

Town of Stow

Massachusetts



2018 Annual Report

Stow Town Forest: 1968-2018 The Birth of Stow's Conservation Movement

What was Stow like 50 years ago? In the mid-1960s, Lyndon Johnson was President, and the Beatles were taking America by storm. Route 495, known at the time as “the “Outer Circumferential Highway,” was under construction, and the section through Bolton had just opened. The Mass Pike was finally being extended from Route 128 into downtown Boston.

Stow's population was 3,100 and growing, nearly doubling from 1950. The median family income was less than \$7,000 and the average per pupil education cost was \$685. A new fire station was being built at the corner of Hartley Road, and the Hale Jr. High School was also under construction. There was no Harvard Acres, no Town Building, and no “protected open space” as we know them today. However, the federal Wilderness Act had just been signed, considered one of America's greatest conservation achievements, and the importance of open space protection was coming to the forefront – with Stow helping lead the way regionally.

During this time Stow had just completed a Natural Resource Inventory and was embarking on its first Master Plan. The Inventory, the first of its kind in Massachusetts, was hailed by conservationists across the region, winning a statewide award. It also provided inspiration for a Town initiative with great foresight, to protect “one of the most promising multiple use open space areas in Stow,” a large tract of land along Elizabeth Brook and the Assabet River that was owned by the Estate of C.D. Fletcher.



First known map of Fletcher Woods Acquisition Area of Interest

A dedicated group of residents, led by Conservation Commission Chairman Dick Corzine, and other



Members of the Conservation Commission and others conduct a site visit to Fletcher Woods to consider the acquisition. Among those pictured are: Alvin Fletcher, Bernard Fletcher, Douglas Trefry, John Paakki, Bill Shick, Ray Holland, Arthur Trefry, Robert Connington, Arthur Whelden, and Aubyn Freed.

members of the Conservation Commission at the time, took the helm to protect this land, known as Fletcher Woods, for the benefit of Stow's residents. In 1966, the Town negotiated an option from the heirs of C.D. Fletcher to buy 326 acres for \$150,000 or \$500/acre! This option allowed the landowners to conduct gravel mining on the land during the option period. Then, in 1967, Town Meeting voted 107-35 to approve funding to buy the property, contingent on the receipt of federal or state grants. These funds took a long time to secure, however, and almost



Town of Stow
Massachusetts
for the year ending
December 31, 2018

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IN MEMORIAM

AUDREY J. COLE

1931-2018

Council on Aging 1976-1989

Stow Housing Committee 1979-1982

*Founding Member of Stow Community Housing Corp.
(Plantation Apartments)*

RICHARD CONNELLY, SR.

1947 – 2018

Assessor 2015 - 2018

Community Preservation Committee 2017 - 2018

Finance Committee 2010 - 2012

Fire Fighter/EMT on call 2010 - 2014

Retired Captain, Boston Fire Department

JANET T. DERBY

1930- 2018

Election Worker

ROBERT F. DERBY

1928 – 2018

Trustee, Hale High School Fund 1990- 2018

Board of Health 1962 -1964

Nashoba Regional School District Committee 1968-1974

ARTHUR S. HILL

1924 – 2018

Selectman 1964-1973

Business & Industrial Growth Committee 1961-1967

Bylaw Revision Committee 1973-1976

Capital Program Committee 1983-1984

Finance Committee 1975-1981

Fire Engineers 1967-1968

Police Officer/Special 1964-1972

Refuse Disposal Committee 1977-1979

Town Nurse Committee 1964

JOHN E. "JACK" SMITH

1927 – 2018

Assessor – 1993-2018

Community Preservation Committee 2001-2004

DOUGLAS V. TREFRY

1928 – 2018

Fire Chief 1973 – 1993

Fire Engineer 1967 -1994

Fire Department 1942 - 1993

Forest Fire Warden 1973 - 1993

Tree Warden 1955 - 1981

Insect Pest Control 1955 – 1979

Conservation Commission 1961 – 1981

Municipal Garage Building Comm. 1972 – 1974

Ground Water Study Comm. 1985 - 1986

Special Police Officer 1952 - 1986

FEDERAL & STATE OFFICIALS

United States Senators

Elizabeth Warren
2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
(617)-565-3170

317 Hart Senate Office Building
Washington, D.C. 20510
(202)-224-4543

Edward Markey
10 Causeway Street, Suite 559
Boston, MA 02222
(617)-565-8519

218 Russell Senate Office Building
Washington, D.C. 20510
(202)-224-2742

United States Representative, Fifth District

Niki Tsongas
11 Kearney Square, 3rd Floor
Lowell, MA 01852

Governor of the Commonwealth

Charles D. Baker, Jr.
Office of the Governor
State House Room 360
Boston, MA 02133

Senator – Middlesex & Worcester

James Eldridge
State House, Room 213A
Boston, MA 02133

Representative -- Third Middlesex District

Kate Hogan
State House, Room 166
Boston, MA 02133

ELECTED TOWN OFFICERS

Listed alphabetically

Board of Assessors

Dominick Pugliese (2019), Chair
Gary Yu (2019 election)
VACANCY (2020)

Field Drivers

Selectmen

Board of Health

Merrily Evdokimoff (2020)
Mary McDowell (2019)
Marcia B. Rising (2021), Chair

Moderator

David Walrath (2019)
Laura Spear, Deputy
Moderator

Nashoba Regional School District Committee

Lynn Colletti (2019)
Stephen Rubinstein (2020)
Elaine Sanfilippo (2021)

Planning Board

Lori Clark (2019), Chair
John Colonna-Romano (2023)
Margaret Costello (2020)
Leonard H. Golder (2021)
Karen Kelleher (2022)

Randall Library Trustees

Maureen Busch (2021)
Kathleen O'Brien (2019)
Timothy H. Reed (2020), Chair

Laura Reiner (2019)
Marianne Sharin (2019)
Carol Stoltz (2021)
Barbara K. Wolfenden (2020)

Board of Selectmen

Brian Burke (2020)
Donald P. Hawkes (2021)
Ingeborg Hegemann (2019), Clerk

Thomas E. Ryan III (2021)
James H. Salvie (2019), Chair

Stow Housing Authority

W. Robert Dilling, Chair
John J. Kendra (2021)
Michael Kopczynski (2020)
Robert W. Larkin (2019)
Cynthia Perkins (2017)

APPOINTED TOWN OFFICERS

APPOINTMENTS BY SELECTMEN
Individual Positions, Listed Alphabetically

Assabet River Rail Trail Committee Rep
VACANCY

Constables
Robert A. Kirchman (2019)
VACANCY (2020)

Emergency Management Officer
Joseph Landry

Forest Warden
Joseph Landry

Inspectors
Building Inspectors
Craig D. Martin, Building
Commissioner
Douglas Hyde, Assistant Facilities
Manager

Gas Inspectors
Adam Sahlberg
Robert Smith, Deputy

Plumbing Inspectors
Adam Sahlberg
Robert Smith, Deputy

Wire Inspectors
Robert W. Norton

Michael A. Norton, Deputy
Charles Weeks, Deputy

Metropolitan Area Planning Council Representative (MAPC)
Jesse Steadman (2020)

Minuteman Advisory Group on Interlocal Coordination (MAGIC)
Jesse Steadman (2019)
Donald Hawkes, Selectmen (2019)

Sealer of Weights & Measures
Commonwealth of Massachusetts

Selectmen's and Town Administrator's Assistant
Maureen Trunfio

Stow Advisory Member of the Hudson Light and Power Board
Arnold Epstein

Street Numbers
Catherine A. Desmond

Superintendent of Streets
Michael E. Clayton
Brian Hatch, Assistant Superintendent

Surveyor of Wood & Lumber
Commonwealth of Massachusetts

Town Accountant
Julie Costello (2019)

Town Administrator
William J. Wrigley

Town Clerk
Linda E. Hathaway (2019)

Town Counsel
Jonathan D. Witten & Barbara Huggins
Carboni
Huggins & Witten, LLC

Treasurer-Collector
Pamela M. Landry (2020)

Tree Warden
Bruce E. Fletcher

Veterans' Services Officer
Joseph Jacobs

APPOINTMENTS BY SELECTMEN
Committees and Departments, Listed Alphabetically

Agricultural Commission
David Buchholz (2019)
Elizabeth C. Painter (2020)
Katherine C. Steege (2021)
VACANCY (2020)
VACANCY (2021)

Cable License Advisory Committee
Arnold R. Buckman (2019)
Robert C. Mong (2020)
VACANCY (2021)

Cemetery Trustees
Kenney Banks (2021)
Glenn Hammill (2019)
VACANCY (2020)
Robert Gledhill, Superintendent

Conservation Commission
Cortni Frecha (2020)
Serena Furman (2020)
Sandra Grund (2019)
Ingeborg Hegemann-Clark (2019)
Nickole McGachey (2021)
Jeffrey Saunders (2018)
Andrienne Snow (2019), Chair

Council on Aging
Ruth Banfield

Bill Byron, Chair
Peter Cirioni
Ruth Delmonico
Stephen Dungan
Susan Matatia
Susan Pauley
Alyson Toole, Executive Director
Martha Shea, Outreach
Coordinator
Suzanne Howley, Outreach Worker

Cultural Council
Hector Constantzos (4/2021)
Jennifer Edgerton (4/2021)
Richard Lent (11/2018)
Alex Rosiewicz (7/2019)
Angela Santos (10/2020)
Amie Shei (7/2019)
VACANCY

Fence Viewers
Selectmen

Fire / Rescue – Full-time
Joseph Landry, Chief
John Paul Benoit, Captain
Barry Evers, Firefighter/EMT
Mark W. Guerin, Call Lieutenant
Gregory A. Vogel, Firefighter/EMT

Judson Swinimer, FF/EMT/ADMN

Fire / Rescue –On-call

Firefighters/EMTs

Michael Scimeca, Call Lieutenant

Erick Benoit, Call Lieutenant

Matthew Olson, Call Lieutenant

Andrew Bolton

Paul Dudley

Kristina Ellis

Jeremy Fiorvanti

Jason Galofaro

Tim Gray

Camden Herlihy

Todd Jakubek

James Kelley

Jeffery Lyons

Suzanne Siewierski

Nicholas Trioli

Matther Tufo

Keith Villa

On-call Firefighters

Barrett Dilling

Scott Dwinells

Gregg Silverio

Kevin Benoit

George Nunez

Peter Casello

Jonathan Gray

Shamus Fenton

Jonathan Beharrell

Matthew Lowe

Kevin Shepard

Yuris Mangolds

Jeffery Stupak

Apprentice Firefighters

Steve Landry

Eddie Warren

Historical Commission

Rosemary Bawn (2020)

Andrew Crosby (2021)

Patrick Hopkins (2020)

Dorothy Spaulding (2019)

Marilyn Zavorski (2019)

Lake Boon Commission

Don Hawkes (2019)

Kris Krablin (2020)

Conray Wharff, Hudson, Chair

**Local Access Cable Advisory
Committee**

Brian Burke, Selectmen

Robert M. Glorioso (2020)

Lisa R. Lavina (2020)

Lee Pappas (2020)

Robert Putnam (2020)

Jonathan Daisy, Coordinator

Municipal Affordable Housing Trust

Michael Kopczynski (2019) Chair

Constantine Papanastassiou (2019)

Cynthia Perkins (2020)

Laura Spear (2019)

Ingeborg Clark, Selectmen

Open Space Committee

Vincent J. Antil (2019)

Eve K. Donahue (2021)

Gregory Jackson (2020)

Ben Mast (2020)

William H. Maxfield (2019)

Carole Sureau (2020)

Robert T. Wilber (2021)

Police Officers –Full-time

William L. Bosworth, Chief

Ralph Marino, Lieut.

Darren J. Thraen, Sgt.

Michael J. Sallese, Det. Sgt.

Gary P. Murphy, Prosecutor

Sean M. Collins

Luke Dezago

Cassandra Ela

Christopher Kusz

David J. Goguen

Robert Nelson

Police Officers -- Special

James Banatoski
Robert E. Blanton
Jonathan Butler
John Connors
Cody Costa
John Fantasia
Lee Heron
Richard Manley
Brandon Murphy
Gary Murphy
Michael Smith
Darlene Trefry
Mark Trefry

Police Matrons/Prisoner Watch

Deborah L. Richardson
Darlene D. Trefry

Public Safety Dispatchers

Jonathan Butler
John Fantasia
Brandon Murphy
Darlene D. Trefry

Recreation Commission

Samantha Altieri
Eric Bachtell
Michael Busch, Chair
Dan Nicholson
Eric Sullivan
Laura Greenough, Director

Registrars of Voters

Nancy Arsenault (2021)
Deborah Seith (2019)
Robert Walrath (2020)
Linda E. Hathaway, clerk ex-officio

SpringFest Organizing Committee

Samantha Altieri (2019)

Maura Hyland (2020)
Sherry Jusseaume (2020)
Sara Salamone (2020)
VACANCY (2019)

Trustees, Hale High School Fund

Linda E. Hathaway
Laura Reiner
Jeffrey D. Smith
2 VACANCIES

Trustees, Randall Relief Fund

Louise E. Peacock, (2021)
Jeffrey D. Smith (2020)
Dorothy G. Sonnichsen (2019)

Trustees, Randall Town Fund

Louise E. Peacock, (2021)
Jeffrey D. Smith (2020)
Dorothy G. Sonnichsen (2019)

Trustees, Town Farm Fund

Louise E. Peacock (2021)
Jeffrey D. Smith (2020)
Dorothy Sonnichsen (2019)

Veterans' Graves Committee

Patricia Bolton
Martha Monroe
Tom Zavorski

Zoning Board of Appeals

William F. Byron, Jr. (2020)
Ernest Dodd (2022)
Bruce Fletcher (2021)
Mark Jones (2023)
Edmund C. Tarnuzzer (2019)
Charles A. Barney, Assoc. (2023)
Andrew DeMore, Assoc. (2023)
Lee Heron, Assoc. (2019)
Ruth Kennedy Sudduth, Assoc. (2022)

APPOINTMENTS BY BOARD OF HEALTH
Listed alphabetically

Animal Control Officer

Phyllis Tower

Burial Agents

John Erb

Town Clerk

Health Agent

Nashoba Associated Boards of Health

Inspector of Animals

Phyllis Tower

Medical Reserve Corp Executive Committee

Sondra Albano

Susan Burns

Philip Detsch

Merrily Evdokimoff

Tenney Spinneit

Rebecca Stadolnik

VACANCY

Public Health Nurse

Tamara Bedard

Nashoba Associated Boards of Health

APPOINTMENTS BY MODERATOR
Listed alphabetically

Ancient Documents Committee

Robert E. Walrath (2021)

Elizabeth Moseley (2020)

Dorothy Spaulding (2022)

Marilyn Zavorski

Linda Hathaway, Town Clerk

William Byron, Associate

Peter McManus (2020)

Julianne North (2021)

Atli Thorarensen, (2020)

Moderators

Gary L Horowitz, Assistant

Laura Spear, Deputy

Finance Committee

Richard Eckel (2019), Chair

Paul McLaughlin (2019)

Minuteman School District Rep.

Alice B. Deluca (2020)

APPOINTMENT BY TOWN CLERK
Listed alphabetically

Assistant Town Clerk

Catherine A. Desmond

Deborah Seith

APPOINTMENTS BY TREASURER COLLECTOR
Listed alphabetically

Assistant Treasurer-Collector

Catherine Murphy

Payroll Coordinator
Donna Kunst

Deputy Collector & Special Constable
Frederick J. Kelley, Jr.

JOINT APPOINTMENTS
Listed alphabetically

Capital Planning Committee

David P. Arsenault (2018) - Moderator
Ed DeLuca (2019) - Moderator
Stephen F. Jelinek (2020) – Moderator
James Salvie (2019) - Selectmen
Julianne North (2020) – Finance

Community Preservation Committee

Michael Busch – Recreation
William Byron– Council on Aging –
VACANCY - Assessors
Cortni Frecha – Conservation
Andrew Crosby – Historical

Robert Larkin – Housing Authority
Atli Thorarensen – Finance
Vin Antil - Open Space, Chair
John Colonna-Romano – Planning

**Nashoba Regional School District
Audit Committee, Stow**

Representative

(Joint appointment by Finance
Committee. and Board of Selectmen)
Mark Jones

ADMINISTRATION

BOARD OF SELECTMEN

As a volunteer board, the Selectmen continue to strive to implement the will of the residents of Stow. As we provide this summary of the efforts and results of the past year, we would like thank the Town Administrator and the staff of the Selectmen's Office.

For the first part of 2018 the Board was chaired by Brian Burke, and Don Hawkes served as Clerk. On May 16th the Board reorganized, electing James H. Salvie as Chairman for the ensuing year, and Ingeborg Hegemann to serve as Clerk. Brian Burke, Don Hawkes and Tom Ryan comprised the remaining members of the five-person Board.

The Board made decisions on a variety of issues as the year began. The Selectmen voted to authorize the establishment of a trail network on the Kane Property in Gleasondale Village. The Board approved a Rental Policy put forth by Building Commissioner Craig Martin for the public interested in renting space at the Pompo Community Center. The Board delved into assuring the Town is adequately covered by insurance when liquor is served on Town property, such as the Pompo Community Center, under a Selectmen's One-Day Liquor License. The Board worked with the Conservation Commission to approve several Conservation Restrictions that would preserve parcels of land of particular interest to the Town, including the Kunelius Property, Minister's Pond, Carver Hill, small farm and Apple Blossom Way. The Board worked with the Stow Municipal Affordable Housing Trust (SMAHT) to promote affordability of living in Stow. This included approving minor updates to the Department of Housing and Community Development (DHCD) documents regarding housing for middle income families at properties located at Regency at Stow on Boxboro Road and approving the release of funds to allow for affordable living units to be built on the Kunelius property in the future.

The Board's largest task this year perhaps was to organize a Special Town Meeting focused on Adult-Use Recreational Marijuana to consider Zoning By-law changes offered by the Planning Board, as well as potential bans of various marijuana-related businesses and uses. The Selectmen understood the value of educating the town's residents on this confusing subject and also understood the value in allowing the community to vote on these topics. The Selectmen worked closely with the Planning Board and were involved with Public Forums held on this matter, and created special election ballot questions required for any bans that might be approved at the Special Town Meeting. In the end, voters passed the Zoning By-law as proposed by the Planning Board, but also prohibited Craft Marijuana Cultivator Co-ops, Marijuana Cultivators, Marijuana Microbusinesses and Marijuana Retailers, while allowing Independent Marijuana Test Labs, Marijuana Product Manufacturers and Marijuana Research Facilities.

The Selectmen were busy with many usual duties such as appointments to the many committees, boards and commissions. The Selectmen would like to take this opportunity to thank the large number of residents who volunteer in this capacity. This year the Board approved the creation of a Town Hall Restoration Committee to guide structural changes to our historic Town Hall and to make suggestions for its future use. The Board received final reports from the Fire Station/Community Center Building Committee and the Cable License Access Committee this year to dissolve those committees. They have continued closely monitoring the proposed

Eversource Transmission Line Construction Project that would install a new 115 kilovolt transmission line from Sudbury to Hudson with a small portion of the project running through the southwest corner of Stow. Toward the end of the year, the Board became significantly involved in the resolution of the construction project in Lower Village.

The Board approved numerous one-day liquor licenses, land donations, permits for various events such as Stow Clean-Up Day and Run for the Woods. They issued various Certificates of Appreciation for service to the Town by outstanding members of the community. They accepted gifts and donations to the Town, approved a new Keno license for Red Ginger restaurant, set Liquor License, Common Victualer and Class II license fees. The Board was updated regularly at their meetings by hearing reports from the Randall Library Trustees, the Town's Energy Representative for Hudson Light & Power, Sustainable Stow, Nashoba Regional School District, State Representative Kate Hogan, and State Senator Jamie Eldridge. Each member of the Board serves as liaison to one or several Town committees and reports pertinent information from these committees to their colleagues near the end of each of their bi-weekly meetings.

The Board greatly appreciates Town Administrator Bill Wrigley's diligent and successful efforts in keeping the Town's cash reserves in such a strong position, and maintaining its strong fiscal standing. In November 2018 the state's Department of Revenue notified the Town that Free Cash (available for Town Meeting appropriation) had been certified in the amount of \$2,735,392 which is only \$52,025 less than the \$2,787,417 certified in FY-18 despite our use of almost \$900,000 for FY-19 budget revenues. The stabilization fund balance was reported to be \$895,443, resulting in a total stored asset balance of \$3,630,835. These numbers are particularly important as they favorably impact Stow's already excellent bond rating.

Individual Selectmen continue to serve as members of other committees and in other important roles. Don Hawkes serves as the Chair of the Lake Boon Commission, Brian Burke serves on the Local Access Channel Advisory Committee, Ingeborg Hegemann is a long-serving member of the Conservation Commission, Mr. Ryan is a member of the Town Hall Restoration Committee and several ad hoc committees to appoint new public safety officers, and Jim Salvie is a member on the Capital Planning Committee and the Complete Streets Committee. Each Board member also plays a role as liaison to other boards, committees and commissions.

The Board of Selectmen is fortunate to have extraordinary residents who freely share their time and knowledge while volunteering for our town. The Town could not function without them. Thank you to all Town officials, Town boards and committees, department heads, Town employees, and resident volunteers who help to innovate, guide, preserve, and protect our valuable Town resources. The Selectmen continue to strive to do their best for the benefit of the taxpayers and residents of Stow.

Respectfully submitted,

James H. Salvie, Chair

Brian P. Burke

Thomas E. Ryan III

Maureen Trunfio, Administrative Assistant

Ingeborg Hegemann, Clerk

Donald P. Hawkes,

Phoebe Haberkorn, Office Assistant

TOWN ADMINISTRATOR

By Charter, the Town Administrator serves as Stow's chief administrative officer. In this capacity, the Town Administrator manages the day-to-day operations of the Town, functioning as its chief financial/budget officer, chief procurement officer, chief personnel officer and its employee union contract negotiator, compliance officer and grievance hearing officer. In addition, the Town Administrator serves as sexual harassment officer. Throughout the year 2018, the Town Administrator was actively engaged in managing significant matters in most of these administrative areas.

As chief budget and financial officer, the Town Administrator offered a balanced budget for FY-19 to the voters at the May 2018 Annual Town Meeting. The Town Administrator's recommended FY-19 budget of \$30,649,818 represents only a 2.19% increase above the Town's total FY-18 budget and total expenditures fall well within the statutory tax levy limits of proposition two and one-half.

The voted FY-19 budget has left the Town with a significant amount of unused levy capacity in the sum of approximately \$2,000,000. Unused levy capacity represents the amount of additional taxes that could be voted or appropriated to fund the annual Town budget, if necessary, while remaining within the statutory limits of proposition two and one-half. In other words, this is the amount of additional tax appropriation that could be raised without triggering the need for a proposition two and one-half override.

Contained in the voted FY-19 budget of \$30,649,818 were several significant figures.

The general municipal budget, which contains all departmental wages and operational expenses, together with town-wide expenses (e.g. property and casualty insurance and employee healthcare insurance) totaled \$6,882,339. This represents only a 1.24% increase above the FY-18 municipal budget.

The FY-18 Nashoba Regional School District assessment of \$17,912,331 represents a 4.2% increase above the FY-18 assessment, and the FY-19 Minuteman Regional School District assessment of \$727,258 represents a 15.26% increase above FY-18. The FY-18 Minuteman assessment was over 9% above FY-17.

The annual debt payment contained in my FY-19 budget is \$2,423,567 representing a 3% increase above FY-18. It is important to note that in two years, the Town will retire a significant bond included in the Town's total annual debt payment. In FY-20 the Hale School construction project will be paid off, thus reducing the annual debt payment by \$744,494 in FY-21. After offsetting the annual state MSBA project reimbursement amount of \$542,576, the net annual debt budget impact will be a savings of \$201,918.

However, in 2020, the Town's portion of its annual Minuteman assessment attributable to the new high school debt will exceed the \$201,918 savings from the retired Hale School debt.

The FY-19 capital budget of \$399,984 represents an actual decrease of 42.1% below the FY-18 capital budget. The single largest capital project expenditure contained in the FY-18 capital budget is \$108,450 needed for Hale School improvements.

As it relates to revenues, in the fall of 2018, as occurs each year, the Town's free cash account was certified by DOR. The amount certified is in the amount of \$2,735,392 which represents a 1.87% decrease compared to the previous year's certified free cash amount. Free cash is certified on an annual basis by DOR as an unreserved revenue source that is available on an as-needed basis, through town meeting appropriation, to fund any needed expense during the fiscal year in which it has been certified. Typically, free cash is utilized to fund most of the Town's annual non-debt capital improvement projects, including heavy equipment and motor vehicle purchases; to fund the Town's OPEB Trust account, and to reduce the tax rate on occasion.

A total of approximately \$890,000 in free cash was appropriated in FY-19 in part as an effort to reduce the tax rate. This resulted in a decrease in the tax rate in FY-19 to \$20.13 from \$20.98 in FY-18. This represents a 4% decrease in the rate.

Combining the current amount of certified free cash of \$2,735,392 with an estimated stabilization fund balance of \$898,641, the Town's stored assets total \$3,634,033. Essentially, these two unreserved fund accounts serve as the Town's savings and investment accounts. We are fortunate to be able to maintain a reasonably sufficient stored asset balance.

Looking ahead to the FY-20 budget, I hope to recommend a total increase of departmental wages and expenses, which is that part of the total budget the Town Administrator manages and controls, of no more than 3% above FY-19. This 3.7% targeted budget increase of wages and expenses will be less than the 4.7% increase that I am currently estimating in FY-20 for our recurring annual tax revenues. The school department budgets, as well as the annual debt payment and capital projects budgets are not under the control of the Town Administrator.

In general, Stow's annual operating budget is constrained by an undiversified budget revenue base which makes it increasingly more difficult each year to balance operating budgets within the statutory limits of proposition two and one-half. Most burdensome of these revenue source impediments is the Town's increasing dependence over the last two decades on property taxes, almost exclusively, as its primary source of annual recurring budget revenues. Taxes, as a revenue source, currently provide approximately 92% of the Town's total annual recurring revenues.

Further, our annual municipal state aid revenue, on average, provides approximately only 2% of our total annual recurring revenues and our local receipt revenues are averaging 6% of our total annual recurring revenues. Annual state aid and local receipts revenue percentage contributions to the budget have remained essentially flat for the last decade and there have been no new annually recurring local revenue sources added to the budget equation in at least 25 years.

This undiversified revenue problem is compounded by the fact that our current tax base is almost completely residential. Currently, approximately 91% of the Town's total tax base is residential.

And this percentage has increased incrementally since the 1990s, when residential taxes represented 88% of the total tax base. Hence, currently, only 6.5% of Stow's current total tax base is classified as commercial or industrial. The remaining 2.5% of the total tax base is classified as personal taxes.

Besides budget, fiscal and financial management responsibilities, the Town Administrator is directly responsible for controlling and managing the use of the legal services provided by Town Counsel as well as working directly with our insurance attorneys on various Town legal matters. As it relates to litigation, there is one on-going long standing MCAD case involving an employee claim of discrimination that remains unresolved in 2018. This claim is being defended by our insurer.

Also, there are several on-going court appeals of ZBA decisions. Most notably among these is one involving the Collings Foundation. I expect some or all of these cases will continue into next year.

In 2018, as is the case every year, as the Town's chief personnel officer, the Town Administrator has been involved on a day-to-day basis managing a wide variety of personnel issues. The Town Administrator is regularly involved in matters related to employee pay, benefits, and performance. Also, as the Town's labor union negotiator, the Town Administrator is responsible for conducting union contract negotiations, deciding issues related to union contract compliance, and conducting union grievance appeal hearings.

It is important that the Town Administrator maintain a close and effective working relationship with our Fire, Police, and Dispatch unions. For over 26 years, the Town's employee unions and Town Administrator have successfully negotiated labor agreements without once reaching an impasse resulting in an arbitration filing. This cooperative track record is a tribute to the good faith intentions and efforts of both our union employees and of management.

In addition to the specific management responsibilities detailed above, the Town Administrator is engaged in regularly attending to a wide range of matters critical to ensuring the efficient and effective day-to-day operations of the Town. In performing these duties, the Town Administrator works directly with departmental staff and many Town boards and committees on a frequent basis. Finally, in the normal course of performing the required due diligence affecting most aspects of Town business, the Town Administrator routinely works directly with state and federal agencies and officials, individual constituents, and various community groups.

Respectfully submitted,

William Wrigley
Town Administrator

Maureen Trunfio, Administrative Assistant
Phoebe Haberkorn, Office Assistant

PLANNING BOARD

The Planning Board, a five-member elected board with one appointed associate voting member, has specific statutory requirements. The Board reviews and approves the division of land under the State Subdivision Control Law (MGL c. 41) and the Stow Subdivision Rules and Regulations; serves as a Special Permit granting authority under the State Zoning Act and the Stow Zoning Bylaw; guides the process of Zoning Bylaw amendments under the State Zoning Act (MGL c. 40A); and adopts a Master Plan that is designed to provide a basis for decision making regarding the long-term physical development of the town (MGL c.41).

By statute, the Board is charged with the responsibility of protecting the health, safety and welfare of Stow's residents. Guided by the Massachusetts General Laws, the Stow Zoning Bylaw, the 2010 Stow Master Plan, and citizens' comments and concerns, the Board strives to preserve and enhance the integrity of Stow's character through the use of these regulatory tools, while safeguarding property owners' rights. We recommend and specify changes to zoning bylaws, rules and regulations and development proposals to achieve these goals. Board members and staff strive to work with both applicants and residents to help shape projects so as to positively affect the impact to the community.

Organization

At the annual election, John Colonna-Romano was elected to a 5-year term, filling Ernest Dodd's vacancy. We are pleased that John Colonna-Romano chose to serve the Town as a Planning Board member, as he has been a tremendous asset to the Board. The Planning Board further extends their deep appreciation to Ernest Dodd, for his fifteen years of contribution to the work of the Planning Board.

Following the election, the Board appointed Lori Clark to serve as Chair, and Karen Kelleher as Vice Chair. John Colonna-Romano and Jesse Steadman were designated to endorse ANR Plans (Subdivision Approval Not Required).

Megan Birch-McMichael was appointed as the Voting Associate Member. The Associate Member's voting power is limited to Special Permit applications in the case of absence, inability to act, or conflict of interest on the part of any member of the Planning Board, or in the event of a vacancy on the Board during the Special Permit process.

Mark Jones was appointed as Non-Voting Associate Member.

The Board also appointed representatives to various Committees:

- Community Preservation Committee: John Colonna-Romano
- Liaison to Metropolitan Area Planning Council (MAPC): Jesse Steadman
- Representative to Minuteman Advisory Group on Interlocal Coordination (MAGIC): Jesse Steadman
- Liaison to Zoning Board of Appeals: Mark Jones
- Liaison to Gleasondale Neighborhood Area Sub-Committee: Margaret Costello
- Liaison to Lower Village Revitalization Subcommittee: Megan Birch-McMichael

In addition to providing administrative and planning support to the Board, the Planning Department also fills a variety of community development roles. The Planning Department staffs the Economic Development and Industrial Commission; works closely with the Town's Regional Housing Services consultants to maintain the Town's supply of affordable housing units through the Department of Housing and Community Development's Subsidized Housing Inventory; assists various Departments, Boards and Committees on issues of transportation and land use policy; and participates in land use staff meetings which continue to be valuable in coordinating and streamlining the permitting process for larger development proposals and planning and bylaw initiatives.

Development Activity:

The Board reviewed, received and/or considered 1 Subdivision Plan

- A 7 Lot Definitive Subdivision and Erosion Control Special Permit and Site Plan Approval, at Hallocks Point Road – **Currently Under Review**

The Board considered nine (9) Special Permit/Site Plan Approval Applications and one (1) Earth Removal Permit Application:

- Minor Modification to Wireless Communication Facility Site Plan Approval at 353 Great Road to allow Sprint Spectrum, LP equipment upgrades – **Approved**
- Special Permit and Site Plan Approval for Screened Storage, Athens Lane – **Withdrawn**
- Minor Modification to Active Adult Neighborhood Special Permit, Erosion control and Exterior Lighting Special Permit and Site Plan Approval at Regency at Stow off Boxboro Road, for the purpose of altering the timing of the provision of an approved Local Action Unit Application from the Department of Housing and Community Development – **Approved**
- Minor Modification to Active Adult Neighborhood Special Permit at Arbor Glen Condominiums for the purpose of paving guest parking area and access drive to wastewater treatment facility – **Approved**
- Minor Modification to Active Adult Neighborhood Special Permit, Erosion Control and Exterior Lighting Special Permit and Site Plan Approval at Regency at Stow off Boxboro Road, for the purpose of increasing outdoor patio at the proposed clubhouse – **Approved**
- Special Permit and Site Plan Approval for an Accessory Apartment, 44A Hudson Road – **Approved**
- Erosion Control Special Permit and Site Plan Approval, Town Center Park, 323 Great Road – **Approved**
- Modification of Springbrook Farm Definitive Subdivision Plan, Apple Blossom Way – **Approved**
- Minor Modification to Wireless Communication Facility Site Plan Approval at 501 Gleasondale Road to allow Sprint Spectrum, LP equipment upgrades – **Approved**
- Erosion Control Special Permit, Collings Foundation – **Currently Under Review**

The Board endorsed 3 Subdivision Approval Not Required (ANR) Plans

- 158 Walcott Street- Lot Line Adjustment
- 79 Edgehill Road- Lot Line Adjustment
- 144 Red Acre Road- Creation of one buildable lot such that the parcel is divided in ownership between the Conservation Commission and the Stow Municipal Affordable Housing Trust.

The Board collects fees for permits according to fee schedules outlined in the various Rules and Regulations for Special Permits, Site Plan Approval and Rules and Regulations Governing the Subdivision of Land.

Permit Type	# Permits	Fee Collected
Approval Not Required Plans	3	\$250.00
Special Permit (including modifications)	10	\$2000.00
Subdivision Plans	1	\$500.00
Total		\$2750.00

With the assistance of the Board's Consulting Engineer, Susan Carter, P. E., of Places Associates, Inc., the Board reviewed plans, considered amendments and monitored ongoing construction of subdivisions and Special Permits:

- Spring Hill Estates Subdivision – Site Inspections
- Boxboro Road Active Adult Neighborhood - Site Inspections
- Jillian's Lane Subdivision – Site Inspections
- Town Center Park Erosion Control Special Permit- Peer Review
- Collings Foundation Erosion Control Special Permit – Site Inspections and Peer Review
- Joanne Drive Definitive Subdivision Plan – Peer Review
- Athens Lane Special Permit and Site Plan Approval – Peer Review
- Hallocks Point Definitive Subdivision Plan – Peer Review

Town Meeting Action - Zoning and General Bylaws

The Board and Staff held public hearings and considered proposed Zoning Bylaw and General Bylaw Amendments for Town Meeting adoption.

