

AGENDA
SELECT BOARD
May 14, 2024
7:00 p.m.
Town Building & Zoom

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

Join Zoom Meeting

<https://us06web.zoom.us/j/84431870752?pwd=M1RDcnFaU2ZUMEhtQkRxUW41WUI4Zz09>

Meeting ID: 844 3187 0752

Passcode: 25964081

1. Public Comment
2. Board Member Comments
3. Town Administrator's Report
4. Discussion and Possible Vote
 - Acceptance of Deed from Woodhead Family Realty Trust to Stow Conservation Commission
 - Certificate of Appreciation for Margaret Katranides and Daniel Woodhead
 - Chad Clark, Roselli, Clark & Associates to present the FY23 Financial Audit and Findings
 - Green Advisory Committee Updates, Arnie Epstein
 - Climate Leader presentation
 - Accept the donation of a tree from Jeff Hall of Storybook Tree Services.
 - Sapling Copper Beech Tree was planted at Stow Center Park on Arbor Day
 - Disposition of Surplus Goods
 - Trimble 31356-20 GPS Pathfinder
 - Ratification of the 2024-2027 Stow Police Local 206 Collective Bargaining Agreement
 - Town Meeting Recap
 - Fiscal Year 2024 – Year End Transfers
5. Meeting minutes
 - April 23, 2024
6. Board Correspondence & Updates
7. Adjournment

Correspondence received:

5/1/24 Minuteman High School Appropriation of Excess and Deficiency Funds

5/1/24 Alcoholic Beverages Control Commission (ABCC) Advisories:

Amendments to Add Outdoor Alcoholic Beverage Table Service Areas

On-Premises Licensees Permanently Selling Mixed Drinks for Off-Premises Consumption

5/1/24 from Matthew Forrestall; Clarification on general bylaw

5/4/24 from Janina Fenigsen-Zieba; feedback on opting out of Vote by Mail

Posted Friday, 5/10/2024
8:15 a.m.

DISCUSSION & POSSIBLE VOTE

Acceptance of Deed from
Woodhead Family Realty Trust to
Stow Conservation Commission

QUITCLAIM DEED

Locus: Boxboro Road, Stow, Middlesex County, Massachusetts

Margaret W. Katranides and Daniel R. Woodhead, Trustees of the Woodhead Family Realty Trust, under Declaration of Trust dated July 1, 1988, and recorded with the Middlesex South District Registry of Deeds in Book 20158, Page 415, with an address of 4900 41st Street NW, Washington, DC 20016, for consideration paid of One Dollar (\$1.00), hereby grants and conveys to the **Town of Stow**, a Massachusetts municipal corporation, acting by and through its Conservation Commission, in accordance with G.L. c. 40, §8C, for open space and passive recreation purposes, having an address of 380 Great Road, Stow, Massachusetts 01775,

With QUITCLAIM COVENANTS,

A certain parcel of land with any improvements thereon situated off Boxboro Road, in Stow, Middlesex County, Massachusetts, shown as Lot A3, containing 7.37 acres, more or less (the "Property"), on a plan of land entitled "Plan of Land on Boxboro Road Stow, Massachusetts," dated April 10, 2024, prepared by Foresite Engineering, recorded with the Middlesex South District Registry of Deeds as Plan ____ of 2024 (the "Plan").

Together with the right and easement to travel to and from Boxboro Road, by foot and motorized vehicle, upon the "gravel drive" located on other property of the Grantor, shown as Lot A2 on the Plan.

Grantor, as the owner of Lot A2 shown on the Plan, being the remainder of the land benefitted by certain rights set forth in a deed from the Grantor to the Town of Stow, dated as of May 21, 1999, recorded with the Middlesex South District Registry of Deeds in 30240, Page 371 (see Exhibit A), hereby releases any and all remaining right, title and interest unto the Town of Stow set forth in Exhibit A of said deed, including, but not limited to: (i) an access easement for agricultural management purposes, to pass and re-pass by foot and motorized means over a "10' Wide Use Easement"; (ii) a utility and access easement over a "10' Wide Utility Easement" and "Pump House"; (iii) a right and easement to draw water from the Pump House and a "Fire Pond" for agricultural, non-commercial purposes; and (iv) an easement for the purpose of trapping beaver.

This conveyance is made subject to a temporary easement, personal to Bruce D. Trefry, said easement to terminate upon the earlier to occur of: (i) five (5) years from the date of recording of this Deed; and (ii) the date on which Bruce Trefry no longer has a legal or beneficial interest in the property located at 306 Boxboro Road, Stow, Massachusetts, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 79802, Page 390, said easement being for the following purposes:

- (a) To harvest dead or storm damaged trees, to process and store firewood for personal use, not to exceed what has been historically harvested from and/or stored on the Property;
- (b) To maintain, utilize and access the shelter in its present location, as shown on the Plan;
- (c) To maintain, but not expand, the existing privacy screen at the Property; and
- (d) To access the Property from Boxboro Road, via foot or motorized vehicle, using existing paths and/or roads whenever possible.

