

AGENDA
SELECT BOARD
May 24, 2022
7:00 p.m.
Town Building & Zoom

The public may attend the Select Board meeting in person or may participate via remote Zoom access.

Join Zoom Meeting


<https://us06web.zoom.us/j/87310784202?pwd=UDRhMTh0aXZlakIxWWhVcEIEZUxMQT09>

Meeting ID: 873 1078 4202

Passcode: 022139

1. Welcome to new Board Members
2. Re-organization of the Board
3. Public input
4. Board Members comments
5. Recognition
6. Appointments
7. Town Administrator's Report
8. Discussion and Possible Vote:
 - Annual June 1 Appointments – Inspectors, Building Commissioner, Assistant Facilities Manager/Local Inspector, Forest Warden
 - Library Summer Reading Event, Saturday, June 18, 2022
 - Stow SpringFest, Saturday, June 4, 2022
 - Permit for 2022 Recreation Department Boating Program
 - Annual Town Meeting debrief
9. Meeting minutes
 - May 14, 2022
10. Correspondence
11. Adjournment

Posted Friday, 5/20/2022

 2:40 p.m.

**DISCUSSION &
POSSIBLE VOTE**

Annual June 1 Appointments



Town of Stow **SELECT BOARD**

Stow Town Building
380 Great Road
Stow, Massachusetts 01775
978-897-4515 selectboard@stow-ma.gov Fax 978 897-4534

On the recommendation of Building Commissioner Francis Ramsbottom, these are the annual appointments that expire on June 1, 2022, and will need reappointment for one-year terms ending May 31, 2023:

- Francis Ramsbottom, Building Commissioner
- Douglas Hyde, Local Inspector
- Robert Norton, Wiring Inspector
- Michael Norton, Deputy Wiring Inspector
- Dennis Monteiro, Deputy Wiring Inspector
- Adam Sahlberg, Plumbing & Gas Inspector
- Robert Smith, Deputy Plumbing & Gas Inspector

Also, the annual appointment of the Forest Warden expires on June 1, 2022 and will need reappointment for a one-year term ending May 31, 2023:

- Fire Chief John Paul Benoit, Forest Warden

Library Summer Reading Event

Saturday, June 18th

The event has been shared with appropriate staff
and there are no concerns.

Joyce Sampson

From: Denise Dembkoski
Sent: Tuesday, May 10, 2022 1:51 PM
To: Joyce Sampson
Subject: FW: Summer Reading/Community Event information
Attachments: Summer2022.docx; Sea Shanty.pdf; Summer Reading Community Event _Oceans of Possibility_.pdf

Joyce, please distribute this to departments and ask that they have comments back for the May 24th meeting. And please add to that agenda.

Thanks!

Very truly yours,

Denise

Denise M. Dembkoski
Town Administrator
380 Great Road
Stow, MA 01775
(978) 897-2927

From: Tina McAndrew <tmcandrew@minlib.net>
Sent: Tuesday, May 10, 2022 12:07 PM
To: Denise Dembkoski <townadministrator@stow-ma.gov>
Subject: Summer Reading/Community Event information

Hi Denise,

Please see attached the related materials for the Select Board to approve the Library's Summer Reading Event for Saturday, June 18 from 4:30-6pm.

Included -

- Event questions and answers
- Event description
- Map of Town Center Park and how it will be utilized

If you need any additional information, please let me know.

Tina

--

Tina McAndrew, MLIS, MS

Director

Randall Library

19 Crescent Street

Stow, MA 01775

www.stow-ma.gov/randall-library

- Name, date, time and location of the event
 Community Reading Event – Summer Reading Kick Off
 Saturday, June 18 4:30-6pm
 Town Center Park
- Estimated number of people at the event
 100
- Approval from event location if town property (your reservation confirmation from Laura in Recreation) Email confirmation from the Recreation Department
- Full logistics of the event and a map of the layout, including the following:
 - Parking available at Town Center Park
 - Where will dinner be held? No dinner
 - Vendors? No
 - Entertainment? Sea Shanty –
- Accessibility - all areas must provide access for persons with a disability, to include:
 - Parking handicapped parking is available
 - Food service area in the center of the Park
 - Eating area picnic style
 - Portable toilets will be provided
- Plan for food, including the information you receive from the Board of Health in writing prepackaged ice cream
- Plan for waste disposal
 - Are dumpsters being provided? If so, will they be covered and when will they be placed and removed? no
 - If not, what is the plan for trash? Library staff will bring it to the Library dumpster
- Will entertainment be provided? yes
 - Hours for entertainment? 1 hour, 5-6pm
- Vendors
 - type of vendors N?A
 - are they selling food? N/A
 - will they have tents? N/a
 - Will they be covered under the main liability insurance policy? N/A

Randall 2022 Summer Reading Community Event: Oceans of Possibility

Saturday, June 18th: 4:30pm - 6pm

Activities - 4:30 -6-around the “picnic green.”