- Zoning Bylaw Amendment, Section 3.6.3 (Industrial District Uses) – Upgrades to provide businesses in the Industrial District the opportunity to retail local products produced onsite by Special Permit from the Planning Board;
- Zoning Bylaw Amendment, Section 3.8.1.10 (Erosion Control) – Clarifications to better define thresholds and criteria for requiring an Erosion Control Special Permit;
- Zoning Bylaw Amendment, Section 10 (Temporary Moratorium on RECREATIONAL MARIJUANA ESTABLISHMENTS) – By vote at the State election of November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. Due to the range of operations and activities allowed under the new law, the Planning Board recommended extending the temporary moratorium initially approved at the 2017 Annual Town Meeting to allow the Town to undertake a planning process to address the potential impacts;

- Zoning Bylaw Amendment, Section 5.5 (REGISTERED MARIJUANA DISPENSARIES), Section 1.3 (Definitions), Section 2.1.2 (Overlay Districts), Section 2.3.13 (Location of Boundaries of Districts), Section 3.3.2.11 (Business District Uses) and Section 3.10 (Table of Principal Uses) – To create a framework for local regulation of Marijuana Establishments.

Planning Efforts

Lower Village Traffic Improvement Project – Construction of Lower Village traffic safety upgrades began in April 2018. The Board anticipates the project will be complete in early summer of 2019.

Lower Village Business District Zoning – In March of 2018 the Planning Department was awarded a grant from the Massachusetts Department of Housing and Community Development’s *Massachusetts Downtown Initiative* program for the purpose of conducting a Business District Assessment and Market Analysis for the Lower Village. The study was aimed at gaining a better understanding of the economic opportunities present in Lower Village and how the district fits within the regional retail and service clusters. The report, finalized in December, is available online through the Planning Department.

To keep momentum for Lower Village planning, the Planning Board created the Lower Village Revitalization Subcommittee, comprising members of the Economic Development and Industrial Commission, the Board of Selectmen, and the Planning Board. The Subcommittee’s charge is to continue efforts to draft zoning updates to provide flexibility to new business and guide new development in a direction that conforms to a community vision. The subcommittee will prepare zoning and design recommendations to the Planning Board based on recommendations from the Business District Assessment and Market Analysis.

Lower Village Water Infrastructure – Planning Board staff continue to work with business zoned property owners to advance an arrangement for the operation of a private water supply on Town owned property.

Complete Streets Prioritization Plan – In May of 2018, the Complete Streets Prioritization Plan was finalized and approved by the MassDOT Complete Streets Program, allowing the Town to continue into Tier 3 of the Complete Streets Certification Program, and become eligible for up to \$400,000 in construction funding annually.

In July of 2018, Stow was awarded over \$265,000 in Tier 3 Complete Streets Construction Funding of three projects on the Town’s approved Prioritization Plan. The funded projects include pedestrian improvements at the intersection of Harvard Road and Great Road, intersection improvements at Old Bolton Road and Great Road, and bicycle improvements from Town Center east to Bradley Lane. Annual Town Meeting voted to approve \$50,000 in funds to advance priority projects identified in the plan, including the study, design, planning and engineering necessary to advance projects on the Complete Streets Prioritization Plan.

Affordable Housing - In keeping with recommendations of the 2010 Master Plan and 2016 Housing Production Plan to provide diversity in housing units to ensure that people of all

abilities, income levels, and ages have appropriate housing options, staff have been working with Metrowest Collaborative Development (MWCD), a Regional Housing Services Consultant serving Stow and six other communities. Planning Staff and the Stow Municipal Affordable Housing Trust coordinated with MWCD to ensure that Stow's Affordable Housing Inventory remains intact. MWCD helped Stow to keep track of affordable unit compliance through annual mailings to residents to ensure income compatibility and document any concerns. In the coming year, staff will look towards engaging with the Baker Administration's Housing Choice Initiative to increase affordable housing options in Stow. Stow hosted a successful multi-town Community Housing Fair in April 2018, at which participants learned about affordable housing ownership and rental opportunities. Staff are planning the next Community Housing Fair to be held in April 2019.

Stow Zoning Board of Appeals

Staff provided assistance to the Zoning Board of Appeals for several months in 2018 to assist with the permitting of a Comprehensive Permit Application.

Gleasondale Revitalization Plan – Planning Staff continued to work toward implementation of the Gleasondale Revitalization Plan prepared by the Center for Economic Development (CED) at the University of Massachusetts. In 2017, the Planning Board created a Gleasondale Historic Area Subcommittee to provide recommendations to the Planning Board on historic preservation strategies through public outreach and study of the development of historic districts, bylaw revisions, and relevant policies, for the purpose of implementing goals and action steps in the Gleasondale Revitalization Plan and the Town's Master Plan. Planning staff assisted in coordinating efforts and technical data for the Subcommittee. Margaret Costello, member of the Planning Board, serves as a liaison between the Subcommittee and Planning Board.

Staff continue to coordinate with a group of Gleasondale residents to support trail development on the Kane Land property.

Climate Change Resiliency Planning - Stow's Climate Working Group, providing planning feedback and recommendations to the Planning Department, achieved a Municipal Vulnerability Preparedness designation for the Town after successful completion of the Municipal Vulnerability Preparedness (MVP) Program through the Massachusetts Executive Office of Energy and Environmental Affairs. The Climate Working Group contracted with Geosyntec Consultants, Inc. to complete a community resiliency planning process to identify vulnerabilities, conduct a vulnerability assessment and identify actions to reduce the impact of hazards and increase resilience in Stow. In the Spring, the Climate Working Group and Geosyntec Consultants, Inc. hosted community resilience building workshops and completed a final report, available through the Planning Department website.

Planning for the Municipal Separate Stormwater (MS4) Permit – The MAGIC consortium of communities, of which Stow is a member, recently received a \$98,200 grant from the Community Compact Efficiency and Regionalization Grant program, to study regional responses to compliance with the EPA's new Municipal Separate Stormwater Permit (MS4) Permit. The Permit requires a variety of new measures to be phased in over a period of several years, including monitoring and testing of water quality at various drainage outfalls throughout Stow,

the mapping of drainage basins and Town wide infrastructure, as well as enhanced community outreach efforts. A Stormwater Working Group, comprised of staff from the Highway, Conservation, and Planning Departments, has been created to respond to the new permitting requirements to address non-point source pollution.

Proposed Legislation - The Board continues to keep abreast of proposed legislation such as proposed zoning reform proposals, telecommunications legislation and other state or federal initiatives.

Communications

We encourage residents to keep updated on the latest information on current developments and projects by visiting the Planning Board Web Page at <https://www.stow-ma.gov/planning-board>, the Planning Department Blog at stowplanning.com, the Planning Department Facebook Page, or stopping by the office on the third floor of the Town Building.

Thanks

None of the planning efforts would be possible without the enormous contributions by Stow residents, who serve as volunteers on the boards and committees and Town staff. It is a pleasure to continue working with all of you. A special thanks this year to Ernie Dodd, for his fifteen years serving on the Planning Board! The Board cannot replace the institutional knowledge and attention to detail that he brought to every project and initiative. His presence will be missed and the Planning Board wishes him well in his new role as a Zoning Board of Appeals member.

The Planning Board also extends a special thanks to our very capable and always reliable professional consultants - Susan Carter of Places Associates, Inc. and Town Counsel - Jon Witten and Barbara Huggins Carboni, of Huggins and Witten, LLC.

The amount of work the Planning Department undertakes would never have been possible without the tireless and outstanding efforts of Town Planner Jesse Steadman, Assistant Planner/GIS Administrator Valerie Oorthuys, and Administrative Assistant Linda Grenier, who not only work diligently for the Board, but also for other Town Boards and Committees and the general public with whom they interact on a daily basis.

Respectfully submitted,

Lori Clark, Chair
Karen Kelleher, Vice Chair
Leonard H. Golder
Margaret Costello
John Colonna-Romano

Megan Birch-McMichael, Voting Associate
Member

Mark Jones, Non-Voting Associate

Jesse Steadman, Town Planner
Valerie Oorthuys, Assistant Planner/GIS
Administrator
Linda Grenier, Administrative Assistant

CONSERVATION COMMISSION

The Conservation Commission consists of seven members appointed by the Board of Selectmen to administer and enforce the Massachusetts Wetlands Protection Act and the Town of Stow Wetlands Protection Bylaw and associated regulations. The Commission reviews and issues permits for proposed activities in and near wetland areas, including areas within 100 feet of wetlands and 200 feet of ponds and streams. As the Town's largest landowner, the Commission is also responsible for management of approximately 1,600 acres of Town Conservation Land and stewards an additional 700 acres of Conservation Restrictions on private land in Stow. The Commission works closely with the Stow Open Space Committee and the nonprofit Stow Conservation Trust to protect high priority lands identified in the Stow Open Space and Recreation Plan. It also oversees the Town's Conservation Fund, which helps fund land acquisition and land stewardship.

The Commission's work is supported by a full-time Conservation Coordinator, part-time Conservation Assistant, and part-time Conservation Land Steward. In addition to the regular members of the Commission, several associate members help with special projects and help manage Stow's Community Gardens.

Land Acquisition and Protection

In 2018, the Town celebrated the 50th anniversary of its first conservation land purchase at Stow Town Forest, completed in 1968 (see annual report cover story). What better way to mark the occasion, than the completion of six major land acquisition projects, permanently protecting a total of 235 acres of land in Stow!

Sullivan Farm – The Commission worked with Julie and Brian Sullivan, and the state's Agricultural Preservation Restriction Program to protect 23 acres off Boon Road owned by Boon Road South Realty Trust. The land is protected by a permanent Agricultural Preservation Restriction and farmed as part of Honey Pot Hill Orchard. This project was completed in January.

Kunelius Property – The conservation of this long-standing conservation priority off Red Acre Road, which connects Captain Sargent Conservation Area with Red Acre Woodlands, was completed in May through a partnership among the Stow Conservation Commission, the Stow Municipal Affordable Housing Trust (SMAHT), and the Stow Conservation Trust. Approximately 42 acres of the parcel is now owned by the Conservation Commission with a conservation restriction held by Stow Conservation Trust, and SMAHT is working to develop a small 4-6 unit affordable housing development on the site of the former horse barns and stables. Town CPA funds assisted with this purchase.

Carver Hill Orchard – The Commission worked in partnership with the Lord family and with Stow Conservation Trust to negotiate the purchase of a conservation restriction on 79 acres of Carver Hill, which includes a new public access trail easement, opening a new entrance into

Stow Town Forest from Box Mill Road and Brookside Avenue. Funding for the project came from Community Preservation Funds, supplemented by a private fundraising campaign by Stow Conservation Trust, as well as state conservation land grant funds secured by the Conservation Commission. The project was completed in June.

Small Farm – The Commission again worked collaboratively with Stow Conservation Trust and Dwight Sipler to protect 21 acres of Small Farm on Gleasondale Road. As with Carver Hill, the purchase of a Conservation Restriction was a joint effort using Town CPA funds, private donations, and a Conservation Partnership Grant secured by Stow Conservation Trust. The project was completed in June and a public access trail will open in 2019.

Regency at Stow Open Space – In August, the Commission received a donation of 60 acres of woodlands and wetlands that comprises the open space for the Regency at Stow development on Boxboro Road. A public trail will be developed on the property in the coming years.

Bolton Conservation Restriction – As the year ended, the Commission worked with landowner Dick Bolton to update and re-record a conservation restriction on 10 acres of land off Apple Blossom Way. This will ensure that the restriction remains perpetual.

The Commission is deeply appreciative of the commitment by these landowners to see these projects through to completion, the strong partnership with Stow Conservation Trust, and the many residents who contributed time and money to ensure our collective success.

Town Center Park

The Commission continued to work closely with the Recreation Commission, Open Space Committee, and Stow Conservation Trust to complete plans for a park on Town-owned land at Minister's Pond. The project received \$275,000 in Community Preservation Funds at the May 2017 Town Meeting. During 2018, plans were finalized and put out to bid, and the Conservation Department took the lead in securing permits from the Zoning Board of Appeals, Planning Board and Conservation Commission. Bids were received late in 2018 and construction is expected to be completed in 2019. The Commission also conveyed a conservation restriction to Stow Conservation Trust on the pond portion of the property, as required by the Community Preservation Act.

Conservation Land Management

A significant responsibility for the Commission and its staff is the management and oversight of conservation land and restrictions held by the Town. These lands help protect air and water quality, provide important wildlife habitat, maintain the rural character and aesthetic of Stow, and offer year-round outdoor recreation and environmental education opportunities. The Conservation Department staff monitors these properties and prioritizes management and maintenance needs including boundary posting, working with neighbors to resolve encroachment issues, removal of hazardous or downed trees, reblazing trails, and mowing of trail entrances and open fields.

Several March 2018 winter nor'easters inflicted a huge amount of tree damage to our properties, and resulted in the short-term closure of all trails until downed and hazardous trees could be removed. Our Land Steward worked many hours alongside other staff to prioritize and reopen areas and update the public on the status of the trails. All trails were reopened within the month. The storm also forced the relocation of a portion of the Green Trail at Captain Sargent.

The Commission continued its invasive species management work at Captain Sargent Conservation Area, now in its fourth year. We also continued to survey Town Forest and Flagg Hill for Japanese stiltgrass, a new invasive plant found at several locations in Stow. Small patches at Flagg Hill and Town Forest are being mechanically controlled by hand pulling or string-type trimmer, and a third new patch found at Flagg Hill was removed this year.

This year we completed a year-long celebration of the 50th Anniversary of Stow Town Forest, the Town's first conservation land acquisition. As part of the celebration, the Stow Town Forest map was updated and republished. We also opened a new Red Trail segment through the newly acquired Carver Hill Conservation Restriction and designated a small parking lot on Box Mill Road near this entrance.

Enforcement of conservation land regulations requires regular attention and we are grateful to the Stow Police Department which provides ongoing support in this regard and regularly patrols our parking lots and assists with significant violations and vandalism issues.

An ongoing concern is encroachment onto conservation lands – including storage of equipment, and dumping of leaves and other yard waste. We continue to work to educate our neighbors and the public regarding Town conservation land regulations, and encourage residents to compost yard waste on their own land. An educational flyer is available on our website for conservation land neighbors, and we published annual advertisements in the local paper reminding residents not to dump yard waste on conservation land. We also distribute information outlining wetlands permitting and conservation land regulations to all new homeowners in Stow.

Trail users and neighbors can help us manage Town conservation land by contacting our office regarding any maintenance needs, downed or hazardous trees, or other conservation land issues. The Stow Highway Department is always helpful with removal of large items dumped on conservation land and plowing parking lots for winter trail users.

Community Gardens and Agriculture

The Conservation Commission manages the Stow Community Gardens at Captain Sargent Conservation Area on Tuttle Lane, and licenses fields at Captain Sargent and Noonan Field behind the Arbor Glen development to area farmers. These farmers do a great job helping to maintain the property, and keep fields in active production.

Joyce Bunce and Myong Hunt volunteered as Garden Stewards and on-the-ground managers of our Community Gardens in 2018, with help from volunteer Assistant Garden Stewards Mary Coombs and Laura Reiner. As a team, they did a wonderful job coordinating participants, laying

out plots, educating on organic gardening, and creating a sense of community among both annual and perennial gardeners. Plots are assigned to returning gardeners and then to new gardeners on a first come, first served basis. Applications for Community Garden plots are available on our website or in our office.

Wetlands Permitting

The Commission's wetland permitting workload increased significantly over 2017 with a total of 36 permit applications, including 24 Notices of Intent and 12 Requests for Determinations of Applicability. The Commission also modified 2 permits, extended 3 permits, issued 15 Certificates of Compliance and one Emergency Permit.

This year's increase in workload is largely associated with development and redevelopment around Lake Boon and with requests to remove trees in the wake of several severe winter storms that caused extensive tree damage. The Commission completed its review of a proposed subdivision off Sudbury Road and Forest Street called Joanne Drive, and began reviewing a seven-lot subdivision off Sudbury Road at Hallocks Point on Lake Boon. Another major project was the reconstruction of the Finn Road Culvert at the Delaney Flood Control Project. Hearings were also held for a variety of small residential projects including new dwellings, additions, and septic system replacements. Approved projects required extensive construction monitoring during the year, including the ongoing development at Jillian's Lane on Walcott Street and at Regency at Stow on Boxboro Road.

In addition to the projects noted above, the Commission pursued resolution of violations of the Wetlands Protection Act and Town Wetlands Bylaws at a number of sites, most of which were quickly resolved. A total of 6 Enforcement Orders were issued for unpermitted work or projects that were out of compliance with permit conditions.

As a reminder, any work within 100' of wetlands and 200' of streams requires a permit. This includes tree and understory clearing, pools, and other structures. Please contact the Commission to discuss your project in advance.

Collaborative Efforts, Outreach, and Long-Range Planning

The Commission has also been involved in a number of cooperative and long range planning efforts in conjunction with other Town boards and departments. A representative of the Commission sits on the Complete Streets Committee, and the Commission and staff participated in a state-funded Municipal Vulnerability Project which completed a report evaluating the Town's readiness to address issues relating to climate change. As a member of Stow's Staff Permit Team, we continue to work closely to coordinate our efforts with other Town departments. The team meets regularly to review land use matters and includes professional staff from the Conservation, Planning, Health, Building, Highway, Assessing, Fire, and Police Departments as well as a Selectmen's Office representative. The Commission also serves as a member of the Steering Committee of the Cooperative Invasive Species Management Area – a regional invasive species management organization.

Administration

Stow is very fortunate to have a Conservation Commission with active members who possess a wide range of expertise. Kathy Sferra, Jacquie Goring, and Bruce Trefry serve as staff to the Commission, juggling responsibilities in a busy office and regularly monitoring activities on conservation land. We appreciate their dedication and hard work in support of our efforts. Cortni Frecha continued as the Commission's liaison to, and Chair of, the Community Preservation Committee for most of 2018.

There were no changes in the membership of the Conservation Commission in 2018, however, resident Nick Tepper was appointed to serve as an Associate Commission member in December. Andrienne Snow stepped down as Chair, and member Jeff Saunders was elected as the Commission's new Chair in 2018. Associate member David Coppes resigned from his position.

The Conservation Commission is seeking associate members who are interested in learning more about our work and contributing to the Commission's efforts. If you have an interest in conservation and would like to join the Conservation Commission, please contact the office at 978-897-8615, conservation@stow-ma.gov, or attend one of our meetings. You can also learn about events and activities via the Conservation Department's Facebook page at www.facebook.com/stowconservation.

Respectfully submitted,

Commission Members:

Jeff Saunders, Chair
Serena Furman, Vice-Chair
Ingeborg Hegemann Clark
Cortni Frecha
Sandra Grund
Nickole McGachey
Andrienne Snow

Associate Members:

Bruce Trefry, Land Steward
Joyce Bunce, Garden Steward
Myong Hunt, Garden Steward
Mary Coombs, Assistant Garden Steward
Laura Reiner, Assistant Garden Steward
Stewart Dalzell
Dwight Sipler
Nick Tepper

Staff:

Kathy Sferra, Conservation Coordinator
Jacquelyn Goring, Conservation Assistant
Bruce Trefry, Conservation Land Steward

BOARD OF HEALTH

As the local permitting authority responsible for the health and safety of Stow residents, the Board of Health serves the Town by ensuring that our water wells, sanitation, habitation, and environment continue to meet the high standards set by those early pioneers who recognized that good health practices create positive outcomes for people and the environment.

Stow is a member of the Nashoba Associated Boards of Health which is a regional health district. It was established in 1931 with the express purpose of providing robust public health services to small communities. The Association consists of 16 communities (including Stow) in North Middlesex and Worcester counties.

Medical Reserve Corps (MRC)

In October, the MRC assisted the Nashoba Nursing Service and Board of Health at the annual seasonal flu clinic. Two hundred and forty-three (243) people were vaccinated against the flu at this clinic, a 20 % increase over 2017. Many clinics were offered throughout the Nashoba region by the Nashoba Nursing Services with the intent to inoculate as many people as possible against the influenza virus. Many thanks to the MRC volunteers who stepped forward to help with this important event.

Community Health Nursing

Nashoba Community Health Nursing Program provides an essential public health service to the residents of Stow. The Nurse is available in town on the first Wednesday morning of each month at the Stow Community Center and daily by phone at 800-427-9762. The nurses provide monthly well-being clinics, screenings, and education services to all residents.

Hazardous Waste and Recycling

In July 2016 the Town became a member of the Devens Regional Household Hazardous Products Collection Center located at 9 Cook Street, Devens, MA. In 2018, eighty-two (82) residents and small businesses enjoyed the opportunity to properly dispose of their toxic waste safely and easily at the Devens Regional Household Hazardous Waste Center. Approximately 6,568 pounds of toxic waste was disposed of by Stow residents. Many items disposed of included leftover paints, pool chemicals, and unused cleaners. The service resulted in additional protection to our drinking water supplies.

The Center is open 20 days a year, the first Wednesday and the following Saturday of each month from 9:00 AM-1:00 PM, March to December. Informational flyers are available at the Board of Health office or on the Board of Health and Devens website at www.devenshhw.com. The flyer lists items that are accepted and not accepted at the facility.

The Health Department continues to offer recycling of certain types of batteries (non-alkaline), mercury thermometers and fluorescent bulbs and sharps. Residents can call the Board of Health office to set up a drop off. There is a statewide ban on the disposal of sharps, including

unopened packages of hypodermic needles and lancets in the trash. The Board of Health office provides the sharps containers for a small fee that covers the cost of the container and disposal.

Mosquito Control

The Town of Stow is a member of the Central Massachusetts Mosquito Control Project. The Control Project is committed to an Integrated Mosquito Management Program which utilizes a variety of control techniques and evaluation procedures. The goal is to provide effective and environmentally sound mosquito control, reducing mosquito annoyance and the potential for the transmission of mosquito-borne diseases.

Animal Control and Animal Inspector

The Town of Stow shares regional services for Animal Control with the Town of Boxborough. In 2016, Phyllis Tower became Stow's Animal Control Officer. She divides her time between Stow, Boxborough, and Littleton. In order to reach the Animal Control Officer, residents can call the Stow Police Department. In 2018, Phyllis was appointed as Animal Inspector. The Animal Inspector conducts barn inspections, handles rabies exposures and animal quarantines.

Animal Control Calls: 278

Dog Calls 120	Cat Calls 38
• Missing 12	• Missing 8
• Lose 59	• Lose 8
• Found 15	• Found 8
• Barking 4	• Struck by Car 5
• Vicious 11	• Other 9
• Other 19	
Wildlife Calls 112	Livestock calls 8

Animal Inspector Report:

Barn/Livestock Inspections 93	Animals Quarantined 23
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NASHOBA ASSOCIATED BOARDS OF HEALTH

STOW ANNUAL REPORT 2018

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in Stow. In addition to the day to day public health work conducted for Stow we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See ***nashoba.org***)
- Nashoba assisted in providing a school-located seasonal flu clinic with the Stow Medical Reserve Corps (MRC)
- Provided health education programs in collaboration with the Stow Council on Aging

We look forward to continuing our work with Stow's Board of Health. Included in the day- to- day work of Nashoba in 2018 were the following:

- Through membership in the Association, Stow benefited from the services of Nashoba staff including: Registered Sanitarians, Certified Health Officers, Registered Nurses, Nutritionists, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists.
- Reviewed 52 Title 5 state mandated private Septic System Inspections for Stow Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Stow Board of Health for enforcement action.

By the Stow Board of Health's continued participation in the Association you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

TOWN OF STOW

Environmental Health Department

Environmental Information Responses

Stow Office (days).....93

The Nashoba sanitarian is available for the public at least twice a week on Tuesday and Friday mornings at the Stow Board of Health Office. ***This does not reflect the daily calls handled by the three Nashoba secretaries during daily business hours.***

Food Service Licenses & Inspections.....21

Nashoba annually mails out and receives applications from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected on an at-risk inspection method. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

Beach/Pool/Camp Inspections..... 11

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.000. Semi-public swimming pools are permitted and inspected in accordance with 105CMR435.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.

Housing & Nuisance Investigations.....6

Nashoba, as agent for the local Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspects for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications.....33

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

Septic System Lot Tests..... 99

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

Septic System Plan Applications20

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

Septic System Plan Reviews47

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

Septic System Permit Applications14

Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Construction Inspections.....94

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

Septic System Consultations.....42

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits.....10

Water Quality/Well Consultations.....46

Private wells are regulated solely by local Board of Health regulations, The Nashoba Sanitarian assist the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

Rabies Clinics - Animals Immunized.....22

Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individuals and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and

services and provide case management as needed (health promotion).

- We provide public health education.
- We address psycho-social issues that may impact general health and safety (i.e. hoarding).
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

Nashoba conducted 16 public clinics/outreach events in your community; those clinics offered your citizens: blood pressure screening, flu shots and an opportunity to consult with the nurse to address questions. Programs were provided at the Council on Aging on a variety of topics.

Our staff conducted 8 health promotion/well-being/volunteer visits in your community.

We administered 243 flu shots through our annual clinics.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Investigated.....	94
Confirmed.....	56

Communicable Disease Number of Cases

• Anaplasmosis.....	6
• Babesiosis	2
• Borrelia	1
• Cryptosporidiosis.....	1
• Giardia	3
• Hepatitis A	1
• Influenza	35
• Legionella	2
• Pertussis	1
• Strep Pneumoniae.....	4

Dental Health Department

Examination, Cleaning & Fluoride - Grades K, 2 & 4

Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

Students Eligible.....	238
Students Participating.....	108
Referred to Dentist.....	9

Instruction - Grades K, 1 & 5

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

Number of Programs.....	13
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Permitting and Licenses

In addition to the Permitting and Inspections by the Nashoba Board of Health, the local Board of Health issued the following permits and licenses:

- Rubbish Hauler Permits.....7
- Stable Licenses.....23
- Dumpster Permits.....12
- Retail Tobacco Permits.....6
- Title 5 Inspection Report reviews- 98

The Board of Health office is located on the second floor of the Town Building. Please call if you would like more information on any of the services we offer, such as sharps disposal, or recycling. As always, we encourage you to call or visit if you have any questions, problems, or concerns. We can be reached by phone at 978-897-4592 or email at health@stow-ma.gov. Please visit us on the Town of Stow website at www.stow-ma.gov.

Respectfully submitted,

Stow Board of Health

Mary McDowell, Chair
Marcia B. Rising
Merrily Evdokimoff

Cynthia Colosi, Office Administrator
Justine St. John, Office Assistant
Phyllis Tower, ACO/Animal Inspector

ZONING BOARD OF APPEALS

The Zoning Board of Appeals, consisting of five (5) members and six (6) associate members, is appointed by the Board of Selectmen. As authorized by MGL c.40A, the Board is responsible to hear and decide applications for special permits, variances, and appeals from decisions of the Zoning Enforcement Officer. Consistent with MGL c.40B (affordable housing), the Board is responsible to hear and decide applications for Comprehensive Permits. The Board typically meets on the first Monday of each month and is supported by a part-time Secretary.

The Board saw a change in membership in 2018 with the following appointments:

- Ernest Dodd to fill an unexpired five-year term ending June 30, 2022;
- Mark Jones for five-year term ending June 30, 2023;
- Charles Barney for a five-year associate member term ending June 30, 2023; and
- Andrew DeMore for a five-year associate member term ending June 30, 2023.

Two Associate Member vacancies exist to complete unexpired terms ending on June 30 in the years 2020 and 2022.

The Board held an unprecedented amount of meetings this year. The Board met 27 times with hearings held on eighteen (18) applications for Special Permit and Variances and three (3) applications for Comprehensive Permits. In addition, there are 5 ongoing appeals of the Board's decisions.

Special Permit Applications- Municipal

- 323 Great Road – Stow Community Park – GRANTED

Special Permit Applications – Change in Use

- 23 Gleasondale Road – Change in Use to Massage Studio – GRANTED

Special Permit Applications - Pre-Existing Non-Conforming Lots

- 84 Peabody Drive – Construction of a two-car garage – WITHDRAWN
- 216 Barton Road - Expansion of existing dwelling – GRANTED
- 72 Peabody Drive – Construction of a deck - GRANTED
- 10 Dawes Road – Expansion of existing dwelling – GRANTED
- 34 Davis Road – Replacement of existing dwelling – GRANTED
- 422 Gleasondale Road –Special Permit Modification to allow conversion of storage space to bedroom – GRANTED
- 203 Barton Road – Expansion of existing dwelling - GRANTED
- 291 Hudson Road – Construction of porch, deck, 3-season porch and workshop – ONGOING
- 111 Kingland Road – Second floor addition and replacement of existing garage - GRANTED
- 23-25 Hale Road – Replacement of existing dwelling – ONGOING

Variance Applications:

- 84 Peabody Drive – Construction of a two-car garage – WITHDRAWN
- 323 Great Road – Stow Community Park – GRANTED
- 42 Pine Point Road – Barn - GRANTED
- 34 Davis Road – Screened Porch – GRANTED
- 291 Hudson Road – Construction of porch addition and workshop - ONGOING
- 23-25 Hale Road – Construction of a shed - ONGOING

Applications for Chapter 40B Comprehensive Permits

- 22 Johnston Way (Stow Elderly Housing Corporation) – 37- unit apartments - APPROVED
- 22 Johnston Way (Stow Elderly Housing Corporation) - Amendment to existing - Comprehensive Permit dated 9/21/82 - APPROVED
- Pine Point and Sudbury Roads (Habitat for Humanity) – Duplex APPROVED

Ongoing Litigation on Decisions under Appeal

- Collings Foundation v. Stow Zoning Board of Appeals
- Piecewicz v. Stow ZBA/Quinn
- Kathleen Fisher v. Stow ZBA/Presti
- Presti Management Corporation v. Stow ZBA/Fisher
- Habitat for Humanity – Comprehensive Permit (Appealed to Housing Appeals Committee)

Thanks

The Board extends a special thanks to our long-time member Charles Barney, who decided not to seek re-appointment after serving 32 years on the Board of Appeals. Previous to his service on the Board of Appeals, he served 5 years on the Planning Board. His institutional knowledge has been invaluable to the Board of Appeals. His approach to each and every application has been fair and equitable taking into consideration the intent of the Zoning Bylaw, property owner rights and impacts to abutting properties. His dedication to the town is unparalleled. Although he decided not to seek re-appointment when his term expired in June, he agreed to stay on as an Associate Member in order to see an application in process to completion thereby extending his planned retirement by 6 months. We wish Charlie the best in his retirement.

The Board would also like to thank Town Planner Jesse Steadman and Assistant Town Planner Valerie Oorthuys for stepping forward to staff the Board throughout the public hearing and deliberations on a Comprehensive Permit Application.

Respectfully submitted,

Edmund Tarnuzzer, Chair
William Byron
Bruce E. Fletcher
Ernest E. Dodd
Mark Jones

Charles Barney, Associate
Andrew J. DeMore, Associate
Lee Heron, Associate
Ruth Kennedy Sudduth, Associate

TOWN SERVICES

AGRICULTURAL COMMISSION

The Stow Agricultural Commission is charged with maintaining the viability of agriculture in Stow. This includes advising other Town boards on matters pertaining to agriculture, resolving conflicts between agricultural and residential uses, and promoting agriculture in town. The Agricultural Commission has a website, StowAgCom.org, which provides notices of agricultural events and conditions. The site can also be reached through the Town website.

Residents are reminded that Stow has a right-to-farm bylaw, which reiterates State laws in our Town bylaws. As part of this bylaw, we provide a notification form for use in transfers of property that lets people know that farms are active in Stow. The notification form should be filed with the Selectmen's office before the transfer of property is completed. The form can be downloaded from StowAgCom.org or through the Town website.

Respectfully submitted,

Liz Painter
Kathy Steege
Dave Buchholz

BUILDING DEPARTMENT

The Building Department issued a total of 302 Building Permits in 2018. It was a very active year with 32 new dwellings started, primarily at the Toll Brothers Active Adult Neighborhood off of Boxboro Road. In addition, the Collings Military Museum was inspected and completed in October. Doug Hyde, our Assistant Facilities Manager/Local Building Inspector, has continued with oversight of the Town buildings and the bulk of the building inspections. Our inspections included commercial expansions, new homes, kitchen & bath remodeling, home additions, roofing, siding, wood/pellet stoves and annual inspections of schools, restaurants, golf clubs and day care facilities. In addition we continued to attend training seminars for the 9th Edition IRC & ICC/MA building codes and energy codes which became effective on January 1, 2018. In addition to the duties as Building Inspectors, we are also in charge of operation & maintenance of the following municipal properties: Town Building, Town Hall, West School, Crescent Street Garage, Old Crescent Street Fire Station and the Pompo Fire Station/Community Center. We also assist the Police Department and the Library Trustees with building improvement projects at their respective buildings. We have maintained the Town Buildings as follows:

Town Hall

Two layers of old roofing were removed and new roof shingles were installed. The roof heating cables were reinstalled. A Town Hall Restoration Committee was formed with Doug Hyde as Chair. An architect was retained to evaluate the building and make design recommendations for restoration. The Cemetery Department moved their office to the Old Fire Station. Regular building maintenance and snow removal were performed. In addition, annual maintenance of the oil burners was completed as well as annual testing of the smoke detectors & fire alarm notification system. Custodial services are provided by the Building Department.

Town Office Building

A major check valve water leak on the main sprinkler pipe in the Sprinkler Room was repaired. A mechanical consultant was hired to begin design of a replacement HVAC System. New carpet was installed at the lower level in anticipation of the buildout of 4 offices in early 2019. The 2 hot water heating recirculating pumps were rebuilt. Regular maintenance items included changing air filters, and grease for the air handling units. Faulty gas boiler controls were replaced. The public water supply filtration system was checked and maintained daily. Annual inspections were completed for the elevator, smoke alarm system and the sprinkler system. Custodial services are provided by the Building Department.

West School & Crescent Street Garage Building

The top 2 feet of the West School chimney blew off during a wind storm. The chimney is secure. These buildings were checked periodically for security.

Old Crescent Street Fire Station

Currently the building is being utilized for storage of Highway and Police equipment. The Cemetery Department is storing summer and winter equipment in the building and their office is set up and operational. Heat is provided with the existing gas furnace and a temporary gas furnace supplies heat to the bay area. Highway prepared a parking area with 10 spaces at the rear of the building and they are open for public use.

Randall Memorial Library

We provided assistance to the Director and the Library Trustees for any building issues that developed. In addition, we provided clerk of the works services and construction administration for the completed Chimney Restoration and the 2nd Floor Restoration Contracts. Custodial services are provided by the Building Department.

Police Station

We received bids for the building trim and soffit replacement contract and provided construction oversight. The project is complete. Custodial services are provided by the Building Department.

Pompositticut Fire Station/Community Center

This building has been open and well used for 2 years. In addition to the daily COA and Recreation activities in the building, we processed 121 room rental requests. The building utility costs are paid through the Building Department. Custodian services, snow removal and operation & maintenance of building systems are also provided by the Building Department.

In summary, I want to thank all the Town departments for their support and assistance. Many thanks to Doug Hyde and Administrative Assistant Courtney Poulson for their dedicated service in the Building Department.