Upon termination of the easement to Bruce Trefry, the easement holder shall disassemble the shelter and the privacy screen, remove any and all materials from the Property, and properly dispose thereof.

Meaning and intending to convey a portion of the premises conveyed to Grantor from Wilfrid R. Woodhead and Jean H. Woodhead by deed dated July 1, 1988 and recorded with the Middlesex South District Registry of Deeds in Book 20158, Page 421.

Grantor recites compliance with the provisions of G.L. c. 7C, §38 and G.L. c. 59, §72A.

No deed stamps are due pursuant to G.L. c. 64D, §1.

The Town of Stow's Acceptance of Deed is attached hereto and incorporated herein.

[Signature Page Follows]

Witness my hand and seal this 23rd day of April, 2024.

WOODHEAD FAMILY REALTY TRUST



Margaret W. Katranides, Trustee

Daniel R. Woodhead, Trustee

COMMONWEALTH OF MASSACHUSETTS

_____, ss.

On this 23rd day of April, 2024, before me, the undersigned notary public, personally appeared Margaret W. Katranides, Trustee of Woodhead Family Realty Trust, who proved to me through satisfactory evidence of identification, which was Massachusetts driver license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose as Trustee for and on behalf of the Woodhead Family Realty Trust.



Notary Public
My Commission Expires: _____

COMMONWEALTH OF MASSACHUSETTS

_____, ss.

On this _____ day of _____, 2024, before me, the undersigned notary public, personally appeared Daniel R. Woodhead, Trustee of Woodhead Family Realty Trust, who proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Trustee for and on behalf of the Woodhead Family Realty Trust.

Notary Public
My Commission Expires: _____

Witness my hand and seal this 30th day of April, 2024.

WOODHEAD FAMILY REALTY TRUST

Margaret W. Katranides, Trustee

Daniel R. Woodhead
Daniel R. Woodhead, Trustee

COMMONWEALTH OF MASSACHUSETTS

_____, ss.

On this _____ day of _____, 2024, before me, the undersigned notary public, personally appeared Margaret W. Katranides, Trustee of Woodhead Family Realty Trust, who proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose as Trustee for and on behalf of the Woodhead Family Realty Trust.

Notary Public
My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

District of Columbia ss.

On this 30th day of April, 2024, before me, the undersigned notary public, personally appeared Daniel R. Woodhead, Trustee of Woodhead Family Realty Trust, who proved to me through satisfactory evidence of identification, which was D.C. drivers license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Trustee for and on behalf of the Woodhead Family Realty Trust.

Cara L. Acosta

Notary Public
My Commission Expires:



Cara L. Acosta
Notary Public, District of Columbia
My Commission Expires 1/1/2026

ACCEPTANCE BY CONSERVATION COMMISSION

On this ____ day of _____, 2024, the Town of Stow, acting by and through its Conservation Commission pursuant to the provisions of G.L. c. 40, §8C, hereby accepts the care, custody, management and control of property located off Boxboro Road, Stow, for open space and passive recreation purposes.

TOWN OF STOW,
By its Conservation Commission

Matthew Styckiewicz, Chair

Holly Clack, Vice Chair

Ingeborg Hegemann Clark, Member

Serena Furman, Member

Stephanie Lynch, Member

Liza Mattison, Member

Jeff Saunders, Member

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this ____ day of _____, 2024, before me, the undersigned Notary Public, personally appeared _____, member of the Stow Conservation Commission who proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose as member of the Conservation Commission of the Town of Stow.

Notary Public
My Commission Expires:

APPROVAL OF STOW SELECT BOARD

On this ____ day of _____, 2024, the Town of Stow, acting by and through its Select Board, hereby approves the acceptance, pursuant to G.L. c. 40, §8C, by the Stow Conservation Commission of property located off Boxboro Road, Stow, for open space and passive recreation purposes.

TOWN OF STOW,
By its Select Board

Cortni Frecha, Chair

Megan Birch-McMichael, Clerk

Ingeborg Hegemann Clark, Member

Hector Constantzos, Member

John Toole, Member

COMMONWEALTH OF MASSACHUSETTS

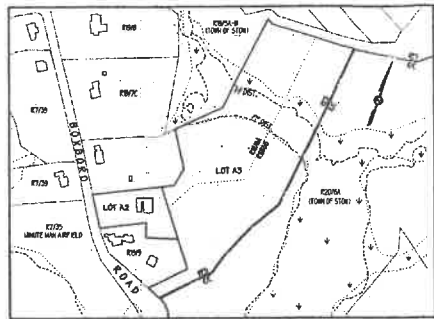
Middlesex, ss.

