

Select Board Meeting Minutes  
Tuesday, June 22, 2021  
Stow Town Building & via Zoom

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

Also present: Kathy Sferra, Marcy Eckel, Morgan Hillman, Katie Fisher

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

**Public Input:** None.

**Board Member Comments:**

Chair Sturgis announced that members of the public are welcome to attend Select Board meetings in person; if you are unvaccinated please wear a mask. The Town Building has been open, and people are working in their offices. If you need assistance please call. The Town Building will re-open to the public on July 6<sup>th</sup>, if you are unvaccinated please wear a mask. The CPC will hold a public hearing on July 12<sup>th</sup> and information is on the website. The Board will hold a special planning session on July 6<sup>th</sup> in the Whitney Room. It will not be televised, and the public is welcome to attend.

Board Member Salvie congratulated Don McPherson of Minute Man Airfield, the site of Governor Baker's General Aviation Appreciation Month in Massachusetts event which will be held on Friday, June 25<sup>th</sup>.

**Appointments**

Morgan Hillman to the Board of Library Trustees

Library Trustee Marcy Eckel and Morgan Hillman were present.

The Library Trustees have had two resignations, and the first vacancy was posted. The Trustees have interviewed candidates and recommend the appointment of Morgan Hillman. MGL Ch. 41 sec. 11, and Sec. 3-1F of Stow's Charter requires this to be a joint appointment between the remaining members of the elected Library Board and the Select Board. The second appointment will be a true joint appointment at the next Select Board meeting.

*Board Member Frecha moved that, in a joint vote with the Trustees of the Randall Library, or on their recommendation, Morgan Hillman be appointed to fill the vacancy on the Randall Library Board of Trustees, effective from now until the May 2022 Annual Town Election. Board Member Salvie seconded the motion and it was approved unanimously.*

Annual July 1 Appointments

***Board Member Birch-McMichael moved to make the following appointments of individuals in paid positions subject to the term of one year ending on June 30, 2022, as printed:***

- Select Board and Town Administrator Executive Assistant: Joyce Sampson
- Superintendent of Streets: Stephen Nadeau
- Town Counsel: KP Law, P.C.
- Emergency Management Officer: Fire Chief Joseph Landry
- Tree Warden: Bruce E. Fletcher
- Street Numbers: Town Clerk's office

- Full-time Firefighters: Joseph Landry, Chief; John Paul Benoit, Captain; Barry Evers, Firefighter/EMT, Call Lieutenant; Mark W. Guerin, Firefighter/EMT, Call Lieutenant; Judson Swinimer, Firefighter/EMT, Call Lieutenant, and Erick Benoit, Firefighter/EMT, Call Lieutenant
- Call Lieutenant: Jonathan Gray
- Call Firefighters/EMTs: Matthew Olson, Jason Galofaro, Suzanne Siewierski, Todd Jakubek, Kristina Ellis, Timothy Gray, Camden Herlihy, Yuris Mangolds, Michael Murphy, Rachel Vroegindewey, Jonathan Beharrell, Steven Walsh, George Taylor, Paul Dudley, Matthew McNulty, Timothy Benoit, Frank Dzerkacz, Paul Armann, Ron Dostie, Richard Falcioni, Cameron Bower, and Jack Stafford
- Call Firefighters: Scott Dwinells, Gregg Silverio, Kevin Benoit, Peter Casello, Matthew Lowe, Ralph Rodriguez, Timothy Landry, Alejandro Cabrera, Ryan Boyd, Abigail Taylor, Bryan Kiley, and Jeffery Hill
- Apprentice Firefighters: Benjamin Glover, Steve Landry, and Eddie Warren
- Emergency Medical Technicians: Mariana Jiminez, and Burak Say
- Per Diem Special Police Officers: William Bosworth, Jon Butler, John T. Connors, John E. Fantasia, Richard D. Manly, Gary P. Murphy, Michael Smith, and Mark H. Trefry
- Public Safety Dispatchers: John E. Fantasia, Dispatch Supervisor; Jon Butler, and Gabriel Lopez
- Per Diem Part-time Dispatcher: Shawn Marques