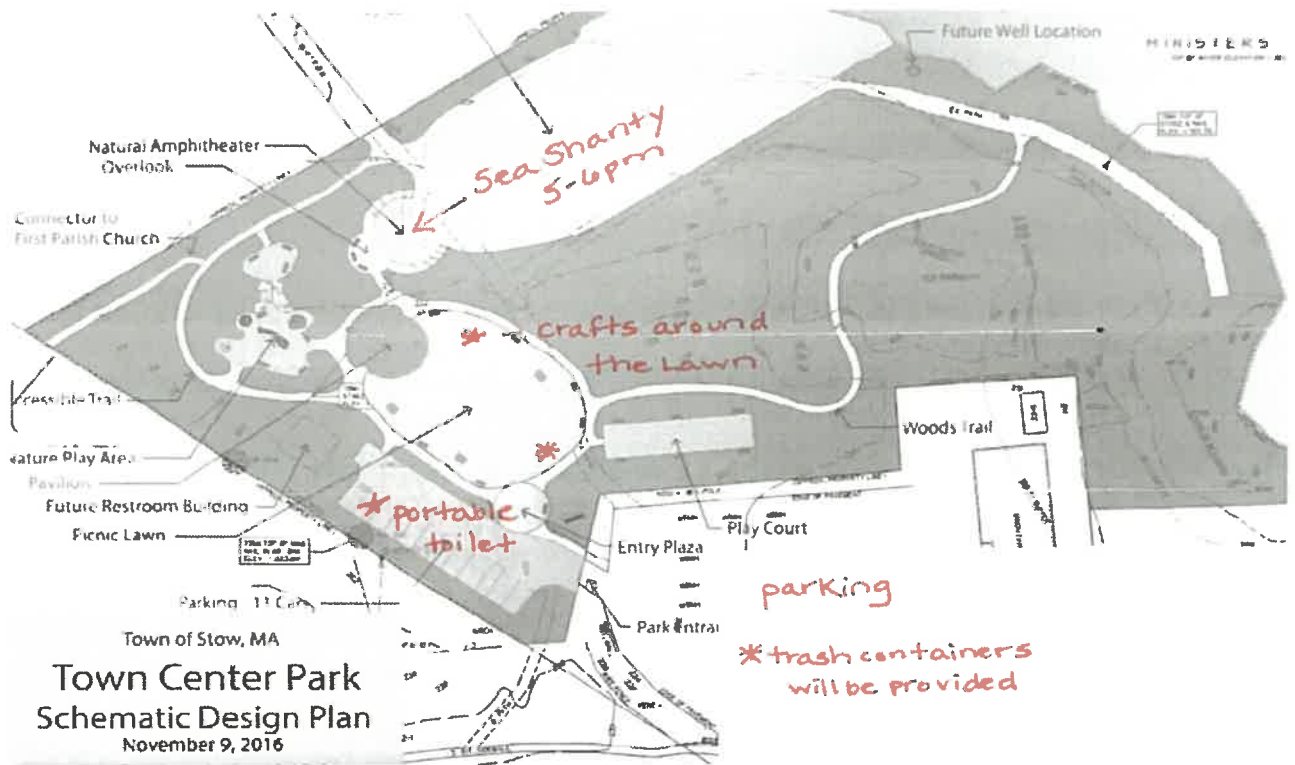
1. Make your own Sea urchin/air plant “jelly fish”
2. Seaweed “worms” (sodium alginate & calcium chloride)
3. Ocean-themed corn hole game
4. Magnetic fishing game
5. Other TBD

Food: attendees are encouraged to bring a picnic
We will provide pre-packaged ice cream treats and seaweed snacks.

Entertainment: 5 - 6 Sea Shanties in the pavilion (Geoff has a battery powered sound system)

Geoff Kaufman is best known for his thirty-five years of performing as a chanteyman at Mystic Seaport, including twenty-five years of being Foreman of Interpretive Music Programs and Director of the Seaport’s annual Sea Music Festival. He also toured extensively with the Seaport’s internationally acclaimed quartet Forebitter. Outside of his MSM affiliation, for forty-five years Geoff has led audiences to find truth, humor, and beauty in folk music, from the decks of Pete Seeger’s Sloop Clearwater in the Hudson River to festivals and coffeehouses all over the United States and Europe.





Stow Springfest

Saturday, June 4th

The event has been shared with the appropriate staff.

From the Fire Chief:

I have reviewed the plans for Springfest submitted by the committee and Chief Sallese. I am requesting that they maintain the emergency access walkway around the back of the school. I also request that there is no parking at the Maintenance garage area for emergency access to the rear of the building as well to the pond.

From the Police Chief:

A Public Safety Plan has been submitted (attached.)

From the Building Inspector:

I have spoken with the planners of Spring Fest, they will be applying for permits for the tent and we have coordinated a time for me to inspect. I have no other concerns.

From the Board of Health:

Permits for the food trucks have not been issued to date. The Lions Club and free concessions have been approved.

Stow Springfest

Saturday, June 4th

Documents pending:

Nashoba Associated Board of Health Permits:

- Sweet Tomatoes
- Cousins Seafood
- Texas Smoke Shack

Building Inspector:

- Notification regarding his inspection

May 15, 2022

Springfest 2022 Planning Document

- **EVENT: Stow Annual Springfest 2022**
 - June 4, 2022, 11 am – 4 pm at Center School
 - No Rain Date, Rain or Shine
- **PARTICIPANTS: Estimated number of people at the event**
 - 1,000
- **USE OF FACILITIES**
 - Approval Documents for Use of School (facilities agreement) School Grounds, Parking Lots, Water for Dunk Tank, Dumpsters, etc. are included
- **LOGISTICS**
 - **SAFETY PLAN BY STOW PD AND SPRINGFEST COMMITTEE (to be submitted)**
 - **MAP OF SITE AND EVENT LOCATIONS INCLUDED**
 - **Parking**
 - Center school Rte 117 lot, old fire station on corner of Crescent and Hartley, Town Hall, West Bound side of Rte. 117 (Stow PD will indicate where parking on 117 is allowed) as approved by Chief of Police and Hartley Road as indicated on safety map. St. Isidore Parish has been notified of the event; they will block entrance for parking as they will need it for 4 pm mass.
 - **FOOD:**
 - Food Trucks will be located at Hartley Road entrance Teacher Parking Lot, Permits will be provided
 - Sweet Tomatoes
 - Cousins Seafood
 - Texas Smoke Shack
 - Stow Lions Club
 - 20'x30' tent with tables and chairs will be set up near basketball court for patrons to sit and eat at. Tent set up will be supervised by licensed contractor, Hyland Custom Finish, to be inspected by the Town Building Inspector on the evening of June 3rd