On this ____ day of _____, 2024, before me, the undersigned Notary Public, personally appeared _____, member of the Stow Select Board, who proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose as member of the Select Board of the Town of Stow.

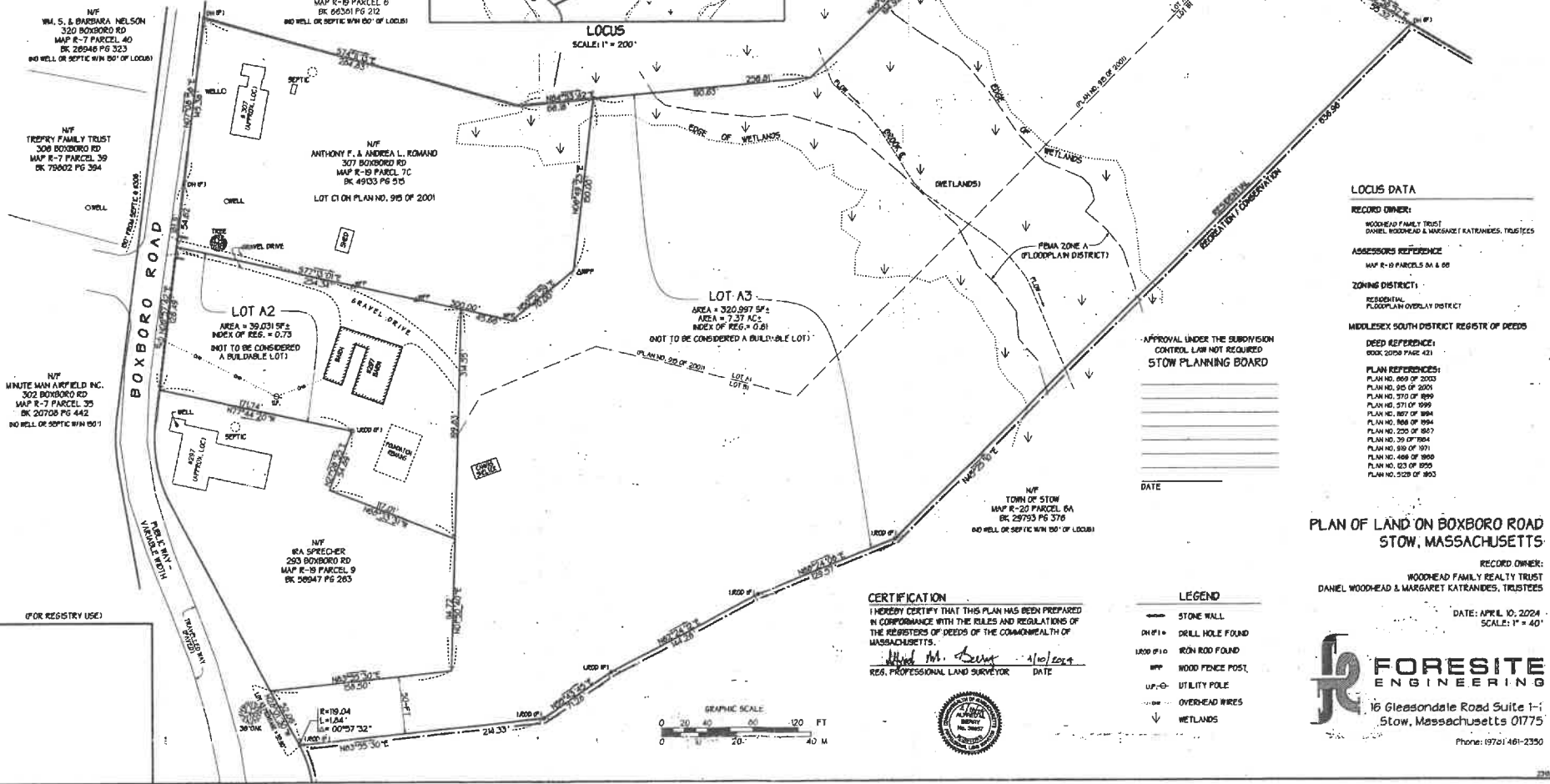
Notary Public
My Commission Expires:

