	\$0.00	\$58.85
<b>Totals:</b>	\$496,012.66	\$29,967,280.12	\$29,734,023.51	\$82,907.01	\$61,436.38	\$5,395.69	\$702,402.95
<b>Interest &amp; Fees Collected:</b>			\$55,250.71				
<b>Total Collected:</b>			<b>\$29,789,274.22</b>				

Prepared by: Brad C. Brightman, CMMT, Treasurer-Collector

**TOWN OF STOW**  
**COMBINED BALANCE SHEET (Unaudited)**  
**ALL FUND TYPES AND ACCOUNT GROUP**  
**June 30, 2020**

	<b>Governmental Funds</b>			<b>Fiduciary Funds</b>		<b>General</b>	
		<b>Special</b>	<b>Capital</b>		<b>Trust And</b>	<b>Long-Term</b>	<b>Totals</b>
	<b>General</b>	<b>Revenue</b>	<b>Project</b>		<b>Agency</b>	<b>Debt Account</b>	<b>(Memorandum</b>
	<b>Fund</b>	<b>Funds</b>	<b>Funds</b>		<b>Funds</b>	<b>Group</b>	<b>Only)</b>
<b>Assets</b>							
<b>Cash and Interest Bearing Deposits</b>	\$ 4,906,918	\$ 8,512,551	\$ 1,099,269	\$	1,845,750	\$ -	\$ 16,364,488
<b>Cash and Investments Held by Trustees</b>					1,414,631		1,414,631
<b>Receivables:</b>							
<b>Real Estate Taxes</b>	369,477						369,477
<b>Personal Property Taxes</b>	149,590						149,590
<b>Less Allowance for Abatelements and Exemptions</b>	(389,681)						(389,681)
<b>Motor Vehicle Excise Taxes</b>	140,330						140,330
<b>Tax Liens</b>	309,586	14,691					324,277
<b>Deferred Real Estate Taxes</b>	22,069						22,069
<b>Tax Foreclosures</b>	105,477						105,477
<b>Ambulance</b>	29,735						29,735
<b>Well Betterment</b>		34,683					34,683
<b>CPA Surcharge</b>		8,322					8,322
<b>Other</b>							0
<b>Due From Other Governments</b>		30,597					30,597
<b>Amount to be Provided for Notes and</b>							
<b>Bonds Payable</b>						22,674,675	22,674,675
<b>Total Assets</b>	\$ 5,643,503	\$ 8,600,844	\$ 1,099,269	\$	3,260,381	\$ 22,674,675	\$ 41,278,672

Liabilities and Fund Equity										
Liabilities										
Warrants Payable	\$	154,663	\$	3,901	\$	46,542	\$	11	\$	205,117
Accrued Payroll		229,528		614				1,250		231,392
Amounts Withheld from Employees and Other Liabilities		9,895						52,367		62,262
Deferred Revenue:										
Personal Property and Real Estate Taxes		129,387								129,387
Motor Vehicle Excise Taxes		140,330								140,330
Tax Liens		309,586		14,691						324,277
Deferred Real Estate Taxes		22,069								22,069
Tax Foreclosures		105,477								105,477
Ambulance		29,735								29,735
Well Betterment				34,683						34,683
CPA Surcharge				8,322						8,322
Other										0
Other Governments				30,597						30,597
Notes Payable					492,000					492,000
Bonds Payable									22,674,675	22,674,675
Total Liabilities		1,130,670		92,807	538,542			53,629		24,490,323

TOWN OF STOW  
COMBINED BALANCE SHEET (Unaudited)  
ALL FUND TYPES AND ACCOUNT GROUP  
June 30, 2020

<b>Fund Equity</b>									
Retained Earnings (Deficit)								0	
Reserved for Expenditure								0	
Reserved for Encumbrances	21,330							21,330	
Reserved for Appropriation	921,825	1,688,094						2,609,918	
Reserved for Reduction of Future Excluded Debt	140,219							140,219	
Reserved for Deficits								0	
Reserved for Endowment						146,045		146,045	
Reserved Fund Balance			560,727					560,727	
Undesignated	3,429,460	6,819,943			3,060,707			13,310,110	
<b>Total Fund Equity</b>	<b>4,512,833</b>	<b>8,508,037</b>	<b>560,727</b>		<b>3,206,752</b>			<b>16,788,349</b>	
<b>Total Liabilities and Fund Equity</b>	<b>\$ 5,643,503</b>	<b>\$ 8,600,844</b>	<b>\$ 1,099,269</b>	<b>\$</b>	<b>3,260,381</b>	<b>\$</b>	<b>22,674,675</b>	<b>\$</b>	<b>41,278,672</b>
							Prepared by:	Julie Costello	
								Town Accountant	



**TOWN OF STOW**  
**SCHEDULE OF CHANGES IN FUND EQUITY**  
**STATE GRANTS & REVOLVING FUNDS**  
**June 30, 2020**

	Beginning Fund Equity	Revenues	Expenditures	Ending Fund Equity
<b>STATE GRANTS:</b>				
Public Safety	\$ 24,017	\$ 50,541	\$ 51,590	\$ 22,968
Culture & Recreation	4,193	5,216	7,864	1,545
Council on Aging	-	15,951	15,951	-
Library	9,516	10,890	1,896	18,510
Other Grants	70,260	198,863	218,163	50,960
<b>TOTAL STATE GRANTS:</b>	<b>\$ 107,987</b>	<b>\$ 281,461</b>	<b>\$ 295,464</b>	<b>\$ 93,983</b>
<b>REVOLVING FUNDS:</b>				
Recreation	\$ 144,396	\$ 148,987	\$ 289,574	\$ 3,809
Inspectors	61,078	28,080	20,133	69,025
Ambulances Services	-	425	425	-
<b>TOTAL REVOLVING FUNDS:</b>	<b>\$ 205,474</b>	<b>\$ 177,492</b>	<b>\$ 310,132</b>	<b>\$ 72,834</b>
			Prepared by:	Julie Costello
				Town Accountant

# TRUST FUND FINANCIAL REPORT - FY 2020

The following Town trust funds are managed by Bartholomew & Company and as of 6/30/20 were invested as follows:  
Fixed Income (61.65%), Cash and Equivalents (24.22%), Domestic Equity (13.40%), International Equity (.73%)

<b>Affordable Housing Fund</b>	Beginning Balance 7/1/2019	\$132,919.00	
	Disbursements	(\$14,537.05)	
	Receipts	\$0.00	
	Investment Earnings	\$7,237.43	
	Ending Balance 6/30/2020		<b>\$125,619.38</b>
<b>Cemetery/ Perpetual Care Non-Expendable</b>	Beginning Balance 7/1/2019	\$177,625.00	
	Receipts	\$6,700.00	
	Ending Balance 6/30/2020		<b>\$184,325.00</b>
<b>Expendable</b>	Beginning Balance 7/1/2019	\$23,059.15	
	Disbursements	(\$10,774.13)	
	Investment Earnings	\$10,867.46	
	Ending Balance 6/30/2020		<b>\$23,152.48</b>
<b>Conservation Fund</b>	Beginning Balance 7/1/2019	\$39,266.25	
	Disbursements	(\$7,840.78)	
	Receipts	\$8,782.50	
	Investment Earnings	\$2,440.17	
	Ending Balance 6/30/2020		<b>\$42,648.14</b>
<b>Mabel Hale Fund</b>	Unexpendable Bequest		<b>\$35,000.00</b>
	Beginning Expendable Balance 7/1/2019	\$5,045.51	
	Disbursements	(\$1,800.00)	
	Investment Earnings	\$2,106.09	
	Ending Expendable Balance 6/30/2020		<b>\$5,351.60</b>

<b>Mabel Hallock - Brookside Cemetery</b>	Unexpendable Bequest	<b>\$2,000.00</b>
	Beginning Expendable Balance 7/1/2019	
	Disbursements	\$6,089.40
	Investment Earnings	(\$41.80)
	Ending Expendable Balance 6/30/2020	<b>\$6,489.73</b>
<b>Mabel Hallock - Common Memorial &amp; Flag</b>	Unexpendable Bequest	<b>\$1,000.00</b>
	Beginning Expendable Balance 7/1/2019	
	Disbursements	\$76.90
	Investment Earnings	\$0.00
	Ending Expendable Balance 6/30/2020	<b>\$135.74</b>
<b>Otto &amp; Aina Stein Fund</b>	Unexpendable Bequest	<b>\$18,810.00</b>
	Beginning Expendable Balance 7/1/2019	
	Disbursements	\$27,467.90
	Investment Earnings	\$0.00
	Ending Expendable Balance 6/30/2020	<b>\$29,997.30</b>
<b>Stabilization Fund</b>	Beginning Balance 7/1/2019	
	Disbursements	\$928,061.71
	Receipts	(\$436,000.00)
	Investment Earnings	\$0.00
	Ending Balance 6/30/2020	<b>\$520,970.80</b>

<b>Town Farm Fund</b>	Unexpendable Original Deposit			<b>\$8,751.96</b>
	Beginning Expendable Balance 7/1/2019	\$45,903.15		
	Disbursements	\$0.00		
	Investment Earnings	\$2,987.24		
	Ending Expendable Balance 6/30/2020			<b>\$48,890.39</b>
<b>Cyrus H. Whitney Central Common Fund</b>	Unexpendable Bequest			<b>\$1,000.00</b>
	Beginning Expendable Balance 7/1/2019	\$843.56		
	Disbursements	\$0.00		
	Investment Earnings	\$100.74		
	Ending Expendable Balance 6/30/2020			<b>\$944.30</b>
<b>James F. Whitney Central Common Fund</b>	Unexpendable Bequest			<b>\$2,000.00</b>
	Beginning Expendable Balance 7/1/2019	\$1,745.95		
	Disbursements	\$0.00		
	Investment Earnings	\$204.74		
	Ending Expendable Balance 6/30/2020			<b>\$1,950.69</b>
<b>Martha G. Whitney Street Light Fund</b>	Unexpendable Bequest			<b>\$1,000.00</b>
	Beginning Expendable Balance 7/1/2019	\$4,589.87		
	Disbursements	(\$142.22)		
	Investment Earnings	\$304.44		
	Ending Expendable Balance 6/30/2020			<b>\$4,752.09</b>

The OPEB Trust Fund is managed by Bartholomew & Company and as of 6/30/20 was invested as follows:  
Domestic Equity (36.79%), Fixed Income (33.90%), International Equity (21.84%), Alternative (6.98%), Cash and Equivalents (.49%)

**Other Post Employment Benefits (OPEB)**

Beginning Balance 7/1/2019	\$329,295.51
Disbursements	\$0.00
Receipts	\$235,000.00
Investment Earnings	\$12,848.76
Ending Balance 6/30/2020	<b>\$577,144.27</b>

The Randall Town Fund is managed by Bartholomew & Company and as of 6/30/20 was invested as follows:  
Fixed Income (61.65%), Cash and Equivalents (24.22%), Domestic Equity (13.40%), International Equity (.73%)

**Randall Town Fund**

Unexpendable Bequest	<b>\$20,000.00</b>
Earnings Transferred to Town General Fund:	\$1,078.04

<b>TOTAL TRUST FUND BALANCE:</b>	<b>\$1,661,933.87</b>
----------------------------------	-----------------------

Prepared by: Brad C. Brightman, CMMT  
Treasurer-Collector

# RANDALL RELIEF FUND

Balance January 1, 2020	\$32,725.04
Interest received	6.50
Contributions received	0.00
Repayments received	0.00
Payments	(1500.00)
Balance December 31, 2019	\$31,231.54

Citizens Bank Insured Money Market Account

Louise E. Peacock  
Jeffrey D. Smith  
Dorothy G. Sonnichsen, Treasurer  
Trustees

## HALE HIGH SCHOOL TRUST FUND

The Hale High School Fund was established by Town Meeting vote in 1871 after Elijah Hale donated \$5,000 to establish a permanent fund with the income to be expended for the support of a High School in Stow. The Hale High School was built in 1871-1872. In 1957, Town Meeting voted to accept the Agreement for Establishment of the Nashoba Regional School District to accommodate the high school students of Stow, Bolton, and Lancaster. The regional high school opened in 1961. On July 2, 1963, the Hale High School was destroyed by fire.

In 1973, Town Meeting voted to construct an addition to Randall Library. An agreement was made between the Trustees, the Stow Board of Selectmen, and the Stow School Committee to establish a reference room for students in the Library addition and to use the annual income from the Hale High School Fund for the purchase of equipment and research materials for use in the Hale Reference Room or as a contribution toward the salary of a reference librarian or such other related expenses as might be incurred in setting up and maintaining the room. In September 1974, the Trustees and the Board of Selectmen voted to petition the appropriate court to authorize the Trustees to use the income for the reference room and the court granted the request.

The Trustees continue to annually provide funding for the Hale Reference Room for the Library Director to purchase the needed reference materials or provide the necessary room maintenance. This includes purchasing online databases, reference room computer and monitor, and replacing lighting and shades.

In 2020, the Fund disbursed \$15,057 in support of Library database subscriptions, a reference room computer, and an encyclopedia set.

This year, the Fund Trustees moved the account to the Bartholomew Company, an investment management company in Worcester specializing in municipal accounts in Massachusetts, including the Town of Stow. By making this change, the Trustees were able to save over \$4,000 in annual management fees. This move also saves the Town some \$2,000 per year in its Bartholomew fees.

Trustees  
Jeffrey D. Smith, Chair  
Linda Hathaway  
Kathleen Pavelchek  
Laura Reiner

**HALE HIGH SCHOOL FUND  
INCOME/EXPENSE  
7/1/2019 - 6/30/2020**

INCOME

(Under Greenfield Savings Bank management)

Dividends	5,476.96	
Bond Interest	3,712.50	
Mutual Fund Income	<u>2,982.85</u>	
		\$12,172.31

(Under Bartholomew & Company management)

Dividends	5,007.51	
Bond Interest	3,428.61	
Mutual Fund Income	964.81	
Net Realized Gain	<u>118.97</u>	
		\$9,519.90

TOTAL INCOME		\$21,692.21
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EXPENSE

(Under Greenfield Savings Bank management)

Management Fees	\$4,978.05	
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(Under Bartholomew & Company management)

Management Fees	\$1,764.10	
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TOTAL EXPENSE		\$6,742.15
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DISBURSEMENTS		\$0.00
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TOTAL ASSETS	\$679,913.09	
(as of June 30, 2020)		

Notes:

1. Fund assets were transferred from Greenfield Savings Bank to Bartholomew & Company in January 2020.
2. COVID-19 restrictions required changes in scheduling and procedures. Disbursements to the Randall Library were delayed until after the close of the fiscal year.



## **EDUCATION**

### **NASHOBA REGIONAL SCHOOL DISTRICT**

To: Nashoba Regional School District Parents, Students, and Community Members

The annual town report offers the opportunity to reflect back on our year, our achievements and challenges.

The Nashoba Regional School District continues its work on our two-year District Improvement Plan, with a strong focus on Social Emotional Learning for our communities. This foundational document provides the guidance to think ahead to the needs of our students so we can consistently challenge the work we are doing to meet the current and changing needs of our communities. In March, we were met with the unprecedented challenge of the COVID-19 pandemic which required us to pivot to a remote learning model and look to the 2020-2021 school year to plan ahead with multiple learning models to ensure the safety and well-being of our faculty and students.

With the strong support of our School Committee and communities, our administrative team forged ahead with the creation and implementation of both remote and hybrid learning models at the start of our school year in September. After ten busy and fulfilling days of professional development for teachers aimed at providing resources, support, and training for remote and hybrid learning models, we were able to open our K-8 schools in a hybrid model and allow our high school students to meet daily with peers and teachers through a remote learning model. While challenging, we continued to work with the Department of Elementary and Secondary Education to ensure adherence to CDC guidelines as well as curriculum guidance from the state.

This school year has focused on social emotional supports for our students in providing key tools for teaching and learning in new educational environments. Professional development workshops have been offered to our staff to provide resources and skills for our teachers to implement varied ways to connect with each and every student. Even through two-way communication models, students and teachers have been able to connect through morning meetings, advisory groups, and small classes to maintain a personalized setting in our virtual classrooms and when students are on campus.

The district has also put a strong focus on belonging this year given the pandemic. Our District Wide professional development day in March will focus on Nashoba Fostering Belonging as a way to promote and support the social and emotional needs of our communities. Dr. Mark Brackett, Director of the Yale Center for Emotional Intelligence, will deliver his virtual keynote on social emotional learning while offering training for our teachers and staff during the exceptional day of professional learning for our Nashoba community. The district continues to prioritize professional development and the needs of our students when putting this celebration of teaching and learning together.

Our communities and students of Bolton, Stow and Lancaster continue to flourish and grow. NRSD has a current student population of 3230 students in grades K through twelve. We

continue to receive new students into our district from within the state, the country and from around the world. Our English Language Learners population has steadily increased in recent years and has brought a new level of enrichment to our schools.

NRSD schools continue to be busy with a balance of traditional and innovative instructional delivery. Our students continue to fare extremely well on state-wide assessments, commonly referred to as MCAS. Students have a wide array of options available to them in terms of academic programming, particularly at the high school level. They challenge themselves as they flourish into caring, thoughtful citizens beyond their public school life. A high percentage of our graduating students move onto college and post-secondary education alternatives. We take pride in their accomplishments and the fine adults they become.

Even during these unprecedented times, our students are still able to take advantage of a myriad of fine and practical arts programs that are offered at the middle and high school level, as well as a wide variety of athletic activities. Other activities such as DECA and Robotics await them beyond their elementary years. So many of our programs offer a wide array of opportunities that allow our students to flourish, gain life-long essential skills and show off their talents. Through State Championships, DECA accolades, Music Festivals and Drama productions, our schools are alive with diversified learning opportunities for each and every student.

NRSD is extremely fortunate to be supported by three supportive and caring communities. We work in close partnership with the leadership levels and local organizations in each. These relationships offer the district guidance and support. They are active supporters, volunteers, and partners with our work. We take pride in the relationships we have built with each of our communities and appreciate the support, collaboration and participation in all of the activities in our district. Our March Day of Professional Learning is one example of where the entire Nashoba community comes together to celebrate authentic teaching, learning and community collaboration. We continue to be grateful to each of our communities for their continued support. We are appreciative of all that you do and give to us to support our many efforts with our students.

Even when challenged with a global pandemic, our district continues to flourish. We are proud of our students, staff and communities. Our students excel in all learning models and are afforded top notch teaching with our highly qualified and engaging staff. They are all outstanding representatives of our communities and district. Collectively we take pride and celebrate each one of them.

Thank you for your continued support of NRSD – we are deeply appreciative.

### **The Center School**

The Center School continues to be a community of learners. Our school community's foundation has always been our collective ability to create a unique environment of learning for all of its members, adults and students alike. The pandemic has certainly pushed our learning in new directions and has required that we be ever-evolving. Much of the focus of the opening of our school year was not just restarting our students' school experience but also rebuilding their connection to our school. As the district is embarking on continued initiatives with social-

emotional learning, we have mirrored that at The Center School. The connections between staff and students were the cornerstone to our successful opening across the learning models including approximately twenty percent of our students enrolling in the fully remote model. Despite these new learning models, we maintain our traditions in new ways. This includes our extra-curricular program expansion with the addition of Art Club and Book Clubs. We have also continued our robust instrumental program and look forward to hosting our celebrated concerts again. Our teachers have stretched their use of technology as well and we are thankful for our purchase of new equipment and the repurposing of other equipment. While we do not have MCAS results to use as a measure of student academic progress, we continue to use other measures to carefully watch our students' development. We are also proud of our main office, custodial, and nutrition services staff that have continued to shift and find new ways to do their jobs effectively all with the purpose of serving students. A special thank you goes to our Facilities Department and the Town for successfully implementing the PFAS mitigation system for our water supply. Our new sign is also providing a wonderful welcome to our school at the Great Road entrance. The Stow PTO continues to be generous and find innovative ways to support students and staff. While we know that The Center School is an important part of a student's learning journey, we are grateful to be part of such a wider community of care. We appreciate all of the support from the Town of Stow and our partnerships with Hale Middle School and Nashoba Regional High School as we prepare our students for their futures.

### **Hale Middle School**

Hale Middle School is home to over 300 students and 50 staff members. Hale is an excellent place for students to explore their interests, hone their academic skills, and prepare for high school. The students and staff at Hale are treated as equal members of a community. We are a community that praises and lauds the achievements of our students and staff. Our community believes that with hard work, support, and care for one another our students will be successful in all endeavors.

The staff at Hale are highly qualified and dedicated to advancing the academic, social, and emotional skills of their students. More than half of all teaching staff at Hale hold higher degrees in their subject area. The HMS staff regularly take courses, attend seminars, and advance their understanding of both their subject area and child development. Our budget reflects this mindset. Our professional development budget lines are robust and are fully utilized each school year. We believe that our students' growth and development is predicated upon our own continued adult education.