- FREE CONCESSIONS:
 - Volunteers will serve Popcorn, Snow Cones, and Cotton Candy (supplies rented/purchased through Fun stuff Rentals) Board of Health Permit in process, Food Safe Certified individual will be present to supervise, Details to follow.
- INDOOR VENDORS: will be located in the gym in mapped out spaces, Outdoor Vendors will be located at the back fields in a designated area that will be sectioned off. Outdoor Vendors are allowed to set up Pop Up Canopy Tents (per Building Inspector) within their allotted space -mid fields
 - All Vendors are Required to submit Certificate of Insurance or must submit signed indemnification form, all to be submitted.
- INDOOR STAGE ENTERTAINMENT
 - Mister Vic
 - Stow Minutemen
 - On Your Toes Dancer
 - RMD Dance performance location to be determined on Sunday 5/22 (either indoor stage or outdoors)
- OUTDOOR STAGE ENTERTAINMENT
 - will be on a 12'x12' stage under a 20'x30' tent (tent and stage will be provided by Taylor Rentals and assembled under the supervision of licensed contractor Hyland Custom Finish, to be inspected by Building inspector on evening of 6/3. Tent will be located by basketball court in back field. Stage Line Up includes
 - Platters Singer, Tony Funches
 - Rivers Between (Music Duo)
 - Toddamy (Music Duo)
 - Smith Brothers, local family band
 - RMD Dance Performers if outdoors will perform on ground, not on 12x12 stage
- OTHER OUTDOOR ENTERTAINMENT
 - Animal Craze will provide baby farm animals
 - Bounce Houses/Obstacle Courses/Inflatable Archery Hoverboard – provided by Funstuff Rentals, COI is included

- Dunk Tank – “Dunk a Teacher” for the Stow Food Pantry, provided by Funstuff Rentals, COI is included, permission to use water from school is included in the Facilities Agreement
 - Field Games by volunteers
 - Face Painting and Balloons by Lisa Laconte
- Accessibility - all areas must provide access for persons with a disability, to include:
 - Parking
 - Handicapped spots at Center
 - Food service area
 - Yes
 - Eating area
 - Yes
 - Toilets (no porta pots)
 - Permission to use Center School bathroom facilities is included the Facilities Agreement.
- Plan for waste disposal
 - We will have volunteers emptying trash barrels that will be placed both inside and outside, trash will be placed in the Center School Dumpsters, Permission to use dumpsters is included in the Facilities Agreement.



Town of Stow POLICE DEPARTMENT

305 Great Road
Stow, Massachusetts 01775

(978) 897-4545
FAX (978) 897-3692

Michael Sallese
Chief of Police

STOW POLICE DEPARTMENT OPERATIONAL PLAN 305 GREAT ROAD STOW, MA 01775 978-897-4545

TRAFFIC/SAFETY PLAN

Prepared by Chief Michael Sallese, Chief John Benoit, Building Commissioner Frank Ramsbottom,
Highway Superintendent Steve Nadeau, Springfest Committee Members Jacquelyn Spataro
and Sherry Jusseaume

Town of Stow Springfest

June 4, 2022

11am to 4pm

Center School 403 Great Road

The Town of Stow is hosting the annual Springfest, which has not been held in 2 years. Springfest is open and invites all residents and guest of Stow to come together to enjoy numerous events, food and vendors and bring our community closer together. This event is hosted by the Town and is intended to bring all together to experience the meaning of what it is to live in Stow.

Participants:

-The goal for the event is to attract approximately 1,000 people rotating throughout the Springfest during the open hours. The Springfest Committee plans on having many volunteers on site to assist with this event.

Pre-Event Permits Obtained by the Springfest Committee:

-Building Permits if required for the tents
-Food Permit if required from Board of Health
-Event Permit from the Town
-Event Managers/Committee member will obtain crowd management certification through the Department of Fire Services.

Pre-Event Insurance:

-As required by the Town if any

Pre-Event Department Meetings:

-Springfest committee will meet with Public Safety Coordinators prior to event to address concerns by each department, such departments shall include but are not limited to:

- Fire Department
- Board of Health
- Building Department
- Police Department

Details:

-One Detail Officers are required for this event paid by the Police Chief.

-Detail 1

-9 am to 5pm

-9am to 11am assist directing vendors into Center School and back field

-11am to 4pm, assist traffic and parking in the front of the school

-On-duty Patrol Officers will monitor the area for any traffic issues and relay information to the Detail officer who if needed to will notify volunteers/coordinator

Event Day Parking/Road Closures/Traffic Flow:

-Road Closures

- No Road Closures are required for this event

-However, Center School staff lot off Hartley Road will be closed for food trucks

-Parent drop off lane off Hartley Road will be closed for public safety access/display

-Highway Dept to drop off Two Road Closed barricades on Friday both at the driveway entrance to Center off Hartley on the grass corner.

-No vendors or displays will be allowed on the road around the back of center for emergency access

-No Parking Signs will be posted by Stow Police on Friday Evening

-Signs will be placed on the eastbound side of Great Road from Center Place to Packard Road

-Signs will be placed westbound just west of the second exit to St. Isidores to Packard

-Signs will be placed on Center Place

-Parking Areas

-Public Areas

-Front of Center School (added handicap signs by Stow PD)

-Hale School

-Hartley Road west side along new pavement

-Common Road

-Old Fire Station front and back

-Town Building Lot

-St. Isidores (overflow only and not advertised)

-Additional Handicap spaces will be posted at Center by Stow PD

Entrance/Admission:

- Entrance for Springfest will be in throughout the property at Center
 - West side driveway to access rear field
 - Main entrance to access inside events in center school
 - East Driveway off Hartley to access displays and events
 - East Main entrance to access inside events in center school
 - Doors open to the public
 - Main entrance
 - East Entrance
 - rear exit to field

Food:

- Most food will be provided by Food trucks or other vendors
- Parking for Food trucks will be in Center School Staff Parking Lot
- Location of Food Trucks to be recommended by the Fire Department
- Vendors responsible for security of their transactions
 - Stow Police will NOT be providing money drop security
- Each food vendor and Springfest Committee will adhere to the rules and regulations under Massachusetts Law, Town of Stow, and the Stow Board of Health.

Music/Noise Control:

- Location of Bands/Music will be in occurrence with Fire Department recommendations

- All bands/music will keep music to a reasonable level

- If complaints are made to the Police Department, Dispatch will advise the Detail Officer of the complaint. Detail Officer will make the reasonable judgment if the music/noise is too loud. If the Detail Officer determines the music is unreasonable the Officer will inform the coordinator who will have the music turned down.