NOTES

1. THIS PLAN IS THE RESULT OF AN ON THE GROUND SURVEY CONDUCTED IN MARCH AND APRIL OF 2024.
2. THIS PLAN IS MEANT AND INTENDED TO SUPERSEDE ALL PLANS WHICH PREDATE THIS ENCLOSURE.
3. NO DISCREPANCIES OF THE STOW ZONING BOARD OF APPEALS WERE FOUND ON FILE WITH THE TOWN CLOCK FOR THE LOCUS TRACT.
4. ANY FURTHER DEVELOPMENT OR DIVISION OF LAND WHICH WILL RESULT IN THE CREATION OF A TOTAL OF SIX OR MORE DWELLING UNITS ON THE PROPERTY SHOWN ON THIS PLAN SHALL REQUIRE A SPECIAL PERMIT FROM THE PLANNING BOARD IN ACCORDANCE WITH SECTION D.2 OF THE STOW ZONING PLAN (LOCAL ORDINANCE).
5. THE LAND OUTSIDE OF THE LOCUS TRACT OF THIS PLAN SHALL NOT BE CONSIDERED AS PART OF THIS ENCLOSURE.
6. PLANNING BOARD DETERMINATION OF THIS PLAN INDICATES ONLY THAT THE PLAN IS NOT A SUBDIVISION PURSUANT TO THE DEFINITION CONTAINED IN MAPL. CHAP. 80C.1A. AND DOES NOT INDICATE THAT THE LOTS SHOWN ARE BULLETABLE, OR THAT THE LOTS SHOWN COMPLY WITH THE STOW ZONING REGULATIONS AND REGULATIONS GOVERNING PROTECTION FOR DISPERSED, WETLANDS PROTECTION OR THE SPECIAL PLANNING DISTRICTS OF THE TOWN OF STOW.
7. FEMA ZONE A (100-YR FLOOD ZONE / STOW FLOODPLAIN OVERLAY DISTRICT) FROM MAP 616.
8. THIS PLAN IS A DIVISION OF LOT A1 AND LOT B1 SHOWN ON PLAN OF LAND IN STOW MA PREPARED BY ZANCA LAND SURVEYORS INC. RECORDED AT MIDDLESEX SOUTH DISTRICT REGISTER OF DEEDS AS PLAN NO. 93 OF 2001. LOT A2 AND LOT A3 SHOWN HEREON ARE A PORTION OF PARCELS NO. 2 AND 3 AS DESCRIBED IN DEED RECORDED AT MIDDLESEX SOUTH DISTRICT REGISTER OF DEEDS IN BOOK 2024 PAGE 416.



LOCUS
SCALE: 1" = 200'



LOCUS DATA

RECORD OWNER:
WOODHEAD FAMILY TRUST
DANIEL WOODHEAD & MARGARET KATRANDES, TRUSTEES

ASSESSORS REFERENCE:
MAP R-10 PARCELS 5A & 6B

ZONING DISTRICT:
RESIDENTIAL FLOODPLAIN OVERLAY DISTRICT

MIDDLESEX SOUTH DISTRICT REGISTER OF DEEDS

DEED REFERENCE:
BOOK 2024 PAGE 421

PLAN REFERENCES:
PLAN NO. 869 OF 2003
PLAN NO. 905 OF 2005
PLAN NO. 370 OF 899
PLAN NO. 571 OF 899
PLAN NO. 887 OF 894
PLAN NO. 888 OF 894
PLAN NO. 225 OF 887
PLAN NO. 26 OF 884
PLAN NO. 819 OF 971
PLAN NO. 488 OF 880
PLAN NO. 521 OF 899
PLAN NO. 522 OF 893

APPROVAL UNDER THE SUBDIVISION CONTROL LAW NOT REQUIRED
STOW PLANNING BOARD

DATE _____

CERTIFICATION
I HEREBY CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMANCE WITH THE RULES AND REGULATIONS OF THE REGISTERERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

Walter M. Seng 4/10/2024
REG. PROFESSIONAL LAND SURVEYOR DATE



- LEGEND**
- STONE WALL
 - DN #10 DRILL HOLE FOUND
 - LN #10 IRON ROD FOUND
 - WPF WOOD FENCE POST
 - UP-6 UTILITY POLE
 - OVERHEAD WIRES
 - W WETLANDS

**PLAN OF LAND ON BOXBORO ROAD
STOW, MASSACHUSETTS**

RECORD OWNER:
WOODHEAD FAMILY REALTY TRUST
DANIEL WOODHEAD & MARGARET KATRANDES, TRUSTEES

DATE: APRIL 10, 2024
SCALE: 1" = 40'



FORESITE ENGINEERING

16 Gleasondale Road Suite 1-1
Stow, Massachusetts 01775

Phone: 978-1461-2350

(FOR REGISTRY USE)

Certificate of Appreciation for
Margaret Katranides
and Daniel Woodhead

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF STOW**

A Certificate of Appreciation to Margaret Katranides and Dan Woodhead

On this 14th day of May 2024, the Stow Select Board hereby expresses its sincere appreciation to Margaret Katranides and Dan Woodhead, Trustees of the Woodhead Family Realty Trust, for their extraordinarily generous donation of 7.37 acres of beautiful woodlands, open meadows, and wetlands on Boxboro Road to the Stow Conservation Commission to be added to the abutting Flagg Hill Conservation Area. Their donation is in memory of their brother, Bill Woodhead, who tirelessly advocated for the permanent protection of this land for its scenic beauty and wildlife habitat, and for the people of Stow to enjoy as open space forever.