Respectfully submitted,

Craig D. Martin, P.E.
Building Commissioner/
Facilities Manager

Doug Hyde
Assistant Facilities Manager/
Local Building Inspector

Courtney Poulson
Administrative Assistant

Inspectors

Robert Norton, Wiring Inspector
Charles Weeks, Deputy Wiring Inspector
Michael Norton, Deputy Wiring Inspector
Adam Sahlberg, Plumbing & Gas Inspector
Robert Smith, Deputy Plumbing Gas Inspector

BUILDING PERMITS
ISSUED IN 2018

NUMBER of Permits	Type of Construction	Construction Value
5	Additions	\$375,500.00
13	Basements/Attics	\$401,411.00
3	Cell Tower Antenna	\$61,000.00
9	Commercial	\$336,000.00
20	Decks/Porches	\$343,597.00
7	Demo	\$52,000.00
13	Insulation	\$60,199.48
24	Kitchen & Bath	\$937,317.63
4	Municipal	\$331,094.00
32	New Dwellings	\$10,377,360.00
4	Pools	\$246,491.00
13	Renovations	\$1,098,188.00
5	Repairs	\$105,629.00
51	Roofs	\$712,355.00
8	Sheds/Barns	\$145,861.35
32	Sheet Metal	\$381,623.00
4	Solar	\$105,470.00
11	Tents	\$0.00
1	Walls (Retaining)	\$54,816.00
39	Windows, Siding & Doors	\$797,990.50
4	Woodstoves	\$13,665.00
302		\$16,937,567.96

TOTAL PERMITS & CERTIFICATES ISSUED IN
2018

#	Permits & Certificates	Fees Collected
302	Building Permits	\$167,531.62
240	Electrical Permits	\$31,330.00
155	Plumbing Permits	\$17,360.00
198	Gas Permits	\$14,525.00
41	Signs/Banners	\$919.80
4	Trench Permits	\$200.00
12	Annual Certificates	\$480.00
952	TOTAL PERMITS	\$232,346.42

#	INSPECTIONS
747	Building
471	Electrical
271	Plumbing
270	Gas
1759	TOTAL

#	Community Center
121	Room Rental Request

CABLE LICENSE ADVISORY COMMITTEE

The Cable License Advisory Committee (CLAC) assists the Stow Board of Selectmen with awarding the license a cable company requires from the Town in order to provide cable television service to its residents. It also works to assure that the terms of the license are being followed.

Stow's first cable license was awarded to Adams Russell in 1986 and was last renewed in 2012 for ten years. Adams Russell provided Stow video cable service under this license for many years, and then sold its license to Cablevision, which sold it to AT&T. Today, Comcast holds that license.

The Selectmen signed a 15-year cable license with Verizon on June 24, 2008. Verizon has provided fiber optic cable to most parts of the town and offers full video cable service, along with high-speed Internet service and digital telephone service.

The contract with Comcast was renewed for ten years on October 23, 2012. The Cable License Advisory Committee joined forces with the Local Access Channel Advisory Committee (LACAC) to guide renegotiation of the Town's cable contract with Comcast. LACAC engaged Attorney and Cable Specialist Bill August to help with the process. The new 10-year contract provides for gradually increasing Stow TV funding and a one-time stipend for equipment. It allows for Stow TV to have two programmable Comcast channels, and regulates many issues involving cable service to the town.

Comcast and Verizon provide Stow's local access channels which are programmed by Stow TV. Comcast channel 8 and Verizon channel 32 carry public and education programming. In addition, they each provide Stow with a second channel (Comcast channel 9 and Verizon channel 33) devoted to government and education programming.

Both licenses provide for a percentage of Comcast's and Verizon's income from Stow subscribers to be returned to the Town in order to support Stow TV operation. The Cable Committee ensures that all the terms of the license are being met and that all license payments are being made at the time specified by the license.

Comcast and Verizon broadband Internet and the digital telephone service provided are carried by the same cable each uses to provide Stow residents with video service. But only the video service requires a Stow license (and provides Stow with operational funds) since the Internet and telephone services are considered a 'data' service and are regulated by the State, not by Stow.

The Stow Cable License Advisory Committee has no control over the cost of service by either company, nor in the selection of programs offered by the companies over their video cable service. Subscribers need to call the company's customer service to resolve any problems of this nature. If the problem is related to providing service (not content or price) and cannot be

resolved by customer service, contact the Stow Cable Committee to see if additional assistance can be provided.

The Committee had no meetings in 2018. The members attended the November 19th meeting of LACAC and it was mutually agreed to recommend to the Board of Selectmen to fold the mission of CLAC into LACAC and formally dissolve CLAC. Members of CLAC will be Associate Members of LACAC and will work with LACAC on the expanded mission of LACAC.

Respectfully submitted,

Bob Mong Arny Buckman

CEMETERY COMMITTEE

The Cemetery Committee, which reports to the Board of Selectmen, is composed of three members, each serving a three-year term. The Committee oversees the management and upkeep of the Town's cemeteries.

There are three cemeteries in Stow: Hillside Cemetery on Crescent Street, Lower Village Cemetery on Great Road and Pompositticut Street, and Brookside Cemetery on Gleasondale Road and Box Mill Road. All 15 acres are maintained by the Superintendent and with assistance from the crew of the Highway Department.

We have completed assessment of the 9 acres of the Derby's land, purchased last year. We have determined to proceed with a 6-foot pathway surrounding the 9 acres and having access overlooking both Pot Ash and Elizabeth Brook waterways.

The Committee members and the maintenance crew wanted to thank both the Historical and Ancient Documents Committees for the countless hours they have spent organizing documentation.

We would also like to thank the Board of Selectmen, the Town Administrator and all the townspeople who supported us during the past year.

In the year of 2018 we performed 29 burials totaling \$8,050.00 into the General Fund Account. Plot sales totaling \$20,625.00 went into Perpetual Care and Sales of Lots accounts. We had 28 inquiries about genealogy, general plots and burial information. We look forward to serving in any way we can. And we are continuing to prepare for the future needs of not only the cemeteries but for the community needs also.

Respectfully submitted,

Kenney Banks
Glenn Hammill

Robb *GH* Gledhill, Superintendent

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Act (CPA), MGL c. 44B, was enacted into legislation on September 14, 2000. Under this legislation, municipalities may opt to participate by adopting a property tax surcharge to create a locally-controlled Community Preservation Fund administered by a Community Preservation Committee (CPC). The state provides matching funds based on the percentage of surcharge adopted and the number of communities participating statewide. The Community Preservation Fund can be used to fund projects related to the acquisition and preservation of open space/recreation, the creation and support of affordable/community housing, and the acquisition and preservation of historic buildings, landscapes and documents. Stow voters accepted the provisions of the CPA in May 2001.

The fiscal year ending June 30, 2018 was the seventeenth year of collections and state matching grants in Stow. In November of 2018 Stow was awarded \$179,076 - a 29.89 percent match. Stow has received over \$4.2 million in matching state funds over the past 17 years. Community Preservation funds are deposited in a locally controlled, interest-bearing account. All projects recommended by the CPC must first be approved by Town Meeting before expenditures can be made from Stow's Community Preservation Fund. The CPC carefully reviews each project before bringing it to Town Meeting to determine whether or not it is eligible for CPA funding, assesses the feasibility of completion, and evaluates whether it might be possible to leverage other funds to make each project the best possible investment of the Town's funds.

At the Annual Town Meeting (5/7/18) voters approved Community Preservation warrant articles appropriating funds for the following: a roof replacement on the Stow Town Hall (\$30,000), design funds for the Stow Town Hall Restoration (\$175,000), supplemental funds for the Historic Randall Library restoration (\$65,000), additional funds to continue improvements at the Pine Bluff recreational facilities (\$20,000), and funds to purchase the Kunelius Property (\$215,875). They also set aside Community Preservation administrative funds (\$35,000) and allocated for Community Preservation annual reserves required under the Community Preservation Act: Historic Preservation (\$73,500), Open Space and Recreation (\$73,500), and Affordable Housing (\$73,500). An additional adjustment was also needed (\$1,000) for each of the three reserve accounts.

John Colonna-Romano replaced Ernie Dodd as Planning Board member on June 14, 2018. The Assessor's seat is currently vacant due to Richard Connelly's passing in June of 2018.

The Community Preservation Committee consists of the following members:

John Colonna-Romano	Planning Board	Cortni Frecha, Vice Chair	Conservation
Vin Antil, Chair	Open Space Committee		Commission
Mike Busch	Recreation Commission	Bob Larkin	Housing Authority
Bill Byron	Council on Aging	Atli Thorarensen	Finance Committee
Vacant	Assessors' Office	Krista Bracci	CPC Administrator
Andy Crosby	Historical Commission		

Approved Stow CPA Projects 2001 to Present	Approved Project Amount	Final Project Cost
Totals for Open Space/Recreation	\$ 5,168,975.00	\$ 4,337,520.80
Conservation Comm Acquisition of Open Space	\$ 50,000.00	\$ 50,000.00
Con Comm Additional Open Space Funds	\$ 50,000.00	In progress
Funds spent thus far \$6,656.64		
Hale Woodlands	\$ 35,000.00	\$ 35,000.00
Lake Boon Preservation Project	\$ 77,000.00	\$ 33,299.89
Assabet Rail Trail Easement	\$ 227,000.00	\$ 135,949.50
Moseley APR	\$ 23,600.00	\$ 23,600.00
Maple Street CR for SCT	\$ 80,000.00	\$ 75,000.00
Snow Property Acquisition	\$ 673,000.00	\$ 658,899.46
Stow Community Park Construction	\$ 1,000,000.00	\$ 999,595.93
Design Plan for Track Road Rail Trail	\$ 46,000.00	In progress
Funds spent thus far \$0.00		
Fitzpatrick Property Acquisition	\$ 95,000.00	\$ 89,676.19
Design Funds for Pine Bluffs	\$ 40,000.00	In progress
Funds spent thus far \$36,830.50		
Additional Funds for Pine Bluffs	\$ 39,500.00	\$ 39,500.00
Creation of Rec Facilities at Pine Bluffs	\$ 242,000.00	\$ 242,000.00
Tuttle Lane Land Acquisition	\$ 140,000.00	\$ 140,000.00
Invasive Species Mapping and Control	\$ 25,000.00	In progress
Funds spent thus far \$17,975.60		
Purchase of Boon Road APR	\$ 140,000.00	\$ 140,000.00
Creation of 323 Community Park	\$ 275,000.00	In progress
Funds spent thus far \$0.00		
Carver Hill Conservation Restriction	\$ 1,400,000.00	\$ 1,400,000.00
Small Farm Conservation restriction	\$ 275,000.00	\$ 275,000.00
Final Phase of work at Pine Bluffs	\$ 20,000.00	In progress
Funds spent thus far \$18,148.08		
Purchase of the Kunelius Property	\$ 215,875.00	In progress
Funds spent thus far \$214,835.81		
Totals for Historical	\$ 1,142,419.00	\$ 752,456.36
West School Parking/Access	\$ 20,000.00	In progress
Funds spent thus far \$6,932.66		
Blacksmith Shop	\$ 929.00	\$ 745.00
Lower Village Cemetery Wall Restoration	\$ 9,990.00	\$ 9,918.28
Lower Village Cemetery Wall Restoration #2	\$ 19,500.00	\$ 14,199.08
Lower Village Cemetery Wall Restoration #3	\$ 20,000.00	\$ 17,500.00
Rehab Monuments & Headstones	\$ 48,000.00	\$ 46,300.00

Historic Document Preservation Project	\$ 100,000.00	\$ 100,000.00
Town wide Inventory of Historic Properties	\$ 50,000.00	\$ 50,000.00
Historic Document Preservation , Phase II	\$ 85,000.00	In progress
Funds spent thus far \$0.00		
Brookside / Hillside Cemetery Wall Restoration	\$ 60,000.00	\$ 56,000.00
Design Funds for Randall Library (5/14)	\$ 25,000.00	\$ 25,000.00
Additional Design Funds for the Library (5/16)	\$ 25,000.00	In progress
Funds spent thus far \$19,755.11		
Library 2nd Floor Restoration	\$ 380,000.00	\$ 380,000.00
Mapping of Lower Village/Hillside Cemeteries	\$ 24,000.00	\$ 24,000.00
Additional Funds for Cemetery Mapping	\$ 5,000.00	In progress
Funds spent thus far \$207.00		
Town Hall Roof Repair	\$ 30,000.00	\$ 28,794.00
Stow Town Hall Improvements	\$ 175,000.00	In progress
Funds spent thus far \$73.44		
Additional Funds for Library Restoration	\$ 65,000.00	In progress
Funds spent thus far \$20,666.15		
Totals for Affordable/Community Housing	\$ 2,927,200.00	\$ 356,163.00
Pilot Grove Perpetual Deed Restrictions	\$ 350,000.00	\$ 350,000.00
Purchase Perpetual Deed Restriction	\$ 250,000.00	In progress
Funds spent thus far \$0.00		
Consultant SMAHT	\$ 7,200.00	\$ 6,163.00
Affordability Safeguard Program	\$ 220,000.00	In progress
Funds spent thus far \$0.00		
Affordability Safeguard Program Extension	\$ 200,000.00	In progress
Funds spent thus far \$0.00		
Habitat for Humanity Units	\$ 150,000.00	In progress
Funds spent thus far \$0.00		
Pilot Grove and Plantation Expansions	\$ 1,750,000.00	In progress
Pilot Grove is complete \$825,000 & Spent \$100,000 on Plantation		
Funds spend thus far listed in the approved CPA projects column are not part of the final project totals (only totals of completed projects).		
Date Revised/Completed: February 12, 2019		

COMMUNITY SERVICES DIRECTOR

The Stow Community Services Coordinator provides confidential, professional social work services to residents of all ages. Residents can visit the Community Services Coordinator office at the Pompositticut Community Center for information, referrals, and supportive counseling. Home visits are also available for residents with limited mobility and after hours appointments may be arranged to accommodate resident work schedules. Office hours are held Mondays and Wednesdays 8am to 4pm. Appointments are recommended. Stow residents may self-refer by calling 978-897-2638 or emailing townsocialworker@stow-ma.gov.

In 2018 the Community Services Coordinator saw a similar number of clients as last year, demonstrating a consistent need for service in town. The Community Services Coordinator met with and provided referrals to 100 Stow households. Most households sought support on multiple occasions. The Community Services Coordinator conducted 100 office visits, 65 home visits, and more than 120 phone calls or emails to assist Stow residents in need of social service resources. Many clients requested assistance with multiple challenges; in addition to emotional support and emergency financial assistance, the most common areas of need were: help with accessing MassHealth & Medicare coverage, transportation options, housing resources, and affordable homecare providers.

In addition to direct resident meetings the Community Services Coordinator also communicates with a number of local agencies to ensure that residents are connected with supports that meet complex needs. To facilitate this, the Community Services Coordinator continues to facilitate quarterly meetings of the Stow Interdisciplinary Group to discuss community trends and share resources. Members of the group include representatives from the Fire Department, Police Department, Board of Health, Council on Aging, Recreation Department, Warm Hearts of Stow, Plantation and Pilot Grove Apartments, Nashoba Public Health Nursing, Stow Food Pantry, Stow Community Chest, and local faith groups. The Community Services Coordinator is grateful for the support and spirit of collaboration of all group members.

Unfortunately, I will be resigning at the end of December. The Town has posted the position and has received excellent applicants and will be hiring my replacement in January 2019.

Thank you for your continued support of this important town resource.

Respectfully submitted,

Lauren Abraham, LICSW
Stow Community Services Coordinator

COUNCIL ON AGING

The Council on Aging (COA), one of the larger Town departments, acts as the social service agency serving not only seniors, but all ages in need including low income and/or disabled citizens. The department continues to grow, experiencing an increase in daily attendance at the Pompositticut Community Center (if you build it, they will come). This past year the COA assisted approximately 1,063 people. On average 25 calls and 89 people came into the Center each day for COA.

There has been a 45% increase in services being provided by our Outreach Coordinator and Worker. They provided numerous hours of assistance through information and referrals regarding: housing, home-care, fuel assistance, food stamps, food pantry referrals, meals on wheels, Are You OK Program (RUOK), Life Line, medical equipment, home and hospital visits, assistance with consumer and other problems. The COA staff works closely with the Community Services Coordinator on the more challenging cases. In addition, the COA staff also works closely with other Town departments such as: Board of Health, Police, Fire, Town Clerk, Treasurer and Assessor's office. The COA has a 2005 Ford Freestar van for the Outreach and Community Services Coordinator staff to use when visiting seniors at home, in the hospital or a nursing home. When storms hit in March, the Community Center turned into a Warming Center, providing relief to folks who had been living without power for up to 48 hours.

Our ***Transportation Service*** continues to be our number one service. The COA transported approximately 773 riders totaling 6,487 trips covering 40,770 miles this past year. The cost of services for Transportation (van driver salaries & fuel) is \$65,152 of which \$45,929 was reimbursed by Montachusett Regional Transit Authority (MART), and an additional \$4,547 was collected through ride fares, reducing the cost to the Town to only \$14,676. The COA is continuing to make every attempt to streamline services to make them as efficient as possible. In June, the Stow Friends of the COA purchased a brand new 14- passenger wheelchair equipped 2018 Ford E350 van to replace an older high mileage 5 passenger van at no additional cost to the taxpayers. In addition, the COA also has an 8 and a 20 passenger van available for a variety of medical, shopping/errands and field trips.

A variety of ***Nutritional Programs*** are offered such as: Congregate Meals, Meals on Wheels, and Community Breakfast. In June, some of the COA staff took the training and were officially certified in ServSafe for another 5 years. The COA continues the increasingly popular program offering day-old food that local supermarkets have generously donated. The COA has volunteers picking up food during the week and distributes it to the Stow Food Pantry, Stow low income

housing, meal site and Stow's most needy citizens. The remainder of the food is distributed at the COA, available all day for Stow residents.

A variety of ***Programs and Services*** are offered through the Council on Aging throughout the year. Wide selections of Games offered include Billiards, Social Bridge, Chess, Mahjong and Poker. Weekly ***Exercise Classes*** offered include: Brains & Balance, Line Dancing, Qi Gong, Senior Fitness, Tai Chi, Yoga and Zumba Gold. New classes offered this year were Chair Yoga and a very popular weekly Stretch & Flex class. The Community Center Circuit Exercise Room is open to all ages, and is becoming increasingly popular. ***Creativity Classes*** such as Crafts, The Bee (hand spinning, knitting and textile related work), a Watercolor Painting and Bread Making Class were offered. New programs offered this past year were Quilting and Baby Wraps (baby quilts for the neonatal unit at Emerson Hospital). A holiday Boxwood Tree Arranging class was held, which everyone enjoyed. ***Health and Educational*** presentations are offered monthly on a variety of topics such as: Breathe Easy, Urinary Health, Music Therapy, Ticks, Shingles, Cemetery Info, Home Seller, Crime Trend Talk, Consumer Rights & Scams, Fire Prevention & Safety, Home Care, Legal, Medicare Fraud, and Nutritional Talks. Clinics offered were Podiatry, Hearing, Blood Pressure, Blood Sugar and Vision Screening. This past year, the COA loaned out over 216 items of Durable Medical Equipment including: wheelchairs, tub transfer benches, shower chairs, commodes, walkers, and other miscellaneous items. ***Outings & Social Programs*** were offered, such as: Boston Symphony Orchestra Open Rehearsal, Russian Icon Museum, Worcester Art Museum, Davis Museum, Museum of Fine Arts, Tower Hill Botanical Gardens, NEC Jazz Concert, Boston Flower Show, River Cruises, a variety of Nature Walks, Garden Tours, Red Sox Games at COA, Fall Foliage, State House Tour, Foxwood, Mohegan and Twin River Casinos, many restaurants, diners & shopping excursions, and a variety of holiday parties and socials. Other programs include Arm Chair travel to the South Pole, Honky Tonk Piano entertainment and a Senior Picnic with entertainment provided by Guitarist Dave Ashman (our van driver). Our most popular Inter-generational Event is held during May and June. The COA participates in a 7-week "Bridges Together" program, matching over 40 seniors with students, working together in the classroom on a variety of lesson plans. This continues to be a very successful program and it is mandated that every 4th grade student at Center School participate. A bi-monthly event offered was a Veteran's Coffee Hour Social, and also, a weekly peer-led support group called "Buried in Treasures", helping people deal with clutter. A new Stow Genealogy Club started and has been well attended.

The COA 16-page colorful newsletter "The Stow Senior Scoop" continues to be mailed out as an insert in the Action Unlimited to every household in Stow on the last Saturday of every month.

The COA oversees the Senior Tax Work-Off Program which continues to be very beneficial; 15 participants worked in various Town departments, the library, and the schools in 2018.

The COA has a Gift Shop at the Community Center that offers beautiful handmade gifts by Stow seniors and a variety of products with the Stow logo on them. Thanks to the numerous volunteers that continue to create products for the Gift Shop. Many items are made in our creativity classes and generously donated to sell in our Gift Shop. The Gift Shop is another source of income for the SFCOA.

In 2018, the COA relied heavily on the 156 dedicated volunteers who provided approximately 9,800 hours of their time, offering their talent to improve all that COA offers and the quality of life for the seniors of Stow. This is a savings of over \$107,800 to taxpayers. Volunteers are assigned to a variety of duties such as: receptionist, data entry, bookkeeping, newsletter editor, and general office help. We also have friendly visitors, volunteer drivers, food program assistance, cooks for breakfast, birthday cake bakers, musicians, handymen and crafters. In addition, volunteer instructors teach exercise, craft and watercolor classes, computer help, money management and a variety of tasks too numerous to list here. The COA would not be able to do all that we do without their help. Our “Unsung Hero Award” was presented to Mercedes Mora who clocked in over 500 hours. This was well deserved, as she has been a dedicated volunteer behind the scenes knitting the majority of items for our Gift Shop.

Free Professional Services offered were: a Reiki Clinic, Repair Café, AARP Income Tax Preparation, and In-Home Computer Repair Service including distributing free refurbished computers and printers to seniors. A new service offered this past year was Notary Public. Thanks to the generosity of Brian Burke, the COA is able to offer Notary services to seniors including seniors who are home-bound.

The Stow Friends of the Council on Aging (SFCOA) raise funds to supplement the COA. They have numerous fundraiser events throughout the year. A new event this year was their successful clothing drive, which is a joint effort between the SFCOA, The Epilepsy Foundation and Savers. This past year, the Friends donated over \$41,058 to the COA. Without their financial support, the COA would not be able to offer such a variety of programs and services. They pay for our monthly Newsletter, Outreach Activities and Supplies, and help pay for the cost of the Instructors for our Exercise Classes. Through the years, they have purchased and maintained all four COA Vans. In June, President, Al Wheeler made his final act as President by purchasing a much needed new Van costing \$54,150. He resigned as President, but remains on the Board as a Member. We thank him for his years of leadership committed to enriching the lives of Stow seniors.

Minuteman Senior Services (MSS) provided services this past year to over 439 residents of Stow at a total value of \$455,400 in return for Stow’s Local Share contribution of \$1,573. Services

include: Care Management & In-Home Care, Caregiver Support and Options Counseling, Protective Services, Information & Referral, S.H.I.N.E (Serving Health Insurance Needs for Everyone) Benefits Assistance, Meals on Wheels, Senior Dining, Clinical Eligibility Screening and Senior Citizens Law Project.

Local organizations have offered their help such as the Rotary Club of Nashoba Valley, Stow Garden Club, the Stow Schools, the Scouts, and the Stow Lions Club. Local businesses have supported the COA throughout the year such as: Nancy's Airfield Café, Shaw's and local farms & orchards.

COA Funding Sources include: Mass. Executive Office of Elder Affairs, Stow Community Chest, Stow Friends of the COA, and the Stow Lions Club.

We wish to say farewell to Sharon Funkhouser who retired this past October. Many thanks for her dedicated service to our town, touching so many lives as the Outreach/Volunteer Coordinator for 13 years. Through the years, she also volunteered with Warm Hearts of Stow, Stow Community Chest and the Stow Medical Reserve Corp.

We wish to welcome Martha Shea, our new Outreach Coordinator, hired in November. She comes with a vast amount of experience working in the field for 24 years as a Police Officer/Detective for the City of Marlborough. She is an extremely friendly, positive, upbeat personality and self-motivated, and a great addition to our team.

Respectfully submitted,

Alyson Toole, COA Executive Director

Martha Shea, Outreach & Volunteer Coordinator
Suzanne Howley, Outreach Worker
Gilda "Gigi" Lengieza, Transportation & Front Desk Coordinator
David Ashman, Van Driver/Dispatcher

William Byron, Chair
Ruth Delmonico, Secretary
Ruth Banfield
Peter Cirioni
Stephen Dungan

Susan Matatia
Susan Pauley
Brian Burke, Associate
Rep. Kate Hogan, Associate
Kathy O'Brien, Associate

CULTURAL COUNCIL

The Stow Cultural Council is dedicated to creating a closer-knit community in Stow by sponsoring and supporting activities in the arts, humanities, and sciences that bring the diverse elements of our community together for enjoyment and cultural enrichment. The SCC especially seeks to fund projects that bring together parts of the community that do not often interact in their day-to-day lives in order to foster understanding by experiencing events together, working on projects and sharing stories about Stow's history.

The Stow Cultural Council completed a successful year, receiving a total of \$6,000 in grants from the following sources: \$4,500 from the State Legislature through the Massachusetts Cultural Council and \$1,500 from Town Meeting.

The council voted to grant funds to the following projects for 2018 fiscal year:

Randall Library	Summer Reading	\$600
Sounds of Stow	Sounds of Stow 2017-18 Concert Season	\$700
Marilyn Zavorski	Amelia Earhart: Pioneer of Aviation	\$300
Nashoba Friends of Drama	Spring Musical	\$600
Stow Conservation Trust, Inc.	Save Stows Farms Fundraiser	\$750
MariePatrice Masse	Reclaiming Our Seed Saving Heritage	\$400
Martha Chiarchiaro	Bringing History to Life Through the Art of the Time	\$750
Friends of Assabet River National Wildlife Refuge	Fort Assabet	\$400
Karen Mayotte	Center School Outdoor Garden	\$1,000
Nashoba Friends of Music	Nashoba Symphonic Band	\$500
	Total	\$6,000

The Stow Cultural Council encourages any Stow resident or organization to apply for a grant for a project of his or her own imagination or to sponsor an event by an area artist or performer, that will benefit the Stow community through arts, science, and/or culture. Area residents and organizations with ideas for projects benefiting the Stow community are also welcome to apply. Grant applications were due October 15, 2017, for the 2018 grant cycle. Awards were announced in January 2019. For more information see the Cultural Council page on the town website, www.stow-ma.gov. Local cultural council grants are to be considered a temporary aid to encourage groups to find added sources of funding.

Membership currently stands at seven (7) members. The Council is required to have 5 members in order to receive and disburse funds. Members are Angela Santos, Hector Constantzos (Chair), Jennifer Edgerton, Shawn Gross, Rachel Gwaltney, Alex Rosiewicz, and Amie Shei (Treasurer). The Council is able to add additional new members.

Respectfully submitted,

Hector Constantzos, Chair
Jennifer Edgerton
Shawn Gross
Rachel Gwaltney

Alex Rosiewicz
Angela Santos
Amie Shei, Treasurer



ECONOMIC DEVELOPMENT AND INDUSTRIAL COMMISSION (EDIC)

The Economic Development and Industrial Commission (EDIC), consisting of business owners and interested Stow community residents, is a seven member Commission appointed by the Board of Selectmen in accordance with M.G.L. Chapter 40, Section 8A.

Organization

The EDIC is made up of seven members serving staggered terms, not exceeding 5 years.

Mission Statement

The Stow EDIC will support new and existing businesses, identify needs and action steps to further opportunities throughout Stow and work with residents to better understand the most appropriate types of business development. To accomplish these goals the EDIC will welcome new businesses to Stow by streamlining the understanding of local regulations, acting as liaison between business interests and the Town Government and developing baseline information and studies on Stow's evolving economic conditions.

Commission Efforts

The EDIC completed an initial assessment of the Zoning Bylaw section relating to signs, which was identified through the 2015 Stow Business Survey as a regulatory challenge for local businesses. In partnership with the Planning Board, the EDIC continues to draft recommended updates to the Sign Bylaw.

The EDIC continued to engage in planning processes for Lower Village, through supporting the Planning Board's Lower Village Traffic Safety Improvement Project and providing feedback on the Lower Village Business District Assessment and Market Analysis. Additionally, the EDIC worked with Town staff to learn more about mixed use zoning and the potential effects zoning updates could have on the current patterns on use in Lower Village.

The EDIC hosted a Starting and Growing a Business workshop through the Small Business Administration (SBA) in May 2018, to introduce participants to programs and services available for start-up and existing businesses.

In June of 2018, the EDIC hosted a Job Fair to help match qualified job seekers with area businesses, with over 100 attendees and 20 participating businesses. The EDIC anticipates hosting a second Job Fair in the early summer of 2019.

Together with input from town residents, the EDIC is looking forward to a productive 2019. This past year's focus on enhancing the economic climate in Stow would not be possible without the dedicated time and effort volunteered by the Stow residents making up the Commission.

Respectfully submitted,

Kevin Whalen, Chair
Thomas Farnsworth, Vice Chair
Andrew Bluestein
Robert Collings

Jennifer Gero
Serena Howlett
Jean-Claude Sureau

HIGHWAY DEPARTMENT

This past year, the Highway Department continued to complete work that is needed to be done every year. This includes road projects to improve our roadways, regular road maintenance, including street sweeping, repairing catch basins, filling potholes, fixing drainage problems and maintaining street and radar signs, among other things. In the winter we focused on snow and ice removal operations and making the roads safe and passable for the prudent driver.

Last winter we had just under 50" of snow, which was less than 2017. We were dispatched to plow only 7 times, but because of the cold we still salted the roads 64 times. The challenge we faced last winter were a few ice and wind storms in March that took down many trees and branches all over town. This kept our crews busy for months afterwards, going street to street chipping the brush left behind. Recognizing the huge burden that was placed on the residents, we even offered brush chipping at the Highway Department for a solid week.

In addition to that brush work, we spent approximately five weeks trimming back roadside brush, to help keep the roads and intersections as safe as possible. We also removed 25 large roadside trees that were dead and had been deemed a hazard by the Tree Warden.

This construction season saw us resurfacing Great Road between Crescent Street and Gleasondale Road as part of the Complete Streets program that the Town has adopted. This project is still ongoing and we are hopeful it will be completed in 2019. We also resurfaced Kerrington Way and Partridge Lane. We continue to ask the Town to help fund the resurfacing/reconstruction of low volume roads (one or two per year), which allows us to then put our Chapter 90 monies towards more highly traveled roadways.

This past year we also said goodbye to two employees who had provided the Town with over a half a century of service between them. Both Scott Morse and Tim Gray have retired, and we thank them for their many years of service and dedication to both the Town and our department.

In this department, we need people who are willing to step in and complete a variety of tasks. Our employees are some of the most dedicated in the profession, and they continue to impress me with their ability to do whatever it takes to get the job done. I would like to offer a big thank you to all of our current employees, listed below.

Respectfully Submitted,

Michael E. Clayton, Superintendent of Streets
Justine St. John, Administrative Assistant
Brian Taranto, Crew Chief
Brent Allen, Tree Worker
Jim Rogers, Mechanic
Bruce Fletcher, Tree Warden/Consultant

Brian Hatch, Assistant Superintendent of Streets
Jake Babcock, Equipment Operator
Nico Antonelli, Driver/Laborer
Chris Ogilvie, Driver/Laborer
Ben Miele, Equipment Operator

STOW HOUSING AUTHORITY

The Stow Housing Authority, founded by Town Meeting, is authorized by and operates under the provisions of Chapter 121B of the Massachusetts General Laws to manage and administer low-rent housing programs, funded by the Massachusetts Department of Housing and Community Development (DHCD) and the U.S. Department of Housing and Community Development. The Stow Housing Authority is governed by a Board of five commissioners, four of whom are locally elected with the fifth member appointed by the Commonwealth. The Board of Commissioners meets as necessary at the Town Building.

Respectfully submitted,

W. Robert Dilling, State appointee
John Kendra
Michael Kopczynski

Robert Larkin, Chair
Cynthia Perkins
Jaclyn Beaulieu, Administrator

INFORMATION TECHNOLOGY DEPARTMENT

What's new in Stow regarding IT?

We ended 2018 putting the finishing touches on a needed data server at the Stow Police Station. This will enhance the day-to-day needs of the entire force, adding speed and integrity. The Fire Department received its first data server several months ago for network housekeeping and secured computing. The overall schema for the Town network has been reconfigured to allow for optimal throughput to the Internet and VPN points throughout town.

A technology refresh in the Assessors Department will help speed up and improve services to residents seeking information and help with their property.

Most public areas in Stow municipal buildings now offer high-speed Wi-Fi to residents visiting us in the Town Building, Randall Library, Council On Aging and Police & Fire Stations. If you don't see a sign concerning Wi-Fi access, just ask.

Respectfully Submitted,
Ron Eld, Director of Information Technology

LAKE BOON COMMISSION

The Lake Boon Commission (LBC) was enacted by the Massachusetts legislature as Chapter 712 of the acts of 1941. It is comprised of three members: Two appointed by the Stow Selectmen and one by the Hudson Selectmen. The LBC holds publicly posted meetings at the Stow Town Building about once a month or as otherwise needed.

2018 was the second full season during which the enforcement of all boating rules and regulations fall under the responsibility of sworn police officers, as opposed to the long-standing prior responsibility of LBC members and/or its Patrol Officer. These functions are now being performed by the Stow Police and the Environmental Police. On a regular basis, safety patrol/enforcement is conducted by Stow Police Officer Lee Heron (former Commission member) who is now subject to annual appointment by the Stow Board of Selectmen. NOTE: ALL calls concerning Lake Boon safety and/or law violations must be made directly to Stow Police at 978-897-4545.

Listed below is a partial list of the current safety rules and laws of which Lake Boon boaters must be aware. The Stow Police Patrol Officer and/or the Mass. Environmental Police may issue citations and fines for violation of any of those listed below, plus others, the knowledge of which is the responsibility of boat owners/operators:

- Boats are required to maintain headway speed only and use prescribed lights from sunset to sunrise. From sunset to sunrise the lake speed limit is headway speed only. On all Sundays and holidays, “quiet time” is defined as headway speed only from 2 PM to 6 PM. This speed limit also applies at all times year-round in any of the lake’s 3 “narrows”.
- Boat owners are responsible for any unsafe/damaging results of the wakes produced by their boats regardless of who is driving their boat.
- Jet Skis are required by state law to be 150 feet away from everything at any speed other than idle. It means that you have to idle out 150 feet from shore before applying power, and the operators must stay 150 feet from shore, other boats and swimmers at any speed other than idle. Jet skis and other personal watercraft are prohibited at all times from towing any device.
- Possession of alcoholic beverages on the waters of Lake Boon is prohibited. Throwing anything into the lake is against the by-laws. That includes leaves and grass as well as the more obvious trash. You can get a ticket just for having alcoholic beverages in your boat or throwing trash overboard.
- Any towing activity requires 3 people: one to be towed, one to drive and one to observe. Pulling a person without an observer is a major safety issue. Observers must be at least 12 years of age. Towing of more than one person on a device is not allowed under Lake Boon rules.

During 2018, the Commission devoted the majority of its efforts to the completion of the thorough systematic review of LBC rules and how they interact with State and Environmental Police laws, begun in 2017. As of this writing, the resulting LBC’s recommended amendments are being prepared for presentation to the 2019 Annual Town Meetings of both Hudson and Stow.

A periodic check of the Barton Road dam by the state's Division of Dam Safety revealed several deficient safety aspects of the structure. Stow engaged an engineering firm which conducted field tests, and has recommended remedial steps to reach compliance. Once agreement is reached, Town Meeting funding will be sought.