- All music should be completed by the end of the event/or shortly there after.

Crowd Control:

- All organizers, must be certified as Crowd Mangers
<https://www.mass.gov/service-details/crowd-managers>

- All entrances/exits to buildings/tents as per the recommendations of the Stow Fire Department and Stow Building Department

- Any use of fencing to contain an area will be under the recommendations of the Stow Fire and Building Departments

- Any use of a tent will be under the recommendations of the Stow Fire and Building Departments and if so proper permits will be applied for prior to the event starting.

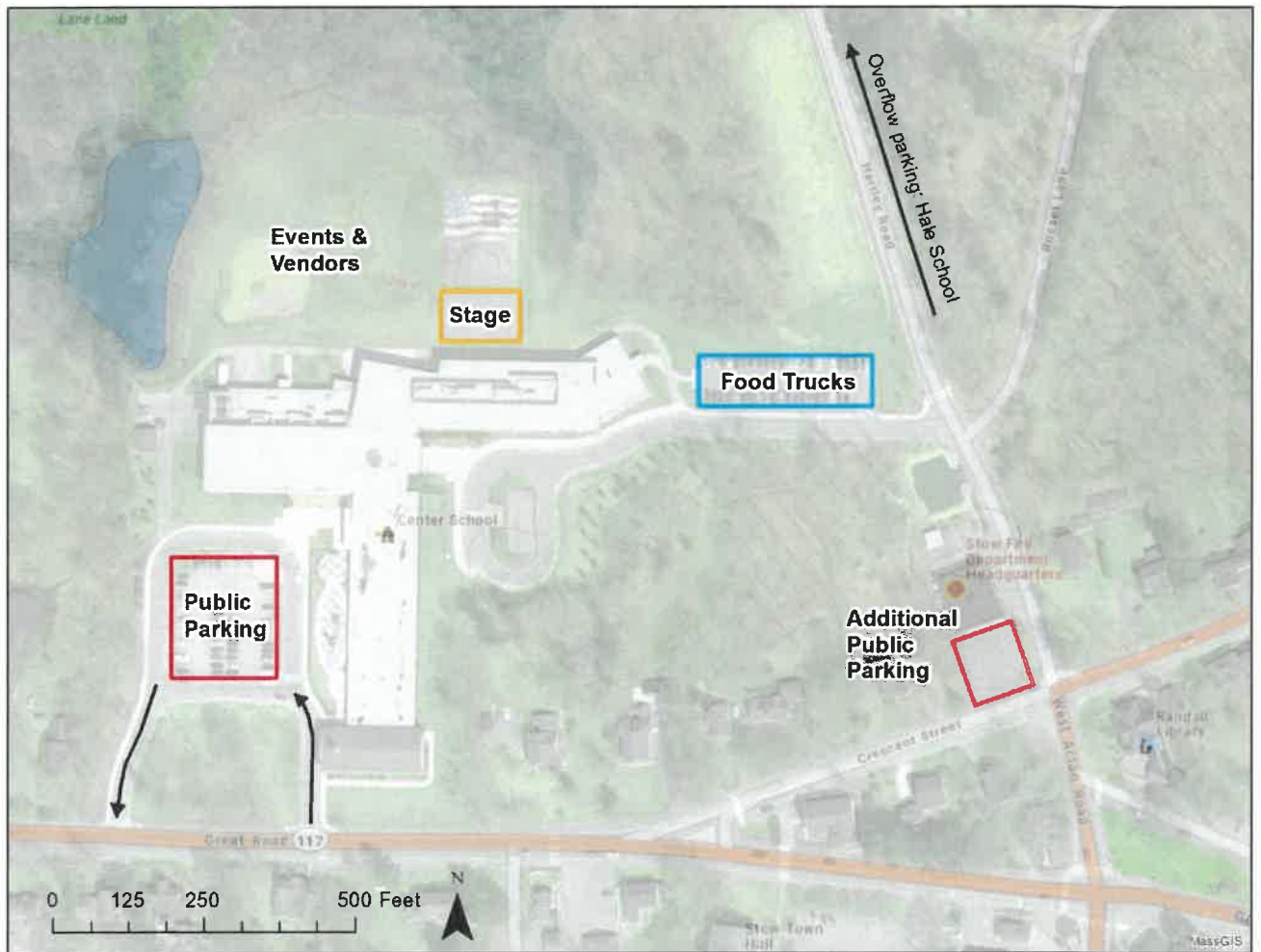
- All Volunteers will be reminded to dial 911 in any emergency

Notifications:

One week prior, one day, and the morning of the event, Stow Police Department will Facebook, Twitter, and Instagram the event with potential traffic delays to public.

Contacts:

Name	Cell Phone	Email	Notes
Jackie Spataro	617-616-8366	kanejs@gmail.com	
Sherry Jusseaume	617-918-3743	sherryjusseaume@gmail.com	
Carole Ann Baer	508-498-5095	caroleannbaer@gmail.com	
Maura Hyland	508-494-3997	Maura50@verizon.net	





Bball field
Bounce House

Relay of Races in back of field

↑ playground + Bball court

▶ United

Bounce house

vendors

Bounce House

Bounce House

20 x 30 Tent
Tables and chairs

20 x 30 Tent
Seating
Band

Food Truck
in Teacher's Lot

vendors

walkway

Ticket Sales

Bball court
Blow-up Archery
Dunk Tank

concessions

Door

Center School

inside vendors

Inside Entertainment
Stage

Touch a Track in Loop

Handicap and Guest Parking at front of School



From: Nashoba Regional School District
 50 Mechanic Street
 Bolton, MA 01740

Facilities Agreement
 Last Edited: 5/11/22 at 1:49pm

Permit # 2203-0083

Contact/Billing Person: Sherry Jusseaume
 Address: 1 Windmill Hill Rd, Stow, MA 01775
 Office Phone: (617) 918-3743 Email: sjusseaume@nrsd.net