On behalf of all of Stow's inhabitants, present and future, human and wild, the Stow Select Board thanks you and all of the members of your family who share in your legacy of stewardship.

Cortni Frecha

Megan Birch McMichael

Ingeborg Hegemann Clark

John "J.T." Toole

Hector Constantzos

Chad Clark

Roselli, Clark & Associates
to present FY23 Financial Audit
and Findings

Arnie Epstein

Green Advisory Committee
Updates and Climate Leader
Presentation

Green Communities Climate Leaders program

Arnie Epstein
Green Advisory Committee
May 14, 2024

1

1

Climate Leaders program

- New program and designation being established this year by the state's Green Communities division.
- Encourages decarbonization of municipal buildings and vehicles.
- Climate Leader designation
 - Added benefits
 - Added requirements – beyond those of the Green Community designation.
- The Stow Green Advisory Committee is promoting the Climate Leaders designation for Stow
 - Recommending the Stow schools be included.

2

2

Stow Green Community History

- Stow designated a Green Community in 2015.
 - At that time, Bolton was not a Green Community.
 - As a result, Stow schools were not included in the municipal baseline.
- Since designation as a Green Community.
 - Retrofit of three municipal buildings to heat pumps with support from Green Communities grants.
 - Police, Town Building, Highway Department Office.
 - Awarded \$500,000 Green Communities Building Decarbonization grant in January to support renovation of Randall library.

3

3

Benefits of Climate Leader Designation

Access to additional resources and funding

Include capacity-building and non-capital intensive projects on existing Competitive Grant application

- Encourages continued focus on efficiency
- Encourages “best practice” implementation
- Simpler application/evaluation process

Create a Climate Leader “accelerator” grant focusing on:

- Building decarbonization
- On-site solar + storage
- Geothermal technologies

Slide 9, Climate Leaders Roadmap Assistance presentation: [PowerPoint Presentation \(mass.gov\)](#)

4

4

Requirements for Climate Leaders Designation

Requirement	Status
Be a Green Community in good standing	Done
Have a local body that advises the municipality on clean energy/climate initiatives	Done
Adopt the Specialized Opt-in building code	Done
Commit to eliminate on-site fossil fuel use by 2050 for municipal buildings	Adoption required
Adopt the Zero-Emission-First Vehicle first policy	Adoption required
Create a municipal decarbonization roadmap	<ul style="list-style-type: none"> • Decarbonization roadmap creation • Adoption required

5

5

Zero-Emissions-First Vehicle Policy

- Hierarchy for municipal vehicle acquisition
 1. Electric Vehicles
 2. Plug-in Hybrids
 3. Hybrids
 4. Fuel efficient gas/diesel vehicle
- Exemptions
 - Heavy-duty vehicles
 - Fire and Highway Department vehicles
 - Not commercially available or fit for use
 - Ambulance, Police cruisers
 - Exemptions may change over time.

6

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Decarbonization Roadmap

- High level plan to eliminate use of onsite fossil fuels in municipal buildings by 2050.
 - “Zero Over Time” approach using triggering events.
 - For example, end of life of HVAC equipment.
- Awarded Green Communities Technical Assistance grant
 - Support development of decarbonization roadmap.

7

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Adding Stow Schools

- Schools become eligible for Climate Leaders funding.
- Stow schools must adopt Zero-Emissions-First vehicle policy
 - Does not include school buses
- Stow schools must adopt Decarbonization Roadmap
 - Support from Green Communities technical assistance grant expected.
- NRSD administration and facilities support Climate Leaders program and inclusion of Stow schools.
- School committee support also needed.
 - Will consider this fall.

8

8

Potential Timeline

- Initial round of applications for Climate Leaders designation due by July 25
 - Potential target if schools not included.
- Second round of applications due by 12/31.
 - Target including Stow schools

Date	Activity
spring through summer	Create Decarbonization Roadmap
fall	Select Board and NRSD adopt Decarbonization Roadmap
fall	Select Board and NRSD adopts Zero-Emissions-First Vehicle policy
fall	Select Board commits to eliminate on-site fossil fuel use in municipal buildings by 2050.
By December	Submit Climate Leaders application including Stow Schools

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For More Information on Climate Leaders

<https://www.mass.gov/info-details/climate-leader-communities>

10

10

Accept Donation of a Tree from
Jeff Hall of Storybrook Tree
Services

Denise Demboski

From: bruceefletcher@verizon.net
Sent: Monday, April 22, 2024 11:29 PM
To: Denise Demboski
Subject: Arbor Day Tree donation

Hello Denise,

As he did last year, Jeff Hall of Storybook Tree Services, has offered to donate another tree to the Town of Stow, on Arbor Day, this coming Friday. As an arborist, he is doing this in keeping with the mission of the ~~Arbor Day Foundation~~. He will plant a sapling copper beech tree that he has grown himself. *Massachusetts Arborists Association (MIA)*

Replacement of a tree that has died, near the entrance to the Stow Center Park, has been chosen as an appropriate location. As Tree Warden, I will be there on Friday to accept the donation on behalf of the Town, remove the dead tree, and help Jeff plant the new one.