The students at Hale are invested in their schooling and are well rounded individuals who participate in sports, academic competitions, performing arts, and a variety of after school activities. Hale is a place where students are both supported and challenged. It is a school that cultivates high achievement. Students consistently outperform their peers on standardized tests, the sports field, at adjudicated band and choral performances, in math competitions, robotics competitions and geography bees. While many of these activities were impacted by the COVID-19 virus, our students and staff found inventive ways to continue to operate many of the aforementioned programs. For example, our robotics team reinvented itself through the use of programmable Arduino Boards. Our Drama Department conducted two virtual performances. Students utilized their chromebooks and Zoom to perform *A Virtual Christmas Carol* and *Itsy*

*Bitsy: Trial of an 8-Legged Washout.* The MathCounts Competition Team started an entirely new program: The Stock Market Club. The ability of our students and staff to deftly adapt to the challenges posed by COVID-19 is yet another indicator of the amazing potential that resides within our school community.

Our programs at HMS continue to grow and evolve in order to best meet the needs of our students. This includes new after school programs, new course offerings, expanded special education services, access to new technology and advanced educational resources, and continual professional development for the HMS staff. The 2020 - 2021 school year, as you are well aware, was historic and unfathomable. Students, staff and families faced a dramatic shift away from our progressive model of instruction and toward a model based entirely on our students' health and safety. The changes were immensely difficult and complex, yet we persevered. Our students and staff have continually demonstrated the ability to evolve despite unimaginable circumstances. As such, our budget and the allocation of funds required similar adjustments. This year's budget is reflective of these adjustments.

The Stow community has been incredibly supportive of Hale Middle School and has partnered in our accomplishments. Our facility is excellently maintained and consistently used for community events. The Stow PTO has been instrumental in supporting field trips, guest speakers, specialized programs, and volunteering for events. Whatever the need may be, the families in Stow have proven to be a motivated and supportive group.

Our budget, while fiscally conservative, affords Hale with the opportunity to continue to advance as a top tier middle school in the Commonwealth. The adoption of new programs and curriculum in each grade has significantly improved our students' ability to enhance their 21st Century skills. These skills will prepare them for the challenges that they will face in high school, college and their careers. These initiatives, when combined with motivated students and highly successful teachers, will advance Hale's trajectory of success.

### **Nashoba Regional High School**

Nashoba Regional High School had an unprecedented year, as all schools did, to continue an enriching and supportive education for our students while navigating the remote learning world during the COVID-19 pandemic. Teachers adapted their teaching methods and collaborated with each other, sharing skills and tips for remote teaching. A number of teachers, administrators, staff and parents met regularly over the summer to work on different options for the fall re-opening. Ultimately, the high school remained remote through the end of 2020 due to the complexity of scheduling, the number of students enrolled and the limited space to allow for safe, distanced learning.

Nashoba Regional High School is proud to accept the College Board's Female Diversity Award for AP Computer Science Principles. Research shows that female students who take AP Computer Science Principles in high school are more than five times as likely to major in computer science in college.

### **Class of 2020**

With the Worcester DCU being used as a field hospital, we had the task of trying to find an alternative to the traditional graduation for our Class of 2020. After multiple meetings between administration, staff, teachers, and parents, it was decided to hold graduation on the turf field at the high school. Due to the restrictions mandated by the state, we had to limit the number of guests to two per graduate. Guests sat on the field and were able to enjoy the ceremony with their students. On a warm and sunny July 25, 2020, Nashoba graduated 213 students.

### **DECA (Distributive Education Clubs of America)**

Nashoba DECA enjoyed a very successful competition season in 2020. Our club hit a membership record with 203 members participating last winter. Our members created some fantastic business models, marketing campaigns, innovation plans and community service projects. As a result of their impressive projects, 38 Nashoba DECA members were honored as Top ten finalists at the DECA State Career Development Conference in Boston last February. Of the thirty-eight finalists, sixteen were top five and earned the right to represent our state at the International Career Development Conference in Nashville, TN that ended up being canceled due to the pandemic. This school year, 176 Nashoba DECA members just competed in the first-ever virtual DECA District Competition and are awaiting their scores from their judges.

### **Music Department**

Despite changes in our normal functions due to the pandemic, the Nashoba music department students continued to excel in their crafts, make music together, and learn how to use music to make a difference in our world.

### **Here is a short overview of 2020:**

- Three students were recognized with performance awards at the Massachusetts Association of Jazz Education Festival, and the advanced jazz band competed, earning the bronze medal.
- Ten students participated in the Central District Music Festival in January and three students proceeded to the Massachusetts All-State Music Festival at the Seaport World Trade Center in Boston in early March.
- The 2020-21 Massachusetts Central District Music Festival auditions were held virtually. Twenty-four students auditioned and fourteen were accepted. Four students will be performing in the festival masterclasses. A record of ten Nashoba students received scores that met the minimum requirements to audition for the Massachusetts All-State Music Festival.
- Students collaborated to put together choral music and create music videos for their virtual holiday concert. Their videos can be seen on YouTube.

### **Athletics**

Nashoba's athletic success continues, but it looked different in 2020 than compared to previous years. Over 300 student-athletes participated across fifty total teams, with seventy percent of student-athletes being named to the honor roll. Some highlights from the winter season include the boys' and girls' basketball teams making the playoffs. The wrestling team was league champions, D2 Sectional finalists, D2 State finalists, and placed 8th at the New England

tournament. The hockey team was D3 Sectional finalists, and our boys' 200-free relay team placed first at the D1 State Championship! Then in March of 2020, COVID-19 interrupted our lives in ways that few of us could have imagined and reshaped the way we looked at athletics for the remainder of the year. The spring season was canceled, so our coaches had to think outside of the box on ways to keep our student-athletes engaged using Google classroom and Google meets. The athletic department and coaches also made sure to recognize our senior spring athletes through social media posts and drop off senior day gifts at their homes. The fall season was delayed, and we faced many challenges as we continued to navigate the pandemic. Our fall teams played in geographic pods, played a shortened game schedule, had to wear masks, learn new modifications to the



sports, and follow many COVID-19 protocols. Our goal for the season was to provide a safe and healthy environment for everyone involved. Each day our teams were able to come together to practice or compete was a small victory. The success of our teams was not shown in championships and titles in 2020. However, success was seen by allowing our teams the opportunity to compete, stay safe, and make memories with their teammates. Our athletic programs have looked different this year,

but we were excited that our student-athletes were allowed to participate and represent Nashoba!

## **CENTRAL OFFICE DEPARTMENT REPORTS**

### **Teaching and Learning Department**

Curriculum work and professional development in the Humanities focused on structuring curriculum and instruction to foster student voice and choice in learning. In order to capitalize on the deeper literacy skill set that students now have entering grade six, middle school English Language Arts teachers and special educators continued participating in professional development and coaching to support shifting to literacy workshop as the primary instructional model for grades 6-8 English Language Arts. The group has worked to shift their instruction from primarily whole-class, text-based instruction to small group, skills-based instruction, where students have a choice in what they read and interact regularly with teachers to receive feedback on their reading and writing work. In order to continue the process of transitioning to the updated Massachusetts History and Social Science frameworks, grade 6 social studies teachers have met throughout the year to develop new curriculum units that integrate geography, the study of ancient civilizations, student-led inquiry, and research. Teachers in grades 6 and 7 participated in a series of professional development through Primary Source, which connected them with academic experts in the ancient civilizations for which they were developing their curriculum.

In alignment with the district improvement plan, Nashoba educators continue to work toward integration of social-emotional skill development and academic learning. Our March full PD day brought together in-district and outside presenters on topics related to social-emotional learning and innovation. Tony Wagner, author of *Creating Innovators*, gave a keynote address that emphasized the importance of supporting students to play and explore in their learning in order to find their passion and sense of purpose. The day ended with a presentation by Nashoba

student, Sydney Meininger, who spoke about her experience at Nashoba and presented two video projects she created to highlight inclusion in sports and in the workplace. Feedback on the day was very positive overall.

This fall, the Department of Teaching and Learning has focused on supporting educators to shift instruction and planning within a hybrid or fully remote learning model. The current school year began with 10 days that included professional development on integrating social-emotional learning and remote learning. Educators participated in a variety of PD on topics, such as trauma-informed instruction, self-care, planning for synchronous and asynchronous learning, and technology tutorials. Support in these areas continues through on-going professional development and coaching opportunities organized by the department.

### **Technology**

When the district went remote amidst the COVID-19 pandemic, educators and students became more reliant on technology than ever before. Helping deliver education through technology became a priority for the technology department in 2020. As a result, we have implemented many changes in the operation process to support remote teaching and learning activities.

Enabling teachers to combine technology use with traditional resources and teaching methods is a key focus. Through both in person and remote operations, the Technology Department helped train educators on how to use technology tools like interactive displays, 1:1 devices, and software solutions for online teaching and learning. We also deployed more document cameras and monitors into the classrooms to help teachers conduct remote teaching and learning more effectively.

Another focus during the pandemic is to ensure that every student has access to the appropriate technologies based upon educational needs. The Chromebook is the primary tool for student learning during the pandemic. The district implemented a true 1:1 Chromebook program for grade 6-12 students. For grade K-5 students, the district acquired hundreds of additional Chromebooks and redeployed many Chromebooks from the classroom and computer carts to families in need. Equity and accessibility are always a top priority throughout the process. Advanced and specialized programs such as Graphics Design and Computer Aided Design require powerful machines to run. To accommodate students without the proper hardware at home, we set up Amazon AppStream so they can run these advanced programs on school assigned Chromebooks.

Safety remains a top priority during the pandemic. For online activities, we have set up multiple systems to safeguard Internet access for both teachers and students. The filter system provides both in-school and at-home web content filtering on all district owned Chromebooks. It also detects cyber-bullying and self-harm behaviors in the Google Apps suite so that school administrators and parents can be notified when concerns arise. As cybersecurity threats become more pervasive and severe each day, the Technology Department continues to educate teachers and staff on potential threats and compromises to make sure everyone stays vigilant. For physical safety, we have also added and upgraded security cameras at high traffic locations.

It is important to stay connected with the communities during this difficult time. Working with media teams from different towns, the Technology Department helped deploy livestream solutions using school networks to broadcast school events and sport games in real time.

### **Health and Wellness**

The district's Health and Wellness Department covers comprehensive services including first aid, emergency care, assessment, planning for the management of chronic conditions such as asthma, diabetes, or life threatening allergies, and preventing and responding to communicable disease. Additionally, we provide guidance on medication and health care procedure oversight, ensure the completion of mandated health related screenings, health education and health counseling, and assure a safe and healthy school environment. Nashoba's Health and Wellness team provides a full time, certified registered nurse at each school building.

This year, all school nurses attended extensive training and prepared for a health office response to a global pandemic. Reopening plans continued to be modified as new guidelines have been provided with guidance from DESE, CDC, DPH and our local Board of Health.

A number of health and safety plans were established to support a secure return to school. These plans were developed by Nashoba nursing and facilities staff in conjunction with guidance from the local Boards of Health. These plans include guidelines for wearing masks, physical distancing in classrooms, entering and exiting buildings, deep cleaning classrooms and bathrooms, handwashing, transportation, and supporting students and staff who become ill.

### **Isolation Rooms/Medical Holding:**

An isolation room was designated at each school, separate from the health clinic, should a student or staff develop signs or symptoms of potential infection. Each room comes equipped with the appropriate Personal Protective Equipment and supplies needed to maintain such an environment.

Lastly, our electronic medical documentation program has been upgraded to support immunization compliance with our student population. This upgrade includes an upload of immunization from Primary Care Provider (PCP) documentation to our own electronic medical systems, ensuring compliance with immunizations.

### **Extended Learning Program**

After a full day of learning at school, students come to the Extended Learning Program (ELP) to relax, play, discover, and learn. Learning at the ELP may look different than in the classroom. Whether playing board games, creating art, or engaging in an outside activity, students practice problem solving, negotiating, collaborating, and expressing their ideas. And sometimes the children argue, disagree, get frustrated, and make mistakes as they become more resilient and compassionate. This is all part of their learning experience at ELP.



The Extended Learning Program staff have been trained in *Social Emotional Learning* and they are skilled at helping students in the areas of relationship building, social awareness, self-management, self-awareness, and responsible decision making. Three key pillars guide learning at ELP: Communication, Community, and Physical and Social-Emotional Well-Being. Our caring staff understand that students need a place and time to decompress, rest, reset, and engage



in play and have fun! Students have an opportunity to make new friends with other students with whom they may not interact with during their school day.



Although the ELP did not operate for the entire 2019-2020 school year due to Covid, valuable experiences and lasting memories were created at our three sites in Bolton, Stow, and Lancaster. Appreciating the different interests of students, ELP offered a variety of programs including STEM: *Staying Healthy & Exploring Body, Mind, Mad & Science*, Art Ventures: *Monsters & Mermaids*, ImagArena, a favorite among all ages, tennis, chess, creative drama and improv, martial arts, and an ongoing yoga program.

To bring the community together, we hosted various special enrichment programs at our sites like *Fun-tastic Forces* from Mad Science, a *Bubbles Galore* show from the Acton Discovery Museum, and a mesmerizing Yo-Yo performance by Master *OOCH!* For older students, we offered a babysitting and CPR First Aid course that was well received. To further augment students' curiosity and sense of wonder, special guests, like an expert spinner, were invited to share their passion and knowledge. Vacation Camps during the February and April school vacation weeks, as well as during the summer, are another opportunity for NRSD students to come together and feel a sense of belonging through play, fun, and exploration.



### Nashoba Regional High School Class of 2020

Daniel Enrico DiMeo \* § President ~ Christopher William Yapp \* Vice President  
Maggie Ryan Oberlies Secretary ~ Emma Rose Gould Treasurer

Andrew David Ahlquist  
Brendan Robert Alzapiedi  
Carelton Coby Andersen  
Dylan Andrew Arsenault  
Madeleine Grace Arsenault  
Anna Victoria Austin \*  
Kayla Alexandria Ballas \*\* §  
Remington Daley Barney  
James Lucas Baxley  
Daniel Alexis Baykov  
Mark Aaron Beaudoin  
Matthew Christopher Bechara \*\*\* §  
Gillian Rose Bolton  
Jack Henry Bonazzoli  
Domenic Anthony Bosco

Hayley Nicole Bracci \*\*§  
Julia Nicole Buchieri  
Mi'Chyia Dante Buckner  
Caroline Mary Bunnell  
John Colin Burke  
Olivia Grace Bush  
Sophie Ruth Bush \*\*\*§  
Alexandra Margaret Buyuk \*\*\*§  
Jack Henry Cahill  
Carleigh Lyn Campana \*\*  
Elise Jane Carlin\*\*\*  
Robert Gordon Carter  
Bruno Cassina  
Brendan James Castle  
Kaylin Quinn Castles §

Zoe Rose Chappell  
 Kyle Bailey Chaput  
 Paige Haley Christie  
 Cole Michael Clericuzio \*\*§  
 Marissa Elizabeth Cloutier \*\*  
 Katherine Elizabeth Coen \* §  
 Jordyn Rae Condon  
 Joseph Sven Connolly  
 Trinity Olivia Cortes  
 Joshua Brandon Estuardo Crabtree Kearney  
 Olivia Marie Crocker §  
 Holly Lauretta Cudmore \*  
 Nicholas George Cudmore  
 Perry Addison Cummings  
 Matthew Paul Cunniffe  
 Ava Gabrielle D'Eon \*§  
 Josie Elizabeth Day  
 Xavier Michael DeFeo  
 Muhammad Hamza Delen \*\*\*  
 Jack Raymond Devoe  
 Colby Brian DeWolfe  
 Pamela Marie Diaz \*  
 McKenna Grace Dietel \*\*  
 Victoria Rose Dolan  
 Jake El Quahabi Eastman  
 Carley Rose Edelman  
 Gillian Hayes Fay  
 Aria Anuheia Fernandez \*\*\*§  
 Grace Elizabeth Fiori \*\*\*  
 Joseph Patrick Flannery  
 Jason Joseph Fleck Ç  
 Charles Wilks Flinkstrom  
 Anastasia Katherine Fournier-Wassink \*  
 Julienne Hoelle Frasch \* §  
 Natalie Clara Frey \*\* §  
 Michael John Gannon  
 Molly Fitzpatrick Gero  
 Kaitlyn Rose Gilliam  
 Brandon Christopher Gillis  
 Jacob Robert Goad  
 Alex Michael Gonsalves  
 Quinn Daniel Gross \*\*\*§  
 Aine Maire Dowling Guyer  
 Nathan Scott Haberle \*  
 Lucas Carter Halbrooks  
 Chloe Michelle Hall

Liam Lawe Hall \*\*\* §  
 Kenzie Carine Hamerski  
 Jonathan William Harnett \*  
 Gordon Robert Hatcher  
 Colleen Marie Hendersen \*\*§  
 Michael James Henderson  
 Samantha Alida Henry  
 Chad Daniel Hinckley  
 Rachel Leah Hoff \*§  
 Mei Lin Jingni Horne \*\*  
 Kelsey Margaret Houle  
 Devon James Hubbard \*\*  
 Katherine Mary Ickes \*\*§  
 Emma Kathryn Jardin  
 Mariana Pereyra Jimenez  
 Mason Brian Jones  
 Eli Deion Joseph  
 Benjamin Philip Kalber  
 Katherine Mary Kane \*§  
 Emily Mae Keaveney \*§  
 Noah Tony Keirouz \*  
 Jackson Laursen Kelling  
 Thomas Weber Keough  
 Aiden Michael Kerr  
 Alayna Elizabeth Khan \*\*  
 Abigail Rose Koesterich  
 Ryan Michael Kolaskowski \*§  
 Alexandra Afroditi Konstantinidis \*§  
 Jessica Elaine Konstantinidis  
 Michael Joseph Kozloski §  
 Richard Lee Lacouture  
 Alexander Leland LaFrance \*\*  
 Kenneth Matthew Lally  
 Amanda Theresa LaPointe  
 Grace Anne LaPointe  
 Sabrina Alice LaPointe  
 Nolan David LaPosta \*\*§  
 Mihn-Huy Le \*\*\*§  
 Jacqueline Anne LeBlanc  
 Michaela Danielle Leclair \*\*§  
 Aidan Patrick Lee \*§  
 Leah Marie Leonard  
 Aaron Christian Linder  
 Michael Joseph Lovoi  
 Philip John Lund  
 Macey Nicole MacAskill

Alec DeCesare MacDonald  
 Jonathan Louis MacKillop  
 Christopher James MacLeod  
 Hayley Grace MacNeil \*\*\*  
 William Rudolf Mair  
 Ryan Anthony Maki  
 Anamaria Patsy Massucci  
 Nicholas Scott Matte  
 Mary Marissa McAndrews  
 Ian Robert McGregor \*\*§  
 Andrew Jacob McKeen \*\*\*  
 Alexander William McKinney \*§  
 Caylie Loren McMahon \*\*\*§  
 Abigail Joy McNulty \*§  
 Delaney Lorraine Meehan \*  
 Gavin Thomas Meehan  
 Alicia Mary Milioto  
 Rebecca Jeannette Milioto  
 Jonathan Dawson Milne \*\*§  
 Maximus William Moulton  
 Sasha Ray Munson  
 Benjamin David Myers  
 Anastasia Elizabeth Nash  
 Olivia Ellen Nastasi \*§  
 Rebekah Ngan Neuman \*§  
 Isabelle Kim Nguyen \*  
 Celia Rose Siftar Nicholson \*\*§  
 Emma Rose Nikitas  
 Rosemarie Venice O’Riorden \*\*§  
 Beatrice Anne Ogden \*\*§  
 Jetta Lynn Oskirko \*  
 James Paul Padovano \*\*  
 Wesley James Palermo  
 Aidan Anthony Palmaccio \*  
 Reed William Parson \*  
 Nicholas Andrew Payson \*\*\*  
 Samantha Reis Perreault  
 Pimlapat Phetsang \*  
 Luke Edouard Pottie  
 Gage Michael Poulin  
 Max Steven Quinn  
 Patrick David Quinn  
 Amelia Beatrice Read  
 Dylan John Reilly  
 Edward William Reilly

Kelsey Patricia Reynolds  
 Alexis Virginia Richard \*\*\*§  
 Benjamin Steven Roberts  
 Caroline Mckenna Roberts \*\*§  
 Samuel Alexander Roberts  
 Mackenzie Taylor Robichaud \*§  
 Nicholas Joseph Romasco \*  
 Grace Kathryn Romeo \*\*§  
 Serena Marisa Russo  
 Nina Clare Sarafin  
 Sadie Helene Sargent  
 Mitchell Edwin Scanlon \*\*§  
 Miko Andreas Schiavoni  
 Bailey Nicole Schiering  
 Kaleb Rayne Simoneau  
 Jaqueline Rose Smith \*\*\*§  
 Charlotte Opal Snoonian §  
 Else Brooke Snoonian  
 Isabelle Marie Sonia \*\*§  
 Raymond Michael Soto  
 Erica B Spallone  
 Amy Caroline Spratt  
 Walter Andrew Stadolnik \*\*\*  
 Nolan Patrick Stocker \*§  
 Grace Anne Sullivan \*§  
 Christian Scott Super  
 Angelina Belle Tata \*§  
 Lauren Grace Their \*§  
 Matthew Christopher Tobin \*\*  
 Keri Maclean Tremblay  
 Samuel James Vanasse \*§  
 Ethan Karlis Veinbachs \*\*  
 Kaitlyn Eunice White \*\*§  
 Lindsey Anne Wilber \*  
 Matthew Kyle Williams \*  
 Ethan Max Winer  
 Elsie Lorraine Burnett Yang \*\*§  
 Emerson Rose Young

Ç Certificate of Completion  
 § NHS Senior Project  
 \*\*\*Summa Cum Laude  
 \*\*Magna Cum Laude  
 \*Cum Laude

## **MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT**

### **Despite Pandemic, School Continues to Grow**

Even with the challenges the pandemic has imposed on schools nationwide, Minuteman High School continues to provide a revolutionary, competitive advantage to students seeking a high-quality career technical education. Located in a new state-of-the-art building, Minuteman continues to experience growth in enrollment, programming, and in developing the campus. The increased enrollment demand from families living in Minuteman's member towns is the highest in recent years.