EVENT NAME: Town of Stow Springfest
To: Town of Stow Springfest Committee
 388 Great Road
 Stow, MA 01775

Date/Time	Location/Activity/Detail	Units	Rate	Subtotal
Sat 6/4/2022	Center - C 130 Main Lobby			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - C 143 Kitchen			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - C 146 Cafeteria			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - C 148 Gym			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - Large Baseball Field			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - Outside Basketball Court			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - Playground			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - Soccer Field			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - Softball Field			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00
Sat 6/4/2022	Center - Staff Parking Lot			
10:00am - 3:00pm	Town of Stow Springfest	5.00	\$ 0.00	\$ 0.00

Summary Facilities Rental: \$ 0.00
 Other Needs: \$ 0.00
 Extra Charges: \$ 0.00

Estimated Total Charges: \$ 0.00
Balance Due: \$ 0.00
Total Amount Paid: \$ 0.00
Remaining Balance Due: \$ 0.00

Set-Up Notes:

06/04/22:

Will need use of the school early Saturday morning at 7:00 AM for set inside and outside of the school. There is a possibility we may need access Friday evening as well. Still in the early stages of planning at this time.

Other Conditions:

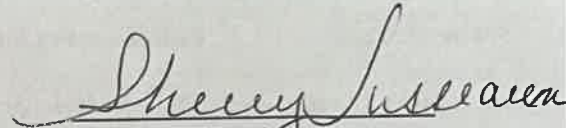
USE OF WATER = APPROVED
USE OF DUMPSTERS FOR TRASH REMOVAL = APPROVED
WE WILL HAVE STAFF ON SITE TO ASSIST WITH ANY NEEDS THAT MAY ARISE.

The undersigned is the <Not set> of Town of Stow Springfest Committee , the organization requesting use of the Nashoba Regional School District facilities as noted in this contract. I have the authority to legally bind this organization and hereby obligate the organization to provide liability insurance coverage in the amount of at least \$500,000 and to indemnify the school district and hold it harmless from any liability arising from our use of the school district property. Our organization will be responsible for any and all damages to the school district property arising from our use. The organization has familiarized itself with the Facilities Use Policy of the District and agrees to comply with all conditions of that policy. The organization accepts that the school district may have to preempt our scheduled use of district facilities in which case we understand the district will give as much advance notice as possible and that any money we have paid for use of the facilities will be refunded.



Signature
Pamela Silvester
Nashoba Regional School District

Attachments:


Signature
Sherry Jusseume
Town of Stow Springfest Committee

Joyce Sampson

From: Sherry Jusseaume <sherryjusseaume@gmail.com>
Sent: Wednesday, May 18, 2022 11:45 AM
To: Joyce Sampson
Cc: Maura Hyland; CaroleAnn Baer; Jacquelyn K. Spataro
Subject: ServeSafe for Springfest

Hi Joyce,
Dewi Rosdiana will be working during Springfest. Her ServeSafe Cert is attached.
Thank you!

ServSafe
National Restaurant Association

ServSafe® CERTIFICATION

DEWI ROSDIANA

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)—Conference for Food Protection (CFP).

18293329

CERTIFICATE NUMBER

5440

EXAM FORM NUMBER

8/26/2019

DATE OF EXAMINATION

8/26/2024

DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.



#0655

A handwritten signature in blue ink that reads "Sherman L. Brown".

Sherman Brown
Executive Vice President, National Restaurant Association Solutions





Commonwealth of Massachusetts

Nashoba Health District



Temporary Permit
Fee: \$0.00

Board of Health of Stow

PERMIT TO OPERATE A FOOD SERVICE ESTABLISHMENT

In accordance with regulations promulgated under authority of Chapter 94, Section 305A and Chapter 111, Section 5 of the General Laws, a permit is hereby granted to:

Stow Lions Club, Center School, June 4, 2022

Applicant : Stow Lions Club
PO Box 5
Stow MA 01775-

Date: May 19, 2022

Expiration Date: June 04, 2022

hamburger, hot dogs, french fries

Board of Health of Stow

Agent for the Board of Health
Sanitation Officer, Nashoba Associated Boards of Health

NON-TRANSFERABLE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5-13-22

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Specialty Insurance, LTD. P.O. Box 16901 West Haven, CT 06516	CONTACT NAME: Thomas Plouffe PHONE (A/C, No, Ext): 203-931-7095 E-MAIL ADDRESS: Certificates@specialtyinsuranceltd.com	FAX (A/C, No): 203-931-0682
	INSURER(S) AFFORDING COVERAGE	
INSURED Funstuf Rentals, LLC and Funstuf Party Place, LLC PO Box 229 Lunenburg, MA 01462	INSURER A : Admiral Insurance Company	NAIC # 24856
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

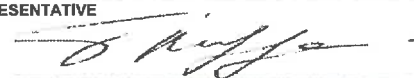
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSD	WVD					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		CA00041307-02	3/26/22	3/26/23	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is added as an additional insured but only with respects to the operations of the named insured during the policy period.

Event date: June 4, 2022

CERTIFICATE HOLDER Town of Stow 380 Great Road Stow, MA 01775	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services
Office of the State Fire Marshal



Certificate of Completion

This certifies that

Evans-Barr, Carol Ann

Successfully completed the Crowd Manager Training Program
In accordance with 527-CMR 1.00:20.1.5.6 - Designation of a Crowd Manager

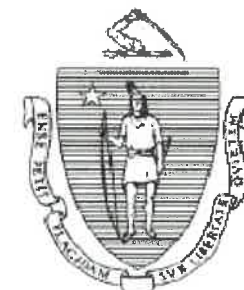
Date issued: May 11, 2022

Expires: May 11, 2023
Certificate #: O2j7RThNcBYF8Hc

Peter Ostroskey
State Fire Marshal



Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services
Office of the State Fire Marshal



Certificate of Completion

This certifies that

Hyland Maura

Successfully completed the Crowd Manager Training Program
In accordance with 527 CMR 1.00:20.1.5.6 - Designation of a Crowd Manager