Regards,

Bruce

Disposition of Surplus Goods

Trimble 31356-20 GPS Pathfinder

April 9, 2024

Town of Stow, Disposition of Surplus Goods & Equipment, Valued Under \$10,000.

Dear Stow Select Board,

We have a Trimble 31356-20 GPS Pathfinder that the Stow Assessors Department have deemed surplus, as they no longer need it. It has a value of under \$10,000, so following Massachusetts General Law 30B and the Town of Stow Disposition Policy, adopted 10/27/2020.

The Trimble 31356-20 have been offered to all Town of Stow Department heads, communicated through an email dated 4/9/2024 and attached here, and left open for inquiries till 4/17/2024 with no other department responding to the need for them.

Please deem this as surplus so we can place it on Muncibids to get the best price for them under Chapter 30B, section 15(b).

Muncibids placement will be by my designate, Geoff Beharrell for offering/sale/sign a Non-Collusion Form, with payments made to Town of Stow, then processed through the Treasurer's Office for deposit.

I authorize Geoff Beharrell as my designate to prepare, execute this project and report updates as needed.

Re: Surplus Trimble GPS 31356-20 offered

Geoff Beharrell <pompocustodian@stow-ma.gov>

Tue 4/9/2024 12:31 PM

To: Department Heads <DeptHeads@stow-ma.gov>

Cc: Geoff Beharrell <pompocustodian@stow-ma.gov>

Folks,

I have a surplus Trimble 31356-20 GPS Pathfinder unit that the Assessors Office no long needs, so per Chapter 30B, section 15(b) and the Town of Stow Disposition Policy dated 10/27/2020, this is a communication to all Department heads to see if anyone in town might be able to use this unit before placing it on Municibids for auction.

Please contact me before 4/17/2024.

Thank you,

Geoff

**Ratification of the 2024-2027
Stow Police Local 206 Collective
Bargaining Agreement**

Town Meeting Recap

Fiscal Year 2024 Year End Transfers

FY24 GENERAL FUND Year-End Transfers

TRANSFER FROM:

Administration

Asst TA Wages
0100-10-129-50-51140 (\$2,200)

Police

Police Wages
0100-20-210-50-51200 (\$119,600)

Highway

Highway Secretary
0100-40-420-50-51140 (\$10,000)

TOTAL (\$131,800)

By a Vote of the Finance Committee at a meeting held on May 14, 2024 the transfers listed on this page were approved.

Chair, Stow Finance Committee

TRANSFER TO:

Administration

Administrative Assistant
0100-10-122-50-51100 \$2,200

Police

Officer Overtime
0100-20-210-50-51220 \$100,000

Other Wages
0100-20-210-50-51225 \$3,600

Other Expenses
0100-20-210-60-67800 \$6,115

Clothing Allowance
0100-20-210-60-65800 \$1,200

Equipment
0100-20-210-60-68500 \$5,128

Office Supplies
0100-20-210-60-64220 \$500

Building Maintenance
0100-20-210-60-62420 \$2,057

Membership and Dues
0100-20-210-60-67300 \$1,000

Highway

Stipends
0100-40-420-50-51210 \$2,500

Cemetery

Department Wages
0100-40-491-50-51200 \$3,000

Membership and Dues
0100-40-491-60-67300 \$100

Library

Supplies - Building
0100-60-610-60-64220 \$50

Supplies Office
0100-60-610-60-64220 \$350

Library Materials
0100-60-610-60-66850 \$700

Miscellaneous

Telephone
0100-90-919-60-63420 \$3,300

TOTAL \$131,800

By a Vote of the Select Board at a meeting held on May 14, 2024 the transfers listed on this page were approved.

Chair, Stow Select Board

MINUTES

Select Board Meeting Minutes
Tuesday, April 23, 2024
Stow Town Building & Zoom

Present in the Warren Room: Cortni Frecha, Megan Birch-McMichael, Ingeborg Hegemann Clark, Hector Constantzos, John “JT” Toole, Town Administrator Denise Dembkoski, and Asst. Town Administrator Erin Mulcahy.

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

Public Comment - none

Board Member Comments

Mr. Constantzos acknowledged that this is Ramadan Month for those who follow the Islam faith. Mr. Constantzos wished a Happy Passover to all who celebrate.

