

**Select Board Meeting Minutes**  
**Tuesday, June 8, 2021**  
Stow Town Building & via Zoom

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

Also present: Town Administrator Denise Demboski

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

**Public Input:** Board Member Burns asked why his proposed agenda item of a Pride Proclamation was not included on tonight's agenda. Chair Sturgis stated they will have a discussion with the full Board regarding proclamations issued by the Select Board. Further discussion ensued, and the Chair said this would be discussed at a future meeting.

Kelly Lawlor, 170 Hudson Road, spoke regarding the email that she sent to the Board recently (and last year as well) regarding the Juneteenth holiday, and also about a Pride Proclamation.

Hector Constantzos, 34 Meeting House Lane, asked that a Pride Proclamation be on the agenda. He said that not having a proclamation is a very loud policy statement.

Board Member Frecha said she is grateful to those who spoke up. As a newly reformed Board, with a new member and a new Chair, she thought it important that they discuss this as a Board.

**Chair's Comments:** The Randall Library has a public forum tomorrow night, Wednesday, June 9<sup>th</sup> at 6 p.m. There is a Pride Rally and Parade this Sunday, June 13<sup>th</sup> at 3 p.m. in Bolton. SMAHT has a public forum on the Red Acre property Monday, June 14<sup>th</sup> at 6:30 p.m. The annual July appointments list is on the website, with a June 15<sup>th</sup> deadline to send an email or letter of interest to the Board. The Board discussed revising the appointment process, the reappointment process, and the notification process to include a written policy. The Board will be scheduling a planning session on a Tuesday that is not a regular meeting night, and the appointment process will be included in this session.

**Conservation Restriction for 172 Harvard Road**

Susan Crane, 122 Kirkland Drive, VP of the Stow Conservation Trust, and Nancy Shepherd, 172 Harvard Road, were present via Zoom.

Nancy Shepherd is offering a Conservation Restriction on 6.449 acres of her land to the Stow Conservation Trust, with a restriction on building rights so the land is maintained in perpetuity for conservation purposes. The Chair clarified that the Town does not have any official role in this, it is part of MA General Law and must be accepted. The Conservation Commission has reviewed and approved this and recommends approval by the Select Board. Chair Sturgis said that Nancy and her late husband Tom Shepherd have been leaders in conservation for many years, and this is a generous donation.

*Board Member Salvie moved that the Select Board approve and sign a Conservation Restriction for a 6.449 acre parcel located at the corner of Harvard Road and Hiley Brook Road, donated by Nancy H. Shepherd. The Conservation Restriction, as described in the agreement presented at the meeting on June 8, 2021, is to be held by the Stow Conservation Trust. Board Member Frecha seconded the motion, and it was approved unanimously.*

**Public Hearing – Class II License – Dover Speed Shop, LLC, 370 Hudson Road**

Jared Spence and Anton Melchionda were present via Zoom.

Chair Sturgis read the public hearing notice into the record:

*The Stow Board of Selectmen will conduct a public hearing on Tuesday, June 8 at 7:30 P.M. in the Warren Room in the Town Building, 380 Great Road, Stow, MA on the application of: Dover Speed Shop LLC, Jared Spence, 370 Hudson Road, Stow, MA 01775 for a Class II Used Car Dealer's License under Massachusetts General Law. C. 140, §§57-59, as amended. Persons wishing to be heard on this matter will be afforded the opportunity, but must participate via Zoom.*

Mr. Spence buys and sells classic cars (1950s-1970s) and would like to obtain a dealer's license to facilitate the process of obtaining Titles for the vehicles. He will have only 10 cars on the property, with 6 parked in the parking spots and 4 in the building. Any repair work would be minimal. Mr. Melchionda added that 90-95% of the business they do is via the internet. There is little to no traffic on the property.

Board Member Birch-McMichael confirmed that there would be no fencing added, no outdoor lighting, and no exterior work on the building. Hours of operation will be 8 a.m. to 5 p.m. Monday through Saturday.

Board Member Frecha verified that cars are to be delivered and picked up only during the hours of operation.

Board Member Burns verified that the 10 outside spots shown on the map provided in the packet are pre-existing, and that no car parts will be stored outside the building.