Date issued: May 15, 2022

Expires: May 15, 2025
Certificate #: J5S9FIXx8JT2tFG

Peter Ostroskey

State Fire Marshal



Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services
Office of the State Fire Marshal



Certificate of Completion

This certifies that

Jusseume Sherry

Successfully completed the Crowd Manager Training Program

In accordance with 527 CMR 1.00:20.1.5.6 - Designation of a Crowd Manager

Date issued: May 13, 2022

Expires: May 13, 2025

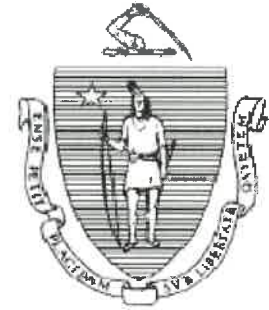
Certificate #: 030JPM8Qd3yHLBM

Peter Ostroskey

State Fire Marshal



Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services
Office of the State Fire Marshal



Certificate of Completion

This certifies that

Spataro Jacquelyn

Successfully completed the Crowd Manager Training Program

In accordance with 527 CMR 1.00:20.1.5.6 - Designation of a Crowd Manager

Date issued: May 11, 2022

Expires: May 11, 2025

Certificate #: C0XjY4Ha78J5b8V

Peter Ostroskey

State Fire Marshal

Permit for the
Recreation Department Boating
Program

Joyce Sampson

From: kris krablin <kriskrablin@gmail.com>
Sent: Wednesday, May 18, 2022 1:41 PM
To: selectboard; Laura Greenough
Cc: Dan Barstow; Conray Wharff
Subject: LBC Recommends Select Board Approval of Stow Recreation Commission's Boat Rental Program at Pine Bluff
Attachments: Letter to Lake Boon Commission 2022.doc

The LBC met with Laura Grenough, and in our meeting last night we unanimously approved a motion to recommend that the Stow Select Board support her request to allow boat rentals again this summer (2022).

Please advise if there are any questions or issues.

Kind Regards,

Kris Krablin
LBC Commissioner/Chairperson

----- Forwarded message -----

From: Laura Greenough <recreation@stow-ma.gov>
Date: Tue, Mar 29, 2022 at 2:35 PM
Subject: Pine Bluff Boat Rentals
To: kris krablin <kriskrablin@gmail.com>

Hi Kris

I am attaching my annual letter of request to the Lake Boon Commission. This is to allow us to rent boats at Pine Bluff. Please let me know if you have any questions about the letter and if you need further information from me.

Thank you,

Laura Greenough

Stow Recreation Director

509 Great Rd Stow, Ma 01775



Town of Stow
RECREATION COMMISSION
380 Great Road
Stow, Massachusetts 01775-112
(978) 461-1411
FAX (978) 897-4534

March 29, 2022

Kris Krablin
LBC Chairman
Town of Stow
380 Great Road
Stow, MA 01775

Dear Kris,

I'm writing a letter requesting what I would like to do at Pine Bluff Beach Area relating to our boating program.

1. Continue our Camp Stow boating program, which includes kayaking and canoeing.
2. Continue our boat rental program that currently runs when Camp Stow is not using the boats and the beach is open. This would include renting kayaks, canoes and paddleboards.

We currently have 5 canoes and 6 kayaks. With the growth of our summer camp program, I would like the LBC to consider the following.

1. Allow the Recreation Department to purchase and use 2 stand up paddle boards. These would be used during our camp program and for rent when not in use by our Lifeguards or camp program. We have made this request in the past and have not had the funds to make this purchase. We are hoping to make this purchase this year and have the available on weekends for rental.

In addition, this summer we will have access to the safety boat, formally known as the police boat. This will allow us to monitor and react quickly if an emergency occurs.

The Stow Recreation Commission would again like to thank you for taking the time to consider our request. Please don't hesitate to contact me if you have any questions.