Lake Boon has for many years been host to non-native invasive weeds exacerbated by increased nutrient loading. The primary way to address this problem is through a comprehensive lake management program. Key features are steps to reduce nutrients reaching the lake and aquatic vegetation management. The latter involves the annual licensed application of state-approved herbicides in accordance with state permits and Orders of Conditions from the Conservation Commissions of Stow and Hudson. Nutrient management is accomplished by intercepting nutrients before they get to the lake in catch basins and by using a program of winter lake level drawdown, which removes some of the nutrients that otherwise would grow an even more robust weed crop. The Lake Boon Commission works with the Stow and Hudson boards as well as many interested parties, such as the Lake Boon Association, to effectuate this program. In 2018 the annual drawdown started in early October. The lake was dropped slowly and steadily until early November, when it reached 18 inches below the Top of Concrete (TOC) of the spillway structure. The boards are normally put back in the dam in March when the ice begins to recede from the shoreline to minimize damage to docks. The lake level should be restored to normal summer level by April 1, 2019.

Respectfully submitted,

Don Hawkes, Stow, Chair
Kris Krablin, Stow
Conray Wharff, Hudson

Volunteer members
Andy Pollock for weed management
program

OPEN SPACE COMMITTEE

The purpose of the Open Space Committee is to advise the town on open space protection priorities and to assist the Conservation Commission in developing and implementing Stow's Open Space and Recreation Plan.

The Committee supported the completion of several land protection projects in 2018 including the purchase of conservation restrictions and public trail easements on Carver Hill and Small Farm, purchase of the Kunelius property on Red Acre Road, and conveyance of the open space from the Regency at Stow development to the Conservation Commission. Several of these projects were carried out in partnership with the nonprofit Stow Conservation Trust.

Consultation remains ongoing with the Conservation Commission, Recreation Commission, and Stow Conservation Trust on the implementation of the plans for a town park adjacent to Minister's Pond off Great Road in Stow's Town Center.

The Committee continued to explore the southwest quadrant of Stow for opportunities to extend Stow's Emerald Necklace trail as recommended in the Open Space and Recreation Plan. A site visit in February explored the area of Hudson Road and Great Road for possible trails in the vicinity of Villages at Stow, Arbor Glen, Stow Community Park and the Quirk property, and opportunities to make connections between the Town's Spindle Hill Conservation Area and Stow Conservation Trust's Hale and Corzine properties.

A letter of support was sent in May to the Planning Board and to a potential property owner expressing the Committee's wish to offer comments on any development of the Quirk property off Athens Lane. The Committee will continue keeping a watchful eye on the area as the Quirk property is a possible key steppingstone in the Emerald Necklace extension.

The Committee sent a letter in September to the Planning Board regarding the Hallocks Point Subdivision requesting that a significant vegetated buffer be retained along Sudbury Road along the frontage of the subdivision to screen this development from the roadway. We also expressed support of the conveyance of a parcel of land to the Conservation Commission to permanently protect that portion of the Lake Boon shoreline and the wooded frontage along Sudbury Road.

The Committee voted unanimously to reappoint Committee member Vin Antil as the representative to the Community Preservation Committee for another year.

Ben Mast was appointed by the Board of Selectmen as new member to the Committee in February. The committee now has 7 members serving three year terms, supported by Conservation Coordinator, Kathy Sferra.

Respectfully submitted,

Carole Sureau, Chair
Bill Maxfield, Vice Chair
Vin Antil
Eve Donahue
Greg Jackson

Ben Mast
Bob Wilber
Kathy Sferra, Conservation Coordinator,
Staff Support

RANDALL LIBRARY

The library continued to uphold its mission to cultivate an efficient and energetic staff, provide high quality and multi-format materials and offer programs of educational and cultural benefit to the community in 2018.

Attendance and Circulation

There were 42,000 visits to the Randall Library during the calendar year 2018. Patrons picked up books and materials, browsed the collections, attended special events and used the library for meetings and quiet study.

62,764 non-digital items circulated from the Randall Library during 2018. These included check-out and renewals done at the Randall Library circulation desk and the remote renewal of items from the public access computers on site. Renewals and checkouts of digital materials to Stow patrons totaled 11,004 items in 2018 and were provided to Stow library patrons via Overdrive and Hoopla.

Databases

The Randall Library continues to provide special databases for Stow library card holding patrons to use both on-site and remotely. These databases include Consumer Reports online, Ancestry.com, Heritage Quest, Freegal and Mango Languages.

As a member of the Minuteman Library Network, the Randall Library provides patrons with many other databases for educational purposes including the Boston Globe and the New York Times online, business and educator resources, Novelist, a large collection of Gale resources, environmental studies and policy reference materials, literature resources and much more. These can be accessed at <https://www.minlib.net/online-resources/stow> or by searching the Randall Library website or the Minuteman Library catalog.

Special programs

The Randall Library continued to fulfill its mission to provide informational and educational enrichment to the town of Stow by providing a number of special programs. During 2018 the library staff provided 290 special educational and cultural programs for adults, children and young adults with an attendance of 4,315 participants.

Adult Special Programs

The Randall Library held another year of our “Summer Reading for Adults Bingo Contest”. The library was also involved in a Minuteman Library Network (MLN) “Library Crawl” with MLN consortium libraries and a “Summer Reading Passport” program with participating libraries from the CWMARS (Central/Western Massachusetts Automated Resources Sharing) consortium. These special adult summer reading events encouraged adults to use the free resources provided by local libraries in Massachusetts and provided Stow residents with fun ways to find out what the Randall Library has to offer.

The library sponsored other special programs for adults including meetings of the Randall Library Cookbook Club, the Randall Library Puzzle Club, the Restoration Revel Party, musical performances, seed saving programs with MariePatrice Masse, Adventures in Food and Travel programs, Halloween tarot card readings, meetings of the Stow Genealogy Club, family game nights and lectures on the use of essential oils to reduce stress, the Great Halifax Explosion, the history of African American artists, and hiking the Camino de Santiago.

Young Adult Special Programs

In order to better serve the needs of all the library's patrons, especially those who frequent the library after-school, the staff provided programs that focused exclusively towards the interests of 'tweens and teens during 2018.

Young adults (aged 12 and up) had a special summer reading program at the Randall Library in 2018. For each book that a young adult read during the summer the participant received a scratch ticket where the prize was cleverly revealed by scratching off the prize area on each ticket.

YA special programs included: after-school free tutoring services, STAB (the Randall Library's Stow Teen Advisory Board) meetings, after-school movies, gemstone jewelry making with Lori Burton of Serendipity of Hudson, Halloween gravestone rubbings, homemade flashlight making, teen rubber band car making, an after-school Dr. Seuss rap competition, making phone projectors, and afterschool origami.

STAB meetings continued to be held on a monthly basis, spearheaded by local Stow teens and overseen by Library Aides Olivia Sederlund and Lily Nicolazzo.

Children's Special Programs

The Randall Library had another successful year of summer reading for children with its "Reading Rocks" summer reading program, designed by Youth Services Librarian, Ms. Christine Morrison. This year's "summer reading launch party" was held at Pine Bluffs beach in co-ordination with the Stow Recreation Department. Since the program's theme was "Reading Rocks", children participating in the Randall's summer reading program this year received a rock, mineral or fossil gift when they reached their target goal for how long they had pledged to read each day. By taking a special geological spin on the "Reading Rocks" State-wide theme the Randall's program not only taught children about geology and allowed them to build their own rock and mineral collection, it provided a fun and educational way to avoid the "summer slump" in reading.

The library held many special programs for children during 2018 in addition to its regularly scheduled weekly programs. These programs included: musical performances by local musician Ed Morgan, a Saturday morning robotics Lego club, after school origami programs, a presentation by Animal Adventures of Bolton, a Science Magic program, chocolate rock making, Dinomania, crystal growing, technology take-apart, a Mega Slime Lab, Reading Dogs provided by the Pets for People organization, free library-sponsored tutoring, kindergarten class visits, STEAM (Science, Technology, Engineering, Art and Math) programs, and our always popular fairy house making program.

Regularly Scheduled Children's Programs

There were 102 regularly scheduled weekly children's programs with an attendance of 1,593 participants at the Randall Library in 2018. These weekly programs included preschool story-times and an infant program that the library calls "Baby Lapsit".

Staff

Library Aide Olivia Sederlund resigned from employment at the Randall Library shortly before the end of 2018 to take a position at the Goodnow Library in Sudbury. Library Aide Lily Nicolazzo took on Ms. Sederlund's position and a new Library Aide, Jael Gorham, was hired. Both Ms. Nicolazzo and Ms. Gorham are currently studying for their Master's degrees in Library Science.

Collection Development

A total of 2,444 new non-digital items were added to the Randall Library's collection in 2018. The library continues to provide high demand materials in all genres and formats.

Facilities

A major restoration of the second floor interior of the original 1894 library structure was completed during 2018. This restoration was made possible with generous funding from the Stow Community Preservation Commission and by the hard work of the Randall Building Committee for the Restoration of the 2nd Floor Historic Interior whose members included the Chairman Sharon Brownfield, James Salvie, Thomas Lam, Peter McManus, Steve Jelinek, Kathleen O'Brien and Barbie Wolfenden and with ex officio member Melissa Fournier the Library Director.

The design work was completed by the award-winning architectural and planning firm, McGinley Kalsow and Associates (MKA) of Somerville Massachusetts. MKA was chosen from a number of applicants based on the quality of their work and the firm's specialization in the restoration and renovation of historic buildings. The general contracting services were provided by Greg Campbell Construction. The completed restoration makes better use of the historic structure by providing clean and welcoming areas for library services as well as increasing meeting and quiet study areas within the building for the general public.

Improvements to the structure with the restoration included refinishing and restoring the existing antique flooring, cleaning and refinishing the woodwork, repairing the existing windows and replacing outside storm windows with UV-filtering glass, repairing the chimney, repointing and cleaning the brick of the fireplace, repairing the walls and repainting them using the original historic color scheme, cleaning, re-padding and reinstalling the library's vintage carpets, adding newly designed exterior doors, and rebuilding the staircase to the 3rd floor with a structure that is safer for the staff to use and is more in line with the library's original Victorian esthetic.

Modernization to the space included improvements to preschool story time areas by the removal of stained carpets and the addition of new tables, adding safety film to the historic objects cases, adding a Wi-fi router to the area to increase the strength of internet services, updating the

security system, increasing lighting by adding energy-saving LED lighting and the addition of additional electrical outlets for patron and staff use.

Furniture updates included the re-upholstering of existing vintage chairs and the addition of a new table and two new bookcases designed by Pompanoosuc Mills of Vermont. Funding for the new table and bookcases was provided thanks to the Randall Library Friends Association, Second Century Fund and a generous donation from the Sacra family.

Repairs were made to the chimney that leads to the Whitney Room fireplace to avoid any possible leakage issue in the future. This exterior work was also carefully done to coincide with the historical preservation of the building.

A new circular window seat storage unit was added to the restored tower area of the second floor. The work was generously done free of charge by local contractor Edmund Green. The new window seats provide patrons with a comfortable place to sit and read and provide additional areas for storage.

Improvements to the speed of Wi-fi throughout the building took place in 2018 with help from Ron Eld of the Stow IT department.

Acknowledgements

Special thanks to the Stow Cultural Council, Alice Eaton Fund, Stow Community Chest, DCU Kids, Hale High School Fund, Second Century Fund, Randall Library Friends Association and Randall Library Trust Fund for their financial support during 2018.

The library staff would also like to thank all the special volunteers who have supported the library with their time and efforts during 2018. Special thanks to the volunteer tutors of the Randall Library Tutoring Center, volunteers both human and animal that are provided by the Pets and People organization that participate in our “reading dog” programs, and the volunteers of the Stow Garden Club who continue to keep the garden at the front of the library beautiful and well cared for.

Respectfully submitted,

Randall Library Trustees:
Maureen Busch
Kathleen O’ Brien
Timothy H. Reed, Chair
Laura Reiner
Marianne Sharin

Carol Stolz
Barbara Wolfenden
Melissa Fournier, Library Director
Christine Morrison, Youth Services
Librarian

RANDALL LIBRARY TRUST FUND

Statement of Sources & Uses of Funds, CY18:

January 1, 2018 Opening Balance \$ **716,985.09**

Sources of Funds:

Contributions and Donations

Second Century Fund	\$	4,000.00
Randall Library Friends	\$	1,624.78
Hale High School	\$	14,650.00
Stow Cultural Council	\$	600.00
Alice Eaton Grant		1,000.00
Minuteman		221.21

Net Investment Income - Randall Library Trust \$ 47,521.07

Capital Gain - Randall Library Trust \$ (95,098.91)

Total Sources of Funds \$ (25,481.85)

Uses of Funds:

Conventional Library Materials	\$	(33,854.75)
Electronic and Digital Materials	\$	(7,434.04)
Programs	\$	(2,515.24)

Total Uses of Funds \$ (43,804.03)

December 31, 2018 Ending Balance \$ **647,699.20**

RECREATION COMMISSION

This past year has been exciting and eventful for the Stow Recreation Department.

The Recreation Department is very excited to offer year round programs for all ages at the Pompositicut Community Center. We continue to offer our tried and true programs such as, babysitter training, Skyhawk Youth Sports, dance and music programs and swim lessons. This year we have added many new activities: summer drama camp, ballroom dancing, bridge club, pilates, broga (yoga for bros), classes for nutrition and making fire cider and bone broth. We have been proud to partner with the Randall Library for several special events including the “Great Baking Show Experience”! We look forward to adding more programs and events.

Camp Stow was created in 2011 for the purpose of simultaneously providing an affordable, safe, and fun day camp experience for local kids while also generating income to be used for the maintenance and upkeep of Stow’s parks and fields. The program has been and continues to be a huge success! During summer 2018, we provided a fun and exciting day camp experience to up to 100 kids per week. We are so proud to offer approximately 40 seasonal jobs to our local teens and young adults. We thank them for their hard work!

Camp Stow’s success has allowed the Recreation Department to do more than basic maintenance on our parks and fields. Not only have we done it without asking for additional funding from Stow’s taxpayers, this year, we are asking for less!! Here are just a few examples of last year’s projects:

Stow Community Park: All structures were painted (big thanks to Greg’s Painting); fixed drainage issues on the walkway, replenished certified playground mulch under play structures, and more!

Pine Bluff Recreational Area: repaired and painted the changing rooms, replenished certified playground mulch under play structures, repaired a slide, brought in additional beach sand, new lifesaving equipment for our lifeguards, replenished supplies and equipment for Camp Stow, and continued the beautification process by beginning the removal process of invasive plants!

The **12th Annual Stow Gobbler** road race was fortunate to have over 800 participants building up their appetite by walking or running on Thanksgiving Day! The Gobbler is a huge undertaking that requires countless volunteer hours leading up to and including race day! Much gratitude to the Sabourin and Belsanti families for taking this on! We sincerely thank them along with the many volunteers and sponsors for making this race a huge success. Their hard work and dedication netted over \$14,000 which will result in sizeable donations to both Stow Community Chest and Habitat for Humanity! Congratulations!

We would like to acknowledge the generous financial support we have received from Warm Hearts of Stow. Your support has allowed us to give out over 20 scholarships to children of Stow in 2018, as well 12 beach passes for Stow residents.

What's coming up? More improvements to Camp Stow, our fields, our parks and our programming! Spring 2019 will see us break ground on a brand new park at 323 Great Road! We are excited about the possibilities that can be accomplished in the years ahead to make recreation in Stow an important ingredient towards maintaining and improving the quality of life for all town residents.

The Recreation Commission would like to encourage others within the Stow community to participate. Please consider joining the Commission either as a member or an associate member. Let us know the kind of programs in which you would like to participate. If you have a hobby or talent you could share with the community, let us know. Please feel free to bring any issues or ideas to the Commission. We always welcome community input.

Thanks to all the workers and volunteers who have helped with the programs throughout this last year as well as in the past years.

Respectfully submitted,

Laura Greenough, Recreation Director
Maureen Hogan, Administrative Assistant

Michael Busch, Chair
Samantha Altieri
Eric Bachtell

Dan Nicholson
Eric Sullivan

SPRINGFEST ORGANIZING COMMITTEE

The Committee gained two new members this year; new members included Maura Hyland and Sherry Jusseume. With new members the Committee got to work on planning and advertising SpringFest weekend. The Committee advertised the Ice Cream Social and SpringFest on Facebook and was featured as an article in the Stow Independent. The SpringFest Committee was also assisted by the Nashoba High School's Marketing team, led by Mr. Stavros Andreopoulos. As the SpringFest Committee kept a vigilant eye on the weather, it was determined to move all vendors and entertainment from the outside to the inside of Center School. Due to the rain forecasted, some of the following activities were canceled: Bouncy Houses, Fire Department tug of war, Frick and Frack and the Honey Pot hay ride. SpringFest kicked off in typical fashion with the annual Ice Cream Social on Friday, May 18th, benefiting Warm Hearts of Stow. The Ice Cream Social had a circus theme and with the help of the Girl Scouts, patrons enjoyed homemade carnival games and prizes. Not only were patrons entertained by the Girl Scouts but the Center and Hale School principals participated with Pie in the Face as well. Over 500 people attended and \$2,260 was raised for Warm Hearts of Stow, helping families in town that are struggling financially.

Saturday, May 19th, started off with placing live entertainment and vendors throughout the Center School and setting up the food vendors and the very popular, free snow cones, cotton candy and popcorn in the Center School kitchen.

The Committee was able to accommodate entertainers and vendors with their needed space including the Stow Minutemen. All spaces of Center School were utilized from the front hallways designated to kids' Arts and Crafts and kid activities, to the cafeteria/auditorium housing our vendors, food and stage entertainment.

The musicians who took the afternoon stage, Toddamy, were a welcome addition to SpringFest. The acoustic duo played great music that suited all ages.

Other stage entertainments were our local student dancers from Jennifer McGowan's and Miss Tricia's dance studios.

SpringFest also had Mister Vic and Animal Adventures. The Stow Cultural Council ran story writing workshops with an author and illustrator. They gave away journals to the kids who took part. Eric Frost from Ethereal Arts Self Defense had kids break boards.

40 vendors and nonprofits participated in SpringFest with an attendance of over 600.

The SpringFest Committee would like to thank our wonderful sponsors for their generous donations: Stow Orthodontics, Konno Law, Hyland Custom Finish, and Russell's Convenience Stores. The Committee would also like to thank all Town employees, residents and volunteers that came out before, during and after to help make this year's SpringFest run smoothly.

Respectfully submitted,
SpringFest Committee

Samantha Altieri
Maura Hyland

Sherry Jusseaume
Sara Salamone

SpringFest Committee
springfest@stow-ma.gov

STOW TV and LOCAL ACCESS CHANNEL ADVISORY COMMITTEE

The Local Access Channel Advisory Committee (LACAC) was created by the Board of Selectmen in 2002. LACAC established and oversees the local cable TV access station for the Town of Stow. This station, known as Stow TV, is intended to provide programming in areas of public affairs, education and Town government. Funding for all programming and operations is provided through license agreements negotiated by the Town with Comcast and Verizon.

Stow residents and Nashoba Regional School District members are welcome to participate in Stow TV. The *Stow TV Handbook* provides guidelines for Stow TV operation and participation. Stow TV can be contacted at 978-897-7732 or by email to stowtv@stow-ma.gov. More information about Stow TV and its operations may be found at www.stowtv.org.

Stow TV is available in Stow on Verizon Channels 32 and 33 and Comcast Channels 8 and 9. The even-numbered channels are allocated primarily to Public programming, and the odd-numbered to Government, with Schools and Education across all channels. The Stow TV schedule is published in the local newspaper and on the Stow TV web site at www.stowtv.org.

The Stow TV YouTube Channel (www.YouTube.com/StowTVNow) increased its offerings with a mix of informational and entertaining shows. Town officials and residents especially found the Selectmen, Lake Boon Commission, and Nashoba Regional School Committee videos useful on YouTube. The Stow TV Facebook page (www.facebook.com/StowTV/) serves to publicize the videos on the YouTube channel, the bi-weekly broadcast schedule, and maintains Stow TV's presence in the public eye. During 2018 Nicki McGachey, the Access Coordinator for Stow TV, organized the YouTube page to make it easier to highlight special productions and find the newest videos based on three categories: Entertainment/Sports, Community/Talks, and Government meetings. The amount of views increased 20% in 2018 to 26k, and the number of subscribers increased 75% to a total of 254.

Stow TV operates with a small staff and publicly spirited volunteers. Volunteers are always welcome. A volunteer's time commitment can be just occasional or as available. Video expertise is not required. In addition to operating a camera, a volunteer may help in diverse ways such as by solving technical problems, documenting a process or scheduling shows. Volunteers often work in teams, which enable all participants to learn from one another.

Stow residents and NRSD members are invited to submit or request video shows and to use Stow TV equipment for recording and editing shows to submit for cablecast. They may also submit or request video shows produced elsewhere. Residents and NRSD members are encouraged to alert Stow TV to general interest events that they think should be recorded and aired.

After serving for 14 years as Executive Director, Anne Van Tine has retired. She oversaw operation of the station in 2018 until the end of June when Jonathan Daisy took over the position. His previous position as production manager has not been filled; instead the production duties are shared between the Director and the remaining employees. Nicki McGachey was hired in

March to take over duties of Access Coordinator, the position held previously by Kathy O’Keefe and Melissa Jellie. Nicki worked with producers to plan, prepare, and publicize program schedules, populated the YouTube Channel and social media, produced Bulletin Board announcements, posters, and created posts for Facebook and YouTube. She also filmed events, created video PSAs, and edited videos. The Technical Assistant Lew Halprin improved recording arrangements, devised innovative solutions for technical problems, and kept all the video equipment operating properly.

2018 was an exceptional year for video production. Jonathan Daisy, Lew Halprin, Mike Jordan, Linda Stokes, Lynne Colletti, and Nicki McGachey all produced shows in 2018. Leslie Miller, Rebecca Stadolnik, and Dino Stamos operated cameras. Many Stow students also produced programming. Nashoba High seniors Noah Travelent and Ishan Mulyono produced 2 videos about Stow conservation trails, (receiving a commendation from the Stow Conservation Trust), as well as one on the EMT cadet program at Nashoba Regional High. Hale 8th graders Nicci Stamos and Carlin Krisher produced a baking show series called Better Batter Baking. Each episode included a different baking challenge and special guest; one episode included Representative Kate Hogan. At the end of the year, Stow TV submitted 11 videos for consideration in the Mass Access “MASS CREATORS” award competition. Three videos, including Noah and Ishan’s EMT video, and two musical performance videos by Jonathan, were accepted as finalists. Linda Stokes and Mike Busch recorded most of the Selectmen meetings. Mike Jordan contributed technical guidance. Ron Eld and Bob Mong provided IT support. Jonathan Daisy, Nicki McGachey, and Lew Halprin set up for Town Meeting sound and video.

Stow producers created many new shows in 2018 including Selectmen meetings, Town Meeting and a variety of Town hearings and forums. The production team recorded most public events that took place in Stow or the schools, including school concerts and performances, Springfest, Sounds of Stow, First Parish Church concerts, the Lake Boon Water Carnival, and events at the Library, Council on Aging, Lions, Stow Historical Society, and Stow Conservation Trust. In 2018 three robotic cameras and a permanent video mixer set-up were installed in the community room at the Pompositticut Community Center. This enables multi-camera, high quality videos of the various community events that take place there, such as performances for the COA, Town board and committee presentations, and Eagle Scout events.

Also cablecast were a number of shows produced in the NRSD towns of Bolton and Lancaster. These included School Committee and Tri-Town meetings, the Nashoba News broadcast from the high school, church services, and other shows on topics of general or local interest.

Stow TV has built up an archive of shows covering over a decade of Stow community events. Many shows from previous years were replayed for annual events, special occasions, to provide a historical look back, or to repeat an entertaining show. Stow TV also started showing old movies at certain special times of the year, such as classic horror films around Halloween, and a “Dead of Winter Noir Film Fest” during the coldest days of winter.

Stow TV encouraged participation in Town government. Video of town and school events informed residents about local issues. Stow TV collaborated with Town departments to create public service announcements and bulletin board slides that encouraged civic engagement. Stow

TV also partnered with community organizations to make timely announcements of matters of general public interest. Stow TV continued to collaborate and exchange videos with Bolton and Lancaster TV.

The collaborative use of hardware and software tools has notably enhanced production quality. Stow TV has six High Definition cameras, and producers have become adept at using several cameras to capture multiple views. The portable video mixer allows capture of ready-to-cablecast shows. Videos are edited with a variety of software tools including Adobe Premiere and After Effects.

LACAC met on Jan 30, Mar 27, May 2, June 6, July 9, Sept 5, Oct 18, Nov 19, and Dec 11 in 2018. In August Jeff Cronenberg moved to Maynard and was no longer eligible to serve on the committee. In September Robert Putnam was welcomed as a new member to the Board. LACAC members contributed time, advice, and oversight for planning, equipment, and policy decisions. LACAC members Bob Glorioso and Lee Pappas advised on equipment selection.

Respectfully submitted,

Brian Burke
Robert Glorioso
Robert Putnam

Lisa Lavina
Lee Pappas
Jonathan Daisy, Director

VETERANS' GRAVES COMMITTEE



The primary responsibility of the Veterans' Graves Committee is to ensure the proper marking and identification of veterans' graves in each of the town's three cemeteries (Hillside, Lower Village, and Brookside). We are also responsible for replacing annually all U.S. flags that mark veterans' graves and for ensuring that a military medallion is available to hold each flag. We always have ample and enthusiastic support from the Stow Minutemen and the local Boy, Girl, Cub, and Brownie Scouts for this task. The committee coordinates all Memorial Day parade activities, including the Nashoba Regional High School (NRHS)

Marching Band, the Stow Minutemen, the Stow Fire Department color guard, the Stow Police Department traffic control, veterans, Boy and Girl Scouts, Civil Air Patrol, Selectmen and guest speakers. Our thanks go to State Rep. Kate Hogan and Senator Jamie Eldridge for their sincere recognition of, and support to, our veterans and their families.

Every year many of Stow's citizens volunteer to help prepare for our Memorial Day Parade. The Moseleys, the Verackas, and the Zavorskis plant flowers and spruce up the monuments at Brookside Cemetery and Randall Library. The Garden Club generously donates the wreaths for

the wreath laying ceremonies and the geraniums for the Library Memorial. The Stow TV personnel record the events for viewing on the Stow TV channel.

The Memorial Day ceremony in 2018 had sunny weather and we marched the traditional route from Center School to the Brookside Cemetery. An enthusiastic crowd joined us to honor our veterans and to remember those who died in service to our country. Air Force Reserve Colonel Martha Monroe led the ceremony. This was her first year conducting the ceremony and she was greatly honored to do so. At Brookside Cemetery, Mr. Steve Pottle delivered the Invocation, Col. Monroe delivered a speech, Mr. Tom Zavorski placed a Wreath, Mr. Steve Pottle and Lt. Col.(Ret.) Mike Travalent read the names of the Stow veterans who died in service to their country, The Stow Minutemen and NRHS band performed a gun salute, Taps and Echos. Ms. Veronica Wells read Lincoln's Gettysburg Address, and the first grade class placed flowers on veteran's graves. Finally the NRHS band performed the National Anthem.

We then marched to the Randall Library where there was a moment of silence, a poem reading by Mr. Andrew Henson, a speech by Sen. Eldridge, a speech by Rep. Hogan, and a certificate presentation by Selectman Jim Salvie to Navy Commander (Ret.) Jeff Lance for leading the ceremony for the past 16 years. Thank you, Jeff, for your service and support to the Town of Stow. There was a scholarship presentation by Bob Stokes and placement of wreaths by Lt. Col. (Ret.) Mike Travalent and Mr. Bob Stokes. Finally Col. Monroe gave a benediction and recognition to all the support provided to make the ceremony possible.

Please view our page on the Stow website to see photos of past parades and ceremonies. Maybe you will see yourself in one! A HUGE "Thank You" to all who have served our country. Be sure to join the ceremonies and parade on Memorial Day.

Respectfully submitted,
The Veterans' Graves Committee
Chairperson: Air Force Colonel Martha Monroe
Member: Army Sergeant (Ret.) Tom Zavorski
Member: Army Captain (Ret.) Patricia Bolton



VETERANS SERVICES

Director's Report

To the Honorable Board of Selectmen, the Town Administrator, the Citizens, and the Veteran Community of Stow, this report is submitted for the year ending 2018.

Veterans Benefits

Veterans Benefits are governed under Chapter 115 of the Massachusetts General Laws (M.G.L.c.115) and Commonwealth of Massachusetts Regulations 108 (C.M.R.108). Benefits assist qualified needy veterans and their dependents based on income levels and in accordance with the Budget Standards Chart. The Town of Stow is reimbursed 75% by the State for veterans' assistance payments issued by this office.

The Director of Veterans Services is responsible for determining the eligibility of all cases processed through this office. The Director conducts interviews, establishes approvals, and conducts follow-up on veterans receiving assistance. Field investigations within the local community are also performed by this office to determine the recipient's continued eligibility to receive benefits.

Veterans Services also provides assistance to Stow veterans in filing federal forms for benefits, which include service-connected disability claims, non-service-connected claims, VA healthcare, requests for medals, requests for service records, bonus applications, burial assistance and other federal benefits such as counseling in vocational rehabilitation and employment.

Additionally, the Director acts under Power of Attorney for veterans researching and processing cases to the Ratings Review Board (Department of Veterans Services) and prepares appeal cases for the Board of Veterans Appeals on the veteran's behalf. The Director also acts as liaison between State and U.S. Representatives on behalf of veterans and their dependents.

Office

In the year 2018 this department assisted in approximately 85 veterans' and family members' requests for Federal, State, and Local Veterans benefits, some of which include Burial Assistance, Service-Connected Disability, Aid and Attendance, Pension, VA Healthcare, Annuities, and Exemptions, in addition to State Chapter 115 Assistance. This department is also still participating in the Third Middlesex District's Veterans' Advisory Committee, created and Chaired by Representative Kate Hogan. This office is also hosting a Veterans coffee from 10 to 11 am on the third Tuesday of each month, and all Veterans are welcome.

Respectfully submitted,

Joseph Jacobs, Director

FINANCIAL REPORTS

FINANCE COMMITTEE

Introduction to the Finance Committee

Every town in Massachusetts with a property valuation of over \$1 million is required by state law, MGL Ch. 19, Sect 16, to have a Finance Committee that shall “consider any or all municipal questions for the purpose of making reports or recommendations to the town.”

According to the Department of Local Services (DLS), the Finance Committee is “the official fiscal watchdog for a town. Because it is difficult for all taxpayers to be completely informed about every aspect of a town’s finances, finance committees were established so a representative group of taxpayers could conduct a thorough review of municipal finance questions on behalf of all citizens.”

With this in mind, the Finance Committee’s primary responsibility is advisory, to examine the budget and all other warrant articles and make recommendations to the voters on each article. It also administers the Reserve Fund to provide for urgent and unforeseen expenditures that might arise between town meetings. Lastly, although it is not required in our Charter, the Finance Committee Annual Report provides the voters with an overview of the Town’s financial condition.

In Stow, the Moderator appoints five voting and up to five associate members to the Finance Committee. Any voter registered in Stow is eligible to join. As of March 29nd, 2019 there were four voting members and zero associate members on the committee.

Town Revenues

Town revenues totaling \$29,675,944 in FY18 represent an 8.11% increase relative to FY17. The significant figures contained in the total include \$26,151,939 within the proposition two and one-half levy limit with an actual new growth revenue amount of \$ 571,082 representing a 59.1% increase above this year.

Included in the \$26,151,939 total is the \$1,082,059 we currently have available in unused levy capacity pursuant to the provisions of proposition two and one-half.

Town Revenues increased by 7.6% in FY18, driven by a 4.3% increase in Property Taxes.

Property taxes make up 88.1% of the Town’s Revenue, and the increase resulted from a .78% growth in average assessed home value and an 8.63% increase in the Tax Rate

(https://www.stow-ma.gov/sites/stowma/files/pages/tax_rate_doc_0.pdf). Local Receipts and State Aid, together accounting for about 7.5% of Town Revenues, increased sharply by 26.5%, mostly due to new housing growth from housing projects.

It is important to note that the Town had \$2,266,676 in certified free cash available for use this year. Together with a balance of \$868,163 in the stabilization fund, the Town has \$3,134,839 in stored assets. This is a financially healthy amount. (See the Free Cash Section below)

Given the increased level of our free cash balance (i.e. unrestricted available funds, it is worth noting that the Town Administrator opted to apply \$430,000 of the Town’s Free Cash to fund the purchase of capital items, which is a 108% increase or \$193,500 over FY17. This application of free cash reduces the total tax appropriation amount, and reduces the Town’s need to finance Capital items.

Also, note that Transfers from other funds (CPF) increased an eye-popping 3241%. This increase was driven from the accounting requirement to include the Public, Educational, and Government

Access and Cable Related Fund (see Part I, Title VII, Chapter 44, Section 53F3/4 of Massachusetts General Law - <https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter44/Section53F3~4>). If the \$217,000 PEG Funds are removed, the increase is 5.59% or \$396.50 to \$7094.00 from \$6,697.50. Without this PEG reporting requirement, the Town Revenues would have increased 6.9% or about .5% lower than currently displayed in Table 1, which shows a comparison of revenue sources for FY18 and FY17.

Table 1: Revenue Sources

	FY17	FY17 % of Total	FY18	FY18 % of Total	\$ Change FY17 - FY18	% Change FY17 - FY18
Property Tax	\$25,079,013	91.0%	\$26,151,939	88.1%	\$1,072,926	4.3%
Local Receipts	\$1,751,646	6.4%	\$2,215,501	7.5%	\$463,855	26.5%
State Aid	\$445,255	1.6%	\$488,486	1.6%	\$43,231	9.7%
Savings and Other Funds	\$286,500	1.0%	\$595,914	2.0%	\$309,414	108.0%
Override	\$0	0.0%	\$0	0.0%	\$0	N/A
Property Tax	\$0	0.0%		0.0%	\$0	N/A
Other (CPF)	\$6,698	0.0%	\$224,104	0.8%	\$217,407	3246.1%
Total	\$27,569,112		\$29,675,944		\$2,106,832	7.6%

Source: Town Administrator FY2018 Financial Summary Report

Town Expenditures

The FY18 expenditure budget totals \$29,649,819, representing a 5.8% increase above FY17. It is important to note that there were several significant annual budget expenditures over which the Town Administrator and the Town exercise no authoritative control (e.g. the state and county charges, including the annual employee pension premium; the NRSD and Minuteman school assessments; the capital project budget and the annual debt payment). At \$22,851,858, the amount of these uncontrollable expenditures represents approximately 75% of the total annual Town budget. **With this in mind, the Town effectively has management control over approximately 23% of the total budget.**

Total Town Expenditures increased by about \$1.6 million (5.8%) in FY18 and is driven by a \$750,437 (4.4%) increase in the School Assessment. The Town spends fifty-eight cents of its tax dollars for the Nashoba Regional School District (NRSD), i.e. Nashoba Regional High School, the Hale Middle School, and the Center Elementary School. Another 2.1% funds the Minuteman Regional Vocational (MRVSD) operations. Both School Assessments include the Town's portion of both School Districts' debt service obligations totaling \$209,419 in FY18 (\$180,597 for NRSD and \$28,822 for MRVSD.) It is important to note that the NRSD debt service will decline starting in FY20 when the Hale Building debt is retired while the MRVSD will increase dramatically due to the bonding of debt related to the new \$157,000,000 school slated to be completed in late 2019.