Tristan Dwyer, 344 Hudson Road, asked if the property was being kept as is, with no new buildings.

Gail Shamsi, 14 Indian Ridge Road, asked about the maximum number of cars that could be sold under this license. Mr. Spence said he usually sells 10-20 per year, however, a Class II license is not limited to the number of sales throughout the year, but the license can be limited to the number stored onsite at one time.

*Board Member Salvie moved to close the public hearing. Board Member Frecha seconded the motion, and it was approved unanimously by a roll call vote.*

*Board Member Salvie moved that the Select Board approve a Class II License for Dover Speed Shop at 370 Hudson Road in Stow subject to the following conditions:*

- 1. Continued compliance with the Special Permit issued in 1989;*
- 2. No more than 10 vehicles for sale on the premises at any one time, including 6 cars stored outside at any one time;*
- 3. Hours of Operation of 8 a.m. to 5 p.m. Monday through Saturday, which entails no transportation of cars, no work on cars including cleaning, and no customer visits other than during those hours of operation; and*
- 4. No use of the premises for the advertisement of cars.*

*This license is valid through December 31, 2021 and subject to renewal thereafter.*

*Board Member Frecha seconded the motion, and it was approved unanimously.*

### **Annual Town Meeting Debrief**

Town Moderator David Walrath was present via Zoom.

The Moderator summarized the 5 items that came up during the Zoom meeting that he hosted on Wednesday, June 22, 2021:

- the new Town Administrator was clear and concise;
- the clickers were well received, but some people think that the Select Board and the Finance Committee, and possibly other boards, should raise their hands or otherwise make their votes more public. Mr. Walrath doesn't think, as Moderator, that he would mandate this;
- some people would like child-care to be available;
- Town Meeting on a Saturday versus on a Monday;

- the location of Center School versus Hale Middle School.

The Board discussed the benefits of having the Town Meeting on a Saturday so it can be done in one day, with the possibility of adding in a short break for lunch. The Board discussed how to get more people to attend Town Meeting: offering child-care, moving sports events from that Saturday, offering transportation, keeping an outdoor component, and educating voters on the importance of Town Meeting.

### **Town Acceptance of Juneteenth Holiday**

Chair Sturgis read an excerpt from the Town Administrator's email to staff regarding the Juneteenth holiday:

*In an effort to recognize the continued need to ensure racial freedom and equality, and to further stand with the Black Lives Matter movement, beginning this year, we will be observing the Juneteenth Holiday that becomes a Massachusetts State Holiday effective 2021. Since it is not (yet) a federal holiday it is optional for cities/towns and many are choosing not to include it unless the employees bargain it in.*

*To me, this is not a bargaining chip, I believe that we should be honoring and commemorating this holiday which celebrates the end of slavery on June 19, 1865. In an article I read, it stated that "Juneteenth should be a time of reflection on how far we have come, while using it as an opportunity to reignite our passion for fighting for liberty and justice for all". This continues to remain true as we fight against ongoing discrimination and hate towards black and AAPI people, the LGBTQ community, and so many others.*

*Recognizing this holiday in Stow is a step towards being a more inclusive and supportive community, and one that is open to and inviting of diversity in our workforce.*

The Board strongly supports the Town Administrator's leadership and her decision to make this new State holiday also a holiday in Stow.

The Town Administrator said that the Library Director is working on collaborative education, for this and future holidays and events. We will spread the word via the Town's website and mention it in meetings.

Kelly Lawlor, Hector Constantzos, and Abby Morgan spoke in support of the Town's decision to observe the Juneteenth holiday.

*Board Member Salvie moved to accept June 19, designated as Juneteenth, in commemoration of the end of slavery on June 19, 1865, as a Town holiday observance. Board Member Frecha seconded the motion, and it was approved unanimously.*

### **Discussion of Select Board meeting format after June 15, 2021**

The Town Administrator updated the Board on the upcoming actions of the MA Senate and House. The State of Emergency ends at midnight on Monday, June 14, 2021, and meetings will resume fully in-person as of Tuesday, June 15, 2021. However, if the legislation passes, the fully remote option would be extended through April 2022.