Recognition

Eagle Scouts – Maxwell Valentino and Ronan Wheeler

The Board reviewed certificates of achievement and letters of congratulation for Eagle Scouts Maxwell Valentino and Ronan Wheeler.

Ms. Birch-McMichael will present the certificate and letter to Maxwell Valentino at his Court of Honor on Sunday, April 28. Mr. Valentino’s project, completed in the fall of 2023, was to build a footbridge in the Marble Hill Conservation Area.

Ms. Birch-McMichael moved to recognize Boy Scout Maxwell Valentino for achieving the rank of Eagle Scout, and to sign the letter and proclamation for his Court of Honor.

Mr. Constantzos seconded the motion and it passed unanimously.

Ms. Birch-McMichael and Mr. Toole hope to attend Ronan Wheeler’s Court of Honor on Saturday, May 11, but it depends upon the conclusion of the Annual Town Meeting. Mr. Wheeler’s project, completed in May of 2023, was to build a boardwalk on the Red Trail in Stow Town Forest.

Ms. Birch-McMichael moved to recognize Boy Scout Ronan Wheeler for achieving the rank of Eagle Scout, and to sign the letter and proclamation for his Court of Honor.

Mr. Constantzos seconded the motion and it passed unanimously.

Police Department – Incident on April 5, 2024

Chief Sallèse has written letters of commendation regarding the April 5, 2024 incident for:

Lt. Kellie Barhight, Sgt. Cassandra Scott, Sgt. David Goguen, Det. Christopher Kusz, Det. John Fantasia, Officer Jon Butler, Officer Jeffrey Beckwith, Dispatch Supervisor Gabriel Lopez, Dispatcher Alex Beauchesne, Dispatcher Laurel Brazao, and Intern Olivia Kephart.

Chief Sallese wanted the Board and those members of the Police Department to know how proud he is of them, stating that their actions and teamwork during this difficult situation involving a loss of life, which extended into the weekend and is still ongoing, were amazing and professional.

Appointments

Police Department – Olivia Kephart to the position of Patrol Officer

Chief Sallese introduced Olivia Kephart, who is in the police program at Fitchburg State University and has been a police intern here for the past six months. Upon graduation from FSU, she will attend a condensed version of the police academy. Ms. Kephart said she is excited for the opportunity.

Ms. Birch-McMichael moved to appoint Olivia Kephart to the position of Patrol Officer for the Stow Police Department through June 30, 2025, pending satisfactory completion of the prerequisite physical and mental exams and a background check.

Mr. Constantzos seconded the motion and it passed unanimously.

Fire Department – Apprentice Call Firefighters

Fire Chief JP Benoit said there were 10 applicants and after an orientation and interviews there are four being presented for appointment. Once appointed, they will go through the department's 10+ weeks of in-house training. Ms. Olejarz is also in the process of becoming an EMT. Appointments are through August, and upon successful completion of training Chief Benoit will recommend them to become Call Firefighters.

Ms. Birch-McMichael moved to appoint Bhaird Campbell to the position of Apprentice Call Firefighter for the Stow Fire Department through August 31, 2024.

Mr. Constantzos seconded the motion and it passed unanimously.

Ms. Birch-McMichael moved to appoint Connor Caveney to the position of Apprentice Call Firefighter for the Stow Fire Department through August 31, 2024.

Mr. Constantzos seconded the motion and it passed unanimously.

Ms. Birch-McMichael moved to appoint Cara Olejarz to the position of Apprentice Call Firefighter for the Stow Fire Department through August 31, 2024.

Mr. Constantzos seconded the motion and it passed unanimously.

Ms. Birch-McMichael moved to appoint Brett Lifner to the position of Apprentice Call Firefighter for the Stow Fire Department through August 31, 2024.

Mr. Constantzos seconded the motion and it passed unanimously.

Fire Department – Jose Gomez to the position of Call Firefighter/EMT

Chief Benoit said that Jose Gomez is a resident of Stow and is a career firefighter in Framingham.

Ms. Birch-McMichael moved to appoint Jose Gomez to the position of Call Firefighter/EMT for the Stow Fire Department through June 30, 2025.

Mr. Constantzos seconded the motion and it passed unanimously.

Town Administrator's Report – Highlights included:

- Due to low ridership, on Friday, May 3 the MART shuttle to and from the South Acton train station and the fixed shopping routes will be discontinued. Beginning Monday, May 6 there will be a new service for a nominal fee which requires a reservation made one weekday before. This is for destinations of the rider's choice within 20 miles. The service is offered from 5:30a to 10:30p.
- The Annual Town Meeting is Saturday, May 11 beginning at 9a at The Center School. Food and drink are allowed at this location.
- Early in person voting for the Town election is Monday, May 13 from 9a-3p, and Tuesday, May 14 and Wednesday, May 15 from 9a-7p in the Whitney Room on the first floor of Town Building.
- The Lake Boon Dam Project is in the state permitting stage. It could take several months to complete, and if approval is received by the fall, work should start in early spring.
- Fun fact: Globe magazine ranked the 36 top spots to live west of Boston. Stow is ranked #1 for homes valued between \$750,000 and \$1M. The article stated that houses in Stow fit a rural feel with mostly single-family homes on larger lots. Country charm can be had for a lower price than in nearby towns such as Sudbury and Concord. Bolton was second and Natick was third in this category.