Table 2: Stow's School Assessment Budgets						
		FY14	FY15	FY16	FY17	FY18
Nashoba (inclusive of School Building Debt)		\$ 15,362,692	\$ 16,190,738	\$ 17,101,144	\$ 17,829,844	\$ 18,527,743
YOY % Change		4.12%	5.39%	5.62%	4.26%	3.91%
Minuteman (exclusive of new School debt)		\$ 766,081	\$ 657,204	\$ 618,680	\$ 577,577	\$ 727,258
YOY % Change		22.97%	-14.21%	-5.86%	-6.64%	25.92%
TOTAL		\$ 16,128,773	\$ 16,847,942	\$ 17,719,824	\$ 18,407,421	\$ 19,255,001
	YOY % Change	4.88%	4.46%	5.18%	3.88%	4.60%
Include Hale and Center bldg debt, less the State reimbursement (state aid) amount for Hale						

The Municipal Government portion of the budget is 6,797,961, showing an increase of 4.3% which is largely related to higher town-wide expenses (e.g. employee health insurance and property and casualty insurance), increased wages and costs, and increased IT expenses. The wage and expense budgets of all municipal departments include a 2% COLA and any required employee wage step increases. There are no new hires included in the budget. The notable increase includes the following:

- Increasing the Assistant Town Clerk's weekly work hours to full time to manage the increasing regulatory responsibilities of the office.
- Increasing one of the Town's two part-time custodian positions to a full time position given the significant increase in custodial needs resulting from the opening of the fire station and community center.
- Merit salary increases for the Police Chief, Fire Chief, Library Director, Assistant Cemetery Superintendent and Assistant Facilities Manager.
- A substantive increase in the Facility Management and IT expense budgets related to increased costs associated with the operational and maintenance requirements of the new fire station and community center.

With respect to town-wide expenses, the Town's group health care premium is increasing 9.76% to \$845,290.

The 13.7% increase in the Other category can be attributed to increases in Special Articles and Capital spending. On the Special Articles, the legal budget of \$70,000 represents a significant increase above the current budget amount of \$30,000. This increase is primarily the result of the fact that the Town engaged in litigating a number of court cases that increased in costs as they progressed through the court process. Also, the veterans' services budget is increasing significantly in FY18 from \$13,686 to \$41,509, based on the arrival in town this year of a veteran receiving a significant amount of state approved benefits including monthly living

expenses. The Town is required to pay the full amount of eligible veterans' services/benefits and the state then reimburses the Town 75%.

The capital articles budget currently totals \$690,773 which represents a 36.9% increase above the FY17 Budget. The most significant item in this budget is the fire department's \$285,000 request for a new ambulance, \$100,000 for new a Highway vehicle and \$48,537 for the scheduled purchase of a Police Cruiser. Also, the NRSD received \$32,000 for various repairs to the Hale School. The Planning Department received \$50,000 for hiring an engineering consultant to develop a priority plan that identifies town road improvements that would comply with MassDOT's complete streets design/construction program.

The estimated annual debt payment of \$2,352,478 represents an increase of 1.9% relative to FY17.

Of the state and county charges the most significant figure is the mandated annual county retirement premium. The FY18 premium amount of \$826,612 represents a 9.4% increase above the FY17.

Table 2: Town Expenditures						
	FY17 Voted	FY17 % of Total	FY18 Voted	FY18 % of Total	\$ Change FY17 - FY18	% Change FY17 - FY18
<i>Municipal Govt</i>						
General	\$ 1,412,383	5.0%	\$ 1,530,794	5.2%	\$ 118,411	8.4%
Public Safety	\$ 2,325,690	8.3%	\$ 2,403,198	8.1%	\$ 77,508	3.3%
Public Works	\$ 1,130,605	4.0%	\$ 1,101,967	3.7%	\$ (28,638)	-2.5%
Human Services	\$ 342,477	1.2%	\$ 351,314	1.2%	\$ 8,837	2.6%
Culture/Rec	\$ 340,684	1.2%	\$ 353,554	1.2%	\$ 12,870	3.8%
TownWide Expense	\$ 967,717	3.5%	\$ 1,057,134	3.6%	\$ 89,417	9.2%
Total Municipal Govt	\$ 6,519,556	23.3%	\$ 6,797,961	22.9%	\$ 278,405	4.3%
<i>Education</i>						
Nashoba	\$ 16,491,359	58.9%	\$ 17,188,374	58.0%	\$ 697,015	4.2%
Minuteman	\$ 577,577	2.1%	\$ 630,999	2.1%	\$ 53,422	9.2%
Total Education	\$ 17,068,936	60.9%	\$ 17,819,373	60.1%	\$ 750,437	4.4%
<i>Other</i>						
Debt Service	\$ 2,307,780	8.2%	\$ 2,352,478	7.9%	\$ 44,698	1.9%
Special Articles	\$ 518,605	1.9%	\$ 790,225	2.7%	\$ 271,621	52.4%
Capital Spending	\$ 504,500	1.8%	\$ 690,773	2.3%	\$ 186,273	36.9%
Recap Items	\$ 1,096,665	3.9%	\$ 1,199,009	4.0%	\$ 102,344	9.3%
Total Other	\$ 4,427,550	15.8%	\$ 5,032,485	17.0%	\$ 604,935	13.7%
GRAND TOTAL	\$ 28,016,042		\$ 29,649,819		\$ 1,633,777	5.8%

Source: Town Administrator FY2018 Financial Summary Report

Town Savings

Town savings (Free Cash plus the Stabilization Fund) are “rainy day” accounts that are built up during good times and drawn down in bad times. Town Savings is a key determinant of the Town credit rating, and the credit rating affects the interest rate the Town pays when the voters decide to borrow money. These funds are a necessity, not a luxury, and should be kept at balances between 5% to 10% of the annual budget and, ideally, between 10% and 15%. The Town’s overall Savings balance has increased steadily over the past ten years, to an admirable 11.96% of Budget, as noted in Table 3.

Table 3 Town Savings

FREE CASH AND STABILIZATION FUND						
(Beginning of Fiscal Year)						
FISCAL YEAR	FREE CASH	% of BUDGET	STABILIZATION FUND	% of BUDGET	TOTAL	% of BUDGET
2019	2,735,392	9.01%	895,443	2.95%	3,630,835	11.96%
2018	2,787,417	9.40%	878,975	2.96%	3,666,392	12.36%
2017	2,266,676	8.09%	865,531	3.09%	3,132,207	11.18%
2016	1,890,072	7.03%	852,619	3.17%	2,742,691	10.20%
2015	1,832,298	6.96%	840,333	3.19%	2,672,631	10.16%
2014	1,696,289	6.83%	779,856	3.14%	2,476,145	9.97%
2013	1,395,874	5.94%	713,310	3.04%	2,109,184	8.98%
2012	1,283,016	5.61%	649,953	2.84%	1,932,969	8.45%
2011	778,703	3.58%	586,998	2.70%	1,365,701	6.27%
2010	604,198	-%	500,593	-%	1,104,791	-%

Source: Town Administrator FY2018 Financial Summary Report

Town Savings comes from receiving more-than-anticipated revenue (taxes, state aid, Budget money left over from the prior year) and/or spending less than our voted budget. These savings are accumulated to build a targeted balance or used to fund the next year’s budget. Historically, we’ve added to the balance and used savings to fund capital items, as noted in Table 4.

Further, it is worth noting that, historically, the voters decided to apply Free Cash to build the Stabilization Fund, which is restricted in how it can be spent. This practice was discontinued in 2015 as noted in Table 4 because Town Savings had hit the upper range of the target balance and Free Cash was applied to other priorities (e.g. Other Pension and Employee Benefits liability).

Table 4: SAVINGS (FREE CASH) USED TO BALANCE BUDGET

FISCAL YEAR	APPLIED TO CAPITAL ITEMS	APPLIED TO STABILIZATION FUND	APPLIED TO OPERATIONS	TOTAL	% OF BUDGET
2018	430,000	0	0	430,000	1.44%
2017	236,500	0	0	236,500	0.79%
2016	196,000	0	0	196,000	0.65%
2015	235,379	50,000	0	285,379	0.95%
2014	197,000	50,000	0	247,000	0.82%
2013	200,000	50,000	0	250,000	0.83%
2012	200,000	50,000	0	250,000	0.83%
2011	199,500	50,000	0	249,500	0.83%

Source: Town Administrator FY2018 Financial Summary Report

Property Tax Rate and Property Valuations

The information presented in Table 5 shows the trends in tax rate, average single family home valuation and average single family tax bill. The Town's tax rate grew by 1.9% over FY 2017.

Table 5: Property Taxes Rates and Valuations Trends (based on MA Class 101 properties)

	FY 14	FY 15	FY 16	FY 17	FY 18
Tax Rate (per \$1,000)	\$ 19.17	\$ 19.98	\$ 19.98	\$ 20.59	\$ 20.98
YOY % Change	4.35%	4.23%	0.00%	3.05%	1.89%
Avg Single Family Valuation	\$ 424,668	\$ 428,160	\$ 442,300	\$ 449,301	\$ 460,309
YOY % Change	0.17%	0.82%	3.30%	1.58%	2.45%
Avg Single Family Tax Bill	\$ 8,141	\$ 8,555	\$ 8,837	\$ 9,251	\$ 9,657
YOY % Change	4.53%	5.09%	3.30%	4.68%	4.39%

Source: DLS and the Board of Assessors

The Average Single Family Tax Bill grew by 4.39% in FY18 over FY17. The DLS has not made 2018 rankings available as of the writing of this report on March 29,th 2019 but it is likely Stow will continue to rank top ten percentile in the State (out of 351 towns) in this category as displayed in Table 6.

Table 6: Stow Single Family Tax Bill

Fiscal Year	Average Single Family Tax Bill*	Cost increase	% Change	State Rank out of 351 Towns
2018	9,657	\$406	4.39%	**
2017	9,251	\$414	4.68%	31
2016	8,837	\$283	3.30%	35
2015	8,555	\$414	5.08%	34
2014	8,141	\$353	4.54%	34
2013	7,788	\$106	1.38%	37
2012	7,682	\$7	0.10%	35
2011	7,675	\$86	1.14%	36
2010	7,588	-\$98	-1.27%	30
2009	7,686	\$748	10.78%	32
2008	6,938	-	-	30

Sources: Massachusetts Department of Revenue's Department of Local Services (DLS) Municipal Databank** 2018 Rankings are not available from the DLS

Finance Committee Commentary

The FY18 budget, with a net increase of 5.51% above the FY17 budget, leaves the Town with \$1,004,952.94 in unused levy capacity and approximately \$2,684,839 in stored assets. The Town Administrator asserts the Budget is "fiscally responsible [and...] reasonably efficient and cost effective in satisfying the Town's growing regulatory requirements and constituent needs."

There are a number of factors that indicate that the Town remains in great fiscal shape. There has been no voter override of the Budget in the last 10 years, the Town Savings are over the recommended amount of 5-10% of the overall Town Budget, the Town's property taxes remain well within the levy capacity with over \$1 million in levy capacity, and our debt rating remains strong.

Nonetheless, the Finance Committee remains concerned about the growth in the Town's overall budget and debt levels and growth. Generally, there are a number of capital projects in process or queued up that will require funding in the future, including potential new or renovated NRHS facilities. Specifically, the Town has yet to bond Stow's full share of the new Minuteman building. Moreover, the NRSD will soon submit a Statement of Interest (SOI) to the Massachusetts School Building Authority to request guidance regarding potential renovations or to build a new High School facility. The debt associated with this new High School Facility project will add a significant amount to the Town's debt service.

By looking at the total debt load of the Town, we can see that recent borrowing has increased dramatically in the last 10 years in Total Principal outstanding and Debt per Capita (estimated populations since official numbers weren't available).

Town Debt *					
Fiscal Year	Principal Outstanding	\$ Change	% Change	Pop.	Debt per Capita
FY18**	\$ 25,978,298	\$ (1,905,707)	-7.34%	7125	\$3,646.08
FY17**	\$ 27,884,005	\$ 6,829,376	24.49%	7125	\$3,913.54
FY16**	\$ 21,054,629	\$ (1,244,540)	-5.91%	7125	\$2,955.04
FY15	\$ 22,299,169	\$ (1,400,457)	-6.28%	7125	\$3,129.71
FY14	\$ 23,699,626	\$ 569,626	2.40%	7088	\$3,343.63
FY13	\$ 23,130,000	\$ 5,718,000	24.72%	6916	\$3,344.42
FY12	\$ 17,412,000	\$ 6,872,000	39.47%	6854	\$2,540.41
FY11	\$ 10,540,000	\$ 1,520,000	14.42%	6747	\$1,562.18
FY10	\$ 9,020,000			6590	\$1,368.74

*Does not include Debt incurred by School

** Estimated

Of course, debt is useful and financially prudent when you can borrow inexpensively like the Town can because of a financially well-managed Budget. Nonetheless, our debt servicing costs have grown by close to \$1 million in the last eight years.

Debt Service Payments including Schools			
Fiscal Year	Annual Debt Pmt	\$ Change	% Change
FY18	\$ 2,400,197.23	\$ 37,019.24	1.54%
FY17	\$ 2,363,177.99	\$ 184,890.99	7.82%
FY16	\$ 2,178,287.00	\$ 132,043.50	6.06%
FY15	\$ 2,046,243.50	\$ 27,230.20	1.33%
FY14	\$ 2,019,013.30	\$ 124,283.02	6.16%
FY13	\$ 1,894,730.28	\$ 251,379.75	13.27%
FY12	\$ 1,643,350.53	\$ 418,869.80	25.49%
FY11	\$ 1,224,480.73	\$ (283,109.29)	-23.12%
FY10	\$ 1,507,590.02		

Also, the Government Accountability Standards Board (GASB) has released guidance for Towns, including the Town's Other Pension and Employee Benefits (OPEB) liability of several millions on its balance sheet potentially affecting the Town's finances such as its credit rating. The Town Administrator has hired an OPEB consultant to validate the Town's financial policy towards funding OPEB.

It is our opinion that this is a fair and accurate picture of the Town's financial state. Whether you are pleased or displeased, the Finance Committee reminds all citizens that Town Meeting directly controls the rate of growth of Town expenses. We encourage your participation.

Respectfully submitted,

Richard Eckel, Chair

Paul McLaughlin, Vice Chair

Peter McManus, Member

Atli Thorarensen, Member

Christopher Sarno, Associate Member

Jean Vangsness, Esteemed Administrative Assistant

CAPITAL PLANNING COMMITTEE

The Capital Planning Committee is charged by the Town Bylaws to annually study capital outlays proposed for the ensuing five fiscal years that involve the acquisition of land or any expenditure of \$10,000 or more having a useful life of at least three years. The Committee considers the relative need, timing, and cost of these outlays and the effect that each will have on the Town's financial position.

Prior to the Annual Town Meeting in May, the Committee reviewed and recommended that the Town approve the following capital outlay requests for fiscal year 2019:

- By the Building Department: \$80,000 to design renovations and upgrades to the heating, ventilation and air conditioning (HVAC) system for the Town Building;
- By the Fire and Rescue Department: \$45,000 to purchase a new command vehicle;
- By the Highway Department: \$25,000 for reconstruction and resurfacing of Kerrington Way and \$35,000 for reconstruction and resurfacing of Partridge Lane;
- By the Planning Board: \$50,000 to implement the first phase of the Town's Complete Streets Program;
- By the Police Department: \$20,000 for repairs to the Police Station, \$13,314 for new radio equipment, and \$6,220 for new computer equipment;
- By the Nashoba Regional School District: \$23,450 to replace a water heater at Hale School, \$24,000 to repair the HVAC system for the Hale School auditorium, and \$17,000 for an upgrade to the door security system at Center School; and
- By the Community Preservation Committee: \$30,000 to replace the roof on the Town Hall, \$175,000 to study and design improvements to the structure of the Town Hall, \$60,000 to complete restoration of the second floor of the Randall Library, \$20,000 to complete the recreation facility at the Pine Bluff Town Beach, and \$215,875 to acquire the Kunelius property off of Red Acre Road.

The voters approved all of the above-listed outlay requests during the Annual Town Meeting May 7, 2018.

The Committee also reviewed and recommended that the Town not support a request from the Nashoba Regional School District for \$61,000 for the second phase of an energy management system for Hale School. Voters at the Annual Town Meeting approved this outlay request.

Respectfully submitted,

Steve Jelinek, Chair
Dave Arsenault
James Salvie, Selectmen's appointee

Julianne North, Finance Committee
appointee and Clerk

BOARD OF ASSESSORS

The Stow real estate market has seen an increase in sale prices during the past year. The final valuations for FY2019, which have an assessment date of January 1, 2018, show an upward turn on average. Sales of real estate occurring in 2016 and 2017 were used to determine assessments for the current fiscal year. The new average assessment of a single-family home is \$483,500. For FY2019, the average residential tax bill has remained virtually flat, with less than a 1% increase based on approved spending at the Annual Town Meeting.

Fiscal 2019 was an Interim Adjustment year for Stow, and the Assessors' office performed sales analysis to provide the Department of Revenue with data required to certify that property assessments are uniform throughout the town and are representative of the real estate market. The Assessors' office adjusts values every year to reflect the current market, as required by the Department of Revenue.

For FY2019, the residential sector was up an average of 5.7%. The total assessed value for FY2019 increased from \$1,246,517,591 in FY18 to \$1,313,450,700. New Growth increased this year by 59% largely due to the new Regency condominium development. The commercial sector increased slightly, while industrial and personal property decreased slightly. Land values varied throughout Town: a couple of neighborhoods saw increases.

Seniors on fixed incomes can be particularly vulnerable in the current economy. A binder at the Assessors' window contains information with details of the various exemptions, deferrals, and other programs designed to help with taxes. The 41C tax exemption of up to \$2,000 is available for those over the age of 65 that qualify with limited income and assets. Other exemptions are also available. Lastly, the interest rate on Tax Deferrals is now at 4%. Do not hesitate to check with the Stow Assessor's office to see if you qualify for any of these programs.

The Community Preservation Act (CPA) surcharge system continues to be administered by the Assessors' office. The total CPA surcharge raised during FY2018 was \$606,806 with \$179,076 in matching funds received from the State in the fall. Exemptions from the surcharge are available for certain income brackets. Please check with the Assessors' office for more information.

There were some staff changes in the Assessors' Office during 2018. Louise Nejad retired from her position as Assistant Assessor in June, 2018. Louise held the Assistant Assessor position for 15 years. We wish her happiness in her retirement. We welcomed Kelly Szocik, our new Assistant Assessor, in July, 2018. Kelly has previous assessing experience and has worked for many years in municipal government. Dom Pugliese is the current chairman of the BOA, and has an extensive appraisal background. Gary Yu is our newest Board Member, and has previously served on the Acton Board of Assessors. Kristen Fox, with 15 years plus experience as an assessor, is the Principal Assessor. Deborah George continues to be the Assessors' Clerk.

It was with great sadness that we said goodbye to two Board Members this year. Rick Connelly Sr. had just begun his second term, when he passed away suddenly in June of 2018. Jack Smith,

a Board member for twenty-five years, passed away in November of 2018. They will both be missed.

From time to time, you may see the staff or a sub-contractor collecting data on property in Stow. Staff and contractors always carry proper identification. We hope you will allow these representatives of the Assessors' office to do their job. Our property assessments are reliant on accurate data collection.

The Board of Assessors encourages taxpayers to ask any questions or discuss any matter that might help them better understand their assessments. The staff in the Assessors' office is available every weekday to assist the public.

Respectfully submitted,
Dominick Pugliese, Chairman
Gary Yu

Kristen Fox, M.A.A., Principal Assessor
Kelly Szocik, Assistant Assessor
Deborah George, Assessors' Clerk

FISCAL 2019 TAX RATE RECAPITULATION

TAX RATE SUMMARY

A.	Total Amount to be Raised	\$31,775,044.58
B.	Total Estimated Receipts & Other Revenue	\$ 5,335,282.00
C.	Tax Levy	\$26,439,762.58
D.	Distribution of Tax Rates & Levies	

CLASS	LEVY PERCENTAGE	LEVY BY CLASS	VALUATION BY CLASS	TAX RATES
Residential	91.6327%	\$24,227,468.33	\$1,203,550,100	\$20.13
Open Space	-0-	-0-	-0-	-0-
Commercial	4.5562%	1,204,648.46	59,843,550	\$20.13
Industrial	1.7055%	450,930.15	22,400,400	\$20.13
Personal	2.1056%	556,715.64	27,656,650	\$20.13
<hr/>				
TOTAL	100%	\$26,439,762.58	\$1,313,450,700	

TREASURER'S FINANCIAL REPORT

	FY 2017	FY 2018	% Change
BEGINNING CASH BALANCE:	16,274,329	14,909,869	-8.4%
<u>RECEIPTS:</u>			
Property Tax	24,933,940	26,139,475	4.8%
Community Preservation Surcharge	567,179	586,833	3.5%
Motor Vehicle Excise Tax	1,097,062	1,224,382	11.6%
Tax Titles & Deferrals	169,045	190,990	13.0%
Department & Misc Revenue	1,790,102	2,103,222	17.5%
State Aid & Grants	1,702,689	1,902,891	11.8%
Bond/Note Receipts	10,221,000	10,197,000	-0.2%
Interest on Investments	120,065	165,344	37.7%
Payroll Deductions	1,571,980	1,644,824	4.6%
TOTAL RECEIPTS:	42,173,062	44,154,961	4.7%
<u>EXPENDITURES:</u>			
Payroll	4,877,857	5,027,086	3.1%
Vendor	18,446,699	19,126,904	3.7%
School District Assessments	17,101,776	17,852,221	4.4%
Retirement Assessment	748,612	881,015	17.7%
Debt Payments	2,362,578	2,398,567	1.5%
TOTAL EXPENDITURES:	43,537,522	45,285,794	4.0%
ENDING CASH BALANCE:	14,909,869	13,779,036	-7.6%

Prepared by Pamela Landry
Treasurer-Collector

TAX COLLECTOR'S REPORT FY 2018

Tax & Levy Year	Tax Outstanding as of 7/1/17	New Commitments	Amount Collected	Exemptions & Abatements	Refunds	TaxTakingsTaxOutstanding & Deferrals as of 6/30/18
2018 Real Estate	\$0.00	\$25,569,913.51	\$25,385,225.46	\$50,182.77	#####	\$68,537.49
2017 Real Estate	\$151,808.50	\$0.00	\$113,554.98	\$38,703.98	\$43,600.23	\$43,149.77
2016 & Prior Real Estate	\$13,415.36	\$0.00	\$1,342.91	\$0.00	\$4,409.59	\$16,482.04
2018 Supplemental RE Tax	\$0.00	\$62,375.33	\$28,058.19	\$0.00	\$0.00	\$34,317.14
2017 Supplemental RE Tax	\$28,381.00	\$0.00	\$27,862.56	\$0.00	\$0.00	\$518.44
2018 Comm Pres Act	\$0.00	\$606,805.56	\$593,535.34	\$7,052.25	\$835.84	\$1,346.71
2017 Comm Pres Act	\$3,945.18	\$0.00	\$3,264.06	\$712.39	\$848.72	\$817.45
2016 & Prior Comm Pres Act	\$262.53	\$0.00	\$33.67	\$297.20	\$429.48	\$361.14
2018 Personal Property	\$0.00	\$582,025.91	\$575,633.57	\$3,427.80	\$3,516.48	\$6,481.02
2017 Personal Property	\$5,987.81	\$0.00	\$2,587.45	\$0.00	\$0.00	\$3,400.36
2016 Personal Property	\$8,480.71	\$0.00	\$2,138.76	\$0.00	\$0.00	\$6,341.95
2015 Personal Property	\$23,994.10	\$0.00	\$2,005.08	\$0.00	\$0.00	\$21,989.02
2014 Personal Property	\$20,950.80	\$0.00	\$1,065.91	\$0.00	\$0.00	\$19,884.89
2013 Personal Property	\$20,565.84	\$0.00	\$0.00	\$0.00	\$0.00	\$20,565.84
2012 & Prior Pers Prop	\$59,585.63	\$0.00	\$0.00	\$0.00	\$0.00	\$59,585.63
2018 Motor Vehicle	\$0.00	\$1,080,593.80	\$1,007,190.90	\$13,285.93	\$7,843.69	\$67,960.66
2017 Motor Vehicle	\$106,982.66	\$112,731.50	\$211,456.99	\$9,917.57	\$9,811.89	\$8,151.49
2016 Motor Vehicle	\$6,752.94	\$0.00	\$3,635.65	\$499.05	\$499.05	\$3,117.29
2015 Motor Vehicle	\$2,372.04	\$0.00	\$801.21	\$867.29	\$502.91	\$1,206.45
2014 Motor Vehicle	\$1,250.54	\$0.00	\$304.90	\$0.00	\$0.00	\$945.64
2013 Motor Vehicle	\$2,876.05	\$0.00	\$260.83	\$0.00	\$0.00	\$2,615.22
2012 & Prior Motor Vehicle	\$26,321.90	\$73.77	\$731.90	\$0.00	\$0.00	\$25,663.77
Ch. 61 Rollback Tax	\$0.00	\$177,713.45	\$147,941.64	\$0.00	\$0.00	\$29,771.81
Well Betterments	\$165,255.39	\$0.00	\$54,459.55	\$0.00	\$0.00	\$109,324.53
Well Betterments Interest	\$0.00	\$3,199.98	\$3,082.27	\$0.00	\$0.00	\$0.00
Totals:	\$649,188.98	\$28,195,432.81	\$28,166,173.78	\$124,946.23	#####	\$71,473.22
Interest & Fees Collected:			\$68,174.13			\$734,425.24
Total Collected:			\$28,234,347.91			

Prepared by: Pamela Landry, Treasurer-Collector

TOWN OF STOW
COMBINED BALANCE SHEET (Unaudited)
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2018

	Governmental Funds			Fiduciary Funds		General		Totals (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Trust And Agency Funds		Long-Term Debt Account Group		
Assets								
Cash and Interest Bearing Deposits	\$ 5,351,586	\$ 6,355,008	\$ 286,063	\$ 2,179,805	\$ -	\$		14,172,463
Cash and Investments Held by Trustees				1,134,213				1,134,213
Receivables:								
Real Estate Taxes	340,534							340,534
Personal Property Taxes	138,249							138,249
Less Allowance for Abatements and Exemptions	(400,230)							(400,230)
Motor Vehicle Excise Taxes	109,661							109,661
Tax Liens	270,115	13,134						283,249
Deferred Real Estate Taxes	10,782							10,782
Tax Foreclosures	105,477							105,477
Ambulance	41,458							41,458
Well Betterment		109,325						109,325
CPA Surcharge		6,886						6,886
Other	29,772							29,772
Due From Other Governments		13,210						13,210
Amount to be Provided for Notes and Bonds Payable							14,651,507	14,651,507
Total Assets	\$ 5,997,403	\$ 6,497,563	\$ 286,063	\$ 3,314,018	\$	\$	14,651,507	\$ 30,746,554

TOWN OF STOW
COMBINED BALANCE SHEET (Unaudited)
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2018

	Governmental Funds			Fiduciary Funds		General		Totals (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Trust And Agency Funds	Debt Account Group	Long-Term Debt Account Group		
Warrants Payable	\$ 143,383	\$ 8,503	\$ 53,142	\$ -	\$ -	\$ -	\$	205,028
Accrued Payroll	194,116	11,978		1,250				207,344
Amounts Withheld from Employees and Other Liabilities	9,590			70,497				80,087
Deferred Revenue:								
Personal Property and Real Estate Taxes	78,552							78,552
Motor Vehicle Excise Taxes	109,661							109,661
Tax Liens	270,115	13,134						283,249
Deferred Real Estate Taxes	10,782							10,782
Tax Foreclosures	105,477							105,477
Ambulance	41,458							41,458
Well Betterment		109,325						109,325
CPA Surcharge		6,886						6,886
Other	29,772							29,772
Other Governments		13,210						13,210
Notes Payable			10,197,000					10,197,000
Bonds Payable					14,651,507			14,651,507
Total Liabilities	992,906	163,035	10,250,142	71,747	14,651,507	14,651,507		26,129,337

TOWN OF STOW
COMBINED BALANCE SHEET (Unaudited)
ALL FUND TYPES AND ACCOUNT GROUP
June 30, 2018

	Governmental Funds			Fiduciary Funds		General Long-Term Debt Account Group	Totals (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Trust And Agency Funds			
Fund Equity							
Reserved for Expenditure	1,147,885						1,147,885
Reserved for Encumbrances	36,173	4,000					40,173
Reserved for Appropriation	561,144	2,249,156					2,810,299
Reserved for Reduction of Future Excluded Debt	123,673						123,673
Reserved for Endowment				146,045			146,045
Reserved Fund Balance		508,875	(9,964,079)				(9,455,204)
Undesignated	3,135,622	3,572,497		3,096,226			9,804,345
Total Fund Equity	5,004,497	6,334,528	(9,964,079)	3,242,271			4,617,216
Total Liabilities and Fund Equity	\$ 5,997,403	\$ 6,497,563	\$ 286,063	\$ 3,314,018	\$ 14,651,507	\$	30,746,554

Prepared by: Julie Costello
Town Accountant

TOWN OF STOW
SCHEDULE OF CHANGES IN FUND EQUITY
STATE GRANTS & REVOLVING FUNDS
June 30, 2018

	Beginning Fund Equity	Revenues	Expenditures	Ending Fund Equity
STATE GRANTS:				
Public Safety	\$ 11,643	\$ 22,461	\$ 11,881	\$ 22,223
Culture & Recreation	4,922	5,509	5,125	5,306
Council on Aging	-	12,435	12,435	-
Library	8,459	8,326	5,757	11,028
Other Grants	9,543	221,032	741,870	(511,294)
TOTAL STATE GRANTS:	<u>\$ 34,567</u>	<u>\$ 269,763</u>	<u>\$ 777,067</u>	<u>\$ (472,737)</u>
REVOLVING FUNDS:				
Recreation	\$ 72,942	\$ 254,950	\$ 220,546	\$ 107,346
Inspectors	64,327	61,353	44,753	80,927
Ambulances Services	-	690	690	-
TOTAL REVOLVING FUNDS:	<u>\$ 137,269</u>	<u>\$ 316,993</u>	<u>\$ 265,989</u>	<u>\$ 188,273</u>

Prepared by:
Julie Costello
Town Accountant

TRUST FUND FINANCIAL REPORT - FY 2018

The following Town trust funds are managed by Abbey Capital LLC and as of 6/30/18 were invested as follows:
 Money Market Fund (2%), Fixed Income (73%), and Equities (25%).

Affordable Housing Fund	Beginning Balance 7/1/2017	\$162,164.95	
	Disbursements	(\$262,380.00)	
	Receipts	\$281,925.00	
	Investment Earnings	\$3,117.21	
	Ending Balance 6/30/2018		\$184,827.16
Cemetery Perpetual Care Non-Expendable	Beginning Balance 7/1/2017	\$166,750.00	
	Receipts	\$6,000.00	
	Ending Balance 6/30/2018		\$172,750.00
Expendable	Beginning Balance 7/1/2017	\$21,085.49	
	Disbursements	(\$1,560.48)	
	Investment Earnings	\$3,485.22	
	Ending Balance 6/30/2018		\$23,010.23
Conservation Fund	Beginning Balance 7/1/2017	\$37,289.74	
	Disbursements	(\$6,735.00)	
	Receipts	\$7,784.00	
	Investment Earnings	\$739.40	
	Ending Balance 6/30/2018		\$39,078.14
Mabel Hale Fund	Unexpendable Bequest		\$35,000.00
	Beginning Expendable Balance 7/1/2017	\$9,796.76	
	Disbursements	(\$500.00)	
	Investment Earnings	\$839.31	
	Ending Expendable Balance 6/30/2018		\$10,136.07

Mabel Hallock - Brookside Cemetery	Unexpendable Bequest	\$2,000.00
	Beginning Expendable Balance 7/1/2017	\$5,885.58
	Disbursements	(\$115.07)
	Investment Earnings	\$150.02
	Ending Expendable Balance 6/30/2018	\$5,920.53
Mabel Hallock - Common Memorial & F	Unexpendable Bequest	\$1,000.00
	Beginning Expendable Balance 7/1/2017	\$10.81
	Disbursements	\$0.00
	Investment Earnings	\$24.34
	Ending Expendable Balance 6/30/2018	\$35.15
Otto & Aina Stein Fund	Unexpendable Bequest	\$18,810.00
	Beginning Expendable Balance 7/1/2017	\$25,020.18
	Disbursements	\$0.00
	Investment Earnings	\$821.20
	Ending Expendable Balance 6/30/2018	\$25,841.38
Stabilization Fund	Beginning Balance 7/1/2017	\$878,974.56
	Disbursements	\$0.00
	Receipts	\$0.00
	Investment Earnings	\$16,468.59
	Ending Balance 6/30/2018	\$895,443.15

Town Farm Fund	Unexpendable Original Deposit	\$8,751.96
	Beginning Expendable Balance 7/1/2017	\$43,012.32
	Disbursements	\$0.00
	Investment Earnings	\$969.86
	Ending Expendable Balance 6/30/2018	\$43,982.18
Cyrus H. Whitney Central Common Fund	Unexpendable Bequest	\$1,000.00
	Beginning Expendable Balance 7/1/2017	\$746.03
	Disbursements	\$0.00
	Investment Earnings	\$32.72
	Ending Expendable Balance 6/30/2018	\$778.75
James F. Whitney Central Common Fund	Unexpendable Bequest	\$2,000.00
	Beginning Expendable Balance 7/1/2017	\$1,547.82
	Disbursements	\$0.00
	Investment Earnings	\$66.48
	Ending Expendable Balance 6/30/2018	\$1,614.30
Martha G. Whitney Street Light Fund	Unexpendable Bequest	\$1,000.00
	Beginning Expendable Balance 7/1/2017	\$4,633.85
	Disbursements	(\$171.74)
	Investment Earnings	\$106.62
	Ending Expendable Balance 6/30/2018	\$4,568.73

The OPEB Trust Fund is managed by Bartholomew & Company and as of 6/30/18 was invested as follows:
Money Market Fund (0.4%), Fixed Income (37.6%), and Equities (62.0%).

Other Post Employment Benefits (OPEB) Beginning Balance 7/1/2017		
Disbursements	\$160,027.81	
Receipts	\$0.00	
Investment Earnings	\$50,000.00	
Ending Balance 6/30/2018	\$8,424.78	\$218,452.59

The Randall Town Fund is managed by Bartholomew & Company and as of 6/30/18 was invested as follows:
Money Market Fund (0.4%), Fixed Income (84.8%), and Equities (14.8%).

