

Select Board Meeting Minutes
Tuesday, December 7, 2021
Stow Town Building & Zoom

Present in the Warren Room: Chair Ellen Sturgis, Megan Birch-McMichael, Zack Burns, Cortni Frecha, James Salvie, and Town Administrator Denise Dembkoski

Chair Sturgis called the meeting to order at 7 p.m.

Budget Season Kick Off

Finance Committee members present via Zoom: Chair Erica Benedick, Brian Patuto, and Evgenia Petrova.

Capital Planning members present via Zoom: Chair Stephen Jelinek, Ed DeLuca, Peter McManus, and associate member Missy Reed.

Highlights of the discussion included:

The Town Administrator is rolling out a new online budgeting program which has a capital budgeting component. Mr. Jelinek would like to use this feature of the program. The deadline for capital project requests is the end of the calendar year, to coincide with the submittal of the department operating budgets.

The Fire Department would like to apply for a SAFER Grant (Staffing for Adequate Fire and Emergency Response) to add 3 FT firefighters to the roster. The Grant allows for up to 3 employees and would cover salaries and benefits for 3 years then going forward the Town would cover those expenses.

ARPA Funds

The Town Administrator updated the Select Board on ARPA funds. Discussion ensued regarding how to best spend the funds that Stow will receive. The Town Administrator asked the Board to begin by allocating \$635,000 tonight as follows: \$25,000 to the public health Covid-19 response, \$500,000 to PFAS remediation, \$10,000 towards the administrative cost of consultant fees and administrative costs, and \$100,000 (under a revenue loss category) as discretionary funds for her to oversee.

Board member Birch-McMichael moved that the Town accept the \$2,162,292 in American Rescue Plan Act (ARPA) funds, and further to approve the sum of \$635,000 for the allocations as presented by the Town Administrator. Board member Salvie seconded the motion and it passed unanimously.

Strategic Planning

The Board did a mid-year review of the workplan they created in July during their first strategic planning session. The Board discussed having a joint meeting with the Planning Board and the Zoning Board of Appeals for upcoming projects, in addition to meeting with other committees for updates and to discuss recommendations.

Adjournment

At 8:35 p.m. Board member Birch-McMichael moved to convene Executive Session pursuant to MGL Chapter 30A, section 21(a) (3), for the purpose of reviewing Executive Session minutes, and under section 21 (a)(6), for the purpose of considering the purchase, exchange, lease or value of real property and to adjourn thereafter. Board member Salvie seconded the motion and it passed unanimously on a roll call vote: Salvie -aye, Burns -aye, Frecha -aye, Birch-McMichael -aye, and Sturgis -aye.

Respectfully submitted,

Joyce Sampson, Executive Assistant