Board members agreed that they would like to welcome the public back into the meeting room beginning on Tuesday, June 22, 2021, while still providing the Zoom link for remote participation. There is nothing in the law to prevent the public from participating remotely. It is preferred that all in-person attendees wear a mask. The Board would return to sitting at the table, with a small table at either end to extend the space into a U-shape. The Town Administrator encouraged boards and committees to work with Stow TV and televise their meetings, and she has offered to show committees how to use the Warren Room and the Zoom component.

### **Liaison Discussion**

Every year the Board assigns a member to be a liaison to other boards and committees. They discussed what it means to be a liaison, is there still value in it, and is there a better way to get information. They considered the efficiency of having committees report to the Select Board at a meeting and provide an update or a

presentation. The Board felt that this could be an opportunity for collaboration. The Board would like to rely more on the Town Administrator to be their liaison except in special cases. The Board discussed that there is no need for a liaison to Public Safety as they are employees reporting directly to the Town Administrator.

*Board Member Salvie moved to remove Select Board Member names as liaisons from individual pages on the website, and that Members suspend liaison functions until further notice. Board Member Frecha seconded the motion, and it was approved unanimously.*

### **Town Administrator's (TA) Report**

- Town buildings will be reopening on Tuesday, July 6, 2021.
- Rental of facilities will resume September 1, 2021.
- The Town Clerk has shared an email regarding Open Meeting Law Webinar trainings. The Town Administrator encouraged members of all boards and employees to take this training.
- Common Road will be closed on Sunday June 13<sup>th</sup> from 8 a.m. to 1 p.m. for safety reasons; the First Parish Church is holding its first in-person service in over a year and it will be outdoors.
- The TA reminded people of the meetings and forums mentioned at the beginning of the meeting; information is on the website, Facebook, and twitter.
- The TA will follow up with the Hudson Select Board as to the Perambulation Boundary letter.
- There are multiple employment opportunities posted on the Town's website.
- The Cultural Council is having their Stow Culture Fest on July 15<sup>th</sup> at Town Center Park with live music and vendors; there may be a need for an Entertainment License from this Board. Discussion ensued about the requirements of a license, and this will be discussed further at the next Board meeting.
- Questions and inquiries to employees should be facilitated through the Town Administrator. If something is an emergency and you do reach out directly, please also inform or "cc" the TA.

### **Meeting Minutes**

#### May 25, 2021:

*Board Member Salvie moved to accept the minutes of the May 25, 2021 meeting as drafted. Board Member Frecha seconded the motion, and it was approved unanimously.*

#### May 22, 2021:

*Board Member Salvie moved to accept the minutes of the May 22, 2021 meeting as drafted. Board Member Frecha seconded the motion, and it was approved unanimously, with Board Member Burns noting that he approves the minutes in context not substance as he was not on the Board.*

#### May 11, 2021:

*Board Member Salvie moved to accept the minutes of the May 11, 2021 meeting as drafted. Board Member Frecha seconded the motion, and it was approved unanimously.*

#### May 18, 2017:

*Board Member Salvie moved to approve the minutes of the May 18, 2017 meeting in context and not the substance of the matters discussed and decided at that meeting. Board Member Frecha seconded the motion, and it was approved unanimously.*

#### April 25, 2017 & February 28, 2017:

*Board Member Salvie moved to approve the minutes of April 25, 2017 and February 28, 2017 in context and not the substance of the matters discussed and voted on at those meetings. Board Member Frecha seconded the motion, and it was approved unanimously.*

**Correspondence**

Chair Sturgis had asked for these policies to be included for reviewal by the Select Board at upcoming meetings.

Board Member Burns discussed the need for an introductory binder for new members, and the Board agreed it would also be helpful for current members.

**Adjournment**

*At 9:50 p.m. Board Member Salvie moved to convene in Executive Session pursuant to MGL c. 30A, sec. 21(a)(3) for the purpose of reviewing Executive Session minutes and under sec.21 (a)(6), for the purpose of considering the purchase, exchange, lease, or value of real property if the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, and to adjourn thereafter. Board Member Frecha seconded the motion, and it was approved unanimously by a roll call vote.*

Respectfully submitted,

*Joyce Sampson*

Executive Assistant

**Documents used at this meeting:**

*Documents can be found in the Select Board's Office in the meeting folder.*