Special Event Permit – 9/11 Heroes Run at the American Heritage Museum

Kerri Lannan, Event Manager, was present via Zoom.

Ms. Lannan said this will be the second year that the 9/11 Heroes Run will be held in Stow. Ms. Lannan gave an overview of the non-profit Travis Manion Foundation (TMF). 1stLt Travis Manion, USMC, was fatally wounded on April 29, 2007 in Iraq. His family created the TMF to continue his legacy of duty and service to his country, and his "If not me, then who?" ethos. Among its projects, the TMF hosts retreats for current military, veteran, and Gold Star families, provides education sessions for students, and conducts community service projects.

Ms. Birch-McMichael moved to grant a permit to the Travis Manion Foundation for the TMF 9/11 Heroes Run on Saturday, September 7, 2024 from 9:30 AM until 11:30 AM at the American Heritage Museum, provided the organizers contact the Fire Department with a detail request in advance of the event date and all requirements are met.

Mr. Constantzos seconded the motion and it passed unanimously.

2024 Annual Town Meeting Warrant

Ms. Dembkoski reviewed the changes that have been made to the draft of the warrant. It was suggested that Mr. Toole recuse himself from the discussion on the budget. Although they did not formally vote to support any of the articles, the Board will make a statement on Town Meeting floor regarding article 4, the General Budget for Fiscal Year 2025:

"The Select Board is impressed with the collaboration of the departments with the Town Administrator and the Town Administrator's guidance in developing this budget."

Mr. Toole recused himself from the vote on the Annual Town Meeting Warrant.

Ms. Birch-McMichael moved to approve the 2024 Annual Town Meeting Warrant as presented at this meeting.

Mr. Constantzos seconded the motion and it passed unanimously 4-0.

Layout of Joanne Drive as a Public Way

The Planning Board voted to recommend the Select Board lay out Joanne Drive as a public way and made some recommendations regarding the street acceptance. Ms. Dembkoski noted that this is not a town-initiated action; the developer requested this acceptance and therefore has incentive to get the items addressed.

Ms. Birch-McMichael moved that the Select Board of the Town of Stow, pursuant to G.L. c. 82, §§21-24, votes to approve the laying out of Joanne Drive as a public way as shown on the plan presented at this meeting. The boundaries of the layout of Joanne Drive are shown on a plan entitled “Definitive Subdivision Plan, Joanne Drive, A Planned Conservation Development, Stow, Massachusetts,” dated August 4, 2017, prepared by Stamski and McNary, Inc., and recorded with the Middlesex South District Registry of Deeds as Plan 195 of 2020, which plan was referred to the Planning Board and which plan is hereby adopted as a part of this Order, and all land lying within the layout of Joanne Drive is hereby laid out as a public way.

Further, Ms. Birch-McMichael moved that the aforementioned plan be forwarded to the Town Clerk for filing and the foregoing layout be reported to the Town for acceptance at Town Meeting, provided that:

- *the Tree Warden review the health of the street trees, including shrubs installed in lieu of tree plantings and recommend any needed replacement;*
- *All catch basins shall be cleaned out by the Applicant prior to the May 2024 Town Meeting;*
- *the Applicant should provide confirmation from the Treasurer that any property taxes owed to the Town have been paid;*
- *and the Highway, Police, and Fire Departments should be asked for any comments related to the proposed acceptance of Joanne Drive.*

Mr. Constantzos seconded the motion.

Discussion ensued about an amendment to the Order of Layout that the Board is to sign. The last sentence was amended to add “based on the motion of the April 23, 2024 meeting.”

The motion passed unanimously.

Meeting Minutes

Ms. Birch-McMichael moved to accept the meeting minutes of the April 9, 2024 meeting as drafted.

Mr. Constantzos seconded the motion and it passed unanimously.

Board Correspondence & Updates

Mr. Constantzos said that the public outreach deadline for the Comprehensive Plan has been extended to May 20, which allows for an additional two weeks to receive feedback.

Adjournment

At 8:08 p.m. Ms. Birch-McMichael moved to adjourn. Mr. Constantzos seconded the motion and it passed unanimously.

Respectfully submitted,

Joyce Sampson, Executive Assistant

Documents used: *Documents can be found in the Select Board Office in the meeting folder.*