Randall Town Fund	Unexpendable Bequest	\$20,000.00
	Earnings Transferred to Town General Fund	\$403.08

TOTAL TRUST FUND BALANCE:	\$1,716,000.32
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Prepared by: Pamela Landry
Treasurer-Collector

RANDALL RELIEF FUND

Balance January 1, 2018	\$35,711.10
Interest received	7.16
Contributions received	0.00
Repayments received	0.00
Payments	(1500.00)
Balance December 31, 2018	\$34,218.26

Citizens Bank Insured Money Market Account

Louise E. Peacock
Jeffrey D. Smith
Dorothy G. Sonnichsen, Treasurer
Trustees

**HALE HIGH SCHOOL FUND
INCOME/EXPENSE
7/1/2017 - 6/30/2018**

INCOME

Dividends	\$ 9,284.58
Bond Interest	\$ 7,790.54
Mutual Fund Income	<u>\$ 1,724.39</u>
Total Income	\$18,799.51

EXPENSE

Greenfield Savings Bank – Management Services	\$ 7,398.66
The Randall Library	\$14,650.00
Total Expense	\$22,048.66

Trustees of the Hale High School Fund

Jeffrey D. Smith
Robert F. Derby
Linda Hathaway

EDUCATION

NASHOBA REGIONAL SCHOOL DISTRICT

To: Nashoba Regional School District Parents, Students, and Community Members

The annual town report offers an opportunity to look back on our year, reflect on our activities and goals, celebrate our accomplishments and look ahead at themes and goals for the new school year.

Our current school population is 3,281 students. We anticipate growth in our population size over the course of the next couple of years. We see new subdivisions that are in the process of being approved throughout the school district as well as an increase of permits for new houses to be constructed on pre-existing parcels of land.

The Nashoba Regional School District continues to be an exciting place for children to learn. Our academic courses continue to be rigorous with high bars of expectation established. Our students perform very well on the state-wide assessment widely known as MCAS.

Students also take part in a plethora of offerings in athletics and fine arts, particularly at the middle and high school levels. The before and after school offerings at the elementary level continue to be filled to capacity where staff and students are able to take learning to a whole new level as an extension of the school year, through different mediums.

Our staff and administrators take advantage of Professional Development on multiple levels as they build on their personal and professional skill sets. We have had a number of locally presented PD activities for staff to take part in as well as regional and state activities. Several of our staff and administration also take part in, and represent, NRSD on state-wide committees.

We work closely with our School Committee members within their leadership role. They continue to facilitate, guide, lead and support work that we do within our schools. This year they established their own collective goals linked to the school district goals, similar to their efforts in this area last year. Work continued on the newly developed School Committee Manual and Policies.

Our partnership with the three local municipalities continues to be key to the school district. We appreciate our relationships with the Towns' Leadership members. They continue to offer guidance and support, and are actively involved at different levels of our district.

We are most appreciative of our community members in Stow, Bolton, and Lancaster. We thank you for your ongoing support of our school district. We take pride in the Nashoba Regional School District, its staff and students, and our collective accomplishments. These are tremendous communities and NRSD is an incredible school district.

Thank you for your support and confidence in our district.

The Center School

The Center School continues to be a place of learning and community. As always, we began our school year welcoming new staff, students, and families. This year, we celebrate our successes while continuing to look at areas of need and create goals for success. While only a single measure, The Center School is proud of our MCAS Next Generation results. We met almost every target set for student performance which, in combination with other factors, resulted in the school reaching the 94th accountability percentile. We continue to pilot and adjust our assessment systems in order to better understand our learners and address concerns. Additionally, our special educators, literacy specialists, and math specialist have attended specific professional development for their areas to better enhance outcomes for students with different learning profiles.



*5th Graders Emily Skaar, Giana Albertelli, and Dulcie Chrystall-Dubois use Dash robots to learn and practice coding skills.
Photograph by Paula Backiel*

This fall, we opened our new book room. The book room is a shared space that supplies a wide range of books for all learners with different interests and instructional goals. Through the book room, and our ongoing literacy professional development, teachers are able to better match books to readers and their goals. Our innovation in the computer lab continues with new opportunities for students to explore and understand code and technology. Our specialists are also using their professional development to collaborate for integration and continuity of their curriculums.

Parent and community support are a cornerstone of our school's success. Our generous PTO continues to support our school in terms of funding and volunteering. We also have strong ties to community organizations such as the Council on Aging and Warm Hearts of Stow. As a school, we have continued to give back through the Thanksgiving meals and school supplies drives. Our partnerships with the Town offices, Stow Fire Department, and Stow Police Department ensure a safe school environment for all.



Our school would not be so successful without the support and kindness of the Town of Stow. While we have many celebrations to share, we also recognize the need for continuous improvement in order to prepare our students for Hale Middle School, Nashoba Regional High School, and beyond. We are grateful for the opportunity to build lifelong learners at The Center School!

*The new Center School Book Room opened this fall as part of the ongoing implementation of our literacy instruction initiative and professional development.
Photograph by Ross Mulkerin*

Hale Middle School

Hale Middle School continues to be a top level middle school within the Commonwealth. The 2018 MCAS results demonstrate that Hale Middle School is outperforming not only the other middle schools within Nashoba but also most middle schools in the state. Our overall accountability percentile is 88, which places us in the top tier of schools serving students in grades 6-8 throughout Massachusetts. We are incredibly happy with these results and the educational experience the students at Hale are receiving.

Our current enrollment is at an all-time high with over 280 students. The enrollment numbers are projected to increase over the next two years. In preparation for this increase, we are exploring options for expanding our teaching spaces and increasing our personnel so that the educational experience of our students is not negatively impacted. The impact this will have on our budget does not appear to be excessive and, therefore, it is something that we can manage thoughtfully. It does, however, present us with an opportunity to rethink how we utilize spaces like the library and some of our classrooms. Our goal is to hire excellent educators who teach within adaptable learning spaces so that we can support the dynamic needs of students.

The 2018-2019 school year ushered in changes to our course offerings, the after school program and our special education services. Students in the 7th grade are now enrolled in a Digital Literacy and Computer Science course as part of their daily schedule. The purpose of this class is to prepare them to be successful in a digital world. The course includes topics such as typing skills, coding, programing, digital citizenship, design, 3D printing and internet safety. As a result of this course, our students will enter the high school well prepared to handle the increased technological and educational demands. Our after school program is servicing more students than ever before. We have over 195 students who are signed up for an after school activity, club or sport. This would indicate that we are embracing the extracurricular interests of our students and finding ways to foster connections with them beyond the classroom. We have seen a dramatic increase in student attendance at extracurricular events like games and dances. Again this indicates that students have a connection to their school and are interested in attending purely social gatherings. The special education department at Hale has experienced considerable growth during the 2018-2019 school year. We welcomed four new special educators, one new special education program (Middle Connections) and a part-time English as a Second Language Teacher. These new positions demonstrate that Hale is able to deftly adapt to the learning needs of our students. As we move into the 2019-2020 school year we will continue to evaluate and develop programs so that we can best service all types of learners.

Hale Middle School has had an excellent year and is in a position to continue the delivery a superior education to the children of Stow.

Nashoba Regional High School

In the fall Nashoba Regional High School ranked #20 in Boston Magazine's annual recognition of the best high schools in Massachusetts. Also, Nashoba ranked in the top 3 percent of US News & World Report's ranking of the best high schools in the country. Such accolades are a testament to the dedication, community support and commitment to improvement on the part of students,

staff and families. On June 10th 254 graduates received diplomas as members of The Class of 2018.

In 2018 we revised our Science program so that all 9th grade students are enrolled in an introductory Physics course. Our English department has implemented a choice reading program as a means to encourage students to develop the healthy habit of reading for pleasure as well as for knowledge. Our elective program continues to expand as this year we added a Songwriting course and installed a new kiln for our Ceramics program. A hallmark of Nashoba students is their eagerness to accept challenges. In our Class of 2018, 62% of students took at least one AP class and earned at least a 3 out of 5 on the exam.

Nashoba students' engagement in extra-curricular activities enriches the culture of our school. Our 30-year-old EMT Program received approval from the state in the fall. Currently, 20 students are in their second or third year and 18 students are in the first year of the program. This year our music program established a chapter of The Tri-M National Music Honor Society with the induction of 15 students. Our Best Buddies Chapter was recognized for its collective spirit at the Central Mass. Friendship Walk in October. Additionally, the Student Council has brought back the Nashoba Cup Competition as a way to acknowledge and encourage school spirit in our community.

The school community recognizes that social-emotional well-being is an integral part of student success. 40 staff members have already completed Mental Health First-Aid Training. Georgie, a therapy dog, routinely visits the school to help students deal with stress. Our Wellness department received training in the MVP curriculum (Mentors for Violence Prevention) and student response has been very positive regarding two trial Wellness classes featuring the curriculum. Our trial run of Challenge Day with 100 sophomores and 25 staff members proved so successful that we are planning to run the program for all students next year.

Athletics



*Field Hockey - Division 1
Central Mass Champions*

Nashoba's athletic program had a great year! Over 450 student-athletes participated across fifty-three total teams with seventy percent of student-athletes being named to the honor roll. Some highlights include our wrestling team winning the Division 2 Central Mass Championship. Lucas Cordio won the Division 2 sectional title, state title, all-state title, and New England title at his weight class in wrestling. The success continued into the spring as the girls' track team won the league championship. Chloe Dewhurst (high jump) and

Anna Cressman (shot put) both set school records in their respective events. The fall of 2018 was very successful for the Chieftains! The field hockey team won the league title, the Division 1 Central Mass championship and was state finalists. However, the fall season was highlighted by the football team's league championship, Division 4 Central Mass championship, and then the team won the MIAA State Championship at Gillette Stadium!



*Football - MIAA Division 4 State
Champions*

Overall, Nashoba's sports teams had a fantastic year! Over ninety percent of our varsity teams qualified for post-season playoffs, won seven league titles, four sportsmanship awards, three district championships, one state finalist, and a state championship. We have maintained a competitive athletic program, and school spirit is continuing to grow.

CENTRAL OFFICE DEPARTMENT REPORTS

Teaching and Learning Department

Collaboration and alignment continues to be a major focus in Nashoba's curriculum efforts. K-5 teachers have been working to incorporate Reading and Writing Workshop into their Literacy instruction with the support of the Lucy Calkins program units from the Columbia University Teachers College Reading and Writing Project and ongoing professional development on instructional strategies. Teachers are using small-group instruction to develop students' skills and confidence with reading and writing by mixing student choice and independence with targeted, in-time feedback that pushes students to their unique next step in the learning progression. As a result of this work, middle school ELA teachers have begun district wide conversations focused on how to shift their instruction to capitalize on the deeper skill set students will have leaving 5th grade and to support students moving into 9th grade, where high school English teachers have also been working toward a similar model.

We are in the final phase of Nashoba's transition to updated Massachusetts Science, Technology and Engineering framework. Using a mix of internally-developed, district wide curriculum and supporting resources, teachers in grades K-12 are facilitating students' exploration of scientific phenomena through hands-on experiences and supporting them to solidify and demonstrate their understanding in meaningful and relevant ways. Planning has emphasized active learning through exploration and projects that help students demonstrate their understanding using a variety of digital tools and resources.

Technology

In 2018, the Technology Department strengthened its online security by implementing a new service that better protects all staff and student user accounts, data and applications. Included in the improvement is the extension of the network firewall to include all student 1:1 Chromebook devices. Student Chromebooks, when used online, go through the Nashoba firewall no matter where they are being used; which offers an increase in safety for our students participating in the 1:1 Chromebook program. At the same time, Nashoba began a Cyber Security Awareness Campaign for staff. The goal of the campaign is to educate all staff in the ability to recognize cyber threats, take actions that protect their privacy, increase overall security and stay safe online.

We are excited to report that we launched an online student registration process that not only reduces a time-intensive task for both parents and administrative staff but saves paper and provides administrators tools to manage data and better communicate with families.

In the Fall of 2018 Nashoba extended its 1:1 student Chromebook program to include all students in grades 6-12. Students in grades 7-12 took their Chromebooks home with them and grade 6 students will take them home after becoming acclimated with the device. The Teaching and Learning Team also held a parent information night focused on the 1:1 program in October. With this increase in 1:1 mobile devices and the state's move to expand computer-based MCAS testing to grades 3 -10, we continue to upgrade our network infrastructure to ensure that the demand for a fast and reliable online academic experience is consistently met.

Nashoba continues to support staff in the use of its academic technology resources with professional development in the classroom, after-school, during scheduled professional development time and outside of the district. This year a large group of administrators and educators attended the annual Massachusetts Computer Using Educators conference. This conference is in partnership with the Massachusetts Association of School Superintendents and offers examples of cutting edge instructional practices that integrate the use of technology. In-house professional development highlights include the creation of online tutorials, using technology to inspire engagement and creativity, assistive technology, and using student generated videos that ignite academic discussion.

Health and Wellness

Nashoba Regional School's Health and Wellness programs cover comprehensive services including first aid, emergency care and assessment, planning for the management of chronic medical conditions, and prevention and response to communicable disease. Additionally, they monitor medication and health care procedures, oversee proper mandated health related screenings, and implement health education and counseling in helping to assure a safe and healthy school environment. Nashoba's Health and Wellness team provides a full time DESE certified Registered Nurse at each school building.

This year, a new initiative called SBIRT (Screening, Brief Intervention and Referral to Treatment) was delivered to students in grades 7 and 9. The screening focuses on prevention, early detection, risk assessment, brief counseling and, when needed, referral for substance use.

Over the past 12 months, several key milestones have been achieved. The district's Emergency Response Task Force (ERTF), a committee consisting of local public safety officials, school personnel, parents and students, reviewed and revised the district's Crisis and Emergency Response Plan Manual, which all staff will receive in January. The ERTF also hosted a safety summit to formalize our evacuation plans and reunification site identification. The ALICE two-day training was provided to all staff members of the Nashoba Regional School District with online training followed by scenario training at the start of the school year in August.

The district is very proud of those students who contributed to our health and wellness goals. NRSD School Health Advisory held the American Heart Association 2018-2019 High School CPR Challenge, which was accepted by students in the Nashoba EMT Cadet Program. These dedicated students demonstrated hands-on CPR at various locations to more than 500 individuals. The objective of the Challenges is to train as many people as possible to deliver vital life-saving techniques.

Lastly, the NRHS Substance Abuse Awareness Task Force is working to provide targeted education and programming to reduce the incidence of alcohol and drug use by our students.

The task force provides education to staff members at the high school addressing issues related to marijuana use and vaping. In addition, three presentations to the community and students on the dangers of vaping and nicotine use were given in each town of Stow, Lancaster, and Bolton.

Extended Learning Program

Fun and discovery go hand in hand at Nashoba Regional School District's Extended Learning Program where *Creative Choice* is at the foundation of learning. At our before and after school programs in Bolton, Stow, and Lancaster, students are encouraged to explore, create, and delight in play! An important aspect of our Extended Learning Program is the emotional/social development of children. Aware of the developmental stages of children, our staff guide children to problem solve, collaborate, and show compassion to others.

Three key pillars guide the learning that takes place at our Extended Learning Program: Communication, Community, Physical, and Social- Emotional Well-Being. Whether students are participating in one of the structured enrichment programs like ImagArena or chess, or playing a sport outside or a board game inside, students learn essential communication skills. At live performance shows, like those put on by Mad Science, students ask thoughtful questions and practice respectfully voicing their ideas and opinions.

Building community, a sense of citizenship, and cultural awareness are also important elements of our program. At the Hale Extended Learning Program, students are engaged in a volunteer service program knitting hats for infants, making blankets for rescue dogs, and creating crafts for seniors. The Bolton site works closely with the Nashoba Valley Rotary Club to offer a fun and popular bike safety program. Our four sites offer various clubs like Homework Club, Coin Club, and Sewing Club, to connect students who have similar interests. Last year, all students experienced Saori weaving, a contemporary freestyle weaving from Japan, as well as made crafts/artwork connected to holidays and the world.



Celebrating Halloween invites children to be silly and creative

Students in Extended Learning are active! Whether playing soccer, doing archery, practicing yoga and mindfulness, or learning how to cook healthy meals at “Cook’s Corner,” students explore choices that involve physical movement and body awareness. Students often learn from others and make new friends along the way. Trying new things helps our students develop confidence and boosts their self-esteem. Inspiration and creativity flourish at our Extended Learning Program where students have the space and time to be kids!

Dr. Brooke Clenchy, Superintendent of Schools

Lynn Colletti, Stow representative
Stephen Rubinstein, Stow representative

Elaine Sanfilippo, Stow representative

NASHOBA REGIONAL HIGH SCHOOL

Class of 2018

Quinn Jin Woo O'Hagen * § President ~ William Salvatore Andronico Jr. *** § Vice President
Isabel Claire Stringfellow *** § Secretary ~ Jacob Ahron Schiering * Treasurer

Eric Joseph Abreu
José Julian Acosta
Cassandra Grace Allen
Olivia Paige Alminde
Zacharey Christopher Almy
Kytannalee Alvira
Katelyn Rose Anderson ** §
Lukas Emerson Ashline **
Alida Laura Austin §
Katherine Carol Babbit
Daniel Jonathan Barnes * §
Elena Michelle Barshak
Lauren Grace Beck ** §
Rachel Jocelyn Bedini
Nicholas William Bell * §
Troy Allen Bell
Gabrielle Chase Benoit
Timothy David Benoit
Caleb Castles Bergen
Daniel Joseph Berube Jr.
Thomas Francesco Bianco §
Chloe Grace Bickford
Maia Jaye Bliudnikas * §
Robert James Bond
Koryn Ann Boucher
Brian Jin Boyle
Emily Rose Boyle
Madison Christiane Brady ***
Jameson Michael Brideau
Duncan Edward Brooks
Thomas David Brown
Max Louis Buchholz
Caitrin Elise Burke §
Drew Edward Burrows §
Mary Margaret Bussiere ** §
Anna Idell Cadigan
Anthony Thien Campbell ** §
Quinlyn Rose Canale
Megan Diana Lane Carey * §

Alana Marie Carlucci ** §
Jason Paul Carpentino
Marques Carr
Harrison Edward Carter *** §
Emma Jewell Castle ** §
Hannah Hui Castner *** §
Graham Alexander Chapman
Bryce Connor Chaput
Cameron Brian Choquette §
Colton Brian Choquette §
Ryan Christopher Colarossi
Lucas John Cordio
Sydney Adrianna Cortes
Courtney Elizabeth Cote
Rachel Ann Crane *
Anna Rose Cressman ** §
Ryan Scot Cudmore
Cara Marie Cummins *
Nathan Paul Cunningham
Alyssa Rose Curran
Hannah Elizabeth Dahill
Abdallah George Dairi
Charlotte Mae Dempsey ** §
Marc Lucien Descoteaux ** §
Chloe Justina Eugenie Dewhurst ** §
Jack Ryan Diefenbach ***
Joseph Thomas Diello §
Nicholas Daniel Dienst
Georgia Anne Ditemore ** §
Adriana Sofia Dominguez §
Emma Yangren Donnelly ** §
Sarah Jane Doran *
Nathan Philip Draudt *
Quinn Lawrence Dyer-Hawes *
Brooke Alexa English ** §
Rachel Elizabeth Estey * §
Ashley Elaine Fateiger *
Lincoln Jack Fay
Phybe Talia Figueroa

Krista Ruth Flinkstrom *** §
Benjamin Elliot Fox ***
Jake Allen Franklin * §
Michelle Hoelle Frasch * §
Nathaniel Ettore French §
Cameron Elizabeth Friend *
Matthew Robert Frey §
Hannah Patricia Gaffney ** §
William Lawrence Gerecke ** §
Sarah Elizabeth Gillooly ** §
Brett Michael Giordano *
Hayley Joy Giovinazzo
Meredith Christine Goad
Hannah Marie Gould * §
Faith Olivia Gouveia
Bailey Lauren Gray
Sophia Barbara Greszczuk *** §
Aidan Benjamin Gross * §
Amber Paige Hall
Rileigh Anna Hallberg ** §
Lillian CuiXia Hammill * §
Halle Elizabeth Hangen §
Mckenna Rose Hannigan
Alanna Marie Harrington
Brendan Joseph Hart
Charlotte Florence Hatcher
Kevin Michael Henry
Nathaniel John Hicks
Breese Andrew Hill
Ethan Michael Hill
Lydia Jane Hogan *** §
Bailey Elizabeth Hollis
Bobby Jay Hollywood
Hannah Elizabeth Hubbard
Kyle William Hume
Tyler Robert Hunt *** §
Jack Timothy Hurd
Daniel James Ickes
Bernard Kelly Joseph
Laurent Steve Batista Joseph
Laura Anne Jowett ** §
Matthew Ryan Kalinowski
John Tony Keirouz §
Grace Elizabeth Keith *
Andrew Robert Kerble
Hannah Frances King §

Logan Joseph Kitts
Jack Christopher Lally
Julia Mae Lane
Woodel Lareche
Alexander Cameron Lawlor *
Thuy-Mi Le **
Ryan Keith LeBlanc
Christina Olivia Lengieza
Brenden Thomas Locarno
Alexander Geoffrey Lowe
Christine Amanda Luke ** §
Bennett Ethan MacGregor
Ashlyn Rose MacLure * §
Luke John Malloy
Drew James Manyak
Joseph Miguel Martinez-Reynolds
Ashley Michele Masse * §
Amelia Francisca Regina Massinger *
Angelica Jacinta Rose Massinger *
Antonia Lucia Maria Massinger *
Emily Anne McBride-Sakal
Meaghan Casey McCarthy ** §
John Thomas McCutcheon
Michael John MCGilvray **
Sarah Rose McGregor §
Joshua Davis McKeen **
Delaney Rose McKenna ** §
Isabella Carolyn McKinney * §
Erin Diane McLeod
Emily Maxine McManus §
Clare McNamara *
John Joseph McNulty III
Matthew Lawrence McNulty §
Evan Conor Medcraft * §
Jack Nicholas Meilleur §
Averill McCully Meininger ** §
Rebecca Chase Meininger ** §
Sydney Samson Meininger Ç
Collin Andrew Messier
Rees Gray Miller
Lance Reitz Milliard
Joy Irene Miyata
Matthew Paul Morrison
Ethan Paul Mosteck
Muhammad Ihsan Mulyono * §
Haley Ann Neff *** §

Sarah Alice Newton
 Michael Robert Noonan
 Abigail Kay O'Brien
 Margaret Joan O'Keefe §
 Deven Enrique Padua
 Luke Alexander Page
 Thomas Robert Parda §
 Sophie Morgan Parquet
 Maxwell John Parrow §
 Bryce Gregory Parson
 Alexandra Caley Patten *
 Alexandra Patykowski
 Michael David Peabody §
 Justin Federspiel Peirce * §
 Joshua Lewis Pelland * §
 Edward Jules Perkins
 Cassidy Annette Phaneuf
 Annie Morgan Pilkington
 Michael Stephen Piotte §
 Noah Edmond Plante
 Catherine Morgan Potter
 Jacob Thomas Prigmore **
 Lauren Marie Quinn *
 Teresa Catherine Quinn
 Isabella Fonesca Sales Ramos
 David John Read
 Tynan Callahan Reed
 Abigail Rose Recko *** §
 Henry David Reich *
 Chloe Loraine Revell
 Eva Marie Ricci §
 Cohen Jamal Rich
 Madison Julia Richard ** §
 Florance Caipora Richardson
 Brianna Danielle Riggin
 Cameron Jefferson Roberts
 Emily Josephine Routhier
 Robert Thomas Ryan
 Brian Thomas Sabourin
 Ariane Komer Sanjar §
 Joseph Manuel Scafidi §
 Justin John Schoepke ***
 Tyler David Seatter
 Riley June Seith * §
 Katerina Diane Sidopoulos
 Catherine Michelle Smith *** §

Katherine Elizabeth Soto
 Zachary James Sousa
 Allison Ann Spratt * §
 Timothy Kane St. Denis
 Zachary Seavey Stepp
 Keely Anne Stevenson ***
 Dominic Michael Stolfi §
 Colby Jefferson Storey * §
 Emma McDowell Sullivan *** §
 Madeleine Aldea Susi *** §
 Jillian Grace Szcesuil * §
 Evan Eugene Tesoro
 Paul Robert Theriault * §
 Julie Rose Thier * §
 Johannes Thor Thorarensen * §
 Kaitlyn Elizabeth Tobin ** §
 Jay Michael Toland
 Sebastian Ruben Tommasi
 Steven Warren Trant Jr.
 Noah Anthony Travalent
 Anna Mae Traverse ** §
 Linnea Beck Turner Ç
 Victoria Frances Tuttle
 Michael Paul Urbano §
 Roxanne Kinnear Vacha
 Carolina Elena Valenti
 Emily Isabel Vivanco ** §
 Lauren Theresa von Stetten §
 Alanna Marie Wagman
 Mary Jane Wanamaker
 Samantha Heather Watson
 Victoria Elizabeth Weiss Ç
 Robert Andrew Wells
 Victoria Laurel Wendler
 Duncan Elliott Wilgress- Pipe * §
 Erik James Yngstrom
 Reid August Scott Young
 Emma Elizabeth Yvanovich ** §
 Giavanna Florence Zarrella §
 Ç Certificate of Completion
 § NHS Senior Project
 *** Summa Cum Laude
 ** Magna Cum Laude
 * Cum Laude

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

Minuteman High School Named 2018 National Blue Ribbon School by U.S. Department of Education

Minuteman High School has been named a 2018 National Blue Ribbon School by the U.S. Department of Education. The announcement of all 349 public and private school honorees was made on October 1, 2018 by U.S. Secretary of Education Betsy DeVos.

Minuteman is the sole vocational high school in the State to be accorded this award. Abington High School and Swampscott High School are the other Massachusetts schools that earned this recognition.

According to a U.S. Department of Education press release, National Blue Ribbon Schools earn that designation by excelling in one of two performance categories - either as Exemplary High Performing Schools or Exemplary Achievement Gap Closing Schools, “which are among their state’s highest performing schools in closing achievement gaps between a school’s student groups and all students over the past five years.”

All three National Blue Ribbon Schools from Massachusetts, including Minuteman, were cited for being Exemplary Achievement Gap Closing Schools.

An awards ceremony for all of this year’s National Blue Ribbon Schools was held at the Omni Shoreham in Washington, D.C., on November 7 and 8, 2018.

Minuteman has previously been acknowledged for academic excellence and for significantly closing achievement gaps: On April 5, 2018, Minuteman was named a Massachusetts Commendation School by the Massachusetts Department of Elementary and Secondary Education for being outstanding in those two categories. Governor Charles Baker presented Dr. Bouquillon with a plaque honoring the school at a State House ceremony.

Minuteman High School Sees Improvements in 2018 MCAS Scores

2018 MCAS results released by the Department of Elementary & Secondary Education showed Minuteman students made marked improvement in their performance on the English Language Arts (ELA) exam. Compared to the year prior (2017), the percentage of Minuteman students who scored “Advanced” increased by 7% and the number of students who scored “Proficient” increased 11%. The number of students who were in the “Needs Improvement” category fell 17% while the number of students in the “Failing” category dropped 1%. This shows a clear positive shift in performance levels across all categories.

On the Mathematics exam, Minuteman students showed a positive shift from the number of students who scored “Advanced” in 2018 (48%) in comparison to the 2017 scores (45%). This population of students showed a positive movement from the “Proficient” category to “Advanced” while the population of students in the “Needs Improvement” and “Failing” category remained the same.

MCAS Biology saw a small decline in the number of “Advanced” students and an equal shift into the “Proficient” category. The population in the “Needs Improvement” category stayed the same and there was a small increase in the number of students who were in the “Failing” category (2%).

On the MCAS Chemistry exam, 74% of Minuteman students scored in the “Advanced” category, an increase of 37% over 2017. This was a strong positive trend towards the “Advanced” category with 21% scoring proficient making the “Advanced + Proficient” rating 95%.

Minuteman Building Project Continues To Move Towards Completion in the Fall of 2019

The Minuteman High School building project has reached another major milestone. In ceremonies attended by hundreds of students, dignitaries and Minuteman supporters, Gilbane Building Company used a 185-foot crane to lift the final steel beam into place over what will become the new high school’s main entrance. Erection of the 24-foot beam – painted white and signed by students, teachers, elected officials, and well-wishers – marked completion of the steel structure of the building. The Topping Off Ceremony is a traditional builders’ rite marking the point when the final steel beam is lifted into place at a construction site. A small tree or leafy branch along with an American flag is tied to the beam to represent good luck and to demonstrate patriotism. Despite some challenging weather over the fall and winter, the Minuteman project remains on schedule and on budget. Students are scheduled to start classes in the new building in the fall of 2019, more than one (1) full year ahead of estimates initially given to the member towns.

Minuteman High Schools awarded \$495,000 State Grant to Expand its Metal Fabrication and Welding Programs

Minuteman High School secured a \$495,000 state grant to update and expand its Metal Fabrication & Joining Technologies (Welding) program. The grant award was announced by Governor Charles Baker on June 21 and is one of three successful grant applications that have been submitted by Minuteman which have brought nearly \$1.5 million to Minuteman over the last 2 years.

This grant will be used to modernize and expand the metal Fab and Welding program and allow high school students and adults to train on modern, industry-standard equipment. The funds will be used to purchase Virtual Welding Trainers, Multi-Process Inverters, a Guillotine Shear, Press Brakes, Bending Brakes, a Drill Press, a Punch, and a five-foot Power Roll.

High school and middle school students will use the equipment during the regular school day. “Gap year” students, incumbent workers, and unemployed adults will use the equipment during the evening in programs run by Minuteman and by Wentworth Institute of Technology. Graduates will enhance their technical skills and more easily secure jobs as welders, metal fabricators, and machinists in the region’s defense, manufacturing, STEM/medical device, and power-generation industries.

Minuteman Technical Institute Launches New Evening Post-Secondary Programs

Minuteman Technical Institute (MTI) launched new evening post-secondary programs for adults on October 1, 2018 including Advanced Manufacturing, Culinary, Electrical and Metal Fabrication and Joining (Welding).

Each program is ten months long, features 700 to 900 hours of instruction, and is aimed at preparing high school graduates taking a gap year as well as adults who are changing careers for these four high-wage, in-demand professions.

This program will run from October 1, 2018 to August 15, 2019.

Respectfully submitted,

Edward Bouquillon, Superintendent-
Director

MINUTEMAN HIGH SCHOOL 2018 STOW GRADUATES

Kendra Hennigan - Horticulture
Shaun Piso – Automotive Technology
David Temple – Metal Fabrication

PUBLIC SAFETY

POLICE DEPARTMENT

2018 was another busy year for the Police Department. This past year one of our biggest challenges was dealing with personnel shortages due to on duty and off duty injuries to two police officers, and an officer leaving us after six months of employment to return to his previous Police Department. We also had a part-time dispatcher leave to take a full time dispatch position with the State Police. These shortages caused a steady volume of open shifts that we do regularly have to deal with. With some creative shift scheduling, and help from all of the Police officers, dispatchers, and Special Police officers stepping up to the plate and filling a vast majority of these open shifts, we have continued to provide quality services to the Town. We plan to be back to full staffing in early 2019.

The Lower Village construction project also provided some challenges for the Police Department, dealing with safely maneuvering thousands of vehicles a day through a large and at times challenging construction project, keeping motorists, pedestrians, and constructions workers safe. When this project is completed it should be a vast improvement over the current condition.

There were three substantial March snow storms that caused early spring challenges town- wide. It also left us with two damaged cruisers caused by heavy wet snow causing fallen tree limbs, and we also had numerous other department properties damaged or lost trying to detour traffic around downed trees and wires on roadways down throughout town.

The Police Department in October was awarded \$46,602.32 in State 911 Grant money; these funds will be used for mandatory 911 training for dispatchers and Police officers and will also be used towards two dispatchers' salaries.

I had the honor of representing the Town of Stow at the International Association of Chiefs of Police Conference in Orlando Florida, along with Police Chiefs from all over the United States and internationally, including several hundred Police Chiefs from Massachusetts. The information gathering and sharing, educational seminars, and professional networking conducted at this seminar was invaluable and truly one of the top work related experiences that I have participated in.

This past year the Police Department continued our cruiser, portable, and base station radio upgrades by installing a new radio repeater and a new digital radio system. These improvements have made it much easier for town-wide Police radio transmissions between cruiser, officer's portable radios and the dispatch center at the Police station. We also completed our capital project of completely replacing the soffit trim area around the entire Police station that had rotted and worn out through aging and weather conditions. We also replaced all of the thermostats that were installed with the new HVAC system, at no additional cost, as they were not working correctly and we had constant temperature fluctuation throughout the building as each thermostat re-set itself to different temperature settings. The system is now working properly as it was designed. The Building Department was helpful in assisting us in completion of these two projects.

In December, along with Fire Chief Joe Landry, we had the honor to speak at the Middlesex District Attorney's Opioid Task Force Meeting at Emerson Hospital. Our presentation included explaining how a small town with fairly limited public safety departments have taken the initiatives and formed the partnerships to take positive and productive steps forward in the fight against the ongoing opioid crisis all municipalities are currently dealing with.

The Police Department has continued our partnerships with Domestic Violence Services Network DVS/N, Communities for Restorative Justice C4RJ, Central Middlesex Police Partnership CMPP, Police Assisted Addiction and Recovery Initiative PAARI, Eliot Community Human Services, HOMEBASE, and Central Mass Law Enforcement Council CEMLEC, the Middlesex District Attorney's Office, and the Middlesex County Sheriff's Department.

Our community policing initiatives and programs continued this past year with the continuation of the Citizen's Police Academy and the 4th annual Youth Police Academy. Both of these programs are very popular with both children and adults from town. I appreciate the continued efforts of Sgt. Mike Sallese, Detective Cassie Ela and Darlene Trefry for all of their efforts to keep these programs running.

Throughout the year we also conduct numerous tours of the Police Department for local groups of children and young adults and we also host "Coffee with a Cop" at Emma's Café where local residents can sit and discuss various topics with a Police officer. We have two officers certified in child car seat installation and they both do these on a regular basis. We also are involved with the Stow schools on a regular basis, with officers doing regular walk around checks during the school day and participating in special programs such as reading with children or various safety presentations. We also have officers regularly participating in the school safety meetings, with school officials and public safety officials from the regional school district. We also have a prescription drug take back box in our lobby and an internet exchange safety zone in the parking lot at the Police station near the main door, where people can finalize online sales in a safe secure area under 24/7 video surveillance. The Stow Police Association is also active in the community, donating funds to various local charities.

Stow Police officers and Dispatchers participated in numerous specialized training opportunities throughout the year, including the N.E. School Safety Conference, Internet Cyber Bullying, Crime Scene and specialized detective training, advanced patrol tactics, rescue task force, officer down instructor, tactical combat causality care, and stop the bleed certification. We continue to do our Firearms training and qualifications at Ft. Devens under the very helpful and watchful eye of Officer Jon Butler and retired officer Gary Murphy. This past year Jon Butler conducted several Citizens Response to Active Shooter seminars within the school district, and for some local businesses and private pre-schools. This year we were fortunate enough to be able to utilize the Middlesex County Sheriff's Office Mobile Training Unit, a state of the art firearms training trailer that allows officers the opportunity to train in use of force and interactive scenarios. We conducted this training over a four day period so all full- and part-time officers were able to utilize the simulator trailer during the week. I appreciate the support from Middlesex Sheriff Koutoujian and his staff for assisting us with this state of the art training opportunity.