Expanded programming in multimedia engineering, advanced manufacturing, robotics, and animal science, are intended to meet occupational aspirations and reduce the nationwide skills gap, a fundamental mismatch between the skills employers rely on and those job seekers possess. Minuteman has launched the FIRST Robotics/STEM Club, as a natural evolution of our Girls in STEM program, to provide students an exciting opportunity to compete in a national robotics competition. A recent \$300,000 Skills Capital Grant provided equipment and infrastructure that expands instruction in robotics automation, explicitly in the logistics engineering space – for both high school and adult students – to accommodate the growing supply chain management industry.

Despite COVID limitations for public in-person dining, our student-run restaurant, The District, has successfully pivoted its business model. Students now make hundreds of meals a month for people in need through a partnership with Food Link MA. The Culinary Arts program launched a popular “Soup Group” in which the public can purchase meals over the internet and experience contactless pick up at school each week. Students in the Horticulture program are growing produce and herbs for the Culinary program, and Multimedia Engineering students are producing video tutorials. An outdoor beekeeping project has kept students engaged in-person and during remote weeks in the Horticulture, Environmental Science, and Biotechnology majors.

Minuteman's commitment to athletics is stronger than ever – marked with the Minuteman School Committee's unanimous approval to begin construction of three synthetic lighted fields on the Lexington campus. The school continues to support a “no cut, no fee” policy for students and their families. Minuteman believes all students should have access to athletics and all the positives that come with it – from sportsmanship to physical and mental well-being.

Minuteman is continuing to use a hybrid learning model for the 2020-21 school year, with an increase of two grades conducting in-person learning scheduled for March 2021.

Additional achievements from 2020 and 2021 include:

- June 2020: Minuteman held its first-ever successful drive-through graduation ceremony to honor the Class of 2020, which spent the last three months of the school year in remote learning.

- April 2020: Minuteman received the Massachusetts Reading Association's Outstanding Literacy Program Award, marking the first time a high school received the award in its 30-year history.
- October 2020: Minuteman Parent Association raised more than \$6,000 for student scholarships through Lexington's Battlegreen Run.
- November 2020: Minuteman Superintendent-Director Edward Bouquillon received the Schettini Memorial Award from the Massachusetts Partnerships for Youth for the district's commitment to public safety.
- November 2020: Minuteman, along with Kaestle Boos Associates Inc. and Gilbane Building Co., received the Award of Merit: K-12 Education from Engineering News Record for the architectural design of the new school building.
- December 2020: Design and Visual Communications teacher Allison Barry received the Schaefer Award from NOCTI, a national career technical education accreditation organization, for outstanding teaching.
- February 2021: Five seniors, including Angelica Amico, a Design and Visual Communications student from Stow, were nominated for the Outstanding Vocational Technical Student Awards from the Massachusetts Association of Vocational Administrators.
- Early 2021: Minuteman students are helping the Town of Lexington by designing artwork for the project to renovate the downtown area and producing videos for the virtual Patriots' Day celebration.

### **Adapting to Growing Enrollment Demand**

There was a 30-year high of 390 applications received for students enrolling in the Class of 2024, this year's ninth-grade class. Two hundred fifty-two (252) of those 390 applications were from students living in Minuteman's nine member towns – for 180 enrollment slots. As of early February 2021, Minuteman received 334 applications for the Class of 2025, and 254 applications from member towns' eighth graders. The application deadline is February 15 of each year. Administration and the Minuteman School Committee are exploring cost effective ways to increase the capacity of the new school as interest in high quality career and technical education increases.

### **Athletic Fields Project**

Construction has begun on three new athletic fields at the Minuteman campus with an anticipated completion date of Fall 2021. The three synthetic turf fields will support football, boys' and girls' soccer, cross country, baseball, softball, and boys' lacrosse, with a potential for future girls' lacrosse and girls' field hockey, as well as expanded track and field programs. The district approved the installation of lights on all three fields, providing additional hours of use and enjoyment by Minuteman, our member towns, and other sports groups.

Sports are a crucial component of the high school experience for many students, who enjoy our "no cut, no fee" policy. Having state-of-the-art athletic fields for our students and our member towns gives us all something to look forward to in 2021 and years to come.

### **Class of 2020 Achievements:**

About 85% percent of Minuteman High School's Class of 2020 graduates have entered college, career, advanced training, or the military – a lower percentage than usual due to the pandemic. More than 70 colleges and universities accepted Minuteman graduates, including Champlain College, Lesley University, Worcester Polytechnic Institute, University of Massachusetts, University of Southern Maine, Keene State College, Stonehill College, Savannah College of Art and Design, and more. Most students who sought certifications in their respective fields received them prior to graduation, which includes various certifications from Occupational Safety and Health Administration (OSHA) in hazardous materials removal, biotechnology, plant science, and health care.

There are 638 total students attending Minuteman for the 2020-21 school year, including 43 from Stow. All nine Stow students from the Class of 2020 have graduated. The students report their future plans as follows:

- **Emely Almonte, an Early Education and Teaching major.** She is attending University of Massachusetts Boston to study psychology.
- **Eric Harmon, a Metal Fabrication and Welding major.** He is employed. Eric was active in the Music Club throughout his four years. A talented blues and rock guitarist, he participated in school performances, and customized his own electric guitar.
- **Hailey Kornfeind, a Health Assisting major.** She is attending College of Dupage in Illinois to study nursing, and is employed.
- **Louvean Monte, a Design and Visual Communications major.** She is attending Champlain College in Vermont to study creative media.
- **John O'Keefe, a Biotechnology major.** He is attending St. Michael's College in Vermont to study biotechnology.
- **Jude Porter, a Design and Visual Communications major.** He is attending Lesley University in Cambridge to study photography.
- **Allison Sanzio, a Culinary Arts major.** Prior to graduation, Sanzio was one of four students who formed the non-profit organization "Kangaroo Kuddles," which knit blankets and other items for premature infants. She also hand-crafted dozens of masks for medical workers in April 2020.
- **Brenna Seith, an Environmental Science major.** She is attending New College of Florida to study environmental science and psychology.
- **Graham Sullivan, a Design and Visual Communications major.** He is attending Champlain College in Vermont to study creative media.

Respectfully submitted,

Edward Bouquillon, Superintendent-  
Director

**PUBLIC SAFETY**  
**POLICE DEPARTMENT**

The Stow Police Department has seen many changes over the past year. These changes have brought us closer to the community and allowed us to better serve the residents and guests.

2020. The year of transitions.

2020. The year we saw COVID push our Police Department to new approaches in servicing the Town.

2020. The year our community was separated by social distance but brought together by passionate organizations who used our Town Common to convey their beliefs.

2020. The year we saw Black Lives Matter help our Police Department become better.

2020. The year we grew stronger within our Town Departments working to keep our community safe.

2020. The year our Police Department and Town was rocked by an uncaring member of the department who shattered the trust we worked so hard to build.

2020. The year I saw how the Stow Police Department Officers/Dispatchers and Employees rise to the challenge of everything put in front of them and continue on with their caring, compassionate policing that we are known for.

I would like to thank the residents, guests, and all the departments of Stow for not only supporting me and the Stow Police Department during this past year of incredible transitions, but also for the guidance, compassion and caring that we were shown.

Taking over as Chief of Police, I and the entire department will continue our mission on doing things better. While many of our usual programs, including the Citizens Academy, the Youth Academy, and the Presentations to the Elderly, were cancelled due to COVID we will be having these in 2021.

Our continued pledge for law and order will be balanced as to how can we best serve Stow. This past year has shown us we need to measure an Officer on who they have helped today. I have been able to secure an immediate response with a mental health organization so that we can have mental health workers on scene within one hour of a situation. Future plans are to have an in-station person to co-respond with officers.

We continue to have our strong relationships with our many partners that provide services to Stow. I am very thankful for Domestic Violence Services Network DVSN, Communities for Restorative Justice C4RJ, Central Middlesex Police Partnership CMPP, Police Assisted Addiction and Recovery Initiative PAARI, Central Mass Law Enforcement Council CEMLEC, the Middlesex District Attorney's Office and the Middlesex Sheriff's Department. These organizations have provided an immeasurable resource to so many families in Stow before and especially during COVID.

As I begin my first year as Chief of Police, I would like to thank the Board of Selectmen, Fire Chief, Highway Superintendent and Town Administrator Denise Dembkoski, and all the Town employees for their support and guidance over the past year while I was Acting Police Chief. While 2020 was the year of transitions, they, the Stow Police Members, all Departments, and all the residents of Stow made leading this great department an incredible journey.

I look forward to continuing our journey together for many years as we transition into the next phase of policing.

Thank you,

Michael Sallese  
Chief of Police

### **Stow Police Department**

#### **Call Reason Breakdown 2020 and 2019**

<b><u>Call Reason</u></b>	<b><u>Total 2020</u></b>	<b><u>Total 2019</u></b>
911 Abandoned/Error	509	149
Aircraft	1	0
Abandoned Mv	3	2
Alarm, Burglar	132	185
Animal	354	413
Airport Security	274	350
Assault	4	1
Assist Citizen	656	880
Assist Other Agency	211	253
Boat Patrol	54	53
Burglary (B & E) Past	1	3
Boat Violation/Stop	8	24
Bylaw Violation	10	18
Building Check	3673	5683
Complaint	146	144
Court	195	141
Childseat Install	4	24
Directions	8	10
Disturbance	49	44
Disabled Mv	69	104
Domestic Disturbance	26	42
Escort/Transport	15	42
Fire , Brush	11	2
Fire, Carbon Monoxide	14	15
Fire, Inspection	5	0
Fire, Investigations	133	150
Fire, Structure	1	2
Fire, Other	31	22



Firearms Licensing	223	191
Fire, Box Received	10	17
Fire, Mutual Aid	25	13
Fire, Special Service	31	18
Fire, Station Coverage	2	4
Follow-Up Invest.	233	223
General Info	26	48
House Check	98	127
Juvenile Offenses	1	1
Larceny /Forgery/ Fraud	230	34
Lake Boon Complaint	10	10
Lockout	25	45
Medical Emergency	447	532
Medical, Mutual Aid	68	61
Missing Person	6	6
Motor Vehicle Accident	77	118
Motor Vehicle Stop	584	884
Nexgen 911 Issues	8	4
Open Door	11	4
Annoying Phone Calls	6	9
Found/Lost Property	89	94
Pole/Tree/Wire Down	131	86
Radar	316	364
Recovered Stolen Mv	1	1
Serve Restraining Order	38	35
R.O.Violation	9	9
Road Safety Complaint	150	208
Report Writing	260	177
Special Assignment	297	253
Stow Community Park Check	355	425
Secondary Dissemination	20	12
Sudden Death	5	2
Sex Offenses	2	3
Shoplifting	2	1
Auto Theft	2	0
Soliciting	8	4
Serve Public	2269	1712
Serve Summons/ Notice	43	32
Suspicious Activity	161	209
Town Beach Check	260	274
Threats	3	12
Traffic Control	216	235
Vandalism	50	24
Serve Warrant	14	16
Well Being Check	70	87

**Police Department Administrative Assistant**

Darlene Trefry

**Police Officers – Full Time**

Ralph Marino, Chief – Resigned

Michael J. Sallese, Acting Police Chief

Darren J. Thraen, Sergeant

Sean M. Collins, Prosecutor

Luke A. DeZago

Brendan Fitzpatrick

David J Goguen

Christopher A. Kusz, Safety Officer

Jacob G. Mick

Robert J. Nelson

Cassandra M. Scott, Detective

**Police Officers – Specials**

William L. Bosworth

Jonathan D. Butler

John T. Connors

John E. Fantasia

Lee D. Heron

Richard D. Manley

Brandon C. Murphy

Gary P. Murphy

Michael A. Smith

Mark H. Trefry

**Public Safety Dispatchers**

Jonathan D. Butler

John E. Fantasia, Dispatch Supervisor

Gabriel R. Lopez

Shawn N. Marques (Part-Time)

Brandon C. Murphy

Darlene D. Trefry, Retired

**Police Matrons**

Deborah L. Richardson

## **FIRE DEPARTMENT**

### **Our Mission**

**It is the mission of the Stow Fire Department to provide the finest possible fire, rescue and emergency medical services to all those that reside in, work in or visit the Town of Stow.**

In 2020 your Fire Department responded to 873 calls for service. This number is down from last year but as you all know 2020 has been a very different year. Medical Emergencies remain to be a majority of the calls, totaling 567 this year with 49 of those calls being the result of a motor vehicle accident. There were a number of non-medical calls for service such as 19 fires which includes structure fires, electrical fires, cooking fires and chimney fires. Other responses included 63 hazardous condition calls, 14 brush fires and 88 alarm activations.

Although the year started out like many others, by March our Fire and EMS delivery system looked very different. Every response was preceded by a temperature check at the entry door along with multiple memos and response changes, some as many as three or four times a day. As we navigated through these changes, your firefighters and EMTs never lost sight of their objective which is to serve you, the citizens of Stow. As the Chief of the department I would like to publicly thank each and every Stow Fire Department member for what they have contributed to this point and for all they continue to do today as we navigating through this pandemic.

Following a trend, in 2020 a number of very active Stow Firefighters have moved on. Some were hired as Full-Time Firefighters in other communities, while others have retired after many years of committed service. The department would like to wish those past members luck in their future endeavors and for the ones that chose a career in Firefighting, please stay safe and thank you for your service to the Town of Stow. With the departure of these members, the department conducted a recruitment which yielded a number of very committed and qualified candidates.

The current Full-Time and Call Fire/EMS staffing model utilized by the Stow Fire Department was developed 31 years ago in 1988 with the addition of Per-Diem night coverage added in 2000. This system has served the community well but is currently stretched to its limits. Over the last 31 years, the demand for service and the town as a whole has expanded. Currently there are a number of housing developments in progress with others awaiting approval. The current conditions combined with the proposed changes in Stows housing are having a direct impact on our Fire and EMS delivery services. Our current staffing model only guarantees 2 Firefighter/EMTs in the station at any time. These same 2 members are the EMTs that will transport patients to the hospital rendering them out of service for other calls over extended periods of time. Although we still have a committed Call Firefighting force, the need to add members in the station guaranteeing a rapid response is becoming more evident. Additional manpower will enhance safety for the citizens of Stow and allow the department to better achieve our mission.

### **Student Awareness Fire Education & Senior Program**

Fire and Life Safety Education is a priority in Massachusetts as well as across the nation. For the past 24 years the Stow Fire Department has been receiving grants through the Department of Fire

Services for conducting fire safety education through the Student Awareness Fire Education program (SAFE). The department's SAFE program targets pre-kindergarten through first grade children of Stow. Through this grant the program teaches students to recognize the dangers of fire and the fire hazards of tobacco products through 23 key fire safety behaviors taught in developmentally appropriate ways. Fire and life safety are easy to combine with math, science, language arts and health or physical education lessons, making it easy to collaborate with school. With the pandemic, the SAFE program is working on virtual presentations that can be used in the schools to continue our efforts to distribute this valuable information to the children of Stow.

The department has also developed a Senior SAFE program such as forum presentations, home safety visits and a battery change program, however due to the pandemic the only program operating at this time is the battery change program. We have been working with the Council on Aging for outreach with important information such Patient Medical Information cards, residential lock boxes, Life Alert devices and home safety check lists. We hope to expand on these programs as time moves on.

As the SAFE Coordinator I would like to thank the Center and Hale School Staff, the Council on Aging, Sow Fire members and Chief Landry for their support of these Life Saving Programs.

Program Coordinator & Educator  
*Captain Benoit*

## **Training**

The goal of the Stow Fire Department training program is to ensure our members have the knowledge and skills to perform their job in a safe and effective manner. Company officers are heavily involved in training their members to meet minimum standards set forth by the department. Ongoing training and evaluation by Company Officers is a key factor to engaging our members and keeping knowledge and skills up to date.

In 2020 the department added 13 new Apprentice Firefighters and 4 Emergency Medical Technicians. The 13 Firefighters have completed a comprehensive training program that spanned over 4 months. These men and woman are currently awaiting the live fire component of training to become Call Firefighters. Their contributions to this point have been valuable since pandemic responses are very manpower intensive due to the elevated decontamination procedures both before and after each call. The recently added Emergency Medical Technicians have been completing minimum requirements needed to work independently on the Stow Fire Ambulance. I would like to thank each of these new members for stepping up and choosing to serve this community especially in such uncertain times. I would also like to thank all the department members that worked tirelessly over that 4-month period educating our future firefighters. These men and woman do so with little to no compensation. Their commitment to the town and this department is a great example of citizens making a difference in the community.

## **Apparatus Maintenance**

The Stow Fire Department apparatus is a critical component of our operation. These vehicles are not only used to transport our Firefighters and Emergency Medical Technician to calls, they are an important tool utilized on all responses. With the absence of a municipal water supply, every piece of equipment that we own is critical in the movement of water when we fight fires. This year a number of changes were made to the maintenance of our fleet. With the complexity of vehicles along with other demands for service the department has chosen to contract with a local vendor to conduct general service to the apparatus. This also offers a level of accountability to our system by utilizing a certified mechanic to conduct inspections of major safety components annually. The department mechanic will continue to repair items within his scope and maintain required records.

In October of 2020 the Stow Fire Department took delivery of a new pumper truck manufactured by Ferrara Fire Apparatus. The new pumper was placed in service shortly after arrival and has been a great addition to our current fleet. The vehicle is a custom pumper specifically designed to make our operation more efficient. Stow's rural characteristics bring a number of challenges when fighting a fire and responding to emergencies. This new pumper has considered a number of those challenges and is designed to reduce the risk to firefighters as well as offer those in the community better service. I would like to thank the residents of Stow for your support past and present when it comes to equipment and apparatus. Your commitment to the Fire Department helps us better serve you, our customer!

## **Emergency Medical Service**

Once again, calls for medical service have risen in the Town of Stow. We as a department recognize this increasing trend and train tirelessly to meet the needs of the public we serve. Our Firefighter/Emergency Medical Technicians work in conjunction with Pro-EMS, our paramedic service provider to offer the best possible pre-hospital care. We look forward to our future with Pro-EMS and the CMERA group.

The value of the Town retaining 2 ambulances has once again proved itself invaluable. There have been multiple instances when Rescue 17 was committed to an incident when another call for service was received. In these situations, our committed Call Firefighter/EMTs staffed the second Rescue and a prompt response was initiated. The addition of a second Rescue has contributed to reducing overall response times as well as allowing Stow EMS to offer a greater personal experience to you the customer.

## **Thanks from the Chief**

I would like to take this opportunity to thank all the Officers and Firefighter of the Stow Fire Department for their help and support throughout the year. Your assistance, dedication, commitment and professionalism make a department that we can all be proud of. I would also like to thank all of the citizens of Stow, the business community, the Town Administrator, the Board of Selectmen, Building Department, Highway Department, IT Director, Board of Health, Planning Board, Council on Aging, Medical Reserve Corps (MRC), Armature Radio Emergency

Service (ARES), Local Emergency Planning Committee (LEPC) and all other Town departments for their support of the Fire Department. I would especially like to thank the Police Department and Public Safety Dispatchers for all your help and support during the year.