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

***Board Member Birch-McMichael moved to make the following appointments of individuals in paid positions subject to the term of two years ending on June 30, 2023, as printed:***

- Full-time Police Officers: Michael Sallese, Chief of Police; Darren Thraen, Lieutenant; David Goguen, Patrol Officer Acting Sergeant; Sean Collins, Patrol Officer; Robert Nelson, Patrol Officer; Cassandra Scott, Senior Detective; Christopher Kusz, Patrol Officer/Safety Officer; Luke Dezago, Prosecutor; Brendan Fitzpatrick, Patrol Officer; Brandon Murphy, Patrol Officer; Jacob Champoux, Patrol Officer

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

***Board Member Birch-McMichael moved to make the following appointments of individuals in paid positions subject to the term of three years ending on June 30, 2024, as printed:***

- Complete Streets, Town Board/Department members: John Paul Benoit (Fire), Karen Kelleher (Planning), Kathleen Sferra (Conservation), Lt. Darren Thraen (Police), Brian Hatch (Highway)

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

Arnie Epstein was present via Zoom and would like to maintain his position on Hudson Light & Power.  
Bill Sieller was present via Zoom and would like to continue on the Recreation Commission.

***Board Member Birch-McMichael moved to make the following appointments of committee members, the positions having been duly posted, and for which the applicants have applied, for one-year terms ending on June 30, 2022, as printed:***

- Recreation Commission: Samantha Altieri, Michael Busch, Dan Nicholson, and William Sieller
- Complete Streets Committee: Eve Fischer
- Fence Viewers: Select Board
- Hudson Light & Power Representative: Arnold Epstein
- Montachusett Area Regional Transport (MART): Alyson Toole
- Veterans' Graves Committee: Patricia Bolton, Martha Monroe, and Tom Zavorski

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

Mike Kopczynski would like to continue to be a member of SMAHT. They are in the midst of a few projects, and there is more interest in housing policy than in previous years.

***Board Member Birch-McMichael moved to make the following appointments of committee members, the positions having been duly posted, and for which the applicants have applied, for two-year terms ending on June 30, 2023, as printed:***

- Stow Municipal Affordable Housing Trust: Michael Kopczynski, Quince Papanastassiou, and Laura Spear

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

Kathy Sferra was present and spoke about the distinction between her job as Conservation Director and her appointment as a citizen to the Open Space Committee.

Bob Wilbur was present via Zoom and is enthusiastic about continuing on the Open Space Committee.

Louise Peacock was present via Zoom and explained the history of the funds. She would like to remain as the Trustee of the three funds.

***Board Member Birch-McMichael moved to make the following appointments of committee members, the positions having been duly posted, and for which the applicants have applied, for three-year terms ending on June 30, 2024, as printed:***

- Agricultural Commission: Elena Colman
- Cemetery Trustees: Kenney Banks
- Conservation Commission: Jeffry Saunders
- Historical Commission: Andrew Crosby
- Open Space Committee: Kathleen Sferra, Robert Wilbur
- Trustee of the Randall Relief Fund, the Randall Town Fund, and the Town Farm Fund: Louise Peacock

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

EDIC member Jennifer Gero spoke to the mission of the Economic Development and Industrial Commission in supporting Stow businesses.

***Board Member Birch-McMichael moved to make the following appointment of the committee member, the position having been duly posted, and for which the applicant has applied, for a five-year term ending on June 30, 2026, as printed:***

- Economic Development & Industrial Commission: Kevin Whalen

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

### **Stow Culture Fest - Live Music Performances on July 15, 2021 – Stow Cultural Council**

Cultural Council Chair Mary Louton was present via Zoom to discuss the Stow Culture Fest planned for Pine Bluff Recreation Area. There will be no vendors, no food service, and no alcohol. Participants may bring their own snacks, and food will be “carry in/carry out” per park regulations.

Board Member Salvie asked about trash, and if the Town should provide trash barrels and can we do it without overtime, do we have the physical barrels or do we have to go out and buy them, and what would we do with what could be a significant amount of trash. The Town Administrator said it could be done but the Town would need to purchase trash barrels and the trash would sit out all night. She supports “carry in/carry out.”