The Police Department continues to utilize social media for sharing public safety information. Our Facebook page continues to be very widely followed with about 3,500 followers. We have also expanded onto Twitter and Instagram in an attempt to increase people that we can easily and quickly forward public safety information to instantly.

I would like to again thank Senator Eldridge and State Representative Hogan for their continued support of the Police Department and all they do for the residents of Stow. I would also like to thank the local media outlets for their continued cooperation and fairness in reporting news and information related to the Police Department.

My yearly reminder: Stow is truly a beautiful safe community and a great place to live, work, and raise a family, but we are not exempt from criminal activity, drugs, substance abuse, domestic violence or any other issues that plague society. I ask that you please lock your home and vehicles and be aware of your surroundings, and “if you see something, say something.” Please call the Police Department if you think something is out of place or suspicious, you are not bothering us, it is what we are here for.

As Chief of Police I have continued my involvement with the Massachusetts Chiefs of Police Association, the Middlesex County Chiefs of Police Association, the International Chiefs of Police Association, the Central Middlesex Police Partnership, and the Massachusetts Police Association. I am on the Chiefs Council for the Domestic Violence Services Network and also the Communities for Restorative Justice. I am also involved with the Rotary Club of Nashoba Valley who continue to do a remarkable job in providing assistance to those in need in our local communities.

I thank all members of the Police Department for what they do to make this community as safe as it is, and the other Town departments and employees who assist us on a regular basis, particularly our public safety partners at the Highway and Fire Departments.

I would like to also thank the Town Administrator and the Honorable Board of Selectmen for their continued support of the Police Department throughout the year.

Respectfully

William Bosworth
Chief of Police

Police Department Administrative Assistant

Darlene Trefry

Police Officers – Full Time

William L. Bosworth, Chief

Ralph Marino, Lieutenant

Darren J. Thraen, Sgt.

Michael J. Sallese, Det/Sgt.

Sean M. Collins

Luke A. DeZago

Cassandra M. Ela, Det.

David J. Goguen

Christopher A. Kusz

James P. Landi **(Resigned)**

Robert J. Nelson, Prosecutor

Police Officers – Special

James G. Banatoski

Robert E. Blanton **(Resigned)**

Jonathan D. Butler

John T. Connors

Cody Z. Costa **(Resigned)**

John E. Fantasia

Lee D. Heron

Richard D. Manley

Brandon C. Murphy

Gary P. Murphy

Michael A. Smith

Steven B. Sturtevant **(Retired)**

Darlene D. Trefry

Mark H. Trefry

Police Matrons/Prisoner Watch

Deborah L. Richardson

Darlene D. Trefry

Public Safety Dispatchers

Jonathan D. Butler

John E. Fantasia, Dispatch Supervisor

Erin M. Loftus (Part-time) **(Resigned)**

Brandon C. Murphy

Darlene D. Trefry

Police Department Statistics

Call Reason	Total
911 ABANDONED/ERROR	75
ABANDONED MV	1
ALARM, HOLD-UP	5
ALARM, BURGLAR	205
ANIMAL	457
AIRPORT SECURITY	292
ASSAULT	4
ASSIST CITIZEN	1095
ASSIST OTHER AGENCY	288
Boat Patrol	40
BURGLARY (B & E) PAST	11
Boat Violation/Stop	9
BYLAW VIOLATION	13
BUILDING CHECK	3763
COMPLAINT	144
COURT	143
Childseat Install	6
Detail	26
DIRECTIONS	13
DISTURBANCE	26
DISABLED MV	105
DOMESTIC DISTURBANCE	13
ESCORT/TRANSPORT	46
FIRE , BRUSH	6
FIRE, CARBON MONOXIDE	13
FIRE, HAZARD MATERIAL	1
FIRE, INSPECTION	3
FIRE, INVESTIGATIONS	194
FIRE, STRUCTURE	7
FIRE, OTHER	25
Firearms Licensing	182
FIRE, BOX RECEIVED	10
FIRE, MUTUAL AID	29
FIRE, SPECIAL SERVICE	21
Fire, Station Coverage	4
FOLLOW-UP INVEST.	253
GENERAL INFO	18
HOUSE CHECK	105
JUVENILE OFFENSES	1
LARCENY /FORGERY/ FRAUD	43

Lake Boon Complaint	11
LOCKOUT	29
MEDICAL EMERGENCY	570
MEDICAL, MUTUAL AID	76
MISSING PERSON	4
MOTOR VEHICLE ACCIDENT	90
MOTOR VEHICLE STOP	885
NEXGEN 911 Issues	6
OPEN DOOR	7
Personnel Assignments	42
ANNOYING PHONE CALLS	8
FOUND/LOST PROPERTY	89
POLE/TREE/WIRE DOWN	163
RADAR	442
RECOVERED STOLEN MV	1
SERVE RESTRAINING ORDER	23
R.O.VIOLATION	8
Road Safety Complaint	287
REPORT WRITING	180
SPECIAL ASSIGNMENT	328
Stow Community Park Check	353
Secondary Dissemination	14
SUDDEN DEATH	2
SEX OFFENSES	6
AUTO THEFT	1
SOLICITING	5
SERVE PUBLIC	2281
SYSTEM TROUBLE	1
SERVE SUMMONS/ NOTICE	29
SUSPICIOUS ACTIVITY	254
Town Beach Check	322
THREATS	6
TRAFFIC CONTROL	318
TRIAD CHECK	1
VANDALISM	27
SERVE WARRANT	10
WELL BEING CHECK	80
TOTAL	14654

FIRE DEPARTMENT

Our Mission

It is the mission of the Stow Fire Department to provide the finest possible fire, rescue and emergency medical services to all those that reside in, work in or visit the Town of Stow. To meet our mission, we strive to achieve the highest level of preparedness, prevention and community involvement. Our department is founded upon the core values of mutual trust, pride in service, integrity and diversity.

The Stow Fire Department recorded its busiest year, finishing out 2018 with 1,030 runs. This total is nearly 140 runs more than the previous year. Medical Emergencies remain as the majority of the calls, totaling 687 this year with 54 of those calls being the result of a motor vehicle accident. There were a number of non-medical calls for service which included 12 structure fires, 10 Hazardous Materials Incidents and 20 brush fires. We responded to 148 alarm activations as well as a number of other incidents ranging from public service to severe weather calls.

In 2018 a number of very active Call and Per-Diem Stow Firefighters moved on. Most were hired as Full-Time Firefighters in neighboring communities. The department would like to wish those past members luck in their future endeavors and for the ones that chose a career in Firefighting, please stay safe, thank you for your time here in Stow. Starting in January of 2019 the department will be engaging in another recruitment to replace the aforementioned openings. Service to your fellow citizens can be very rewarding. Please keep an eye out for the advertisement and see if this opportunity would be right for you.

Student Awareness Fire Education & Senior Program

Fire and Life Safety Education is a priority in Massachusetts as well as across the Nation. For the past 22 years the Stow Fire Department has been receiving Grants through the Department of Fire Services for conducting Fire Safety education through the Student Awareness Fire Education program (SAFE). The department SAFE program targets Pre-Kindergarten through first grade children of Stow. Through this grant the program teaches students to recognize the dangers of fire and the fire hazards of tobacco products through 23 key fire safety behaviors taught in developmentally appropriate ways. Fire and life safety is easy to combine with math, science, language arts and health or physical education lessons, making it easy to collaborate with schools.

The department continues to develop the Senior SAFE program; we have been working with the Stow Senior population through a number of public forums. We have also expanded the smoke detector battery change programs and home safety visits to year round activity.

As the SAFE Coordinator I would like to thank the Center School Staff, the Council on Aging, the members of the Stow Fire Department and Chief Landry for the support of these Life Saving Programs.

Program Coordinator & Educator
Captain Benoit

Training

The goal of the training program at The Stow Fire Department is to ensure our members have the knowledge and skills to perform their job in a safe and effective manner. Company officers are heavily involved in training their members to meet minimum standards set forth by the department. Ongoing training and evaluation by Company Officers is a key factor to engaging our members and keeping knowledge and skills up to date.

In 2018, Training Lieutenant Barry Evers stepped down after his long standing tenure as head of training for the Stow Fire Department. His commitment to developing firefighters will be difficult to replace. I would like to thank Barry for the training program that he developed which is still in use today. In addition, I would like to thank all that stepped up to assist with this vacancy to date. A permanent replacement will be named sometime in early 2019.

Apparatus Maintenance

The Stow Fire Department apparatus is a critical component of our operation. These vehicles are not only used to transport our Firefighters and Emergency Medical Technicians to calls, they are an important tool utilized on all responses. With the absence of a municipal water supply, every piece of equipment that we own is critical in the movement of water when we fight fires. Having the ability to service these vehicles in-house translates to these critical pieces of our infrastructure remaining in service longer, better protecting the citizens of Stow and their property. Greg Vogel is the department mechanic; he has developed a stringent and comprehensive maintenance program to ensure that our fleet is ready for service.

Although our fleet of Fire Engines is aging, they remain in very good shape. Over the last couple years the department has taken steps to extend the life of two of the units by rebuilding the pumps. Taking into consideration those past repairs along with additional factors, the department has reconfigured the future Capital replacement schedule. Almost 20 years ago it was recognized that a majority of the fleet was in disrepair, which caused the management to replace two engines in a very short period of time. This reconfiguration of the Capital Plan will help spread out the purchasing of fire apparatus. The department administration as well as the mechanic recognizes the importance of reducing capital expenditures when possible. As we move into the future the department will constantly evaluate the condition of each vehicle and take measures to reduce the need for replacement when this can be achieved in a safe and fiscally responsible manner.

This coming year the Fire Department will be requesting funds to purchase a new fire pumper. Engine 14, which was purchased in 2001, has been showing signs of wear and consistently declining in its pump capacity testing. Earlier this year the pump failed its annually required NFPA test. The failure of this unit directly relates to the volume of water that can be moved through hoses by this pumper unit. As previously mentioned Stow has no municipal water supply or pressurized hydrants. This lack of infrastructure requires the Fire Department to make

up this missing link by moving water utilizing portable equipment such as pumper trucks and tankers. Although each pumper truck is not used on a daily basis, when a fire strikes and the need to move water arises, every vehicle has a specific function. We do not have an extra or back up pumper in this situation. The proposed replacement vehicle will be designed and manufactured so that it can be utilized in any of the operational positions which will add versatility to our overall operation.

Emergency Medical Service

Once again, calls for medical service have risen in the town of Stow. We as a department recognize this increasing trend and train tirelessly to meet the needs of the public we serve. Our Firefighter/Emergency Medical Technicians work in conjunction with Pro-EMS, our paramedic service provider, to offer the best possible pre-hospital care. We look forward to our future with Pro-EMS and the CMERA group.

At the May 2017 Town Meeting, your support funded a new Ambulance for Stow Fire. In March, 2018 a new state of the art ambulance designated as Rescue 17 was placed in service. This addition to our fleet has proven extremely valuable as well as the decision to retain Rescue 16. There have been multiple instances where Rescue 17 was committed to incidents when another call for service was received. In these situations crediting our committed Call Firefighter/EMTs the second Rescue has been manned and a prompt response has been initiated by your Stow Firefighters.

Thanks from the Chief

I would like to take this opportunity to thank all the Officers and Firefighters of the Stow Fire Department for their help and support throughout the year. Your assistance, dedication, commitment and professionalism make a department that we can all be proud of. I would also like to thank all of the citizens of Stow, the business community, the Town Administrator, the Board of Selectmen, Building Department, IT Director, Board of Health, Planning Board, Council on Aging, Medical Reserve Corps (MRC), Local Emergency Planning Committee (LEPC) and all other Town departments for their support of the Fire Department. I would especially like to thank the Police Department, Communications Center and the Highway Department for all your help and support during the year.

Respectfully submitted,

Joseph Landry
Fire Chief

2018 Permits Issued

Blasting	5
Fire Alarm Permits	43
Fire Suppression	0
Open Burning Permits	632
Oil Burner Permits	39
Black Powder	0
Propane	57
Sprinkler	51
Tank Removal	10
Fuel Truck	4
Underground Storage	0



Fire Prevention / Inspections

2018	468
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FULL TIME STAFF

Chief	Landry, Joseph
Captain	Benoit, John P
FF/EMT	Evers, Barry *
FF/EMT	Guerin, Mark *
FF/EMT/Admin	Swinimer, Judson *
FF/EMT	Vogel, Greg



Per Diem /Call Firefighter/EMTs

Benoit, Erick*
Dudley, Paul
Fiorvanti, Jeremy
Kelley, James
Lyons, Jeffrey
Swinimer, Judson *
Villa, Keith
Scimeca, Michael*
Olson, Matthew*
Bolton, Andrew
Jakubek, Todd
Trioli, Nick
Ellis, Kristina

Honorary Firefighters

Warren, Ed
Landry, Stephen

Call Officers

Lieutenant	Guerin, Mark *
Lieutenant	Swinimer, Judson*
Lieutenant	Benoit, Erick*
Lieutenant	Scimeca, Michael*
Lieutenant	Olsen, Matthew*

Call Firefighter/EMTs

Siewierski, Sue
Galofaro, Jason
Gray, Timothy
Herlihy, Camden
Tufo, Matthew

Call Firefighters

Dilling, Barrett
Dwinells, Scott
Silverio, Gregg
Benoit, Kevin
Nunez, George
Stupak, Jeffrey
Casello, Peter
Gray, Jonathan
Fenton, Shamos
Beharrell, Jonathan
Lowe, Matthew
Shepard, Kevin
Mangolds, Yuris

* Denotes multiple positions within the organization

FOREST WARDEN

Once again Brush Fire incidents are considerably lower than in the past. This decrease over time can be credited to a number of factors, the first being fire prevention and safety education which addresses outside fires and their impact. Another factor is the increased oversight and coordination of Conservation properties. Over the years there has been a significant increase in use of Conservation properties. This increase in use may have an impact on the recognition of fires or mischievous conduct that contributed to brush fires in the past. Either way, a decrease in brush fires has a positive impact on the Fire Department as well as the environment as it relates to air quality.

The open burning season was once again very busy for the Fire Department. 632 Open Burning permits were issued from January 15 until April 30, 2018. We allow burning between 10:00 am and 4:00 pm with permission from the Fire Department depending on staffing and weather conditions.

Many burning days are declined by the Department of Environmental Protection due to atmospheric conditions. The State Forest Warden may also cancel burning due to unfavorable weather conditions. Extreme conditions are reported as “Red Flag Days” on local weather reports.

I would like to thank the State Forest Fire Division and the Sudbury Fire Tower for all their help in locating and extinguishing fires.

Respectfully submitted,

Joseph Landry
Forest Warden

EMERGENCY MANAGEMENT

We are the point of contact for the Local Emergency Planning Committee (LEPC). The LEPC is comprised of a number of many cross functional departments that have demonstrated the ability to professionally manage emergency incidents in Stow. We are extremely fortunate to have such a talented group of volunteers. Over the years, they have handled everything from desktop exercises to real life emergencies, opening and managing emergency shelters.

Early March of this year, a significant snow event caused a number of long term power outages throughout the town. These outages, combined with extremely cold temperatures, warranted the activation of a warming center to be opened at the Community Center. This was the first of its kind in a number of years. In all, the operation was a success: we had a number of visitors utilize the center including one that stayed overnight. I would like to thank the many Medical Reserve Corps volunteers that stepped up to assist with the operation that lasted nearly two full days. Although we have not recently activated a full shelter in Stow, this does not mean that we are not ready for the task. The preparation phase is complete; in the future we will be training on the process to hone our skills to ensure that we offer the most efficient service to those in need.

When activated for manmade or natural disasters, Stow Emergency Management works closely with the Highway, Fire and Police Departments to mitigate and manage the town's recovery efforts. In addition we continuously work alongside MEMA following large scale events to secure funding. This financial recovery has proven to be very successful in returning thousands of dollars of the Town of Stow's out of pocket disaster expenditures back to the general fund.

I would like to recognize the working partnership between the Medical Reserve Corps (MRC), the Local Emergency Planning Committee and the Stow Board of Health. This cohesive working group has proven to be very successful over the years. The spirit of volunteerism is still alive and strong in the community. We all look forward to serving the citizens of Stow for many years to come.

Respectfully submitted,

Joseph Landry
Emergency Management Director

Local Emergency Planning Committee (LEPC)

1	Arsenault, Nancy	Stow Independent
2	Blake, Vicki	Plantation Apartments
3	Bosworth, Bill	Stow Police Chief
4	Clayton, Michael	Stow Highway Superintendent
5	Fantasia, John	Stow Communications Center
6	Funkhouser, Sharon	Stow Council on Aging
7	Glorioso, Robert	Ham Radio Operators
8	Greenough, Laura	Stow Recreation Committee
9	Hathaway, Linda	Stow Town Clerk
10	Heffernan, Al	Meeting House
11	Holbrook, Jack	Arbor Glenn
12	Clenchy, Brooke	Nashoba Regional School District
13	Martin, Craig	Building Inspector
14	Landry, Joseph	Stow Fire Chief
15	Trunfio, Maureen	Office of the Board of Selectmen
16	Norton, Bob	Stow Wiring Inspector
17	Sferra, Kathy	Stow Conservation Committee
18	Perry, Ross	Medical Reserve Corp (MRC)
19	Rising, Marcia	Board of Health/MRC
20	Robart, Sarah	Medical Reserve Corp (MRC)
21	Ryan, Tom	Board of Selectmen
22	Sallese, Michael	Detective Stow Police Dept.
23	Stadolnik, Rebecca	Medical Reserve Corp (MRC)
24	Swinimer, Judson	Stow Fire Dept.
25	Eld, Ronald	Stow Information Technology
26	Toole, Alyson	Stow Council on Aging
27	Colosi, Cindy	Stow Board of Health
28	Wrigley, William	Stow Town Administrator
29	Abraham, Lauren	Council on Aging

SPECIAL COMMITTEES

STOW MUNICIPAL AFFORDABLE HOUSING TRUST

A number of important advances in affordable housing in Stow came to fruition in 2018.

The most significant of these events, in a potential model for future projects, was the result of close cooperation of multiple organizations in Stow, namely the Conservation Commission, Stow Conservation Trust, the Community Preservation Committee (CPC), and SMAHT. Annual Town Meeting approved the use of Community Preservation Act (CPA) funds in combination with Housing Trust funds for the purchase of a 50+-acre parcel. The land, which was offered by its owner to the Town at a discount from its market assessment, was split into a parcel protected for conservation and a smaller parcel that will be evaluated for creation of up to six units of affordable housing. After taking ownership, the Trust issued Requests for Proposals for demolition of the dilapidated structures on the parcel for safety reasons and for engineering assessments of the land for potential development.

Annual Town Meeting also approved changes to the Town bylaws governing SMAHT to enable more efficient achievement of its goals. After multiple years with unoccupied seats, the bylaws were changed to reduce the number of Trustees to five, permitting an easier time to gather a quorum to conduct business. Also, to reflect the increased price of real estate in town and preserve the Trust's ability to respond to potential acquisition opportunities, the level of expenditure or borrowing that requires approval of the Board of Selectmen was raised from \$200,000 to \$400,000.

The Trust also drafted a new program, the Stow Housing Opportunity Purchase Program (iSHOPP). This program would provide eligible first-time home buyers with funds to bridge the gap between the price of a modest market-rate home and the price for the maximum allowable affordable home price at 80% of area median income (AMI). In exchange for this assistance, the buyer would place an affordable deed restriction on the property, which would be in effect in perpetuity. Full funding and implementation of this program will be finalized in the near future.

A significant innovation in Stow is a Local Initiative Program for median income (120% of AMI) as part of the Regency at Stow development on Boxborough Road. The Stow Planning Department, with minimal assistance from SMAHT, negotiated and won approval for this novel program, which aims to provide more housing choice for median income home buyers. These buyers would not qualify for affordable housing due to their incomes or assets but cannot afford market rate prices, and can include residents who wish to downsize but remain in town.

Stow remains one of the towns in the Regional Housing Services group that shares the housing services and expertise of MetroWest Community Development. This group continues to provide ongoing monitoring of existing affordable housing and coordinates affordable housing activities with other participating towns. For example, MetroWest Community Development sponsored a Housing Fair at the Pompositticut Community Center in April 2018. The fair featured housing

presentations and displays that highlighted regional housing developments and services that are available to Stow residents and the public at large.

In 2018, SMAHT also approved a grant application for pre-development funds to support a proposed project from Habitat for Humanity of North Central Massachusetts. Habitat was the sole respondent for a Request for Proposal to develop housing on a parcel in the care and control of SMAHT, and the project was approved with CPA funds at an Annual Town Meeting.

SMAHT also investigated several parcels as potential sites for affordable housing at potentially attractive price to the Town. However, none of them were deemed financially feasible for development at this time.

Respectfully submitted,

Ingeborg Hegemann, Selectmen
Michael Kopczynski, Chair
Quince Papanastassiou

Cynthia Perkins
Laura Spear, Vice Chair

OUR HERITAGE

Ancient Documents Committee

The Ancient Documents Committee was established by town meeting vote, March 8, 1973. “On motion of Town Clerk Francis Warren, it was unanimously voted to establish the Ancient Documents Committee of five persons, one of whom shall be the Town Clerk, to assist the Town Clerk in the acquisition, preservation, indexing and care of all Town records, both current and ancient, such members to be appointed by the Moderator, with the approval of the Town Clerk, for terms of one, two, three, four and five years, and thereafter for terms of five years respectively.”

The committee’s ongoing projects include inventorying the vault, sorting through materials that are donated and creating databases. This work is truly a labor of love and it is done by dedicated volunteers Bob Walrath, Dot Spaulding, Bill Byron, Liz Moseley, Marilyn Zavorski, and Rosemary Bawn. Thank you to all of you for your dedication to the preservation of Stow’s history.

Respectfully submitted,

Linda Hathaway, Town Clerk

HISTORICAL COMMISSION

Stow Historical Commission is responsible for the preservation and protection of Stow's historical and archaeological resources, which includes the 1825 West School. During Stow's 2018 SpringFest, the Stow Historical Commission joined with the Stow Historical Society to display Stow historical binders and historic artifacts on a table display with a theme of "Stow in 1908". With donated funds from the SHC John Makey Memorial Fund, the Commission members voted to accept the bid of a local carpenter to build an antique reproduction 8-foot long school desk. The desk will be used to more comfortably seat the third graders from Center School, who annually visit the 1825 West School for a day's lesson as part of their local history curriculum. The desk was installed, and a small memorial plaque added, in July of 2018. A local college student kindly volunteered to be a West School intern for the summer. Her responsibilities included landscaping around West School with native New England plants, and helping with digital inventories. The Commission partnered with the Stow Historical Society and presented an Open House at the 1825 West School on July 29, 2018. The Stow Historical Commission also partnered with the Stow Historical Society and a Stow Cultural Council grant to present a well-attended, educational program titled "Pioneer of Aviation", which featured actress Sharon Faye portraying Amelia Earhart, at the 1825 West School on September 23, 2018.

The Commission added another historic home to their on-going Historic Plaque Program.

Before the October 13, 2018 grand reveal of the restoration work done at the Randall Library, the Stow Historical Society, with Community Preservation Act funds and Commission support, arranged Stow historical artifacts back into their original glass cases in the Randall Library's Whitney Historical Room on the second floor.

The Commission members supported the preservation of the 1848 Stow Town Hall, as the Town sought Community Preservation Act funding for re-roofing and restoration design plans at the 2018 Town Meeting in May. The Commission also promoted the historic importance of the Box Mill Road Bridge, the old mill, and the canal, as the Massachusetts Dept. of Transportation started discussing bridge replacement.

Respectfully submitted,
Dorothy Spaulding, Chair
Rosemary Bawn, Secretary
Andy Crosby, Treasurer
Patrick Hopkins
Marilyn Zavorski

Lew Halprin, Associate
Barbara Clancy, Associate

TOWN CLERK

In 2018, Stow held an annual town meeting, an annual town election, the September State Primary, a Primary Recount for the 3rd Congressional District, a special town meeting, a special town election that was held on November 6th in conjunction with the State Election. Early voting was done for both November elections and we had a high turnout for the mid-term election. Information about all of these events follows this narrative.

There are 73 chapters and 451 statutes of the Massachusetts General Laws that direct the town clerk's duties. The town clerk also follows the town's bylaws and the Town Charter.

The town clerk interacts with all of Stow's town boards, as well as, several state agencies on a regular basis. Since 2010, the clerks have been responsible for implementing the Open Meeting Law and the Ethics Law requirements. Every municipal employee and official must receive a summary of the Ethics Law annually and provide the clerk with documentation that he/she has received the summary. Every other year municipal employees and officials must take an online educational training and provide a certificate of completion to the town clerk. All of this paper work is retained for a minimum of six years. The town clerk's office is also the Town's Records Access Officer and tracks the public information requests.

In addition to elections with voter registrations, nomination papers, petitions and campaign finance reporting, the town clerk's office is responsible for dog licensing, maintaining vital records (birth, marriage, death), business certificates, raffle permits, administering the oath of office to all elected and appointed officials, filings for the Planning Board and Zoning Board of Appeals, fuel storage tank registrations, annual town census, collection of fines (parking, dog, and marijuana violations), preservation of permanent records, town meeting setup, recording town meeting minutes, and scheduling the use of the town common sign. The town clerk is also a member of the Board of Registrars of Voters.

Volunteers are an integral part of the office. Several volunteers assist with census preparations, mailings and document filing. Several others help prepare and break down for elections and town meetings. I am extremely grateful for the work all of these volunteers do!

Finally, I want to thank the dedicated town clerk's office staff, assistant town clerks Kay Desmond and Debbie Seith. Congratulations to Kay on being the assistant town clerk for 48 years. My grandfather, Town Clerk Francis (Frannie) Warren appointed Kay in 1970.

2018 VITAL RECORDS	
BIRTHS	61
MARRIAGES	10
DEATHS	47

**Individual vital record listings are omitted as a security precaution to deter identity theft.*

TOWN CLERK 2018 FINANCIAL TRANSACTIONS	
FEES COLLECTED	
Vital record copies, bylaws, maps, etc.	5,440.55
Fines, bylaw violations, late fees	1,175.00
Business Certificate filings	700.00
Raffle permit	50.00
Dog Licenses	12,242.38
Kennel Licenses	825.00
TOTAL FEES COLLECTED	\$20,432.93

ANNUAL TOWN MEETING MAY 7, 2018

Pursuant to the Selectmen's warrant of April 10, 2018, posted by the Constable on April 26, 2018, the annual town meeting opened on May 7th at 7:01 p.m. in Hugh Mill Auditorium at Hale School by Moderator David Walrath.

The meeting rose to recite the *Pledge of Allegiance to the Flag* led by Mr. Walrath. Town officials were introduced: Selectmen, Town Clerk, Town Counsel, Town Administrator, Finance Committee, Capital Planning Committee and others. Non-voters who may be heard were approved. At the request of Mr. Walrath, Laura Spear was unanimously approved as Deputy Moderator. Mr. Walrath recognized several persons who have served the Town in various capacities and are retiring or not seeking re-election.

On motion of Selectman Brian Burke, it was voted unanimously that the reading of the warrant and return of the constable thereon be waived but made a part of the record of this meeting, and that the Moderator be permitted to refer to each article by subject matter instead of reading each article in its entirety.

ARTICLE 1. Reports of the Selectmen and Other Officers and Committees

On motion of Selectman Donald Hawkes, it was voted unanimously that the reports of the Selectmen and other Officers and Committees of the Town be accepted as printed in the 2017 Annual Town Report.

ARTICLE 2. Reports of Special Committees

On motion of Selectman Ingeborg Hegemann Clark, it was voted unanimously that the reports of special committees be accepted as written in the 2017 Annual Town Report.

ARTICLE 3. Wage and Salary Schedules for Fiscal Year 2019

On motion of Selectman Thomas Ryan, it was voted unanimously to amend Article 11 of the General Bylaws of the Town, Personnel Administration, by deleting from Section 20.h. the existing salary Schedules A, B, C, D and E, and inserting in place thereof new Schedules A, B, C, D, E, as printed in the warrant.

The Finance Committee recommended approval.

TOWN OF STOW
WAGE & SALARY SCHEDULES
Effective July 1, 2018 (2%)

SCHEDULE A
ANNUAL RATE POSITIONS

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Assistant Assessor	45,140	47,821	50,633	53,443	56,256
Assistant Facility Manager	50,720	53,707	57,045	60,246	63,330
Assistant Treasurer-Collector	45,140	47,821	50,633	53,443	56,256
Building Commissioner	60,079	63,832	67,586	71,342	75,100
Board of Health Office Administrator	45,140	47,821	50,633	53,443	56,256
Cemetery Superintendent	53,443	56,618	59,947	63,275	66,603
Conservation Commission Coordinator	56,891	60,301	63,920	67,272	70,485
Council on Aging Executive Director	57,114	60,508	64,072	67,626	71,311
Librarian	45,140	47,821	50,633	53,443	56,256
Library Director	57,170	60,744	64,315	67,896	71,464
Assistant Planner	51,376	54,428	57,631	60,828	64,033
Town Planner	68,753	72,504	76,255	80,007	83,759
Police Lieutenant	78,657	84,593	89,046	93,498	96,465
Principal Assessor	59,818	63,596	67,332	71,081	74,793
Recreation Director	53,443	56,618	59,947	63,275	66,603
Selectmen's/Town Administrator's Assistant	45,140	47,821	50,633	53,443	56,256
Supt. of Streets	77,781	82,643	87,506	92,365	97,230
Town Clerk	62,305	65,531	68,756	71,984	75,754
Treas. Collector	61,372	65,210	69,045	72,880	76,716

SCHEDULE B
HOURLY RATE POSITIONS

GROUP A

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Cemetery Worker	13.54	14.62	15.91	17.10	18.26
Council on Aging Driver	13.41	14.16	15.37	16.51	17.64
Custodian	14.11	15.20	16.41	17.55	18.68
Library Page	13.41	14.16	15.37	16.51	17.64
Parks & Commons Worker	13.41	14.16	15.37	16.51	17.64

GROUP B

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Assistant Town Clerk	19.25	20.74	22.28	24.14	25.93
Building Department Secretary	16.02	17.23	18.54	20.06	21.57
Council on Aging Driver/Dispatcher	14.83	15.92	17.13	18.58	19.95
Financial Clerk	14.83	15.92	17.13	18.58	19.95
Fire Department Secretary	14.83	15.92	17.13	18.58	19.95
Library Aide	14.83	15.92	17.13	18.58	19.95
Recreation Commission Secretary	14.83	15.92	17.13	18.58	19.95
Town Clerk Clerical Assistant	14.83	15.92	17.13	18.58	19.95

GROUP C

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Accountant's Clerk	15.92	17.39	18.74	20.19	21.57
Assessor's Clerk	15.92	17.39	18.74	20.19	21.57
Asst. Cemetery Superintendent	15.92	17.39	18.74	20.19	21.57
Assistant Librarian	15.92	17.39	18.74	20.19	21.57
Bd. of Appeals Secretary	20.25	22.07	23.80	25.62	27.38
Board of Health Office Assistant	15.92	17.39	18.74	20.19	21.57
Community Preservation Committee Secretary	15.92	17.39	18.74	20.19	21.57
Conservation Commission Secretary	15.92	17.39	18.74	20.19	21.57

Council on Aging Outreach Coordinator	19.19	20.89	22.54	24.81	25.94
Council on Aging Outreach Worker	17.78	19.35	20.88	22.49	24.02
Finance Committee Secretary	15.92	17.39	18.74	20.19	21.57
Financial Clerk II	15.92	17.39	18.74	20.19	21.57
Highway Department Secretary	19.13	20.84	22.49	24.21	25.87
Highway/Tree/ Grounds Worker	15.92	17.39	18.74	20.19	21.57
ITAC Committee Secretary	15.92	17.39	18.74	20.19	21.57
Office Assistant	15.92	17.39	18.74	20.19	21.57
Payroll Coordinator	23.05	24.43	25.87	27.30	28.73
Planning Board Secretary	15.92	17.39	18.74	20.19	21.57
Recreation Assistant	15.92	17.39	18.74	20.19	21.57
Selectmen/Town Admin. Secretary	19.25	20.74	22.28	24.14	25.93
Town Secretary	15.92	17.39	18.74	20.19	21.57

GROUP D

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Building Dept Administrative Assistant	19.76	21.00	22.24	23.43	24.64
Community Preservation Assistant	19.76	21.00	22.24	23.43	24.64
Conservation Commission Assistant	19.76	21.00	22.24	23.43	24.64
Council on Aging Front Desk Coordinator	19.76	21.00	22.24	23.43	24.64
Financial Assistant	19.76	21.00	22.24	23.43	24.64
Fire Dept Administrative Assistant	19.76	21.00	22.24	23.43	24.64
Highway/Tree Grounds Driver-Laborer	19.76	21.00	22.24	23.43	24.64
Planning Dept Administrative Assistant	19.76	21.00	22.24	23.43	24.64
Police Chief Secretary	19.76	21.00	22.24	23.43	24.64

GROUP E

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Highway Dept. Equipment Operator	21.56	22.89	24.25	25.60	26.93
Maintenance Person	21.56	22.89	24.25	25.60	26.93
Tree Worker (Moth)	21.56	22.89	24.25	25.60	26.93

GROUP F

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Crew Chief	23.78	25.14	26.76	28.21	29.70
Highway Dept. Mechanic	24.92	26.37	27.81	29.47	31.23

GROUP G

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Assistant Super of Streets	27.95	29.69	31.42	33.15	34.89
Children's Librarian	24.17	25.70	27.18	28.67	30.20
Highway Dept. Foreman	25.38	26.98	28.54	30.15	31.69
IT Director	24.17	25.70	27.18	28.67	30.20
Social Worker	30.17	31.73	33.29	34.85	36.41

SCHEDULE C**SINGLE RATE POSITIONS PAID ANNUALLY**

<u>Position Title</u>	<u>Salary</u>
Animal Inspector	1,561
Assistant Registrar of Voters	308
Registrar of Voters	154
Tree Warden	6,357
Veterans' Service Officer	2,130

SCHEDULE D**SINGLE RATE POSITIONS PAID HOURLY**

<u>Position Title</u>	<u>Rate</u>
Apprentice Firefighter (call)	15.79
Assistant Counselor	11.22
Assistant Swim Instructor	11.22
Auxiliary Police Officer	16.46
Beach Checker	11.22
Camp Stow Director	18.73

COA Substitute Van Driver	15.35
COA Substitute Van Driver CDL	17.64
Dispatcher, part-time	20.98
Election Clerical Assistance	11.22
Election Clerk	15.30
Election Teller	11.22
Election Warden	15.30
Emergency Medical Technician (call)	18.05
EMT - w/Defib & Epi Pen (call)	19.71
Firefighter (call)	18.05
Firefighter/EMT - w/Defib & Epi Pen (call)	20.52
Firefighter/EMT (call)	18.87
Head Counselor	12.48
Junior Lifeguard	11.22
Senior Lifeguard	12.48
Officers - Fire or Medical (call)	22.20
Per Diem Firefighter (call)	16.30
Police Matron	22.27
Police Officer, part-time	25.26
Recreation Maintenance Person	15.61
Stow Community Park Drop-in Counselor	12.48
Street Lister	11.33
Street Listing Clerk	11.33
Street Numberer	11.33
Town Engineer	34.89
Waterfront Director	15.61
WSI Swim Instructor/Lifeguard	14.77

SCHEDULE E

FIRE DEPARTMENT ANNUAL SINGLE RATES

<u>Position Title</u>	<u>Salary</u>
Deputy Fire Chief (call)	1,113
EMS Assistant Coordinator	372
EMS Quartermaster	299
EMS Records Coordinator	445
EMS Schedule Coordinator	223
Fire Captain (call)	741
Fire Engineer	965
Fire Lieutenant (call)	594
Fire Medical Officer	445

ARTICLE 4. General Budget for Fiscal Year 2019

Selectman James Salvie moved to raise and appropriate the sum of \$27,945,495 as recommended by the Town Administrator and Selectmen for Items 1 through 78 inclusive, as printed in the warrant under the column entitled *"FY2019 Budget Town Admin/Selectmen Recommended"*, each item to be considered a separate appropriation for the purposes designated and the same to be expended only for such purposes.