Respectfully submitted,

Joseph Landry  
Fire Chief

## 2020 Permits Issued

Blasting	0
Fire Alarm Permits	49
Fire Suppression	2
Open Burning Permits	484
Oil Burner Permits	45
Hot Works	2
Propane	25
Sprinkler	3
Tank Removal	13
Fuel Truck	0
Underground Storage	0



## Fire Prevention / Inspections

2020	344
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### **FULL TIME STAFF**

Chief	Landry, Joseph
Captain	Benoit, John P.
FF/EMT	Evers, Barry*
FF/EMT	Guerin, Mark*
FF/EMT	Swinimer, Judson*
FF/EMT	Benoit, Erick*



### **Per Diem/Call Firefighters/EMTs**

Beharrell, Jonathan  
Herlihy, Camden  
Dudley, Paul  
Ellis, Kristina  
Fiorvanti, Jeremy  
Jakubek, Todd  
Mangolds, Yuris  
Murphy, Michael  
Olson, Matthew  
Taylor, George  
Villa, Keith  
Walsh, Steven  
Vroegindewey, Rachel

### **Apprentice Firefighters**

Hill, Jeffry  
Gray, Brendon  
Bower, Cameron  
Armann, Paul  
Dzerkacz, Frank  
Quinn, Brian  
Taylor, Abigail  
Kiley, Brian  
Lavoie, Christian  
Falcioni, Richard  
Aylaian, Justin  
Dostie, Ron  
Glover, Benjamin

### **Emergency Medical Technicians**

LaPointe, Grace  
Jiminez, Mariana  
Young, Reid  
Say, Burak

### **Call Officers**

Lieutenant	Benoit, Erick*
Lieutenant	Evers, Barry*
Lieutenant	Guerin, Mark*
Lieutenant	Gray, Jonathan*
Lieutenant	Swinimer, Judson*

### **Call Firefighter/EMTs**

Benoit, Timothy  
Galofaro, Jason  
Gray, Timothy  
Hopkins, Nicholas  
Siewierski, Sue

### **Call Firefighters**

Benoit, Kevin  
Cabrera, Alejandro  
Casello, Peter  
Cristy, Matthew  
Dilling, Barrett  
Dwinells, Scott  
Gray, Jon\*  
Landry, Timothy  
Lowe, Matthew  
McNulty, Matthew  
Rodriguez, Ralph  
Silverio, Gregg  
Boyd, Ryan

### **Honorary Firefighters**

Landry, Steve  
Warren, Ed

## **FOREST WARDEN**

Once again brush fire incidents are considerably lower than in the past. This decrease over time can be credited to a number of factors, the first being fire prevention and safety education which addresses outside fires and their impact. Another factor is the increased oversight and coordination of Conservation properties. Over the years there has been a significant increase in use of Conservation properties. This increase in use may have an impact on the recognition of fires or mischievous conduct that contributed to brush fires in the past. Either way, a decrease in brush fires has a positive impact on the Fire Department as well as the environment as it relates to air quality.

The Open Burning season was once again very busy for the Fire Department. 484 Open Burning permits were issued from January 15 until April 30, 2020. We allow burning between 10:00 a.m. and 4:00 p.m. with permission from the Fire Department depending on staffing and weather conditions.

Many burning days are declined by the Department of Environmental Protection due to atmospheric conditions. The State Forest Warden may also cancel burning due to unfavorable weather conditions. Extreme conditions are reported as “Red Flag Days” on local weather reports.

I would like to thank the State Forest Fire Division and the Sudbury Fire Tower for all their help in locating and extinguishing fires.

Respectfully submitted,

Joseph Landry  
Forest Warden



## **EMERGENCY MANAGEMENT**

We are the point of contact for the Local Emergency Planning Committee (LEPC). The LEPC is comprised of a number of many cross functional departments that have demonstrated the ability to professionally manage emergency incidents in Stow. We are extremely fortunate to have such a talented group of volunteers. Over the years, they have handled everything from desktop exercises to real life emergencies opening and managing emergency shelters.

When activated for manmade or natural disasters, Stow Emergency Management works closely with the Highway, Fire, and Police Departments, as well as Town Administration, to mitigate and manage the Town's recovery efforts. In addition we continuously work alongside MEMA following large scale events to secure funding. This financial recovery has proven to be very successful in returning thousands of dollars to the Town of Stow's out of pocket disaster expenditures back to the general fund.

The COVID-19 pandemic has challenged Stow's Emergency Management system. Dating back to late January the town has been able to secure funding through a Federal Disaster Declaration to support public safety. This funding opportunity has been extended into 2021 which will assist the town fiscally as we strive to provide much needed service to the residents of Stow.

I would like to recognize the working partnership between the Medical Reserve Corp (MRC), the Local Emergency Planning Committee (LEPC), the Armature Radio Emergency Service (ARES) and the Stow Board of Health. This cohesive working group has proven to be very successful over the years. In 2021 Stow Emergency Management will be reaching out to the public to expand our organization. Service to your fellow citizens can be very rewarding, please keep an eye out for opportunities to volunteer.

Respectfully submitted,

Joseph Landry  
Emergency Management Director

## **SPECIAL COMMITTEES**

### **STOW MUNICIPAL AFFORDABLE HOUSING TRUST**

Despite the disruptions of a worldwide pandemic, the Trust continued to make progress on its goals, and indeed helped to initiate a program to ameliorate COVID-19's economic effects.

In partnership with Stow's Community Preservation Committee, the Trust helped to launch the Stow COVID-19 Emergency Rental Assistance Fund (CERAF) to provide some financial assistance to households whose income was impacted by the Commonwealth's state of emergency. At the beginning, the program was meant to provide support for eligible renters in Stow for the period of April-June 2020. When the emergency was extended, the CPC and SMAHT mutually agreed to extend the CERAF to the end of January 2021.

The parcel that SMAHT owned at Pine Point and Sudbury Roads was finally transferred to Habitat for Humanity of North Central Massachusetts as per our development agreement once the necessary permits were obtained.

Progress continued with the development of the Trust's parcel on Red Acre Road. A consultant was hired and began a market study to define the demand for affordable housing appropriate to the site, and planning began for a series of public input forums to continue into 2021.

The Trust continues to assist in the monitoring of both affordable and middle-income units in Town, particularly when units come under threat of foreclosure. We have also actively engaged in discussions with the Planning Board and staff regarding future housing developments in Stow.

Respectfully submitted,

Cortni Frecha, Board of Selectmen  
Michael Kopczynski, Chair  
Quince Papanastassiou

Cynthia Perkins  
Laura Spear, Vice Chair

## **OUR HERITAGE**

### **Ancient Documents Committee**

In 2020, the committee did not meet due to the COVID-19 pandemic. We hope to return to working on our projects in late 2021 or when it is safe to do so. The committee's ongoing projects include inventorying the vault, sorting through materials that are donated and creating databases.

We regretfully report that Bob Walrath resigned from the committee in 2020. Bob has been a member since 1996. He has diligently worked on keeping the map files in order and creating an inventory. He will be greatly missed. We wish him well in retirement.

The Ancient Documents Committee was established by Town Meeting vote, on March 8, 1973. "On motion of Town Clerk Francis Warren, it was unanimously voted to establish the Ancient Documents Committee of five persons, one of whom shall be the Town Clerk, to assist the Town Clerk in the acquisition, preservation, indexing and care of all Town records, both current and ancient, such members to be appointed by the Moderator, with the approval of the Town Clerk, for terms of one, two, three, four and five years, and thereafter for terms of five years respectively."

This work is truly a labor of love and it is done by dedicated volunteers Dot Spaulding, Bill Byron, Liz Moseley, Marilyn Zavorski, Rosemary Bawn and Bob Walrath. Thank you to all of you for your dedication to the preservation of Stow's history.

Respectfully submitted,

Linda Hathaway, Town Clerk

## **HISTORICAL COMMISSION**

The Stow Historical Commission works to preserve and protect the town's historically significant structures and artifacts. One of the most visible and important is the Town Hall. In 2020, Andy Crosby continued to represent the Commission on the Town Hall Restoration Committee as progress continues to be made on preserving the building while improving its accessibility and utility. The Commission also requested and received administrative funds from the Community Preservation Committee to conduct an assessment of the 1825 West School's masonry and foundation as a first step to preserving that landmark. Commission members continue to work on mapping the Town's historic cemeteries and making information and photos available online. We are also developing a tracking system for donations of historically significant items to the Town. We were pleased to receive a watercolor of the Gleason Homestead, done by Priscilla Mercurio, a local artist who was also a member of the First Parish Church of Stow and Acton.

We continue to work with homeowners who request plaques identifying their homes as historically significant. If you are the owner of one of our town's historic properties, we encourage you to participate in this program.

In 2020, the Commission welcomed new member Stacen Goldman, who is curator of the Framingham History Center, and former executive director of the South End Historical Society. Commission member Patrick Hopkins resigned this year. We thank him for his years of service.

Respectfully submitted,

Dorothy Spaulding, Chair  
Barbara Clancy, Secretary  
Andy Crosby, Treasurer  
Stacen Goldman

## TOWN CLERK

2020 was an unprecedented year in many ways. This controversial Presidential Election year started off normally with the Presidential Primary in March, but by mid-March Governor Baker issued ‘Stay-at-Home’ orders for everyone except essential workers. This was due to a world-wide pandemic caused by a highly contagious and deadly virus called COVID-19.

The municipal buildings in Stow, like most municipalities all across the Commonwealth, were closed to the public, but essential staff still worked. The Town Clerk’s office is an essential municipal office with the responsibility of holding elections and maintaining and issuing vital records among other things. Did you know there are 73 chapters and 451 statutes of the Massachusetts General Laws that direct the Town Clerk’s duties? The Town Clerk also follows the Town’s bylaws and the Town Charter. The Clerk’s office was staffed with one person on most days, but like many of our colleagues, we also worked remotely from home.

The 2020 Annual Town Meeting and Town Election, which normally are held the first Monday in May and the second Tuesday in May respectively, were postponed to June and July! At Town Meeting a large tent was set up on the ball field at Center School so voters could remain outside if they felt uncomfortable being inside the school. We learned to social distance (stay 6 feet apart), wear masks and sanitize everything! For the elections, we reconfigured the polling location so that voters could maintain social distance and proceed through the building in one direction. Voting for the annual election, the September State Primary and the November State Election included a new provision to allow voters to ‘Vote by Mail’ which is really ‘no excuse’ absentee voting. Stow voters liked this new option, with the majority of the voters requesting ‘Vote by Mail ballots. It was a lot of work and both the Town Clerk and Assistant Town Clerk worked extra hours. It also required a lot of volunteers to process all the ballot applications, to mail out thousands of ballots, and also process thousands of returned ballots before and on Election Day. It was amazing how many people offered to help with the elections. Volunteers are an integral part of the Town Clerk’s office in a non-pandemic year and it was more so this year. , I am extremely grateful for the work all of these volunteers do! We couldn’t have done it without you. Please be sure to read the list of workers and be sure to thank them for helping out the next time you see them.

On top of all the election work, we still managed to license dogs, issue marriage licenses, birth and death certificates, administer the oath of office to all the appointed and elected officials, issue business certificates and complete the annual Town Census. 2020 was also the year for the decennial Federal Census and data collection officially started on April 1<sup>st</sup>. *Stow had the highest response rate for the entire Commonwealth through most of April!* (25 days out of 30, but who is counting?) Bolton shared the lead with Stow the entire time and Bolton had the highest response rate statewide when the Census data collection ended in the fall. Stow was second! Check the website <https://2020census.gov/en/response-rates.html> for more statistics. The Federal Census data is critical to collect since state and federal aid is based on population of the town and the Commonwealth.

Finally, I want to thank Assistant Town Clerk, Debbie Seith for taking over so many tasks this past year and making a difficult year so much easier! I could not ask for a more dedicated and caring teammate!

<b>2020 Vital Records</b>	
Births	54
Marriages	14
Deaths	56

*\*Individual vital record listings are omitted as a security precaution to deter identity theft.*

<b>Town Clerk 2020 Financial Transactions</b>	
FEES COLLECTED	
Vital record copies, bylaws, maps, etc.	\$4,901.55
Fines, bylaw violations, late fees	\$650.00
Business Certificate filings	\$540.00
Raffle permit	\$10.00
Dog Licenses	\$10,341.27
Kennel Licenses	\$505.00
TOTAL FEES COLLECTED	\$16,947.82

### **PRESIDENTIAL PRIMARY MARCH 3, 2020**

Pursuant to the Board of Selectmen's warrant of January 28, 2020, posted by the Constable February 19, 2020 the Presidential Primary was held in The Center School and was called to order at 7 a.m.

After examining the ballot box in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked, and the keys delivered to the Warden who declared the polls open.

During polling hours, a total of one hundred ten absentee ballots and four hundred seventy-six Early Vote ballots were opened, recorded and cast into the ballot box. There were four provisional ballots.

The polls were declared closed at 8 p.m.

Total Registered Voters: 5392

Turnout = 52%

PRIMARY RESULTS	Precinct 1	Precinct 2	Total Ballots Cast
Democrat	1216	1174	2389
Republican	219	185	404
Green-Rainbow	1	0	1
Libertarian	5	3	8
Total Ballots Cast	1,441	1,362	2,802

DEMOCRATIC PARTY			
PRESIDENTIAL PREFERENCE	Precinct 1	Precinct 2	TOTAL
Deval Patrick	6	1	7
Amy Klobuchar	24	21	45
Elizabeth Warren	294	328	622
Michael Bennet	1	0	1
Michael R. Bloomberg	145	119	264
Tulsi Gabbard	7	6	13
Cory Booker	0	0	0
Julian Castro	0	0	0
Tom Steyer	3	6	9
Bernie Sanders	262	242	504
Joseph R. Biden	430	413	843
John K. Delaney	0	0	0
Andrew Yang	0	1	1
Pete Buttigieg	36	36	72
Marianne Williamson	2	1	3
No Preference	3	0	3
Write In Donald Trump	1	0	1
Blank	1	0	1
STATE COMMITTEE MAN	Precinct 1	Precinct 2	TOTAL
James B. Eldridge	976	944	1920
Brian Burke	1	0	1
Donald Trump	0	1	1
Kate Hogan	0	2	2
Scattering	0	4	4
Blank	238	223	461
STATE COMMITTEE WOMAN	Precinct 1	Precinct 2	TOTAL
Kara M. Le Treize	889	864	1753
Donald Trump	0	1	1
Kate Hogan	0	4	4
Scattering	6	4	10
Blank	320	301	621

DEMOCRATIC TOWN COMMITTEE	Precinct 1 & 2
Sharon Brownfield	13
Zackory Burns	24
James Cohen	15
Alan Fierce	16
Robert Glorioso	12
Kate Hogan	83
Gregory Jones	10
Mary LaPalme	15
Julie Lynch	11
Beatrice Manning	8
Carolyn McDonald	10
Eleanore Recko	11
Jennifer Surwillo	14

REPUBLICAN PARTY			
PRESIDENTIAL PREFERENCE	Precinct 1	Precinct 2	TOTAL
William F. Weld	41	35	76
Joe Walsh	3	0	3
Donald J. Trump	165	142	307
Roque "Rocky" De La Fuente	1	2	3
No Preference	5	4	9
Joe Biden	1	0	1
Write-In Mike Bloomberg	0	1	1
Blank	3	1	4
STATE COMMITTEE MAN	Precinct 1	Precinct 2	TOTAL
Brian P. Burke	162	98	260
Dean Cavarett	15	29	44
Paul R. Ferro	25	43	68
Write-In	0	0	0
Blank	17	15	32
STATE COMMITTEE WOMAN	Precinct 1	Precinct 2	TOTAL
Christine M. Casebolt	76	64	140
Susan Dunnell	116	96	212
Write-In	0	0	0
Blank	27	25	52



REPUBLICAN TOWN COMMITTEE	TOTAL
Brian P. Burke	291
Peter J. Gjeltma	231
Stephen P. Pottle	217
Artur J. Jurczyk	203
Donald G. McPherson	235
Paul D. Gjeltma	228
Andrew S. Martin	241
Michael R. Matatia	215
John R. Mileski	214
Scatterings	7

GREEN RAINBOW PARTY			
PRESIDENTIAL PREFERENCE	Precinct 1	Precinct 2	TOTAL
Dario Hunter	0	0	0
S. K.C. Moyowasifza-Curry	0	0	0
Kent Mesplay	0	0	0
Howard Hawkins	0	0	0
Write-In	1	0	1
Blank	0	0	0
STATE COMMITTEE MAN	Precinct 1	Precinct 2	TOTAL
Daniel L. Factor	1	0	1
Write-In	0	0	0
Blank	0	0	0
STATE COMMITTEE WOMAN	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blank	1	0	1

LIBERTARIAN			
PRESIDENTIAL PREFERENCE	Precinct 1	Precinct 2	TOTAL
Arvin Vohra	0	0	0
Vermin Love Supreme	0	1	1
Jacob George Hornberger	3	0	3
Samuel Joseph Robb	0	0	0
Dan T.I.T. Behrman	0	1	1
Kimberly Margaret Ruff	0	0	0
Kenneth Reed Armstrong	0	0	0
Adam Kokesh	1	0	1
Jo Jorgensen	0	0	0
Max Abramson	0	0	0
No Preference	0	0	0
Write In Joe Biden	0	1	1
Blank	1	0	1
STATE COMMITTEE MAN	Precinct 1	Precinct 2	TOTAL
Don Graham	5	2	7
Write-In	0	0	0
Blank	0	1	1
STATE COMMITTEE WOMAN	Precinct 1	Precinct 2	TOTAL
Write-In	0	0	0
Blank	5	3	8

ELECTION WORKERS			
Early Voting & Election Day Workers (all jobs)			
<u>Warden</u> Philip T. Detsch	Marjorie Alessio Alison Alter Meredith Bartlett	Ruth Delmonico Ann Deluty Jim Kimbrough	Ruby Ramsland Katherine Reiner Laura Reiner
<u>Assistant Warden</u> Claire Lavina	Krista Bracci Joan Burns Janet Carr	Mary LaPalme Lisa Lavina Janet Levey	Marcia Rising Betty Sauta Marty Sheehan
<u>Election Clerk</u> Pamela Gjestebly	Ingeborg Clark James Cohen Josephine Crowell	Leslie Mileski Kathleen O'Brien Joey O'Connor Katz Susan Pauley	Carol Stoltz Ellen Sturgis Guy Washburn Katherine West

**ANNUAL TOWN MEETING  
CONVENED JUNE 22, 2020  
ADJOURNED TO ANNUAL TOWN ELECTION JUNE 27, 2020  
ADJOURNED TO JULY 11, 2020**

Pursuant to the Selectmen's warrant of May 26, 2020, posted by the Town Clerk on June 9, 2020 the Annual Town Meeting was opened on June 22 at 7:00 p.m. at Hale School by Moderator David Walrath. In attendance, Moderator David Walrath, Selectman Thomas E. Ryan, III, Town Clerk Linda Hathaway and Stow registered voter Brian Patuto, 63 Crescent St.

Selectman Ryan made the motion that this meeting be adjourned until the Annual Town Election on Saturday, June 27, 2020, commencing at 10:00 a.m. at Center School in said Town of Stow and then and there to act on Article 62 for such election of officers as listed in the warrant; and thereafter at the close of the polls, to adjourn to Center School on July 11, 2020 at 9 a.m. to act on the remaining warrant articles for this meeting. Seconded by the Town Clerk. Voted unanimously in favor to adjourn to the Annual Town Election.

**ANNUAL TOWN ELECTION  
SATURDAY, JUNE 27, 2020**

Pursuant to the Selectmen's warrant of May 26, 2020, posted by the Town Clerk on June 9, 2020, the Annual Town Election was held in The Center School and was called to order at 10 a.m.

After examining the ballot boxes in precinct 1 and 2, and finding the boxes empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

Due to the COVID-19 pandemic, the State Legislature passed legislation making all voters eligible to vote by mail for local elections held this year. 1,129 voters chose to vote by mail and their ballots were cast into the ballot boxes and 143 voters came to the polls and voted in person. Voting booths were set up six feet apart. Election workers sanitized the booths and marking pens after use. The vote by mail ballot processing took place on the stage. It involved opening all the ballot envelopes, smoothing the folds and inserting the ballots into the ballot boxes. Workers opening all the ballots adhered to the 6 ft. social distancing requirement while they worked. There were no spoiled ballots and no provisional ballots.

The polls were declared closed at 4 p.m.