After some discussion, the Board supports the “carry in/carry out” trash policy as outlined in the proposal. This will also show if the “carry out” process works successfully.

Board Member Burns expressed his concern that there is no standard to measure this application, and we are doing this case-by-case without a policy. The Board agreed and discussed the need for a policy. All Board members support this event and thanked Ms. Louton for her thorough proposal.

The Fire Department wants to ensure that emergency access to both the beach and the area can be maintained. They need to make sure that the gate area is clear of vehicles and participants, and that the roadway in front of the pavilion is clear of seated participants. Ms. Louton thanked Denise for her support.

*Board Member Frecha moved to approve an event permit for Stow Culture Fest, a live musical performance to be presented at Pine Bluff Recreational Area on July 15, 2021 and sponsored by the Stow Cultural Council. Board Member Burns seconded the motion, and it was approved unanimously.*

### **Board Appointments and Liaison Discussion**

The Board discussed the committees they would like to remain on or be assigned to going forward. Chair Sturgis is to remain as the MAPC alternate with the term expiring in 2023; Board Member Salvie remains on the Local Access Channel Advisory Committee with the term expiring in 2022. The Board is tabling new appointments to the Capital Planning Committee, the Lower Village Revitalization Committee, and the Library Building Committee and will revisit them at a future meeting.

*Chair Sturgis moved to appoint the following Select Board members to the following committees:*

- SMAHT – Cortni Frecha
- Town Hall Restoration Committee – Cortni Frecha
- Complete Streets Committee – James Salvie
- Tri-Town - Megan Birch-McMichael
- MAGIC Representative – Zack Burns

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

### **Strategic Planning Session on July 6, 2021**

The Board discussed the goals for the session, including creating a work plan for the Select Board and for the Town Administrator. They discussed having quarterly work sessions to discuss policies, and the need for a session if something comes up. Each Board Member presented their top three issues, with the appointment process, a strategic decision-making process, and the role of and work plan for the Select Board and Town Administrator being at the top of most lists.

### **Town Administrator's Report**

- The Board of Health is working on the Waste Management (WM) issue with private trash pick-up, but they are limited to only the issuance of a permit to trash haulers. Our District Sanitarian has spoken with WM several times and there is a staffing issue that WM is trying to fix. There is information on the Town's website including a link to report missed service directly to WM. There are 6 other trash haulers permitted in town that residents can contract with.
- The Town buildings will reopen to the public on Tuesday, July 6. The Council on Aging is not ready to reopen with programs yet so please be patient. If you are not vaccinated please wear a mask.
- The Coronavirus state and local recovery funds have come out. She has applied for Federal grant funds and we are earmarked for \$750,000, and that may go up as there may be an additional round of funding. The state has said that towns need to spend the money so it does not get returned and given to another state.
- The Town has received design funding for the Lake Boon dam from the state.
- Other grant opportunities are still pending.
- There are a number of positions open and details are on the Town's website.

## **Meeting Minutes**

Board Member Frecha asked that the Conservation Restriction be more carefully worded to show that it is offering a restriction of building rights and that Ms. Shepherd is not just giving land.

June 8, 2021: *Board Member Frecha moved to accept the meeting minutes of the June 8, 2021 meeting as amended. Board Member Salvie seconded the motion, and it was approved unanimously.*

June 8, 2021 Executive Session: *Board Member Salvie moved to accept and release the meeting minutes of the June 8, 2021 Executive Session as drafted. Board Member Frecha seconded the motion, and it was approved unanimously.*

## **Correspondence**

Board Member Frecha stated that the letters received highlight a need for the Board to discuss how they approach topics, and how the Board communicates with the Town. Board Member Birch-McMichael said that as a policy making Board, it is important that if they are making proclamations that there is a policy in place.

## **Adjournment**

*Board Member Salvie moved to adjourn at 9:09 p.m. Board Member Frecha seconded the motion, and it was approved unanimously.*

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.*