Regards,

Laura Greenough
Recreation Director

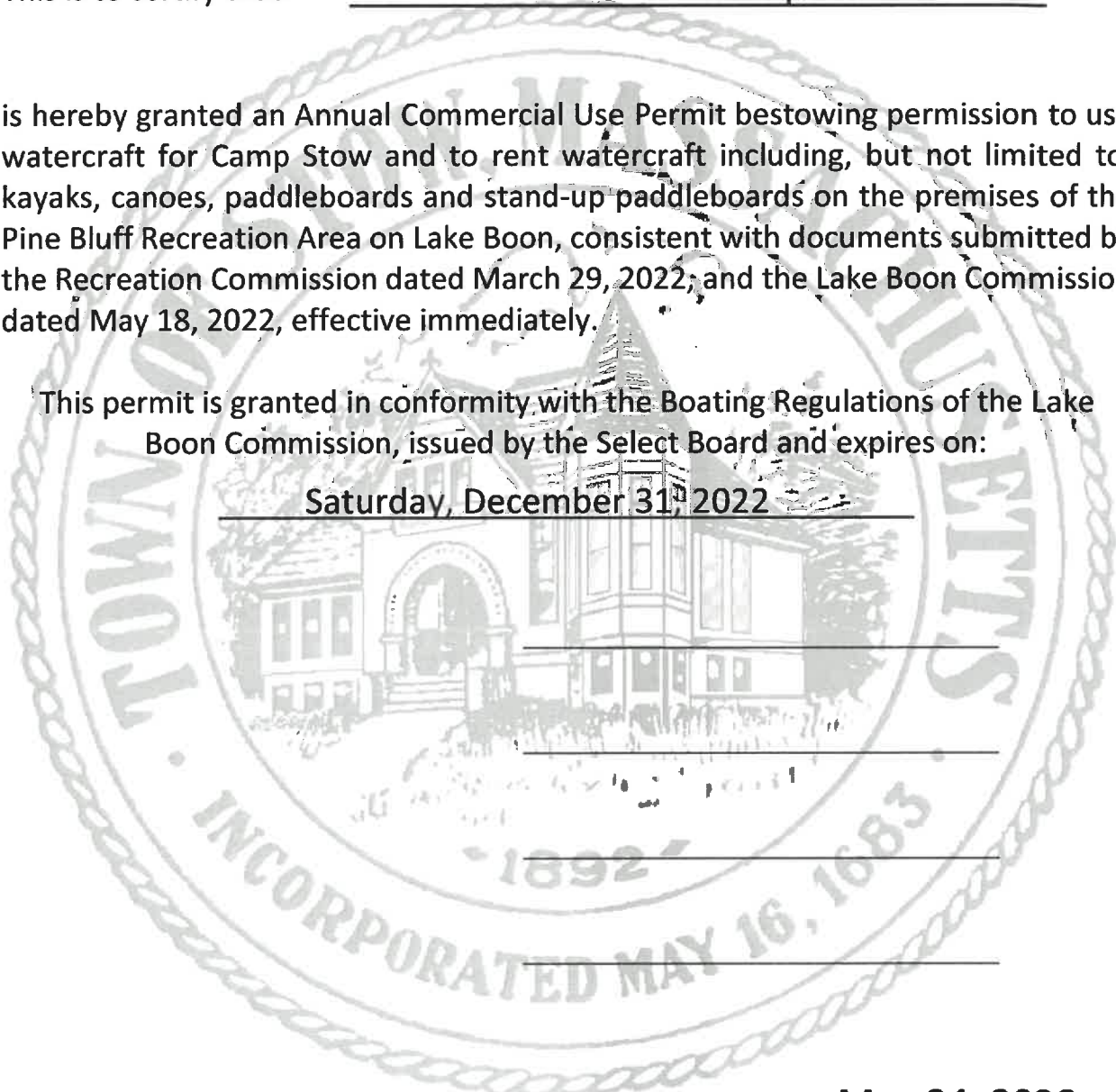
Town of Stow, Massachusetts

This is to certify that: Stow Recreation Department

is hereby granted an Annual Commercial Use Permit bestowing permission to use watercraft for Camp Stow and to rent watercraft including, but not limited to, kayaks, canoes, paddleboards and stand-up paddleboards on the premises of the Pine Bluff Recreation Area on Lake Boon, consistent with documents submitted by the Recreation Commission dated March 29, 2022, and the Lake Boon Commission dated May 18, 2022, effective immediately.

This permit is granted in conformity with the Boating Regulations of the Lake Boon Commission, issued by the Select Board and expires on:

Saturday, December 31, 2022



May 24, 2022

Annual Town Meeting Debrief

MINUTES

Select Board Meeting Minutes
Tuesday, May 10, 2022
Stow Town Building & Zoom

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

Chair Sturgis called the meeting to order at 7 p.m. Chair Sturgis advised everyone that Stow TV is recording this meeting. Anyone speaking during Public Input should state their name and address, and limit comments to two minutes or less.

Public Input:

Brian Burke, 125 Birch Hill Road, lauded the Select Board for adopting a civility Code of Conduct.

Alex Riker, 24 Asa Whitcomb Way, congratulated the Board on the Masters Academy agreement being signed tonight, saying it is a huge step forward for the Town.

Ann Needle, the Stow Independent, asked about a Public Notice regarding PFAS levels at the Bose property and asked who does the remediation.

Board Member Comments:

Chair Sturgis made the following announcements:

- Town Meeting is this Saturday, May 14th at 9 a.m. at the Hale School.
- The Town Election is Saturday, May 21st from 10 a.m. to 4 p.m. at Center School.
- SpringFest will be Saturday, June 4th at Center School.

Board member Frecha spoke with the Animal Control Officer (ACO) about the inquiry to the Select Board regarding the dead Canada geese in the river. The ACO said there are no cases of avian flu in geese or birds in Stow or in the region, and that any number of things could have happened to cause this incident. The case was referred to the MA Division of Fisheries and Wildlife.

Recognition

Board member Birch-McMichael acknowledged Jim Salvie's 12 years on the Select Board. He is not running for re-election and is running for the open position of Town Moderator. She recalled how they met on the Lower Village Revitalization Subcommittee, and has valued the time they have spent together on boards, working together with differences of opinion towards a common solution.

Chair Sturgis mentioned some of Salvie's accomplishments since 2010, with three years as Chair of the Board, including the transitions to new police and fire chiefs and the hiring of the new Town Administrator. She said that his leadership during some "dark days" of the Town showed a rare dignity and honesty.

Board member Frecha said she really enjoyed being on the Board with him, and appreciated his kindness and guidance when he mentored her as a newly elected Board member. She thanked him for his service over the years and said she will continue to respect and look up to him as a person who has wise things to say in a deliberate and considerate fashion.

Board member Salvie said it was a great 12 years. He added that it is so easy to get involved in town government, and he encouraged people to give it a shot. He said our biggest jewel in Town is our Town employees; he is grateful for them and for (Town Administrator) Denise, calling her hiring one of the best decisions he has participated in.

Recognition for Eagle Scouts

The Board acknowledged and praised the service of Christian Eld, Matthew Ervin, and Liam Hall, who have all achieved the rank of Eagle Scout.

Board member Salvie moved to recognize Boy Scouts Christian Eld, Matthew Ervin, and Liam Hall for achieving the rank of Eagle Scout, and to sign the letters and proclamations that will be presented at their recognition ceremonies on Sunday, May 15 and Saturday, May 21, 2022. Board member Frecha seconded the motion and it passed unanimously.

Appointment – Ryan Boyd to Call Fire Lieutenant

Fire Chief JP Benoit said there were four candidates. Mr. Boyd is a former police officer and started with the Stow Fire Department in 2019 as a Call Firefighter. He will be a great asset to the department and the community. Mr. Boyd was present with his wife and three daughters and thanked the Board.

Board member Salvie moved that the Select Board appoint Ryan Boyd to the position of Call Fire Lieutenant through June 30, 2022, and subject to reappointment thereafter. Board member Frecha seconded the motion and it passed unanimously.