<b>Total Ballots Cast</b>	<b>Total In Person</b>	<b>Total Early Vote &amp; Vote By Mail</b>	<b>Total Registered Voters</b>	<b>Turnout</b>
1272	143	1129	5246	24 %

<b>OFFICE AND LENGTH OF TERM</b>	<b>CANDIDATES</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Total Votes</b>
SELECTMAN	Megan Birch-McMichael	520	485	1005
(three year term - vote for one)	Leonard Golder	114	125	239
	Blank	15	12	27
	Write Ins	1	0	1
SELECTMAN	CANDIDATES	Precinct 1	Precinct 2	Total Votes
(one year term - vote for one)	Brian Burke	172	195	367
	Ellen Sturgis	468	416	884
	Blank	10	11	21
	Write Ins	0	0	0
ASSESSOR	CANDIDATES	Precinct 1	Precinct 2	Total Votes
(three year term - vote for one)	Blank	633	605	1238
	Write Ins- Scatterings	11	16	27
	Daniel Rossignol	2	1	3
<i>(DECLINED ELECTION)</i>	Kathleen Rusilas	4	0	4

<b>OFFICE AND LENGTH OF TERM</b>	<b>CANDIDATES</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Total Votes</b>
<b>BOARD OF HEALTH</b>	<b>CANDIDATES</b>	Precinct 1	Precinct 2	Total Votes
(three year term - vote for one)	Merrily Evdokimoff	535	512	1047
	Blank	115	109	224
	Write Ins	0	1	1
<b>NASHOBA REGIONAL SCHOOL DISTRICT COMMITTEE</b>	<b>CANDIDATES</b>	Precinct 1	Precinct 2	Total Votes
	Stephen Rubinstein	426	408	834
	Richard Eckel	500	454	954
(three year term - vote for two)	Write In/Scatterings	13	7	20
	Blank	361	375	736
<b>TRUSTEES</b>	<b>CANDIDATES</b>	Precinct 1	Precinct 2	Total Votes
RANDALL LIBRARY	Barbara Wolfenden	330	350	680
(three year term - vote for two)	Marcy Eckel	411	343	754
	Lisa Lavina	312	317	629
	Write In / Scatterings	0	3	3
	Blank	247	231	478
<b>PLANNING BOARD</b>	<b>CANDIDATES</b>	Precinct 1	Precinct 2	Total Votes
(five year term- vote for one)	Margaret Costello	527	508	1035
	Write In / Scatterings	3	3	6
	Blank	120	111	231
<b>STOW HOUSING AUTHORITY</b>	<b>CANDIDATES</b>	Precinct 1	Precinct 2	Total Votes
(five year term - vote for one)	Blank	626	602	1228
	Write In (not eligible)	13	13	26
	Mike Kopczynski	3	5	8
	Ellen Sturgis	4	2	6
	Kathleen Rusilas	4	0	4

Races with multiple candidates elected will have greater totals:  
1272 x 2 elected candidates = 2544 votes cast

ELECTION WORKERS			
Preparation, Checkers, Ballot Box, Greeters & Counters			
<u>Wardens</u> Claire Lavina Phil Detsch	Emma Castle	Maggie O'Keefe	Riley Seith
	Brendan Castle	Jack O'Keefe	Michelle Smart Woodley
	Hannah Connelly	John O'Keefe	Julie Walrath
	Cameron Donahue	Katherine Reiner	Guy Washburn
	Brienne Donahue	Laura Reiner	David Wells
	Anne Farris	Marcia Rising	Katherine West
	Anastasia Fournier-Wassink	Judith Scraggs	Karen Wright
	Rosamond Kopczynski	Ren Seith	

### ANNUAL TOWN MEETING JULY 11, 2020

On July 11, 2020, the second session of Town Meeting was called to order at 9:05 a.m., at Center School by Moderator Walrath. Due to the COVID-19 pandemic there was seating both inside the Center School in the gym/cafeteria and also outside under a large tent set up on the ball field.

Town officials were introduced: Selectmen: Thomas E. Ryan, III, Chairman, Megan Birch-McMichael, Cortni Frecha, James Salvie and Ellen Sturgis; Town Clerk Linda Hathaway; Town Counsel Barbara Huggins Carboni; Town Administrator William Wrigley; Finance Committee: Richard Eckel, Chairman, Erica Benedick, Peter McManus, Atli Thorarensen, Chris Buck; Capital Planning Committee: Steve Jelinek, Chairman, David Arsenault, Ed DeLuca, Peter McManus, James Salvie; and others.

Non-voters who may be heard were approved. At the request of Mr. Walrath, Laura Spear was unanimously approved as Deputy Moderator and Deb Woods and Alice Deluca were both unanimously approved as Temporary Moderators. Mr. Walrath recognized several persons who have served the Town in various capacities and are retiring or not seeking re-election.

Tom Ryan, chairman of the Board of Selectmen, read a short statement recognizing the phenomenal effort made by multiple departments to organize the Town Meeting under extraordinary circumstances: Moderator David Walrath; Linda Hathaway, Town Clerk; Debbie Seith, Assistant Town Clerk; Maureen McKeon and Phoebe Haberkorn in the Selectmen's office; Craig Martin, Building Commissioner and Doug Hyde, Assistant Facilities Manager/Local Inspector; Fire Chief Joe Landry and the Fire Department; Acting Police Chief Mike Sallese and the Police Department; the Stow Board of Health; Steve Nadeau, Superintendent of Streets and the Highway Department; Brooke Clenchy, Nashoba Regional School District Superintendent and the NRSD Facilities staff.

Mr. Ryan also noted Town Administrator Bill Wrigley's impending retirement on September 1<sup>st</sup>. *"Bill has been our one and only Town Administrator to date and has served the Town of Stow faithfully, with passion, wisdom and the best interests of Stow at heart for the last 28 years. Bill's accomplishments over the years are too many to mention but a large part of his legacy is leaving the Town in envious financial position for which we should all be thankful. Having worked with Bill in various capacities for over 20 years, I personally will miss his wisdom and*

*common-sense approach. On behalf of the Board of Selectmen and the Town of Stow I would like to thank Bill for his 28 years of service to the Town and wish him a fulfilling retirement come September.”*

Mr. Ryan announced that the Board of Selectmen unanimously agreed to hire the new Town Administrator and proceeded to introduce, Denise Demboski. *“Denise comes to Stow with over 25 years of municipal experience, 18 of which has been in Administration.”*

Moderator Walrath explained that we were to use hand-held electronic tabulating devices (E-Clickers) to tally the votes. The clickers made it easier and quicker to tabulate the votes especially with the attendees spread out inside the gym/café and outside under the tent areas. There was concern about the heat and humidity and wanting to keep the meeting short. This was the first time electronic devices were used and the attendees liked using the clickers per the vote taken at the end of the meeting with 78 in favor and 8 opposed.

On motion of Selectman Ryan, it was voted unanimously in favor that the reading of the warrant and return of the constable thereon be waived but made a part of the record of this meeting, and that the Moderator be permitted to refer to each article by subject matter instead of reading each article in its entirety.

#### **Article 1. Reports of the Selectmen and Other Officers and Committees**

On motion of Selectman Thomas E. Ryan, III, it was voted 150 in favor to accept the reports of the Selectmen and other Officers and Committees of the Town as printed in the 2019 Annual Town Report.

The Finance Committee recommended approval.

Motion was made to take Article 61. Nashoba Regional School District Feasibility Study out of order.

Motion passed 144 in favor and 31 opposed.

#### **Article 61. Nashoba Regional School District Feasibility Study**

On motion of Selectman Ryan it was voted 159 in favor and 22 opposed to approve an amount not to exceed One Million, Five Hundred Thousand Dollars (\$1,500,000) borrowing authorized by the Nashoba Regional School District for the purpose of paying costs of a design and feasibility study for the purpose of building/modernization project of Nashoba Regional High School, 12 Green Road, Bolton, MA 01740, including the payment of all costs incidental or related thereto (the “Study”), and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of the Nashoba Regional High School Building Committee; that the Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA; and that the amount of borrowing authorized by

the District shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

The Finance Committee and the Board of Selectmen recommended approval. The Capital Planning Committee didn't take a position on this article.

## **Article 2. Reports of Special Committees**

On motion of Selectman Thomas E. Ryan, III, it was voted 113 in favor and 6 opposed to accept the reports of the special committees as written in the 2019 Annual Town Report.

The Finance Committee recommended approval.

## **Article 3. Wage and Salary Schedules for Fiscal Year 2021**

On motion of Selectman Thomas E. Ryan, III, it was voted 118 in favor and 8 opposed to amend Article 11 of the General Bylaws of the Town, Personnel Administration, by deleting from Section 20.h. the existing salary Schedules A, B, C, D, E, F and G and inserting in place thereof new Schedules A, B, C, D, E, F and G as printed in the warrant.

The Finance Committee recommended approval.

### **SCHEDULE A ANNUAL RATE POSITIONS**

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Assistant Assessor	47,564	50,389	53,352	56,312	59,277
Assistant Facility Manager	53,444	56,591	60,108	63,481	66,731
Assistant Treasurer-Collector	47,564	50,389	53,352	56,312	59,277
Building Commissioner	63,305	67,259	71,215	75,174	79,133
Board of Health Office Administrator	47,564	50,389	53,352	56,312	59,277
Cemetery Superintendent	56,312	59,658	63,167	66,673	70,180
Conservation Commission Coordinator	59,946	63,539	67,353	70,885	74,270
Council on Aging Executive Director	60,181	63,757	67,513	71,258	75,141
Librarian	47,564	50,389	53,352	56,312	59,277
Library Director	60,240	64,006	67,769	71,542	75,302
Assistant Planner	54,135	57,351	60,726	64,094	67,472
Town Planner	72,445	76,397	80,350	84,303	88,257
Police Lieutenant	82,880	89,136	93,827	98,519	101,645
Principal Assessor	63,030	67,011	70,947	74,898	78,809
Recreation Director	56,312	59,658	63,167	66,673	70,180
Selectmen/Town Administrator Assistnt	49,017	51,899	54,779	59,277	61,780
Supt. of Streets	81,958	87,081	92,205	97,325	107,559
Town Clerk	65,651	69,050	72,448	75,850	79,822
Treas. Collector	64,667	68,712	72,752	76,794	80,836



**SCHEDULE B**  
**HOURLY RATE POSITIONS**

**GROUP A**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Cemetery Worker	14.27	15.41	16.77	18.02	19.24
Council on Aging Driver	14.13	14.92	16.20	17.39	18.58
Custodian	14.87	16.02	17.29	18.49	19.68
Library Page	14.13	14.92	16.20	17.39	18.58
Parks & Commons Worker	14.13	14.92	16.20	17.39	18.58

**GROUP B**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Assistant Town Clerk	20.28	21.85	23.47	25.44	27.33
Building Department Secretary	16.88	18.15	19.54	21.14	22.72
Council on Aging Driver/Dispatcher	15.63	16.78	18.05	19.58	21.02
Financial Clerk	15.63	16.78	18.05	19.58	21.02
Fire Department Secretary	15.63	16.78	18.05	19.58	21.02
Library Aide	15.63	16.78	18.05	19.58	21.02
Recreation Commission Secretary	15.63	16.78	18.05	19.58	21.02
Town Clerk Clerical Assistant	15.63	16.78	18.05	19.58	21.02

**GROUP C**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Accountant's Clerk	16.78	18.33	19.74	21.28	22.72
Assessor's Clerk	16.78	18.33	19.74	21.28	22.72
Asst. Cemetery Superintendent	16.78	18.33	19.74	21.28	22.72
Assistant Librarian	16.78	18.33	19.74	21.28	22.72
Bd. of Appeals Secretary	21.34	23.26	25.08	27.00	28.85
Board of Health Office Assistant	16.78	18.33	19.74	21.28	22.72
Community Preservation Committee Secretary	16.78	18.33	19.74	21.28	22.72
Conservation Commission Secretary	16.78	18.33	19.74	21.28	22.72
Council on Aging Outreach Coordinator	20.22	22.01	23.75	26.14	27.34
Council on Aging Outreach Worker	18.74	20.39	22.00	23.70	25.31

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Finance Committee Secretary	16.78	18.33	19.74	21.28	22.72
Financial Clerk II	16.78	18.33	19.74	21.28	22.72
Highway Department Secretary	20.16	21.96	23.70	25.51	27.25
Highway/Tree/Grounds Worker	16.78	18.33	19.74	21.28	22.72
ITAC Committee Secretary	16.78	18.33	19.74	21.28	22.72
Office Assistant	16.78	18.33	19.74	21.28	22.72
Payroll Coordinator	24.29	25.74	27.25	28.76	30.27
Planning Board Secretary	16.78	18.33	19.74	21.28	22.72
Recreation Assistant	16.78	18.33	19.74	21.28	22.72
Selectmen/Town Admin. Secretary	20.28	21.85	23.47	25.44	27.33
Town Secretary	16.78	18.33	19.74	21.28	22.72

#### **GROUP D**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Building Dept Administrative Assistant	20.82	22.13	23.43	24.69	25.96
Community Preservation Assistant	20.82	22.13	23.43	24.69	25.96
Conservation Commission Assistant	20.82	22.13	23.43	24.69	25.96
Council on Aging Front Desk Coordinator	20.82	22.13	23.43	24.69	25.96
Financial Assistant	20.82	22.13	23.43	24.69	25.96
Fire Dept Administrative Assistant	20.82	22.13	23.43	24.69	25.96
Highway/Tree Grounds Driver-Laborer	20.82	22.13	23.43	24.69	25.96
Planning Dept Administrative Assistant	20.82	22.13	23.43	24.69	25.96
Police Chief Secretary	20.82	22.13	23.43	24.69	25.96

#### **GROUP E**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Highway Dept. Equipment Operator	22.71	24.12	25.55	26.98	28.37
Maintenance Person	22.71	24.12	25.55	26.98	28.37
Tree Worker (Moth)	22.71	24.12	25.55	26.98	28.37

**GROUP F**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Crew Chief	25.06	26.49	28.20	29.73	31.29
Highway Dept. Mechanic	26.26	27.79	29.30	31.06	32.90

**GROUP G**

<b><u>Position Title</u></b>	<b><u>Minimum</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Maximum</u></b>
Assistant Super of Streets	29.45	31.28	33.11	34.93	36.77
Children's Librarian	25.47	27.08	28.64	30.21	31.83
Highway Dept. Foreman	26.74	28.43	30.07	31.76	33.39
IT Director	25.47	27.08	28.64	30.21	31.83
Social Worker	31.79	33.44	35.08	36.73	38.37

**SCHEDULE C**  
**SINGLE RATE POSITIONS PAID ANNUALLY**

<b><u>Position Title</u></b>	<b><u>Salary</u></b>
Animal Inspector	1,645
Assistant Registrar of Voters	325
Registrar of Voters	162
Tree Warden	6,698
Veterans' Service Officer	2,245

**SCHEDULE D**  
**SINGLE RATE POSITIONS PAID HOURLY**

<b><u>Position Title</u></b>	<b><u>Rate</u></b>
Apprentice Firefighter (call)	16.64
Assistant Counselor	12.75
Assistant Swim Instructor	12.75
Auxiliary Police Officer	17.34
Beach Checker	12.75
Camp Stow Director	19.73
COA Substitute Van Driver	16.17
COA Substitute Van Driver CDL	18.58
Dispatcher, part-time	22.11
Election Clerical Assistance	12.75
Election Clerk	16.12
Election Teller	12.75
Election Warden	16.12
Emergency Medical Technician (call)	19.02
EMT - w/Defib & Epi Pen (call)	20.77
Firefighter (call)	19.02
Firefighter/EMT - w/Defib & Epi Pen (call)	21.62
Firefighter/EMT (call)	19.89
Head Beach Checker	15.56

<u>Position Title</u>	<u>Rate</u>
Head Counselor	13.63
Head Lifeguard	16.45
Junior Lifeguard	12.75
Junior Maintenance Person	13.63
Senior Lifeguard	13.63
Officers - Fire or Medical (call)	23.39
Per Diem Firefighter (call)	17.18
Police Matron	23.46
Police Officer, part-time	26.62
Recreation Maintenance Person	16.45
Street Lister	12.75
Street Listing Clerk	12.75
Street Numberer	12.75
Town Engineer	36.77
Waterfront Director	18.45
WSI Swim Instructor/Lifeguard	15.56

**SCHEDULE E**  
**FIRE DEPARTMENT ANNUAL SINGLE RATES**

<u>Position Title</u>	<u>Salary</u>
Deputy Fire Chief (call)	1,173
EMS Assistant Coordinator	392
EMS Quartermaster	315
EMS Records Coordinator	468
EMS Schedule Coordinator	235
Fire Captain (call)	781
Fire Engineer	1,017
Fire Lieutenant (call)	626
Fire Medical Officer	468

**Article 4. General Budget for Fiscal Year 2021**

On motion of Selectman Thomas E. Ryan, III, it was voted 109 in favor and 10 opposed to raise and appropriate the sum of \$28,817,845.00, as recommended by the Town Administrator and Selectmen for Items 1 through 78 inclusive, as printed in the warrant with changes under the column entitled "*FY 2021 Budget Town Admin/Selectmen Recommended,*" each item to be considered a separate appropriation for the purposes designated and the same to be expended only for such purposes. *The changes were to line item 7 revised to \$5,500.00; line item 66 revised to \$24,500.00; and line item 76 Minuteman Voc-Tech Assessment was reduced by \$37,743.00 & revised to \$1,286,083.00*

The Finance Committee and the Board of Selectmen recommended approval.

1	Moderator Salary	\$ 45.00
2	Moderator Expenses	46.00
3	Selectmen Office Wages	91,338.00
4	Selectmen Office Expenses	12,100.00
5	Town Administrator Salary	147,411.00
6	Assistant Town Administrator Salary	9,333.00
7	Town Administrator Expenses	5,500.00
8	Finance Committee Wages	4,544.00
9	Finance Committee Expenses	1,600.00
10	Town Accountant Salary	66,000.00
11	Town Accountant Clerk Salary	400.00
12	Town Accountant Expenses	2,125.00
13	Principal Assessor Salary	76,652.00
14	Assessors' Clerical Wages	75,781.00
15	Assessors' Expenses	10,700.00
16	Treasurer-Collector Salary	76,794.00
17	Treasurer-Collector Clerical Wages	89,000.00
18	Treasurer-Collector Expenses	45,054.00
19	Information Technology Clerical Wages	41,539.00
20	Information Technology Expenses	171,000.00
21	Town Clerk Salary	79,822.00
22	Town Clerk Other Wages	69,384.00
23	Town Clerk Expenses	19,755.00
24	Conservation Coordinator	74,270.00
25	Conservation Commission Clerical Wages	34,050.00
26	Conservation Commission Expenses	5,050.00
27	Town Planner	84,303.00
28	Planning Board Clerical Wages	79,072.00
29	Planning Board Expenses	5,750.00
30	Board of Appeals Clerical Wages	15,560.00
31	Board of Appeals Expenses	2,200.00
32	Municipal Buildings & Property Wages	143,073.00
33	Municipal Buildings & Property Expenses	150,700.00
34	Town Reports Expenses	<u>7,850.00</u>
	General Government Total	\$1,697,801.00

Public Safety

35	Police Chief Salary	\$ 129,867.00
36	Police & Dispatch Wages	1,389,085.00
37	Police & Dispatch Expenses	93,500.00
38	Fire Chief Salary	110,871.00
39	Fire and EMS Wages	620,192.00
40	Fire and EMS Expenses	79,500.00
41	Building Inspector Salary	79,133.00
42	Building Department Clerical Wages	53,840.00
43	Building Department Expenses	<u>6,995.00</u>
	Public Safety Total	\$ 2,562,983.00

Public Works and Facilities

44	Supt. of Streets Salary	\$ 107,559.00
45	Highway & Grounds Wages	562,901.00
46	Highway & Grounds Expenses	143,050.00
47	Snow & Ice Removal Expense	165,000.00
48	Municipal Lighting	7,500.00
49	Gasoline & Diesel Fuel Expense	80,000.00
50	Cemetery Superintendent Salary	70,180.00
51	Cemetery Salary & Wages	500.00
52	Cemetery Expenses	6,000.00
	Public Works and Facilities Total	\$ 1,142,690.00

Human Services

53	Health Administrative Assistant	\$ 59,277.00
54	Health Department Wages	67,552.00
55	Health Department Expenses	6,600.00
56	Council on Aging Executive Director Salary	75,141.00
57	Council on Aging Wages	162,786.00
58	Council on Aging Expenses	12,948.00
59	Veterans' Service Officer Salary	2,245.00
60	Veterans' Service Officer Expenses	300.00
	Human Services Total	\$ 386,849.00

Culture and Recreation

61	Library Director Salary	\$ 71,542.00
62	Library Wages	125,084.00
63	Library Expenses	80,964.00
64	Recreation Director Wages	66,673.00
65	Recreation Wages	600.00
66	Recreation Expenses	24,500.00
67	Lake Boon Commission Wages	0.00
68	Lake Boon Commission Expenses	3,000.00
69	Historical Commission Expenses	1,200.00
70	Memorial Day Expenses	900.00
71	Lighting of Clock Expenses	100.00
	Culture and Recreation Total	\$ 374,563.00

Town-Wide Expenses

72	Group Insurance	\$ 955,518.00
73	Insurance and Bonds	165,636.00
74	Telephone	20,000.00
	Town-Wide Expenses Total	\$ 1,141,154.00

Education

75	Nashoba Regional School District Assessment	\$18,135,162.00
76	Minuteman Voc-Tech Assessment	1,286,083.00
	Education Total	\$19,421,245.00

Debt Service

77	Maturing Principal – Long-Term Debt	\$ 1,232,000.00
78	Interest, Long-Term Debt - Bonds	857,560.00
79	Interest, Temporary Loans - Revenue	<u>1,000.00</u>
	Debt Service Total	\$ 2,090,560.00

**Consent Calendar**

On motion of Selectman Thomas E. Ryan, III, it was voted 104 in favor and 5 opposed the Annual Town Meeting vote to take action on Articles 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 26, 27, 28, 29, 30, 31 and 32, as said motions are printed in the Consent Calendar, a copy of which has been provided to the voters at this meeting, without debate on any such articles, and provided that upon the request of any voter at this meeting made before the vote is taken on this motion, an article shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course and order of business at this Town Meeting.

The Finance Committee recommended approval of all the articles on the Consent Calendar.

**Article 5. Reserve Fund**

Voted to raise and appropriate the sum of \$80,000 for a Reserve Fund for the fiscal year beginning July 1, 2020 (FY 2021).

**Article 6. Revolving Fund for Inspection Fees**

Voted to authorize, upon the recommendation of the Selectmen, a revolving fund pursuant to Massachusetts General Laws Chapter 44, Section 53E-1/2 for FY 2021, to which shall be credited all permitting fees received for wire, gas, plumbing, and fire alarm permits and for weights and measures sealing, to a limit of \$50,000 for FY 2021, to be expended by the Selectmen without further appropriation, for the purpose of payment of fees to the inspectors administering such permits and reimbursement of expenses incurred on behalf of the Town.

**Article 7. Revolving Fund for Advanced Life Support Services**

Voted to authorize, upon the recommendation of the Selectmen, pursuant to Massachusetts General Laws Chapter 44 Section 53E-1/2 for FY 2021 to which shall be credited all fees received for advanced life support services provided by the Town of Stow, to a limit of \$10,000 for FY 2021, to be expended by the Fire Department without further appropriation, for the purpose of payment of all costs associated with providing advanced life support ambulance services.

**Article 8. SwiftReach 911 Notification System**

Voted to raise and appropriate the sum of \$4,000, to be expended under the direction of the Chief of Police, for the purpose of paying for a town-wide telephonic emergency notification system known as SwiftReach Networks.

**Article 9. Weights and Measures Testing**

Voted to raise and appropriate the sum of \$1,000 for the purpose of funding the Town's Weights and Measures testing.

**Article 10. Transfer to Conservation Fund**

Voted to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation Fund the sum of \$2,355 to be expended by the Conservation Commission.

**Article 11. Transfer from Wetlands Protection Fund**

Voted to appropriate and transfer from the Wetlands Protection Fund the sum of \$2,334.50, as an additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act.

**Article 12. Addition to Conservation Fund**

Voted to raise and appropriate the sum of \$5,000 to be added to the balance remaining in the Conservation Fund.

**Article 13. Update of Property Valuations**

Voted to raise and appropriate the sum of \$41,300, to be added to the balance previously appropriated for the purpose of updating property valuations in the Town to full and fair cash value, to be expended by the Assessors.

**Article 14. Town Records Binding and Repair**

Voted to raise and appropriate the sum of \$200, to be added to any balance previously appropriated for the purpose of binding and repairing Town records in accordance with M.G.L. Chapter 66, Section 9, to be expended by the Town Clerk.

**Article 15. Highway Road Machinery and Private Ways**

Voted to raise and appropriate the sum of \$65,000 to be added to the Road Machinery Account and further move to raise and appropriate the additional sum of \$15,000 for repairs on private ways.

**Article 16. Highway Road Construction**

Voted to appropriate and transfer from available funds the sum of \$283,101 from the FY 2021 apportionment, for construction, reconstruction and/or improvements to Town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth.

**Article 17. Household Hazardous Waste Disposal**

Voted to raise and appropriate the sum of \$6,000 to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing for recycling of hazardous material and household hazardous waste collection by membership in the Devens Regional Household Hazardous Products Collection Center.



**Article 18. Municipal Solid Waste Disposal**

Voted to raise and appropriate the sum of \$500, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of renting a container and disposing of solid waste which has been dumped on Town land and roadsides.

**Article 19. Public Health Nurse**

Voted to raise and appropriate the sum of \$8,600 to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing public health nursing services, and communicable disease follow-up to Stow residents through the Nashoba Nursing Services.

**Article 20. Stow Cultural Council**

Voted to raise and appropriate the sum of \$5,500, to be added to any balance remaining from previous appropriations, to produce cultural activities and programming in Stow, including \$4,000 of these funds to be used to support SpringFest activities.

**Article 21. Stow TV Expenses**

Voted to appropriate from PEG Access and Cable Related Fund, the sum of \$160,941.30 to be expended under the direction of Local Access Channel Advisory Committee (LACAC) for the purpose of providing for equipment and operating expenses for Stow TV.

**Article 22. Holiday Decorations and Lighting Fund**

Voted to raise and appropriate the sum of \$5,000, to be expended by the Highway Department, for the purpose of purchasing and installing holiday decorations and lights on municipal properties.

**Article 23. Employee Educational Incentive Program**

Voted to raise and appropriate the sum of \$145,000, to be added to any balance remaining from any previous appropriation, to be expended under the direction of the Town Administrator, for funding the Town's employee educational incentive program.

**Article 24. Audit of Financial Records**

Voted to raise and appropriate the sum of \$25,000 for a Town financial audit.

*Article 25 Removed from Consent Calendar and appears after Article 32.*

**Article 26. Transfer from Harvard Acres Well Loan Receipts**

Voted to appropriate and transfer from MWPAT (Harvard Acres Wells) Receipts, the sum of \$55,958, as additional appropriation to the Debt Service line item, to be expended by the Treasurer-Collector, for the purpose of repayment of the MWPAT loan.

**Article 27. Water System Expenses**

Voted to raise and appropriate the sum of \$26,000, to be added to any balance remaining from previous appropriations, to be expended by the Facility Manager, for the purpose of paying expenses related to the operation of the Town's public water system.

**Article 28. Board of Selectmen’s Small Purchases Fund**

Voted to raise and appropriate the sum of \$5,000 to be added to any remaining balance, for the purpose of adding to an expense account for use by Stow’s Board of Selectmen.

**Article 29. Lake Boon Water Quality Remediation**

Voted to raise and appropriate the sum of \$12,000, to be expended under the direction of the Lake Boon Commission, for the purpose of weed control.

**Article 30. Planning Board Engineering/Consulting and Master Plan Expenses**

Voted to raise and appropriate the sum of \$15,000 to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Planning Board for Planning Board engineering/consulting services and Master Plan expenses.

**Article 31. Community Preservation Expenses**

Voted to appropriate from FY 2021 Community Preservation Fund Annual Reserves the sum of \$37,500 to be expended for wages and expenses associated with the creation, implementation and maintenance of Community Preservation programs, in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, including but not limited to office supplies, clerical assistance, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the FY 2021, in accordance with a budget prepared for the Town Administrator.

Report of Community Preservation Committee:

*The Committee voted unanimously on February 10, 2020 to endorse Article 31.*

**Article 32. Community Preservation Reserves**

Voted to reserve for later appropriation monies from the Community Preservation Fund Balance collected from both the Community Preservation Act Surcharge and the State Trust Fund Distribution and collected from FY 2021 Community Preservation Fund Annual Revenues, for 10% allocation to reserve accounts in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects.

1. Preservation of Historic Resources	\$100,000
2. Preservation of Open Spaces	\$100,000
3. Affordable Housing	\$100,000

Report of Community Preservation Committee:

*The Committee voted unanimously on February 10, 2020 to endorse Article 32.*

End of Consent Calendar

**Article 25. OPEB (Other Post Employment Benefits) Account (Consent Calendar hold)**

On motion of Selectman Ryan, it was voted 92 in favor and 7 opposed to appropriate and transfer from Free Cash the sum of \$235,000, to be added to the OPEB (Other Post-Employment

Benefits) Trust Fund, for the purpose of accruing reserve funds to reduce the Town's unfunded liability in meeting its financial obligations in providing health care benefits to its retirees.

The Finance Committee recommended approval.

### **Article 33. Capital Requests**

On motion of Selectman Cortni Frecha, it was voted 63 in favor and 10 opposed to discuss the items of this article individually and vote upon each separately as to the amount to be appropriated for each item, as set forth in separate motions proposed.

#### **Article 33-1. Town Building Doors – ADA-Compliant Doors (Building Department)**

On motion of Selectman Cortni Frecha, it was voted 72 in favor and 15 opposed **TO TAKE NO ACTION** on article 33-1. *(to raise and appropriate the sum of \$15,000 to upgrade the existing Town Building doors to meet ADA compliance.)*

The Finance Committee and the Capital Planning Committee recommended no action.

#### **Article 33-2. Library Roof & HVAC Repairs (Building Department)**

On motion of Selectman Frecha, it was voted 86 in favor and 10 opposed to raise and appropriate the sum of \$80,000 and to appropriate and transfer the remaining \$30,000 to upgrade the roof and HVAC system at the Randall Library from the following:

\$5,000 from May 7, 2018 Annual Town Meeting, Article 32-1 and;

\$15,000 from May 14, 2019 Annual Town Meeting, Article 33-3 and;

\$10,000 from November 18, 2019 Special Town Meeting, Article 2.

For a combined total of \$110,000.00

The Finance Committee and the Capital Planning Committee recommended approval.

#### **Article 33-3. Purchase Six-Wheel Dump Truck (Highway Department)**

On motion of Selectman Frecha, it was voted 82 in favor and 10 opposed to appropriate and transfer from Free Cash, the sum of \$243,000, for the purpose of purchasing a new six-wheel dump truck for the Stow Highway Department.

The Finance Committee and the Capital Planning Committee recommended approval.

#### **Article 33-4. October Lane Resurfacing (Highway Department)**

On motion of Selectman Frecha, **the motion did not pass** to appropriate and transfer from Free Cash, the sum of \$26,800, for the purpose of resurfacing October Lane. The vote was 10 in favor and 82 opposed.

The Finance Committee and the Capital Planning Committee did not recommend approval.

#### **Article 33-5. Hudson Road Culvert Replacement (Highway Department)**

On motion of Selectman Frecha, it was voted 91 in favor and 4 opposed to raise and appropriate the sum of \$110,000 for the replacement of a culvert on Hudson Road.

The Finance Committee and the Capital Planning Committee recommended approval

**Article 33-6. Complete Streets Projects (Planning Board)**

On motion of Selectman Frecha, it was voted 74 in favor and 13 opposed to take **NO ACTION** on article 33-6. *(to appropriate and transfer from Free Cash, the sum of \$30,000 to fund Complete Streets Projects in Stow.)*

The Finance Committee and the Capital Planning Committee recommended no action.

**Article 33-7. Police pickup, laptop and radio (Police Department)**

On motion of Selectman Frecha, it was voted 76 in favor and 12 opposed to take **NO ACTION** on article 33-7. *(raise and appropriate the sum of \$50,628 for the purchase of a pickup truck equipped with laptop and radio.)*

The Finance Committee and the Capital Planning Committee recommended no action.

**Article 33-8. Hale - HVAC Compressor Replacement (Nashoba Regional School District)**

On motion of Selectman Frecha, it was voted 94 in favor and 5 opposed to appropriate and transfer from Free Cash, the sum of \$26,000 for the replacement of the HVAC Compressor at Hale Middle School.

The Finance Committee and the Capital Planning Committee recommended approval.

**Article 33-9. Classroom reconfiguration to office space at Hale Middle School (Nashoba Regional School District)**

On motion of Selectman Frecha, it was voted 61 in favor and 10 opposed to appropriate and transfer from Free Cash, the sum of \$82,250 for the purpose of reconfiguring classroom space to office space at Hale Middle School.

The Finance Committee and the Capital Planning Committee DID NOT recommend approval.

**Article 33-10. Exterior Door Replacement at Hale Middle School (Nashoba Regional School District)**

On motion of Selectman Frecha, it was voted 90 in favor and 11 opposed vote to appropriate and transfer from Free Cash, the sum of \$50,000 for the purpose of replacing an exterior door at Hale Middle School.

The Finance Committee and the Capital Planning Committee recommended approval.

**Article 33-11. Water Tank Repair at Hale Middle School Retroactive to FY-2020 School (Nashoba Regional School District)**

On motion of Selectman Frecha, it was voted 91 in favor and 2 opposed to appropriate and transfer from Free Cash, the sum of \$39,585 to be expended for the repair of a water tank at Hale Middle School, retroactive to fiscal year 2020.

The Finance Committee and the Capital Planning Committee recommended approval.

**Article 34. Legal Services**

On motion of Selectman Birch-Michael, it was voted 81 in favor and 8 opposed to raise and appropriate the sum of \$50,000 to be added to any balance remaining from any previous appropriation, for the purpose of funding the Town's general Legal account.

The Finance Committee recommended approval.

**Article 35. Purchase Trailer for Cemetery Department**

On motion of Selectman Birch-Michael, it was voted 85 in favor and 7 opposed to raise and appropriate the sum of \$4,000, in order to fund the cost of purchasing a 16-foot, factory-made trailer, to be expended under the direction of the Cemetery Committee.

The Finance Committee recommended approval.

**Article 36. Construction and Maintenance of Water Holes for Firefighting Operations**

On motion of Selectman Birch-Michael, it was voted 89 in favor and 1 opposed to raise and appropriate the sum of \$5,000, to be added to any balance remaining and previously appropriated for construction and maintenance of water holes and cisterns, to be expended under the direction of the Fire Chief, for the purpose of constructing and maintaining water holes, cisterns and hydrants to support firefighting operations.

The Finance Committee recommended approval.

**Article 37. Shared Housing Services**

On motion of Selectman Birch-Michael, it was voted 83 in favor and 9 opposed to raise and appropriate the sum of \$12,000, to be expended by the Stow Municipal Affordable Housing Trust or the Planning Board, for the purpose of contracting with the Town of Hudson for the purposes of procuring affordable housing-related services regionally, including but not limited to monitoring services, for the benefit of Stow residents.

The Finance Committee recommended approval.

**Article 38. Veterans' Benefits**

On motion of Selectman Birch-Michael, it was voted 80 in favor and 7 opposed to raise and appropriate the sum of \$29,800, to be added to any remaining balance, to be expended by the Veterans' Service Officer, to provide services to Stow veterans.

The Finance Committee recommended approval.

**Article 39. Norfolk County Agricultural High School Assessment**

On motion of Selectman Birch-Michael, it was voted 64 in favor and 29 opposed to raise and appropriate the sum of \$50,475, for the purpose of paying the FY 2021 Norfolk County Agricultural High School assessment and transportation for the attendance for one Stow student for one year.

The Finance Committee recommended approval.

**Article 40. Assabet River Water Chestnut Control**

On motion of Selectman Birch-Michael, it was voted 89 in favor and 2 opposed to raise and appropriate the sum of \$2,300 to be expended under the direction of OARS, Inc., for the purpose of control of invasive water chestnut plants in the Assabet River in Stow.

The Finance Committee recommended approval.

**Article 41. Amend General Bylaw – Town Election Date**

On motion of Selectman Megan Birch-McMichael, it was voted 85 in favor and 5 opposed, clearly more than the majority required to amend the Stow General Bylaws, Article 1, section 2 to read in its entirety as written in the 2020 Annual Town Meeting Warrant, and further

that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the General Bylaw.

**SECTION 2.** The annual town meeting for the election of officers and such other matters as may be voted on the official ballot shall be held on the Saturday of May of each year, immediately following the start of the annual meeting, provided that in no event shall such election be held later than the third Saturday in May.

The Finance Committee and the Board of Selectmen recommended approval.  
*The General Bylaw amendment was approved by the Attorney General on November 6, 2020.*

#### **Article 42. Amend Boating Regulations and Police Regulations at Lake Boon**

On motion of Selectman Megan Birch-McMichael, it was voted 84 in favor and 3 opposed, clearly more than the majority required in favor to amend the General Bylaw by amending Article 6. Police Regulations, Section 21 Boating Regulations at Lake Boon to read in its entirety as written in the 2020 Annual Town Meeting Warrant, and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the General Bylaw.

### **ARTICLE 6. POLICE REGULATIONS**

#### **SECTION 21. Boating Regulations at Lake Boon**

Lake Boon is a Great Pond in the state of Massachusetts. That means that it is governed by the boating regulations established by the state, and it is the boater's responsibility to know and follow those laws and regulations. In addition, there are specific rules on Lake Boon, violation of which could result in a fine.

#### **RULE 1. SPEED**

(A) No person shall operate any motor boat on Lake Boon at a speed that is greater than is reasonable and proper under the circumstances and conditions then existing, or operate same or manipulate any water skis, wake board, tube or similar device in a negligent manner so that the lives or safety of the public might be endangered or property damaged.

(B) Speed in any of the narrows shall be such that no appreciable wake is produced, but in no case to exceed the minimum necessary to maintain steerage way. The Narrows are defined as the areas between the first and second, and second and third, and third and fourth basins.

(C) Speed during the period from one-half hour after sunset until one-half hour before sunrise shall be such that no appreciable wake is produced, but in no case to exceed the minimum necessary to maintain steerage way.

(D) The hours of 2-6 PM on Sundays and on the Massachusetts State holidays of Memorial Day, Independence Day, Labor Day and Columbus Day are designated for canoeing, sailing, swimming and other non-motorized uses of the Lake, and the maximum speed of any motorboat shall be the minimum necessary to maintain steerage way.

#### **RULE 2. WATER SKIING & TOWING**

(A) Water skiing, tubing and wake board riding is prohibited in any of the narrows, and in the

third and fourth basins.

(B) Only one tow line is permitted from a boat, and the towing of more than two (2) persons on any towed device is hereby prohibited.

(C) No tow line shall exceed seventy-five (75) feet from the point of contact on the tow boat to the object being towed.

### **RULE 3. BOATS**

(A) No vessel may be used as a residence, either permanently or temporarily, on the waters of Lake Boon.

(B) No air boat, so-called, which requires a propeller or propellers which are located above the surface of the water for the propulsion of a boat shall be used or allowed on the waters of Lake Boon except vessels as described above which are operated by any governmental subdivision or department. (Section 21 adopted 2/26/63)

The Finance Committee recommended approval.

*The General Bylaw Amendment was approved by the Attorney General on November 6, 2020 and approved by the Massachusetts Environmental Police, Executive Office of Energy and Environmental Affairs on April 15, 2021.*

### **Article 43. Amend Zoning Bylaw to Allow Outdoor Dining through Special Permit**

On motion of Selectman Sturgis, it was voted 85 in favor and 2 opposed, clearly more than the 2/3rds required to amend the Zoning Bylaw by Amending Section 3.3.2.4 (Business District Uses), Section 3.10 (Table of Principle Uses), and Section 7.3.3.5 (Schedule of Minimum Parking) as written in the 2020 Annual Town Meeting Warrant, and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

(Planning Board)

#### **(A) Amend Section 3.3.2.4 (Business District Uses) as stated below:**

3.3.2.4. Restaurants or other places for serving food within the BUILDING, or offered through accessory outdoor service on a patio or seating area. Specifically excluded is any establishment whose principal method of operation includes sale of food and beverages in paper, plastic, or other disposable containers; or where food and beverages are served directly to the customer in a motor vehicle;

#### **(B) Amend Section 3.10 (Table of Principle Uses) to read in its entirety as stated below:**

#### **Table of Principle Uses**

Principal Uses	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	FloodPlain Wetlands	Refuse Disposal	Site Plan Approval
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<b>Principal Uses</b>	<b>Residential</b>	<b>Business</b>	<b>Compact Business</b>	<b>Industrial</b>	<b>Commercial</b>	<b>Recreation Conservation</b>	<b>Flood Plain Wetlands</b>	<b>Refuse Disposal</b>	<b>Site Plan Approval</b>
<b><u>General Uses</u></b>									
Agriculture	Y (4)	N	Y	Y	Y	Y	Y	Y	NR
Conservation	Y	Y (5)	Y	Y	Y	Y	Y	Y	NR
Recreation	SPA (4)	N	N	SPP	N	SPP	SPA	SPP	(3)
<b><u>Residential Uses</u></b>									
Single Family DWELLING	Y (4) (11)	N	Y SPP(11)	N	N	N	N	N	(3)
Single Family DWELLING with ACCESSORY APARTMENT	SPP (4) (7) (11)	N	SPP (7) (11)	N	N	N	N	N	(3)
Duplex DWELLINGs	SPP (4) (11)	N	N	N	N	N	N	N	(3)
Multi-Family DWELLING	SPP(4) (11)	N	N	N	N	N	N	N	(3)
Conversion to 2-Family DWELLING	SPA (4)	N	N	N	N	N	N	N	(3)
Combined Residence/ Home Occupation	Y (4)	N	Y	N	N	N	N	N	NR
Bed & Breakfast Home	Y (4)	SPA (1)	N	N	SPP (3)	N	N	N	R
Bed & Breakfast Home or Establishment	SPA (1) (4)	SPA (1)	N	N	SPP (1)	N	N	N	(3)
Boarding House or Rooming House	Y (4)	N	Y	N	N	N	N	N	R
Playgrounds	SPA (4)	N	N	N	N	N	N	N	(3)
Conservation Areas, Farming and Horticulture, Orchards, Nurseries, Forests, Tree Farms, Sale of Farm Produce	Y (4)	N	Y	Y	Y	Y	Y	Y	R
Storage of Farm Vehicles	Y (4)	N	N	N	N	N	N	N	NR
ACCESSORY BUILDINGs & Uses	Y (4)	Y	Y	SPP	SPP	Y	SPA	SPP	(3)
Hammerhead LOTs	SPP (4)	N	N	N	N	N	N	N	(3)