Town Administrator (TA) Report

- Stow's Covid case count is at 30, which is a 6.25% positivity rate.
- The TA acknowledged recent work by employees, including police prosecutor Luke Dezago, Detective Fitzpatrick, and Officer Champoux for their professionalism during recent calls. The TA recognized Kathy Sferra (Conservation Director) for her work on the MVP grant application; many folks contributed and if we receive the \$1 million grant it will solely be because of her efforts. She thanked Assistant TA Dolores Hamilton for putting on a fantastic health fair, which had all our vendors and provided wellness opportunities. She thanked Geoff Beharrell and Doug Hyde in the Facilities Department and the COA staff for their help with set-up and support. She thanked the Highway staff for beautifying the outside of our buildings, and for the work they did with volunteer Aparra Borrowes here at Town Building.
- To clarify a statement that was in last week's Independent, if the Library renovation project article does not pass at Town Meeting, the question will still be on the ballot at the Town Election and the votes *will* count; please go out and vote as every vote does count.
- The highway and police departments have been receiving feedback on the recent traffic safety measures put in place to calm traffic speeds. The Traffic Safety Advisory Committee will address concerns and continue to find ways to try and mitigate some of the speed concerns.
- There have been questions about the Library renovation project and the TA has added a Q&A on the Town's website and Facebook page, and it will be in the newspaper this week. If the project passes, the TA will be asking the Board to expand the building committee in order to be more

inclusive with the process, by adding folks who are concerned with the project and allowing them to be part of the solution. There will also be plenty of opportunities for public feedback.

Chair Sturgis added a thank you to the Council On Aging, and in particular Gigi Lengieza and Director Alyson Toole, for their amazing work during Covid and their service to the senior citizens. She seconded the praise mentioned for the staff, and added praise for the Town Administrator.

Member Salvie spoke as a driver and a cyclist about the traffic delineators, and said it is difficult to come up with an infrastructure solution to something that is fundamentally a behavior problem.

Road Management Plan

Highway Superintendent Steve Nadeau presented his Pavement Management Program plan.

A Town-wide inventory of roadway and condition attributes has been conducted. Our estimated average daily traffic (ADT) seems to be back to pre-pandemic traffic. The Town has 60 miles of roads; 55 are public ways supported by Chapter 90 state funds and 5 are private ways supported by Town funding only. Mr. Nadeau reviewed the distress types, roadway surface ratings, how roadways are selected for repair, and repair treatment options and their costs per mile. The target is fixing 10 road miles per year.

Mr. Nadeau reviewed the 5-year paving plan which began in October 2019. Chapter 90 funds have not increased significantly over the past 11 years. Costs have been increasing and contractors are asking for more money via escalation clauses and fuel surcharges.

Mr. Nadeau will be working with an outside firm in July that will provide equipment to collect data via cameras and radar which will profile the roads and map them via computer. He will use this annually for a few years at a cost of \$5,600 per year, then do this bi-annually. This will help with record-keeping and with creating a plan for the roads.

SMAHT Red Acre Road Community Preservation Article

Mike Kopczynski, Chair of SMAHT (Stow Municipal Affordable Housing Trust), was present via Zoom.

Member Birch-McMichael had a procedural concern about the Board having received the SMAHT presentation slides directly from the Chair and they were not part of the correspondence or in the packet, so the public has not seen the slides. The meeting proceeded without the slide presentation.

Member Salvie asked if Town Meeting approves the \$1 million will SMAHT be using a competitive RFP (Request for Proposals) bid process to find a developer. Mr. Kopczynski said SMAHT does not want to be the developer and they will put out an RFP; most likely it will be a non-profit developer building the six units of housing.

Member Birch-McMichael wanted clarification that the units will be ownership units, not rentals. Mr. Kopczynski said to be financially viable they have to be larger for-sale units, and when the units are sold they will get money back.

Masters Academy, Inc. Development Agreement

In response to a comment at the beginning of the meeting, the Town Administrator said there are three wells on the property and one has parts per trillion slightly over the threshold. Anyone who purchases the property will have to deal with PFAS and it would be decided within the terms of

negotiation. It has been an ongoing topic of discussion between the seller and the buyer. It is not the responsibility of the Town.

Board member Salvie moved that the Select Board approve and sign the development agreement for The Masters Academy Inc., pending non-substantive changes. Board member Frecha seconded the motion and it passed unanimously.

2022 Annual Town Meeting Discussion and Article Votes

Town Moderator David Walrath was present via Zoom. Town Clerk Linda Hathaway was present.

Article 42. Stow Municipal Affordable Trust, Red Acre Road Community Housing

Board member Salvie moved that the Board recommend that Town Meeting support Article 42. Board member Frecha seconded the motion and it passed unanimously.

Article 43. Funding Support for Stow Town Hall Restoration

The Town Administrator said that the Community Preservation Committee voted last night to rescind Article 43 at Town Meeting, meaning they will request to table the article and will withdraw the Town Hall Restoration Project article.

Article 44. Renovations to the Randall Library

Member Salvie said the Town will not get this opportunity again with the Library renovation. Board members agreed that the current building is not safe and there is no dedicated space for the staff.

The Board decided to make further recommendations on Article 42 and Article 44 at Town Meeting.

The Board decided to support the salary portion of the TA's budget at Town Meeting if necessary.

Article 41. National Guard/Reserve Tax Relief

This is not a new exemption; the state law requires the town to re-vote it every two years. In 2020, this article passed 79-5 at Town Meeting. The Board will not make a recommendation on this article as it is not new and is simply accepting a state statute.

The Board strongly recommends that attendees wear a mask indoors. Information about the logistics and the presentations for Town Meeting are on the Town's website.

Meeting Minutes

Board member Salvie moved to approve the 6 p.m. special open session minutes for April 26, 2022 as written. Board member Frecha seconded the motion and it passed unanimously.

Board member Salvie moved to approve the regular open session minutes of the April 26, 2022 meeting as written. Board member Frecha seconded the motion and it passed unanimously.

Correspondence – No comments.

Adjournment

At 9:13 p.m. Board member Salvie moved to adjourn. Board member Frecha seconded the motion and it passed 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.