**Table of Principal Uses (Continued)**



Principal Uses	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	Floodplain in Wetlands	Refuse Disposal	Site Plan Approval
INDEPENDENT ADULT LIVING RESIDENCE	N	SPP (9) (11)	N	N	N	N	N	N	(3)
ACTIVE ADULT NEIGHBORHOOD	N	N	N	SPP (10)	SPP (10)	N	N	N	(3)
Common Drives	Y	N	N	N	N	N	N	N	R
<b><u>Institutional Uses</u></b>									
CHILD CARE FACILITY	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
FAMILY DAY CARE HOME	Y (6) (4)	N	Y	N	N	N	N	N	R
Private Schools & Colleges, Dance & Music Studios	SPA (4)	N	N	N	N	N	N	N	(3)
Nursing Homes	SPA (4)	N	N	N	N	N	N	N	(3)
Day Camps, Overnight Camps, and Camp Sites	N	N	N	SPP	N	SPP	N	SPP	(3)
Municipal	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
Public Service Corporation	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
Religious	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
Educational (Non-Profit)	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
Wireless Communication Facilities	SPP (8)	N	N	SSP(8)	SSP(8)	SPP (8)	N	SSP(8)	(3)
<b><u>Business &amp; Commercial Uses</u></b>									
TOURIST HOMES, or LODGING HOUSEs	N	SPA (1)	N	N	SPP (1)	N	N	N	(3)
Business or Professional Offices	N	SPP (1)	SPP	SPP (2)	SPP (1)	N	N	SPP (2)	(3)
Retail Stores or Service Establishments	N	SPP (1)	SPP	N	SPP (1)	N	N	N	(3)
Banks	N	SPP	SPP	N	SPP	N	N	N	(3)
U.S. Post Offices	N	SPP	SPP	N	N	N	N	N	(3)
Salesrooms for Automobiles, Bicycles, Farm Implements, Boats, and Similar Equipment	N	SPP	N	N	SPP (1)	N	N	N	(3)
Retail Store as part of a REGISTERED MARIJUANA DISPENSARY	N	SPP (1)(12)	N	N	N	N	N	N	(3)

<b>Principal Uses</b>	<b>Residential</b>	<b>Business</b>	<b>Compact Business</b>	<b>Industrial</b>	<b>Commercial</b>	<b>Recreation Conservation</b>	<b>Floodplain in Wetlands</b>	<b>Refuse Disposal</b>	<b>Site Plan Approval</b>
MARIJUANA RETAILER	N	SPP (12) (20)	N	N	N	N	N	N	(3)

**Table of Principal Uses (Continued)**

<b>Principal Uses</b>	<b>Residential</b>	<b>Business</b>	<b>Compact Business</b>	<b>Industrial</b>	<b>Commercial</b>	<b>Recreation Conservation</b>	<b>Floodplain in Wetlands</b>	<b>Refuse Disposal</b>	<b>Site Plan Approval</b>
Restaurants, including those offering accessory outdoor service on a patio or seating area	N	SPP	N	SPP	SPP	SPP	N	SPP	(3)
Country Clubs or Other MEMBERSHIP CLUBS	N	SPA	N	SPP	N	SPP	N	SPP	(3)
Golf Courses	SPP (4)	N	N	SPP	N	SPP	N	SPP	(3)
Ski Areas, MARINAs & Boat Landings	SPA(4)	N	N	SPP	N	SPP	N	SPP	(3)
Cross Country Ski Areas	SPP (4)	N	N	N	N	N	N	N	(3)
Parking Areas for Employees, Customers or Visitors	N	SPP	SPP	SPP	SPP	N	N	SPP	(3)
HOTELS MOTELS	N	SPA	N	N	N	N	N	N	(3)
Theaters, Bowling Alleys, Skating Rinks, Clubs or Assembly within the BUILDING	N	SPA	N	N	N	N	N	N	(3)
Funeral Home, Mortuaries or Crematories	N	N	N	N	SPP	N	N	N	(3)
Veterinary Hospitals, Stables & Kennels, Raising or Breeding of Animals for Sale, and Boarding Animals	SPA (4)	N	N	N	N	N	N	N	(3)
Printing, Publishing or Commercial Reproduction or Photo Processing Establishments, Offices, Medical or Dental Labs, and Research Laboratories	N	N	N	N	SPP (2)	N	N	N	(3)
Building Materials Salesrooms & Yards, Contractor's Yards, Wholesale Distribution Plants,	N	N	N	N	SPP	N	N	N	(3)

<b>Principal Uses</b>	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	Floodplain Wetlands	Refuse Disposal	Site Plan Approval
Storage Warehouses									
Gasoline Service Stations, Garages or Repair Shops	N	SPA	N	N	N	N	N	N	(3)
Utility Structures, Passenger Depots and Terminals	N	N	N	N	SPP	N	N	N	(3)
Screened Storage	N	N	N	SPP	SPP	N	N	SPP	(3)
Cafeterias for Employees	N	N	N	SPP	N	N	N	SPP	(3)
Access to Industrial Zoned Land	N	Y	N	N	N	N	N	N	(3)

**Table of Principal Uses (Continued)**

<b>Principal Uses</b>	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	Floodplain Wetlands	Refuse Disposal	Site Plan Approval
<b><u>Industrial Uses</u></b>									
Manufacturing Enterprises	N	N	N	SPP	N	N	N	SPP	(3)
Research Laboratories with Incidental Assembly or Manufacture	N	N	N	SPP (2)	N	N	N	SPP (2)	(3)
Sanitary Landfill	N	N	N	N	N	N	N	SPS	(3)
Refuse Transfer Station	N	N	N	N	N	N	N	SPS	(3)
Refuse Incinerator	N	N	N	N	N	N	N	SPS	(3)
COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION	SPP	SPP	N	Y	Y	SPP	N	Y	(3)
CRAFT MARIJUANA CULTIVATOR COOPERATIVE	N	N	N	SPP (13)(14)	SPP (13)(14)	N	N	N	(3)
MARIJUANA CULTIVATOR	N	N	N	SPP (13)(15)	SPP (13)(15)	N	N	N	(3)
MARIJUANA PRODUCT MANUFACTURER	N	N	N	SPP (13)(16)	SPP (13)(16)	N	N	N	(3)
MARIJUANA RESEARCH FACILITY	N	N	N	SPP (13)(17)	SPP (13)(17)	N	N	N	(3)

<b>Principal Uses</b>	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	FloodPlain Wetlands	Refuse Disposal	Site Plan Approval
MARIJUANA INDEPENDENT TESTING LABORATORY	N	N	N	SPP (13)(18)	SPP (13)(18)	N	N	N	(3)
MARIJUANA MICROBUSINESS	N	N	N	SPP (13)(19)	SPP (13)(19)	N	N	N	(3)

- (1) Uses permitted by right provided that the BUILDING is less than 1,000 square feet GROSS FLOOR AREA, there is only one BUILDING per LOT, all parking spaces are located only in the rear yard, Site Plan Approval is granted, and 50% of the LOT area is open space.
- (2) Uses permitted by right provided that the BUILDING is less than 1,500 square feet GROSS FLOOR AREA, there is only one BUILDING per LOT, all parking spaces are located only in the rear yard, Site Plan Approval is granted, and 50% of the LOT area is open space.
- (3) All uses requiring a Special Permit are subject to Site Plan Approval requirements as part of the special permit process.
- (4) Refer to Section 7.3.3.3 of this Bylaw to determine parking requirements for uses permitted in the Residential District.
- (5) Allowed in accordance with the provisions of M.G.L., Ch. 40A, Section 3.
- (6) Allowed as accessory use only.
- (7) Allowed without special permit in accordance with Section 8.1.2 of this Bylaw.
- (8) Wireless Service Facilities shall be allowed by special permit only on land located in the Wireless Service Facility District.
- (9) The total number of INDEPENDENT ADULT UNITS shall not exceed 6% of the total single family DWELLING UNITS in Stow.
- (10) An Active Adult Neighborhood shall be allowed by Special Permit only on land located in the Active Adult Neighborhood District.
- (11) Provisions of Section 8.9, Inclusion of Affordable Housing, may apply.
- (12) MARIJUANA RETAILERS and the Retail component of a REGISTERED MARIJUANA DISPENSARY are allowed by Special Permit within the Business District, in accordance with Section 5.5 of the BYLAW and pursuant to Department of Public Health Regulations 105 CMR 175.000 and Cannabis Control Commission Regulations 935 CMR 500.
- (13) MARIJUANA CULTIVATORS, CRAFT MARIJUANA CULTIVATOR COOPERATIVES, MARIJUANA RESEARCH FACILITIES, MARIJUANA INDEPENDENT TESTING LABORATORIES, MARIJUANA PRODUCT MANUFACTURERS, MARIJUANA MICROBUSINESSES, and MARIJUANA TRANSPORTERS are allowed in the REGISTERED MARIJUANA ESTABLISHMENT Overlay District, pursuant to Section 5.5 of the BYLAW, and Cannabis Control Commission regulations 935 CMR 500.
- (14) Notwithstanding the allowances stated in the Table of Principal Uses, CRAFT MARIJUANA CULTIVATOR COOPERATIVES shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.

- (15) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA CULTIVATORS shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (16) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA PRODUCT MANUFACTURERS shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (17) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA RESEARCH FACILITIES shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (18) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA INDEPENDENT TESTING LABORATORY's shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (19) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA MICROBUSINESSES shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (20) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA RETAILERS shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.

Prohibited Uses - All uses not specifically named in the text of the bylaw are prohibited.

<p><b>(C) Amend Section 7.3.3.5 (Schedule of Minimum Parking) to read in its entirety as stated below:</b></p>
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7.3.3.5. Business

Retail stores not listed below, general and personal services, studio	1 space for each 200 sq. ft. of GROSS FLOOR AREA.
Business or professional office	1 space per 250 sq. ft. of GROSS FLOOR AREA.
Restaurant, funeral home	1 space for each 3 seats, including seats provided outdoors seasonally and year-round, plus 1 space for each employee on the largest shift.
Quick food restaurant, video rental store, other quick service establishments	1 space for each 30 sq. ft. of GROSS FLOOR AREA.
Motor vehicle service station, repair or body shop	4 spaces for each service bay and work area.
Shopping center	1 space per 250 sq. ft. of gross leasable area.

Vehicle dealership, boat sales, rentals	1 space per 1,500 sq. ft. of GROSS FLOOR AREA and 1 space per 1,500 sq. ft. of exterior display area
Veterinary, kennel	2 spaces per exam room plus 1 space for each additional employee on largest shift.
Medical center, laboratories	1 space per 250 sq. ft. of GROSS FLOOR AREA.
Building trade shop	1 space for each 800 sq. ft. of GROSS FLOOR AREA.
Convenience store	1 space per 250 sq. ft. of GROSS FLOOR AREA.
Financial institutions	1 space per 300 sq. ft. of GROSS FLOOR AREA.
HOTEL, INN, MOTEL	1 space for each bedroom plus 10 per 1,000 sq. ft. of GROSS FLOOR AREA and adequate spaces for delivery vehicles.

The Finance Committee recommended approval.

*Report of the Planning Board*

*The Planning Board held a duly noticed Public Hearing on May 12, 2020, held virtually, in consideration of the proposed amendments to Section 3.3.2.4 - Business District Uses, Section 3.10 - Table of Principle Uses, and Section 7.3.3.5 - Schedule of Minimum Parking, as shown as Article 43 in the July 11, 2020 Annual Town Meeting Warrant.*

*The proposed amendments are intended to allow Outdoor Dining in Stow's Business District through a Special Permit from the Planning Board.*

*At its meeting of May 12, 2020 Karen Kelleher moved that the Planning Board recommend approval of the bylaw amendment article at Town Meeting. Leonard Golder seconded. Through a roll call vote, the Planning Board voted unanimously in favor, Yea- Lori Clark, Margaret Costello, Karen Kelleher, John Colonna-Romano, and Len Golder.*

*The zoning amendments were approved by the Attorney General February 1, 2021.*

**Article 44. Box Mill Bridge Article 97 Petition**

On motion of Selectman Sturgis, it was voted 87 in favor and 1 opposed to authorize the Board of Selectmen to petition the General Court for a special act in the form set forth below, authorizing the removal from protection pursuant to Article 97 of the Amendments to the Massachusetts Constitution portions of a certain Conservation Restriction on Carver Hill Orchard for the sole purpose of securing the easements and rights of way that are necessary for the reconstruction of the Box Mill Bridge on Box Mill Road, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, or take any action relative thereto.

And further that be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

Notwithstanding any general or special law to the contrary, the Town of Stow Board of Selectmen is hereby authorized to take easements and rights of way on a portion of a parcel of land on Brookside Avenue identified as Stow Assessors' Map 22, Lot 2B, comprising not more than 20,000 square feet and being a portion of the property owned by the Jean F. Lord Trust described in deed recorded in the Middlesex South Registry of Deeds in Book 64351, Page 49 for the reconstruction of the Box Mill Road Bridge, without any restrictions imposed on such use by Article 97 of the Amendments to the Massachusetts Constitution, in exchange for subjecting the following parcel of land in Stow to the protections of said Article 97, to be conveyed to the care and custody of the Conservation Commission: a parcel of land on Hudson Road, shown as Stow Assessors' Map R1, Parcel 66, comprising approximately 1.15 acres.

SECTION 2. The authorization contained in Section 1 shall be contingent on the recording of a deed for Map R1, Lot 66 conveying it to the Conservation Commission and placing it under the protection of Article 97 of the Amendments to the Massachusetts Constitution, to be preserved in a natural condition and used for conservation and passive recreation.

SECTION 3. This act shall take effect upon its passage.

The Finance Committee and the Board of Selectmen recommended approval.

**Article 45. Recapture Funds from 2019 ATM Cemetery Committee**

On motion of Selectman Sturgis, it was voted 83 in favor and 2 opposed to re-appropriate the balance of \$27,295.74 from prior Annual Town Meeting appropriations as follows:

2015 Annual Town Meeting Article #43 *Transfer Funds to Construct Cemetery Roadway & Improvements* the sum of \$8,284.49.

2019 Annual Town Meeting Article 33-4 *Capital Requests Cemetery Department Landscaping Improvement Projects* the sum of \$19,011.25

The Finance Committee recommended approval.

**Article 46. National Guard/Reserve Tax Relief**

On motion of Selectman Sturgis, it was voted 79 in favor and 5 opposed to accept the provisions of Massachusetts General Laws Chapter 59, Section 5, Clause 56, whereby the Board of Assessors may grant real and personal property tax abatements up to 100 percent of the total tax assessed to members of the Massachusetts National Guard and to reservists on active duty in foreign countries for the fiscal year they performed such service, subject to eligibility to be established by the Board of Assessors to be effective beginning in the FY 2021. The authority to grant abatements under this section shall expire after 2 years of acceptance, unless extended by a vote by the town.

The Finance Committee recommended approval.

**Article 47. Department of Unemployment Assistance**

On motion of Selectman Sturgis, it was voted 78 in favor and 9 opposed to raise and appropriate the sum of \$50,000, as an additional appropriation to the FY 2012-FY 2019 Department of Unemployment Assistance Account.

The Finance Committee recommended approval.

**Article 48. Tax Title Proceedings**

On motion of Selectman Sturgis, it was voted 79 in favor and 3 opposed to raise and appropriate the sum of \$2,000, to be added to any balance remaining and previously appropriated for Tax Title Proceedings for tax taking and land court foreclosure, including costs and legal expenses related thereto, to be expended by the Treasurer-Collector.

The Finance Committee recommended approval.

**Article 49. Bond Issuance Fee (Prior Year Bill in Motion)**

On motion of Selectman Sturgis, it was voted 81 in favor and 6 opposed to appropriate and transfer from Free Cash, the sum of \$3,500.00, as an additional appropriation to the FY-2019 General Obligation Bond Issuance Fee.

The Finance Committee recommended approval

**Article 50: Misclassification of Payroll Step**

On motion of Selectman Sturgis, it was voted 82 in favor and 6 opposed to appropriate and transfer from Free Cash, the sum of \$1,933 to be expended under the direction of the Chief of Police, for the purpose of paying misclassification of a starting pay step per the police contract in FY-2019.

The Finance Committee recommended approval.

**Article 51. Appropriation of Bond Premium**

On motion of Selectman Sturgis, it was voted 79 in favor and 3 opposed to appropriate \$125,000, representing a portion of the net premium paid to the Town upon the sale of the Town's \$2,350,000 General Obligation Municipal Purpose Loan of 2019 Bonds dated September 27, 2019, to pay a \$31,000 portion of the cost of the fire pumper truck authorized by a vote of the Town passed May 14, 2019 (Article 35), a \$ 43,000 portion of the cost of the Town building HVAC project authorized by a vote of the Town passed May 14, 2019 (Article 36) and a \$51,000 portion of the cost of the Lower Village roadway project authorized by a vote of the Town passed June 24, 2019 (Article 34), and to reduce the amount authorized to be borrowed for such projects by a like amount.

The Finance Committee and the Board of Selectmen recommended approval.

**Article 52. Commuter Rail Van Transportation Service**

On motion of Selectman Salvie, it was voted 73 in favor and 16 opposed to raise and appropriate the sum of \$10,000, together with a \$25,000 State grant, for the purpose of funding a daily commuter van service pilot program from Stow to the South Acton Rail Station.

The Finance Committee recommended approval.



### **Article 53. Rescind Community Preservation Deed Restriction Purchases**

On motion of Selectman Salvie, it was voted 81 in favor and 3 opposed to rescind the vote on Article 33 of the 2003 May Annual Town Meeting and the vote on Article 48 of the 2004 May Annual Town Meeting, for the purpose of purchasing perpetual deed restrictions to ensure continued affordability to eligible low and/or moderate income households as defined by the Massachusetts Department of Housing and Community Development, the Community Preservation funds appropriated for this purpose shall be unencumbered and returned to the following accounts, in accordance with Massachusetts General Law Chapter 44B, the Community Preservation Act:

\$150,000 Returned to the account reserved for affordable housing purposes

\$100,000 Returned to the account reserved for affordable housing purposes

The Finance Committee recommended approval.

#### *Report of Community Preservation Committee:*

*The Committee voted unanimously on February 24, 2020 to endorse Article 55.*

### **Article 54. Red Acre Road Design Funds**

On motion of Selectman Salvie, it was voted 87 in favor and 1 opposed to appropriate and transfer the sum of \$25,000 or any lesser sum, from the Community Preservation Fund reserve for Affordable Housing purposes in accordance with the provisions of Massachusetts General Laws Chapter 44B, The Community Preservation Act, to be expended under the direction of the Stow Municipal Affordable Housing Trust, in consultation with the Community Preservation Committee, for services including compiling public input, site evaluation, conceptual designs, layout, and renderings for the development of affordable housing on a parcel on Red Acre Road owned by the Trust (R-30-36).

The Finance Committee and the Capital Planning Committee recommended approval.

#### *Report of Community Preservation Committee:*

*The Committee voted unanimously on February 24, 2020 to endorse Article 54.*

### **Article 55. Rescind Design Funds for Assabet River Rail Trail on Track Road**

On motion of Selectman Salvie, it was voted 87 in favor and 1 opposed to rescind the vote on Article 3 of the 2010 November Special Town Meeting, design funds allocated for engineering of the Assabet River Rail Trail on Track Road, the Community Preservation funds appropriated for this purpose shall be unencumbered and returned to the following account, in accordance with Massachusetts General Law Chapter 44B, the Community Preservation Act:

\$46,000 Returned to the account reserved for open space and recreational purposes.

The Finance Committee recommended approval.

#### *Report of Community Preservation Committee:*

*The Committee voted unanimously on February 24, 2020 to endorse Article 55.*

#### **Article 56. Pre-Engineering Services for Track Road**

On motion of Selectman Salvie, it was voted 75 in favor and 13 opposed to appropriate and transfer the sum of \$70,000, or any lesser sum, from the Community Preservation Fund reserve for Open Space purposes in accordance with the provisions of Massachusetts General Laws Chapter 44B, The Community Preservation Act, to be expended under the direction of the Complete Streets Committee, in consultation with the Community Preservation Committee, for the creation of an existing conditions survey plan, conceptual design plans and incidental expenses related to pre-engineering services for conceptual design of a multi-use path along Track Road in Stow.

The Finance Committee and the Capital Planning Committee recommended approval.

#### **Report of Community Preservation Committee:**

*The Committee voted unanimously on February 24, 2020 to endorse Article 56.*

#### **Article 57. Playground at Town Center Park**

On motion of Selectman Salvie, it was voted 72 in favor and 15 opposed to appropriate and transfer the sum of \$50,000, or any lesser sum, from the Community Preservation Fund reserve for open space and recreational purposes in accordance with the provisions of Massachusetts General Laws Chapter 44B, the Community Preservation Act, to be expended under the direction of the Recreation Commission, in consultation with the Community Preservation Committee, for the development of a playground at Town Center Park including installation, equipment, engineering and other costs or fees incidental thereto and apply for and accept such gifts and grants as may be available for reimbursement to the Town for these purposes.

The Finance Committee and the Capital Planning Committee recommended approval.

#### **Report of Community Preservation Committee:**

*The Committee voted unanimously on February 10, 2020 to endorse Article 57.*

#### **Article 58. Design Funds for Stow Town Hall Restoration**

On motion of Selectman Salvie, it was voted 68 in favor and 20 opposed to appropriate and transfer the sum of \$200,000, or any lesser sum, \$100,000 from the Community Preservation Fund reserve for Historic Preservation purposes and \$100,000 from the Community Preservation Unreserved Fund Balance in accordance with the provisions of Massachusetts General Laws Chapter 44B, the Community Preservation Act, to be expended under the direction of the Stow Town Hall Restoration Committee, in consultation with the Community Preservation Committee, for the purpose of completing Design Development and the generation of plans and specifications for construction bid documents.

The Finance Committee and the Capital Planning Committee recommended approval.

#### **Report of Community Preservation Committee:**

*The Committee voted unanimously on February 24, 2020 to endorse Article 58.*

**Article 59. COVID-19 Emergency Rental Assistance Fund**

On motion of Selectman Salvie, it was voted 77 in favor and 6 opposed to appropriate and transfer the sum of \$300,000, or any lesser sum, from the Community Preservation Unreserved Fund Balance in accordance with the provisions of Massachusetts General Laws Chapter 44B, The Community Preservation Act, to be expended under the direction of the Stow Municipal Affordable Housing Trust (SMAHT), based on a written agreement between SMAHT and the Community Preservation Committee, for the sole purpose of temporarily assisting with rental payments for qualified individuals who have experienced loss of income due to the COVID-19 pandemic.

The Finance Committee and the Board of Selectmen recommended approval.

**Report of Community Preservation Committee:**

*The Committee voted unanimously on April 27, 2020 to endorse Article 59.*

**Article 60. PFAS (Per and Polyfluoroalkyl Substances) Remediation Expenses**

On motion of Selectman Salvie, it was voted 74 in favor and 3 opposed to borrow the sum of \$250,000 for the purpose of hiring a Licensed Site Professional (LSP) to provide environmental due diligence, Massachusetts Contingency Plan (MCP) and other LSP related services necessary to address the release of per and polyfluoroalkyl substances (PFAS) that have been detected in several public and private supply wells in Stow, including any relevant professional and administrative support services.

The Finance Committee and the Board of Selectmen recommended approval.

**Article 61. Nashoba Regional School District Feasibility Study**

*Article taken out of order and appears after Article 1.*

Motion made and voted 74 in favor and 3 opposed that this meeting be dissolved.

<b>TOWN MEETING WORKERS</b>		
Preparation, Check-In, Voter Assistants		
Brendan Castle	Maggie O'Keefe	Ruby Ramsland
Cameron Donahue	Jack O'Keefe	Laura Reiner
Brienne Donahue	John O'Keefe	Cailin Sallese
Anastasia Fournier-Wassink	Joey O'Connor Katz	Jonah Sallese
	Jude Porter	

**STATE PRIMARY  
SEPTEMBER 1, 2020**

Pursuant to the Board of Selectmen's warrant of July 28, 2020, and posted by the Town Clerk on August 14, 2020, the State Primary was held in the Center School, 403 Great Road, and was called to order at 7 a.m.

After examining the ballot box in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

During polling hours, a total of thirty-one absentee ballots and two thousand eighty-four early vote/vote by mail ballots were opened, recorded and cast into the ballot boxes. There were ten spoiled ballots. There were no provisional ballots.

Due to the COVID-19 pandemic and the required safety precautions, the polls were set up so that there was six feet between the voter booths. Workers sanitized pens and booths after each voter. The traffic pattern within the polls was one way with the voter entering through the main doors, proceeding to check in, then to the voting booth, then to the ballot box to cast the ballot and then continued out the rear door of the gym. Plexi-glass screens were set up at check-in and the warden's table. Everyone wore masks.

The polls were declared closed at 8 p.m.

Total Registered Voters: 5548

Turnout = 48%

<b><u>BALLOTS CAST BY PARTY</u></b>	<b><u>PRECINCT 1</u></b>	<b><u>PRECINCT 2</u></b>	<b><u>TOTAL</u></b>
DEMOCRATIC	1103	1166	2269
REPUBLICAN	184	185	369
GREEN RAINBOW	3	0	3
LIBERTARIAN	3	0	3
TOTALS	1293	1351	2642

**STATE PRIMARY RESULTS**

**DEMOCRATIC PARTY**

**Total Votes Cast: 2269**

<b>SENATOR IN CONGRESS</b>	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>TOTAL</b>
Edward Markey	740	785	1525
Joseph Kennedy	358	374	732
Blank	2	7	9
Announced Write In Shiva Ayyadurai	3	0	3

REPRESENTATIVE IN CONGRESS	PRECINCT 1	PRECINCT 2	TOTAL
Lori Trahan	957	1014	1971
Blank	143	147	290
Write Ins Scatterings	3	4	7
Write In - Dan Koh	0	1	1
COUNCILLOR	PRECINCT 1	PRECINCT 2	TOTAL
Marilyn Petitto Devaney	893	908	1801
Blank	210	253	463
Write Ins Scatterings	0	10	10
SENATOR IN GENERAL COURT	PRECINCT 1	PRECINCT 2	TOTAL
James Eldridge	961	1013	1974
Blank	141	150	291
Write Ins Scatterings	1	3	3
REPRESENTATIVE IN GENERAL COURT	PRECINCT 1	PRECINCT 2	TOTAL
Kate Hogan	966	1037	2003
Blank	136	128	264
Write Ins Scatterings	1	1	2
REGISTRAR OF PROBATE	PRECINCT 1	PRECINCT 2	TOTAL
Tara Decristofaro	888	934	1822
Blank	215	232	447
Write Ins	0	0	0

### **REPUBLICAN PARTY**

**Total Votes Cast = 369**

SENATOR IN CONGRESS	PRECINCT 1	PRECINCT 2	TOTAL
Shiva Ayyadurai	79	84	163
Kevin O'Connor	105	97	202
Blank	0	4	4
Write Ins	0	0	0
REPRESENTATIVE IN CONGRESS	PRECINCT 1	PRECINCT 2	TOTAL
Blank	179	180	359
Write In Scatterings	5	5	10

COUNCILLOR	PRECINCT 1	PRECINCT 2	TOTAL
Blank	181	184	365
Write In Scatterings	3	1	4
SENATOR IN GENERAL COURT	PRECINCT 1	PRECINCT 2	TOTAL
Blank	180	182	362
Write Ins Scatterings	4	3	7
REPRESENTATIVE IN GENERAL COURT	PRECINCT 1	PRECINCT 2	TOTAL
Blank	181	184	365
Write In Scatterings	3	1	4
REGISTRAR OF PROBATE	PRECINCT 1	PRECINCT 2	TOTAL
Blank	181	184	365
Write In Scatterings	3	2	5

### **GREEN RAINBOW PARTY**

**Total Votes Cast = 3**

SENATOR IN CONGRESS	PRECINCT 1	PRECINCT 2	TOTAL
Blank	0	0	0
Write In Scatterings	3	0	3
REPRESENTATIVE IN CONGRESS	PRECINCT 1	PRECINCT 2	TOTAL
Blank	1	0	1
Write In Scatterings	2	0	2
COUNCILLOR	PRECINCT 1	PRECINCT 2	TOTAL
Blank	1	0	1
Write In Scatterings	2	0	2
SENATOR IN GENERAL COURT	PRECINCT 1	PRECINCT 2	TOTAL
Blank	1	0	1
Write In Scatterings	2	0	2
REPRESENTATIVE IN GENERAL COURT	PRECINCT 1	PRECINCT 2	TOTAL
Blank	1	0	1
Write In Scatterings	2	0	2
REGISTRAR OF PROBATE	PRECINCT 1	PRECINCT 2	TOTAL
Blank	1	0	1
Write In Scatterings	2	0	2

# **LIBERTARIAN PARTY**

**Total Votes Cast = 3**

SENATOR IN CONGRESS	PRECINCT 1	PRECINCT 2	TOTAL
Blank	0	0	0
Write In Scatterings	3	0	3
REPRESENTATIVE IN CONGRESS	PRECINCT 1	PRECINCT 2	TOTAL
Blank	2	0	2
Write In Scatterings	1	0	1
COUNCILLOR	PRECINCT 1	PRECINCT 2	TOTAL
Blank	2	0	2
Write In Scatterings	1	0	1
SENATOR IN GENERAL COURT	PRECINCT 1	PRECINCT 2	TOTAL
Blank	1	0	1
Write In Scatterings	2	0	2
REPRESENTATIVE IN GENERAL COURT	PRECINCT 1	PRECINCT 2	TOTAL
Blank	1	0	1
Write In Scatterings	2	0	2
REGISTRAR OF PROBATE	PRECINCT 1	PRECINCT 2	TOTAL
Blank	2	0	2
Write In Scatterings	1	0	1

## **ELECTION WORKERS**

**Preparation, Early Voting, Vote By Mail, All Jobs Election Day**

<u>Wardens</u>	Joan Burns	Stephen Jenkins	Marcia Rising
Phil Detsch	William Clark	Lisa Lavina	Jonah Sallese
Claire Lavina	James Cohen	Rosemary Monahan	Marina Schiering
	Josephine Crowell	Sonia Nicholson	Marianne Sharin
	Ruth Delmonico	Joey O'Connor Katz	Jackie Spataro
<u>Election Clerk</u>	Brienne Donahue	Jude Porter	Julie Walrath
Pam Gjestebj	Anne Farris	Jeanie Price	Guy Washburn
	Kenny Farris	Ruby Ramsland	David Wells
	Jennifer Hadden	Laura Reiner	Katherine West

## PRESIDENTIAL ELECTION NOVEMBER 3, 2020

Pursuant to the Board of Selectmen's warrant of October 13, 2020, posted by the Town Clerk on October 24, 2020, the State Election was held in the Center School, 403 Great Road, and was called to order at 7 a.m.

After examining the ballot box in precinct 1 and 2, and finding both empty and in good order, the counters were set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

During polling hours, a total of three thousand eight hundred eighty-one (3,881) Early Vote/Vote by Mail ballots were opened, recorded and cast into the ballot boxes. Four teams (two in each precinct) with four workers on each team processed the EV/Vote by Mail ballots and completed the task within six hours. Due to the COVID-19 pandemic and the required safety precautions, the polls were set up so that there was six feet between the voter booths. Workers sanitized pens and booths after each voter. The traffic pattern within the polls was one way with the voter entering through the main doors, proceeding to check in, then to the voting booth, then to the ballot box to cast the ballot and then continued out the rear door of the gym. Plexi-glass screens were set up at check-in and the warden's table. Everyone wore masks.

The polls were declared closed at 8 p.m.

Total Registered Voters: 5659      Total Ballots Cast: 4997      Turnout = 88%

PRESIDENTIAL ELECTION	Precinct 1	Precinct 2	Total Ballots Cast
In Person Election Day	593	523	1116
Early & Vote By Mail	1964	1917	3881
Totals	2557	2440	4997

## PRESIDENTIAL ELECTION

PRESIDENT / VICE PRESIDENT	Total P1	Total P2	TOTAL RESULTS
BIDEN / HARRIS	1794	1757	3551
HAWKINS / WALKER	12	11	23
JORGENSEN / COHEN	63	46	109
TRUMP / PENCE	659	599	1258
CARROLL & PATEL announced write in	1	1	2
CELLA / CELLA announced write in	0	0	0
DESCOTEAUX/ADAMS announced write in	0	0	0
SIMONS / ROZE announced write in	0	0	0
WELLS / WELLS announced write in	0	0	0
All Other Write Ins	13	8	21
BLANK	15	18	33



SENATOR IN CONGRESS	Total P1	Total P2	TOTAL RESULTS
EDWARD J MARKEY	1727	1672	3399
KEVIN O'CONNOR	748	690	1438
SHIVA announced write in	38	31	69
Write Ins- Scatterings	2	3	5
BLANK	42	44	86

REP IN CONGRESS	Total P1	Total P2	TOTAL RESULTS
LORI LOUREIRO TRAHAN	1935	1823	3758
HODOO	0	0	0
Rayla Campbell announced write in	0	0	0
Write Ins - Scatterings	35	32	67
BLANK	587	585	1172

COUNCILLOR	Total P1	Total P2	TOTAL RESULTS
MARILYN M. PETITTO DEVANEY	1824	1716	3540
Write Ins- Scatterings	28	20	48
BLANK	705	704	1409

SENATOR IN GENERAL COURT	Total P1	Total P2	TOTAL RESULTS
JAMES B. ELDRIDGE	1898	1814	3712
HODOO	0	0	0
Write Ins - Scatterings	24	15	39
BLANK	635	611	1246

REP IN GENERAL COURT	Total P1	Total P2	TOTAL RESULTS
KATE HOGAN	1975	1909	3884
Write Ins - Scatterings	21	10	31
BLANK	561	521	1082

REGISTRAR OF PROBATE	Total P1	Total P2	TOTAL RESULTS
TARA DECRISTOFARO	1645	1550	3195
Write Ins- Scatterings	18	10	28
BLANK	894	880	1774

**QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION**  
**Motor Vehicle Mechanical Data**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 5, 2020?

**SUMMARY**

This proposed law would require that motor vehicle owners and independent repair facilities be provided with expanded access to mechanical data related to vehicle maintenance and repair. Starting with model year 2022, the proposed law would require manufacturers of motor vehicles sold in Massachusetts to equip any such vehicles that use telematics systems — systems that collect and wirelessly transmit mechanical data to a remote server — with a standardized open access data platform. Owners of motor vehicles with telematics systems would get access to mechanical data through a mobile device application. With vehicle owner authorization, independent repair facilities (those not affiliated with a manufacturer) and independent dealerships would be able to retrieve mechanical data from, and send commands to, the vehicle for repair, maintenance, and diagnostic testing. Under the proposed law, manufacturers would not be allowed to require authorization before owners or repair facilities could access mechanical data stored in a motor vehicle's on-board diagnostic system, except through an authorization process standardized across all makes and models and administered by an entity unaffiliated with the manufacturer. The proposed law would require the Attorney General to prepare a notice for prospective motor vehicle owners and lessees explaining telematics systems and the proposed law's requirements concerning access to the vehicle's mechanical data. Under the proposed law, dealers would have to provide prospective owners with, and prospective owners would have to acknowledge receipt of, the notice before buying or leasing a vehicle. Failure to comply with these notice requirements would subject motor vehicle dealers to sanctions by the applicable licensing authority. Motor vehicle owners and independent repair facilities could enforce this law through state consumer protection laws and recover civil penalties of the greater of treble damages or \$10,000 per violation.

**A YES VOTE** would provide motor vehicle owners and independent repair facilities with expanded access to wirelessly transmitted mechanical data related to their vehicles' maintenance and repair.

**A NO VOTE** would make no change in the law governing access to vehicles' wirelessly transmitted mechanical data.

QUESTION 1. CAR TECHNOLOGY INFO	Total P1	Total P2	TOTAL RESULTS
Yes	1884	1829	3713
No	606	520	1126
Blank	67	91	158

**QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION**  
**Ranked-Choice Voting**

**Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 5, 2020?**

**SUMMARY**

This proposed law would implement a voting system known as “ranked-choice voting,” in which voters rank one or more candidates by order of preference. Ranked-choice voting would be used in primary and general elections for all Massachusetts statewide offices, state legislative offices, federal congressional offices, and certain other offices beginning in 2022. Ranked choice voting would not be used in elections for president, county commissioner, or regional district school committee member. Under the proposed law, votes would be counted in a series of rounds. In the first round, if one candidate received more than 50 percent of the first-place votes, that candidate would be declared the winner and no other rounds would be necessary. If no candidate received more than 50 percent of the first-place votes, then the candidate or candidates who received the fewest first-place votes would be eliminated and, in the next round, each vote for an eliminated candidate would instead be counted toward the next highest ranked candidate on that voter’s ballot. Depending on the number of candidates, additional rounds of counting could occur, with the last-place candidate or candidates in each round being eliminated and the votes for an eliminated candidate going to the voter’s next choice out of the remaining candidates. A tie for last place in any round would be broken by comparing the tied candidates’ support in earlier rounds. Ultimately, the candidate who was, out of the remaining candidates, the preference of a majority of voters would be declared the winner. Ranked-choice voting would be used only in races where a single candidate is to be declared the winner and not in races where more than one person is to be elected. Under the proposed law, if no candidate received more than 50 percent of first-place votes in the first round, the rounds of ballot-counting necessary for ranked-choice voting would be conducted at a central tabulation facility. At the facility, voters’ rankings would be entered into a computer, which would then be used to calculate the results of each round of the counting process. The proposed law provides that candidates in a statewide or district election would have at least three days to request a recount. The Secretary of State would be required to issue regulations to implement the proposed law and conduct a voter education campaign about the ranked-choice voting process. The proposed law would take effect on January 1, 2022.

**A YES VOTE** would create a system of ranked choice voting in which voters would have the option to rank candidates in order of preference and votes would be counted in rounds, eliminating candidates with the lowest votes until one candidate has received a majority

**A NO VOTE** would make no change in the laws governing voting and how votes are counted.

QUESTION 2. RANKED CHOICE VOTING	Total P1	Total P2	TOTAL RESULTS
Yes	1331	1348	2679
No	1166	1022	2188
Blank	60	70	130

### QUESTION 3: NON-BINDING QUESTION

Shall the representative from this district be instructed to vote in favor of legislation that penalizes officers on duty for the murder of unarmed and restrained civilians similarly to the penalty of first-degree murder?

QUESTION 3. NON-BINDING PUBLIC SAFETY	Total P1	Total P2	TOTAL RESULTS
Yes	1544	1480	3024
No	760	687	1447
Blank	253	273	526

### NOVEMBER ELECTION WORKERS

Preparation, Early Voting, Vote By Mail, All Jobs Election Day

<u>Wardens</u> Claire Lavina Katherine West	Laura Amichetti	Jeanne Genereux	Susan Pauley
	Susan Arapoff	Jennifer Hadden	Jude Porter
<u>Election Clerk</u> Pam Gjestebv	Krista Bracci	Tona Hangen	Jeanie Price
	Mary Brandt Kerr	Cassidy Heverling	Ruby Ramsland
	Sharon Brownfield	Morgan Hillman	Audrey Recko
	Joan Burns	Gianna Hoban	Katherine Reiner
	Alina Carter	Amelia Hoeffler	Laura Reiner
	Jane Ann Chumka	Mary Hunt	Rachel Richards
	Holly Clack	Danielle Hyden	Marcia Rising
	Miranda Clack	Stephen Jenkins	Marina Schiering
	Kate Clark	John Kerr	Marianne Sharin
	William Clark	Lisa Lavina	Chris Siever
	James Cohen	Michele Liguori	Jackie Spataro
	Emily Collins	Jeanne Mahon	Rebecca Stadolnick
	Josephine Crowell	Keith Mahon	Carol Stoltz
	Sean Cummins	Liza Mattison	Hank Tarbi
	Ruth Delmonico	Thora McIsaac	Julie Walrath
	Ann Deluty	Charlene McMahon	Guy Washburn
	Eve Donahue	Ian McMichael	David Wells
	Alison Doucette	Rosemary Monahan	Betsy Wisch
	Carol Dudley	Sonia Nicholson	Caleb Wisch
	Kenny Farris	Joey O'Connor Katz	Karen Wright
		John O'Keefe	Annette Zucco

A true copy, Attest: Linda E. Hathaway, Town Clerk of Stow

# ***TOWN OF STOW***

***County of Middlesex  
Commonwealth of Massachusetts***



*Established as the Plantation of Pompositticut, 1669*

*Incorporated as a Town, May 16, 1683*



*Land area given to seven surrounding towns*



*Area today 17.94 Square Miles*

*11,311.4 Acres Land; 167 Acres Water*

*11,478.4 Acres Total*



*Longitude: 71°    Latitude: 42° 26'*

*Altitude (above sea level) at Town Hall: 231 feet*



*Population per 2000 Federal Census: 5,902*

*Population per 2010 Federal Census: 6,590*

*Population per 2020 Stow Annual Census: 7,150*

## TOWN DEPARTMENT TELEPHONES

### **Emergency: Ambulance, Fire / Rescue, Police     DIAL 911**

Animal Control Officer	978-897-4545
Assessors, Board of	978-897-4597
Building Department and Inspectors	978-897-2193
Cemetery Committee	978-461-1403
Conservation Commission	978-897-8615
Council on Aging	978-897-1880
Fire / Rescue Department business	978-897-4537
Health, Board of	978-897-4592
Highway Department	978-897-8071
Inspectors: Gas, Plumbing, Wiring	978-897-2193
Minuteman Regional High School	781-861-6500
Nashoba Regional School District	978-779-0539
Center School	978-897-0290
Hale Middle School	978-897-4788
Nashoba Regional High School	978-779-2257
Planning Board	978-897-5098
Police Department business	978-897-4545
Randall Library	978-897-8572
Recreation Commission	978-637-2984
Selectmen, Board of	978-897-4515
Stow TV Office	978-897-7732
Town Accountant	978-897-5012
Town Administrator	978-897-2927
Town Clerk	978-897-4514 x1
Treasurer-Collector	978-897-2834
Tree Warden	978-897-8071
Veterans' Services Officer	978-290-0278

Mailing Address: 380 Great Rd., Stow, MA 01775-2127

Website: [www.stow-ma.gov](http://www.stow-ma.gov)