Moderator Walrath read off each group of line items. Several items were held for questions and/or clarification.

Line item 63: Recreation Director Salary- Town Administrator William Wrigley explained the salary increase over FY2018 was a merit increase. There has been increase in recreation programs since the last wage and salary survey 10 years ago. The sum of \$63,275.00 was voted by clearly a majority in favor as called by the Moderator.

Line item 64. Recreation Department Wages – Town Administrator William Wrigley explained that the decrease in department wages is because the wages will now be paid from the Recreation Program Revolving Fund. The sum of \$600.00 was voted unanimously in favor.

Line item 74: Nashoba Regional School District Assessment – Following discussion, the sum of \$17,912,331.00 was voted unanimously in favor.

Line item 75: Minuteman Vocational-Technical Assessment – Asst. Supt. Kevin Mahoney spoke of the transition of the district membership from sixteen to ten towns. The sum of \$727,258.00 was voted unanimously in favor.

The Finance Committee recommended approval.

The FY2018 general budget totaling \$27,945,495.00 was unanimously approved.

General Government

1	Moderator Salary	\$ 45.00
2	Moderator Expenses	46.00
3	Selectmen Office Wages	81,241.00
4	Selectmen Office Expenses	10,574.00
5	Town Administrator Salary	138,551.00
6	Town Administrator Expenses	500.00
7	Finance Committee Wages	4,200.00
8	Finance Committee Expenses	450.00
9	Town Accountant Salary	56,931.00
10	Town Accountant Clerk Salary	300.00
11	Town Accountant Expenses	2,125.00
12	Principal Assessor Salary	71081.00
13	Assessors' Clerical Wages	78,056.00
14	Assessors' Expenses	8,800.00
15	Treasurer-Collector Salary	76,716.00
16	Treasurer-Collector Clerical Wages	82,294.00
17	Treasurer-Collector Expenses	40,250.00
18	Information Technology Clerical Wages	39,260.00
19	Information Technology Expenses	156,217.00
20	Town Clerk Salary	71,984.00

21	Town Clerk Other Wages	72,114.00
22	Town Clerk Expenses	18,625.00
23	Conservation Coordinator	70,485.00
24	Conservation Commission Clerical Wages	26,787.00
25	Conservation Commission Expenses	5,050.00
26	Town Planner	80,007.00
27	Planning Board Clerical Wages	74,979.00
28	Planning Board Expenses	6,150.00
29	Board of Appeals Clerical Wages	11,178.00
30	Board of Appeals Expenses	4,390.00
31	Municipal Buildings & Property Wages	131,489.00
32	Municipal Buildings & Property Expenses	142,000.00
33	Town Reports Expenses	<u>9,000.00</u>
	General Government Total	\$1,571,875.00

Public Safety

34	Police Chief Salary	\$ 125,376.00
35	Police & Dispatch Wages	1,300,000.00
36	Police & Dispatch Expenses	91,700.00
37	Fire Chief Salary	105,221.00
38	Fire and EMS Wages	582,514.00
39	Fire and EMS Expenses	78,000.00
40	Building Inspector Salary	75,100.00
41	Building Department Clerical Wages	48,856.00
42	Building Department Expenses	<u>5,495.00</u>
	Public Safety Total	\$ 2,412,262.00

Public Works and Facilities

43	Supt. of Streets Salary	\$ 97,231.00
44	Highway & Grounds Wages	524,753.00
45	Highway & Grounds Expenses	129,850.00
46	Snow & Ice Removal Expense	165,000.00
47	Municipal Lighting	8,400.00
48	Gasoline & Diesel Fuel Expense	80,000.00
49	Cemetery Superintendent Salary	63,275.00
50	Cemetery Salary & Wages	39,871.00
51	Cemetery Expenses	<u>8,000.00</u>
	Public Works and Facilities Total	\$ 1,111,146.00

Human Services

52	Health Administrative Assistant	\$ 56,256.00
53	Health Department Wages	61,194.00
54	Health Department Expenses	5,930.00
55	Council on Aging Executive Director Salary	71,311.00
56	Council on Aging Wages	149,455.00
57	Council on Aging Expenses	12,948.00
58	Veterans' Service Officer Salary	2,130.00
59	Veterans' Service Officer Expenses	<u>300.00</u>

	Human Services Total	\$ 359,524.00
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Culture and Recreation

60	Library Director Salary	\$ 71,464.00
61	Library Wages	117,724.00
62	Library Expenses	73,719.00
63	Recreation Director Wages	63,275.00
64	Recreation Wages	600.00
65	Recreation Expenses	23,550.00
66	Lake Boon Commission Wages	0,000.00
67	Lake Boon Commission Expenses	1,500.00
68	Historical Commission Expenses	1,200.00
69	Memorial Day Expenses	900.00
70	Lighting of Clock Expenses	<u>100.00</u>
	Culture and Recreation Total	\$ 354,032.00

Town-Wide Expenses

71	Group Insurance	\$ 890,266.00
72	Insurance and Bonds	153,000.00
73	Telephone	<u>25,000.00</u>
	Town-Wide Expenses Total	\$ 1,068,266.00

Education

74	Nashoba Regional School District Assessment	\$17,912,331.00
75	Minuteman Voc-Tech Assessment	<u>727,258.00</u>
	Education Total	\$18,639,589.00

Debt Service

76	Maturing Principal – Long-Term Debt	\$ 1,680,000.00
77	Interest, Long-Term Debt - Bonds	742,567.00
78	Interest, Temporary Loans - Revenue	<u>1,000.00</u>
	Debt Service Total	\$ 2,423,567.00

TOTAL GENERAL BUDGET.....\$27,945,495.00

CONSENT CALENDAR

On motion of Selectman Thomas Ryan, it was voted by majority to take action on Articles 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29, 30, and 31 as said motions are printed in the Consent Calendar, a copy of which has been provided to the voters at this meeting, without debate on any such articles, and provided that upon the request of any voter at this meeting made before the vote is taken on this motion, an article shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course and order of business at this Town Meeting.

Articles 16 and 26 were removed from the Consent Calendar at the request of voters. The Finance Committee recommended approval of the articles within the Consent Calendar.

ARTICLE 5. Reserve Fund

Voted to appropriate and transfer from Free Cash the sum of \$70,000 for a Reserve Fund for the fiscal year beginning July 1, 2018.

ARTICLE 6. Revolving Fund for Inspection Fees

Voted to authorize, upon the recommendation of the Selectmen, a revolving fund pursuant to Mass. General Laws Chapter 44, Section 53E-1/2 for FY2019, to which shall be credited all permitting fees received for wire, gas, plumbing and fire alarm permits and for weights and measures sealing, to a limit of \$40,000 for FY2019, to be expended by the Selectmen without further appropriation, for the purpose of payment of fees to the inspectors administering such permits and reimbursements of expenses incurred on behalf of the Town.

ARTICLE 7. Revolving Fund for Advanced Life Support Services

Voted to authorize, upon the recommendation of the Selectmen, the establishment of a revolving fund pursuant to Mass. General Laws Chapter 44, Section 53E-1/2 for FY2019, to which shall be credited all fees received for advanced life support services provided by the Town of Stow, to a limit of \$100,000 for FY2019, to be expended by the Fire Department without further appropriation, for the purpose of payment of all costs associated with providing advanced life support ambulance services.

ARTICLE 8. SwiftReach 911 Notification System

Voted to raise and appropriate the sum of \$2,600, to be expended under the direction of the Chief of Police, for the purpose of paying for a town-wide telephonic notification system known as SwiftReach Networks.

ARTICLE 9. Weights and Measures Testing

Voted to raise and appropriate the sum of \$1,000 for the purpose of funding the Town's weights and measures testing.

ARTICLE 10. Transfer to Conservation Fund

Voted to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation Fund the sum of \$2,765 to be expended by the Conservation Commission.

ARTICLE 11. Transfer from Wetlands Protection Fund

Voted to appropriate and transfer from the Wetlands Protection Fund the sum of \$5,772.50 as an additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act.

ARTICLE 12. Addition to Conservation Fund

Voted to raise and appropriate the sum of \$5,000 to be added to the balance remaining in the Conservation Fund.

ARTICLE 13. Update of Property Valuations

Voted to raise and appropriate the sum of \$19,685, to be added to the balance previously appropriated for the purpose of updating property valuations in the Town to full and fair cash value, to be expended by the Assessors.

ARTICLE 14. Town Records Binding and Repair

Voted to raise and appropriate the sum of \$200, to be added to any balance previously appropriated for the purpose of binding and repairing Town records in accordance with M.G.L. Chapter 66, Section 9; to be expended by the Town Clerk.

ARTICLE 15. Highway Road Machinery and Private Ways

Voted to appropriate and transfer from Free Cash the sums of money for Highway Department purposes as set forth in the schedule below:

- | | |
|-----------------------------------|-------------|
| 1. For the Road Machinery Account | \$53,072.00 |
| 2. For Repairs on Private Ways | \$15,000.00 |

ARTICLE 17. Household Hazardous Waste Disposal

Voted to raise and appropriate \$4,500 to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing for recycling of hazardous material and household hazardous waste collection by membership of the Devens Regional Household Hazardous Products Collection Center.

ARTICLE 18. Municipal Solid Waste Disposal

Voted to raise and appropriate the sum of \$500, to be added to any balance remaining from the previously appropriation, to be expended under the direction of the Board of Health for the purpose of renting a container and disposing of solid waste which has been dumped on Town land and roadsides.

ARTICLE 19. Public Health Nurse

Voted to raise and appropriate the sum of \$4,500 to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing public health nursing services, and communicable disease follow-up to Stow residents through the Nashoba Nursing Services.

ARTICLE 20. Stow Cultural Council

Voted to raise and appropriate the sum of \$3,500, to be added to any balance remaining from previous appropriations, to produce cultural activities and programming in Stow, including \$2,000 of these funds to be used to support SpringFest activities

ARTICLE 21. Holiday Decorations and Lighting Fund

Voted to raise and appropriate the sum of \$5,000 to be expended by the Highway Department for the purpose of purchasing and installing holiday decorations and lights on municipal properties.

ARTICLE 22. Employee Educational Incentive Program

Voted to appropriate and transfer from Free Cash the sum of \$152,000, to be added to any balance remaining from any previous appropriation, to be expended under the direction of the Town Administrator, for funding the Town's employee educational incentive program.

ARTICLE 23. Audit of Financial Records

Voted to raise and appropriate the sum of \$12,200 for a Town financial audit.

ARTICLE 24. OPEB (Other Post-Employment Benefits) Account

Voted to appropriate and transfer from the Overlay Surplus Account the sum of \$50,000 to the OPEB account, and further move to appropriate and transfer from Free Cash, the additional sum of \$50,000 to be added to the OPEB (Other Post-Employment Benefits) Trust Fund, for the purpose of accruing reserve funds to reduce the Town's unfunded liability in meeting its financial obligations in providing health care benefits to its retirees.

ARTICLE 25. Transfer from Harvard Acres Well Loan Receipts

Voted to appropriate and transfer from MWPAT (Harvard Acres Wells) Receipts \$55,874, as additional appropriation to the Debt Service line item, to be expended by the Treasurer-Collector, for the purpose of repayment of the MWPAT loan.

ARTICLE 27. Economic Development and Industrial Commission (EDIC)

Voted to raise and appropriate the sum of \$1,000 to be added to any remaining balance, for the purpose of adding to an expense account for the use by Stow's Economic Development and Industrial Commission.

ARTICLE 28. Lake Boon Water Quality Remediation

Voted to raise and appropriate the sum of \$27,500, to be expended under the direction of the Lake Boon Commission, for the purpose of weed control.

ARTICLE 29. Planning Board Engineering/Consulting and Master Plan Expenses

Voted to raise and appropriate the sum of \$10,000, to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Planning Board for Planning Board engineering/consulting services and Master Plan expenses.

ARTICLE 30. Community Preservation Expenses

Voted to appropriate from Fiscal Year 2019 Community Preservation Fund Annual Revenues the sum of \$35,000, to be expended for wages and expenses associated with the creation, implementation and maintenance of Community Preservation programs, in accordance with the provision of Mass. General Laws Chapter 44B, the Community Preservation Act, including but not limited to office supplies, clerical assistance, property surveys, appraisals, attorney's fees and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2019, in accordance with a budget to be prepared for the Town Administrator.

ARTICLE 31. Community Preservation Reserves

Voted to reserve for later appropriation monies from the Community Preservation Fund Balance collected from both the Community Preservation Act Surcharge and the State Trust Fund Distribution and collected from Fiscal Year 2019 Community Preservation Fund Annual Revenues, for 10-percent allocation to reserve accounts in accordance with the provision of Mass. General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects.

- | | |
|---------------------------------------|----------|
| 1. Preservation of Historic Resources | \$73,500 |
| 2. Preservation of Open Spaces | \$73,500 |
| 3. Affordable Housing | \$73,500 |

=====End of Consent Calendar=====

ARTICLE 16. Highway Road Construction

On motion of Selectman Ingeborg Hegemann Clark, it was voted unanimously in favor to appropriate and transfer from available funds the sum of \$282,229 from the FY19 Apportionment, for construction, reconstruction and/or improvements to Town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth.

The Finance Committee recommended approval.

ARTICLE 26. Water System Expenses

On motion of Selectman Ingeborg Hegemann Clark, it was voted unanimously in favor to raise and appropriate the sum of \$15,000, to be added to any balance remaining from previous appropriations, to be expended by the Facility Manager, for the purpose of paying expenses related to the operation of the Town's public water system.

The Finance Committee recommended approval.

ARTICLE 32. Capital Requests

On motion of Selectman Brian Burke, it was voted unanimously to discuss the items of this article individually and vote upon each separately as to the amount to be appropriated for each item, as set forth in separate motions proposed.

Article 32-1. Town Building HVAC Design

On motion of Selectman Donald Hawkes, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$80,000 to pay for the design of a new HVAC plan for Town Building.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-2. Purchase New Command Vehicle

On motion of Selectman Ingeborg Hegemann Clark, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$45,000 to purchase a new command vehicle for Fire Dept.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-3. Kerrington Way Roadway Improvements

On motion of Selectman Thomas Ryan, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$25,000 to make roadway improvements to Kerrington Way by the Stow Highway Dept.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-4. Partridge Lane Improvements

On motion of Selectman James Salvie, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$35,000 to make roadway improvements to Partridge Lane improvements by the Stow Highway Department.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-5. Complete Streets Plan Implementation

On motion of Selectman Brian Burke, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$50,000 for the implementation of the Complete Streets Plan by the Planning Department.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-6. Police Station Repairs

On motion of Selectman Donald Hawkes, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$20,000 for building repairs at the Stow Police Station.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-7. Upgrade of Radio and Computer Equipment at Police Department

On motion of Selectman Ingeborg Hegemann Clark, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$19, 534 for upgrades to radio and computer equipment for the Stow Police Department.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-8. Upgrade to Door Security System at Center School

On motion of Selectmen Thomas Ryan, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$17,000 to upgrade the exterior door security system at Center School.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-9. Replace Water Heater at Hale School

On motion of Selectman James Salvie, it was voted unanimously to appropriate and transfer the sum of \$23,450 to purchase a new water heater for Hale School.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 32-10. Phase II Energy Management System at Hale School

On motion of Selectman Brian Burke, it was voted clearly by majority as called by the Moderator to appropriate and transfer from Free Cash the sum of \$61,000 for the Phase II energy management system at Hale School.

The Finance Committee and the Capital Planning Committee did not recommend approval.

Capital Planning reported there are no energy improvements seen from this expenditure. Rob Frieswick, Nashoba Regional School District Facilities Director noted this is the oldest system in the District.

Article 32-11. Repair Auditorium HVAC at Hale School

On motion of Selectman Donald Hawkes, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$24,000 for HVAC repairs at Hale School.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 33. Establishment of Stabilization Fund for Nashoba Regional School District

On motion of Selectmen Ingeborg Hegemann Clark, it was voted clearly a majority voteor as declared by the Moderator to establish a stabilization fund for the Nashoba Regional School District as a mechanism for funding future capital expenditures related to resurfacing the track and replacing the turf field at Nashoba Regional High School, in accordance with the provisions of Chapter 71, Section 16G1/2 of the General Laws.

The Finance Committee and Board of Selectmen recommended approval.

Article 34. Senior Tax Relief

On motion of Selectman Thomas Ryan, it was voted clearly by majority vote as declared by the Moderator, to accept Massachusetts General Laws Chapter 59, Section 5C¹/₂, which provides for an additional real estate exemption for taxpayers who are granted personal exemptions on their domiciles under Massachusetts General Laws Chapter 59, Section 5, including certain blind persons, veterans, surviving spouses and seniors, and to provide that the additional exemption shall be up to 100 percent of the personal exemption, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2018.

The Finance Committee recommended approval.

Article 35. Senior Tax Relief -Adjusted Exemption Amount for Clause 17D

On motion of Selectman James Salvie, it was voted unanimously to accept the provisions of General Laws Chapter 59, Section 5 added by Chapter 181 of the Acts of 1995, which authorizes an annual increase in the amount of the exemption granted to senior citizens, surviving spouses and surviving minors under General Laws Chapter 59, Section 5, Clause 17D, by up to 100% of the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, and to fix that annual increase at 100% to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2018.

The Finance Committee recommended approval.

Article 36. Senior Tax Relief - Adjusted Asset Limit for Clause 17D

On motion of Selectman Brian Burke, it was voted unanimously to accept the provisions of General Laws Chapter 59, Section 5, Clause 17E, which authorizes an annual increase in the asset (whole estate) limit for exemptions granted to senior citizens, surviving spouses and surviving minors under General Laws Chapter 59, Section 5, Clause 17D, by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2018.

The Finance Committee recommended approval.

Article 37. Senior Tax Relief - Adjusted Income and Asset Limit for Clause 41C

On motion of Selectman Donald Hawkes, it was voted unanimously to accept the provisions of General Laws Chapter 59, Section 5, Clause 41D, which authorizes an annual increase in the income (gross receipts) and asset (whole estate) limits for exemptions granted to senior citizens under General Laws Chapter 59, Section 5, Clause 41C, by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2018.

The Finance Committee recommended approval.

Article 38. Bond Premium

On motion of Selectman Ingeborg Hegemann Clark, it was voted unanimously to (i) appropriate the premium paid to the Town upon the sale of notes issued on May 1, 2017 to pay costs of capital projects and to reduce the amounts appropriated for such projects (if any) by the same amount, and (ii) supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied.

The Finance Committee recommended approval.

Article 39 Tax Title Proceedings

On motion of Selectman Thomas Ryan, it was voted by clearly a majority as called by the Moderator to raise and appropriate the sum of \$2,000 to be added to any balance remaining and previously appropriated for Tax Title Proceedings for tax taking and land court foreclosure, including costs and legal expense related thereto, to be expended by the Treasurer-Collector.

The Finance Committee recommended approval.

Article 40. Stow TV Expenses

On motion of Selectman James Salvie, it was voted unanimously to appropriate from PEG Access and Cable Related Fund, the sum of \$171,926.50 to be expended under the direction of Local Access Channel Advisory Committee (LACAC) for the purpose of providing for equipment and operating expenses for Stow TV.

The Finance Committee recommended approval.

Article 41. Community Preservation Adjustment for FY 2018 Reserves

On motion of Selectman Brian Burke, it was voted unanimously to reserve for later appropriation, adding to funds reserved at the May 1, 2017 Stow Annual Town Meeting, monies from the Community Preservation Fund Balance collected from both the Community Preservation Act Surcharge and the State Trust Fund Distribution and collected from Fiscal Year 2017 Community Preservation Fund Annual Revenues, in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects.

	Fiscal Year 2018
Reserves:	Adjustment to Annual Revenues
1. Preservation of Historic Resources	\$1,000
2. Preservation of Open Spaces	\$1,000
3. Affordable Housing	\$1,000

The Finance Committee recommended approval.

Article 42. Construction Funds for Stow Town Hall Roof Replacement

On motion of Selectman Donald Hawkes, it was voted to unanimously appropriate and transfer the sum of \$30,000 from the Community Preservation Unreserved Fund for Historic Preservation purposes, to be expended under the direction of the Building Department, in consultation with the Community Preservation Committee, for the purpose of removing and replacing the existing roof on the Stow Town Hall.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 43. Design Funds for Stow Town Hall Restoration

On motion of Selectman Ingeborg Hegemann Clark, it was voted unanimously to appropriate and transfer the sum of \$175,000 From the Community Preservation Fund reserve for Historic Preservation purposes, to be expended under the direction of the Community Preservation Committee, for the purpose of developing design plans in collaboration with the Historical Commission and in accordance with CPA guidelines and specifications necessary for structural repairs, interior & exterior renovation, building code compliance, fire safety and energy efficiency improvements for the Stow Town Hall.

The Finance Committee, the Capital Planning Committee and the Board of Selectmen recommended approval.

Article 44. Supplemental Funds for the Historic Randall Library Building

On motion of Selectman Thomas Ryan, it was voted unanimously to appropriate and transfer the sum of \$65,000 from the Community Preservation Fund Reserve for Historic Preservation purposes, to be expended under the direction of the Community Preservation Committee for the purpose of providing supplemental funds to the current project for the restoration of the Historic Randall Library Building.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 45. Improvement of Recreation Facilities at Pine Bluff, Phase II

On motion of Selectman James Salvie, it was voted unanimously to appropriate and transfer the sum of \$20,000 from the Community Preservation Fund reserved for open space and recreational purposes in accordance with the provisions of Massachusetts General Laws Chapter 44B, the Community Preservation Act, to be expended under the direction of the Recreation Commission, in consultation with the Community Preservation Committee, for the further development of facilities at the Pine Bluff Recreational Area including construction, legal, appraisal, engineering and other costs or

fees incidental thereto and apply for and accept such gifts and grants as may be available for reimbursement to the Town for these purposes.

The Finance Committee and the Capital Planning Committee recommended approval.

Article 46. Purchase of Kunelius Property

On motion of Selectman Brian Burke, it was voted unanimously to authorize the acquisition by purchase, gift, eminent domain or otherwise and to raise and appropriate or otherwise expend the sum of \$450,000, or any lesser sum, for approximately 49.75 acres of land on Red Acre Road and Tuttle Lane, Stow, shown on Assessors' Map Sheet R31, Parcel 57, known as the Kunelius property, for the purposes of 1) conservation, passive recreation, and water supply development and/or protection, and 2) the development of community housing, said two designated areas to be clearly identified and delineated such that each of the two designated areas be contained on a parcel of land separate and distinct from the other; AND

further, to authorize the expenditure of Two Hundred and Fifteen Thousand Eight Hundred and Seventy - Five Dollars (\$215,875) from the Community Preservation Unreserved Fund Balance to acquire approximately 41 acres of said parcel for conservation, passive recreation, and water supply purposes in accordance with the provisions of MGL Chapter 44B, the Community Preservation Act, and to expend a portion of said funds for the costs associated therewith, including legal, title, appraisal, engineering, and other costs or fees incidental thereto, and further to authorize the Board of Selectmen to enter into such agreements, execute such documents, solicit grants or receive gifts for said purchase, AND

further, to authorize the conveyance of any conservation, community housing or other restrictions or easements required by MGL Chapter 44B or MGL Chapter 44, Section 55C and/or to further of the purpose and intent of this acquisition, AND

further, that the 41 acres acquired for open space, passive recreation and water supply purposes shall be placed under the care, custody and control of the Conservation Commission in accordance with MGL Chapter 40, Section 8C, AND

further, subject to the payment of Two Hundred and Twenty-Five Thousand Dollars (\$225,000) from funds held by the Stow Municipal Affordable Housing Trust, that the remaining portion of the property (approximately 8.75 acres) acquired for community housing purposes be placed under the custody of the Stow Municipal Affordable Housing Trust in accordance with MGL Chapter 44, Section 55C provided however, that no more than six (6) dwelling units, as that term is defined by the Stow Zoning Bylaw, shall be placed or constructed on said 8.75 acres+/- , AND

further, to authorize the Conservation Commission and the Stow Municipal Affordable Housing Trust to accept the above noted real property in separate and recordable instruments.

*Note: Article 46 expends a sum less than amount listed in paragraph 1, line 2
Amounts expended listed in paragraph 2, line 2 and paragraph 5 line 1
The total is \$440,875.00.*

The Finance Committee, the Capital Planning Committee and the Board of Selectmen recommended approval.

Article 47. General Bylaw Amendment - Municipal Affordable Housing Trust

On motion of Selectman Donald Hawkes, it was voted clearly more than the majority required to amend Stow General Bylaws, Article 3, Section 18C by reducing the number of trustees from seven to

five, and deleting “The chairman of the Town of Stow Local Housing Partnership shall be an exofficio member with no right to vote.” so to read in its entirety as printed below; and further that non-substantive changes to the numbering of the bylaw be permitted in order that it be in compliance with the numbering format of the General Bylaw.

C. Tenure of Trustees

There shall be a Board of Trustees consisting of five Trustees who shall be appointed by the Board of Selectmen. One of the Trustees shall be a member of the Board of Selectmen. Only persons who are residents of the Town of Stow shall be eligible to hold the office of Trustee. Trustees shall serve for a term of two years, except that three of the initial trustee appointments shall be for a term of one year. The Board of Selectmen may reappoint trustees for succeeding terms, and there is no limit on the number of terms that a Trustee can serve. Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to fulfill the duties of a Trustee hereunder before his/her term of office expires, a successor shall be appointed by the Board of Selectmen to fill the remainder of the term of such vacancy provided that said appointment and acceptance in writing by the newly appointed Trustee are filed with the Town Clerk. Upon the appointment of any Trustee and the filing of such appointment with the Town Clerk, the title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees. Reference to the Trustee shall mean the Trustee or Trustees for the time being hereunder. Trustees may be removed at any time for cause by a majority vote of the Board of Selectmen following a properly noticed public hearing. Cause shall include, but not be limited to, violation of any local, state or federal law; non-participation in business of the Trust; incapacity to perform the duties of a Trustee; acts of the Trustee, that in the opinion of the Board of Selectmen, are negligent or detrimental to the Town of Stow or the Trust.

The Finance Committee and the Board of Selectman recommended approval.

Note: The Attorney General approved the bylaw on July 12, 2018.

Article 48. Amend General Bylaws - Municipal Affordable Housing Trust

On motion of Selectman Ingeborg Hegemann Clark, it was voted clearly more than the majority required to amend Stow General Bylaws, Article 3, Section 18G by deleting \$200,000 and inserting \$400,000 and deleting the words ‘shall be capped at’ so to read in its entirety as printed below; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the number format of the General Bylaw.

G. Acts of Trustees

A majority of Trustees may exercise any or all of the powers of the Trustees hereunder, unless otherwise provided, and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust Estate. Any expenditure by the Trust to any one party in a cumulative amount exceeding \$400,000.00 or any borrowing or donations to any charitable organization by the Trust shall also be approved by a majority vote of the Board of Selectmen prior to finalizing the transaction. Any single borrowing shall be capped at \$400,000.00.

The Finance Committee and the Board of Selectmen recommended approval.

Note: The Attorney General approved the bylaw on July 12, 2018.

Article 49. Legal Services

On motion of Selectman Thomas Ryan, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$40,000 to be added to any balance remaining from previous appropriation, for the purpose of funding the Town's general Legal account.

The Finance Committee recommended approval.

Article 50. Lake Boon Patrol

On motion of Selectman James Salvie, it was voted unanimously to raise and appropriate the sum of \$5,000, to be expended under the direction of the Chief of Police, for the purpose of Lake Boon patrol and call outs from May–October.

The Finance Committee recommended approval.

Article 51. Veterans' Benefits

On motion of Selectman Brian Burke, it was voted unanimously to raise and appropriate the sum of \$35,000 to be added to any balance remaining, to be expended by the Veterans' Services Officer, to provide services to Stow Veterans.

The Finance Committee recommended approval.

Article 52. Acceptance of Boxboro Road Land Donation

On motion of Selectman Donald Hawkes, it was voted unanimously to authorize the Board of Selectmen to accept a donation of real property from Toll MA I LLC located on Boxboro Road and known as Parcel X, and more fully shown on that Plan entitled: "Record Plan, Regency at Stow-Boxborough Road, Stow Massachusetts, prepared by Ducharme & Dillis, dated August 17, 2016 and last revised November 2, 2016, recorded with the Middlesex South Registry as Plan No. 1177 of 2016 (Sheets 1 of 2 and 2 of 2) (the "Record Plan"), containing 23,684 sq. ft. +/- and to authorize the Board of Selectmen to include the described land as an extension of the public right of way in Boxboro Road.

The Finance Committee recommended approval.

Article 53. Transfer to Sidewalk Fund

On motion of Selectman Ingeborg Hegemann Clark, it was voted unanimously to transfer from available funds the sum of \$21,600 provided to the Town as payment in lieu of sidewalk construction, in accordance with Section 7.31 of the Planning Board Special Permit requirements for the Regency at Stow development dated July 24, 2007, to the Planning Board Sidewalk Account, to be expended under the direction of the Planning Board for the purpose of constructing sidewalks, walkways and paths in the Town of Stow.

The Finance Committee recommended approval.

Article 54. Zoning Bylaw amendment – Section 10 – Temporary Moratorium on Recreation Marijuana Establishments.

On motion of Selectman Thomas Ryan, it was voted unanimously in favor to amend the Zoning Bylaw by amending Section 10 (Temporary Moratorium on RECREATIONAL MARIJUANA ESTABLISHMENTS) to read in its entirety as stated below in Section (A) of this article; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

(A) Amend Section 10 (Temporary Moratorium on RECREATIONAL MARIJUANA ESTABLISHMENTS) to read in its entirety as stated below:

10.1 Purpose

By vote at the State election of November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. The

law, Chapter 334 of the Acts of 2016, An Act The Regulation and Taxation of Marijuana Act, and as amended by Chapter 351 of the Acts of 2016, became effective December 15, 2016, and requires the Governor to appoint a Cannabis Control Commission which shall adopt final regulations governing RECREATIONAL MARIJUANA ESTABLISHMENTS by April 1, 2018.

Currently, a RECREATIONAL MARIJUANA ESTABLISHMENT is not a permitted use in the Town and any regulations promulgated by the Cannabis Advisory Board and Cannabis Control Commission are expected to provide guidance to the Town in regulating RECREATIONAL MARIJUANA ESTABLISHMENTS.

The regulation of RECREATIONAL MARIJUANA ESTABLISHMENTS raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of RECREATIONAL MARIJUANA ESTABLISHMENTS and address such novel and complex issues, as well as to address the potential impact of evolving State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of RECREATIONAL MARIJUANA ESTABLISHMENTS and other uses related to the regulation of recreational marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for RECREATIONAL MARIJUANA ESTABLISHMENTS so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to adopt provisions of the Zoning Bylaw in a manner consistent with sound land use planning goals and objectives.

10.2 Definition

RECREATIONAL MARIJUANA ESTABLISHMENT - A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed recreational marijuana-related business.

10.3 Temporary Moratorium

There is hereby established a temporary moratorium on the use of land or structures for a RECREATIONAL MARIJUANA ESTABLISHMENT, the moratorium shall be in effect until December 31, 2018, or any date prior. During the moratorium period, the use of land or structures for a RECREATIONAL MARIJUANA ESTABLISHMENT shall be prohibited.

Nothing contained in this Article shall be construed to permit, or authorize to be permitted, the use of land or structures for any activity involving marijuana, other than as a RECREATIONAL MARIJUANA ESTABLISHMENT.

10.4 Planning Process

During the temporary moratorium established in section 10.3, the Town shall undertake a planning process to address the potential effects of RECREATIONAL MARIJUANA ESTABLISHMENTS and other land uses and structures related to the use of marijuana for medical purposes, shall consider the final regulations promulgated by the State of Massachusetts, and shall make recommendations regarding the adoption of new Zoning Bylaw provisions governing the location, operation and effects of RECREATIONAL MARIJUANA ESTABLISHMENTS and other land uses and structures related to the use of marijuana for recreational purposes.

Planning Board Summary

By vote at the state election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivating, distribution, possession and use of marijuana for recreational purposes. By April 1, 2018 the state Cannabis Control Commission shall adopt final regulations governing RECREATIONAL MARIJUANA ESTABLISHMENTS. Due to the range of operations and activities allowed under the new law, and the fact that the existing temporary moratorium will expire on November

1, 2018, six (6) days prior to any required vote of Stow residents at the statewide election ballot, the Planning Board recommends extension of the existing temporary moratorium to allow the Town to undertake a planning process to address the potential impacts, which may include consideration of the Cannabis Control Commission Regulations, as well as potential updates to the Zoning and General Bylaws and Board of Health Regulations.

The Finance Committee and the Board of Selectmen recommended approval.

Note: The Attorney General approved the bylaw on July 12, 2018.

Article 55. Amend Zoning Bylaw: Erosion Control

On motion of Selectman James Salvie, it was voted unanimously to amend the Zoning Bylaw by amending Section 3.8.1.10 (Erosion Control) to read in its entirety as stated below in section (A) of this article; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

(A) Amend Section 3.8.1.10 (Erosion Control) to read in its entirety as stated below:

3.8.1.10 Erosion control - Site design, materials and construction processes shall be designed to avoid erosion damage, sedimentation or uncontrolled surface water run-off. An Erosion Control Special Permit from the Planning Board shall be required where proposed development will result in any of the following conditions:

1. Grading or construction which will result in SLOPES of twenty-five percent (25%) or greater on twenty five percent (25%) or more of the LOT area;
2. Grades will result in slopes of 25% or greater on thirty-two thousand (32,000) square feet or more on a single parcel, even if less than 25% of the LOT area;
3. Grading and construction on over thirty-two (32,000) square feet of a PARCEL, or SITE, including SITES in which multiple PARCELS are part of the same development proposal.

An Erosion Control Special Permit Shall only be granted under demonstration that adequate provisions have been made to protect against erosion, soil instability, and uncontrolled degradation. Applications and plans for such special permits shall be referred to Conservation Commission.

Planning Board Summary

This proposed update to the Erosion Control Section of the Zoning Bylaw is meant to more clearly define the thresholds and criteria for requiring an Erosion Control Special Permit from the Planning Board.

The Finance Committee recommended approval.

Note: The Attorney General approved the bylaw on July 12, 2018.

Article 56. Amend Zoning Bylaw: Industrial District Uses

On motion of Selectman Brian Burke, it was voted clerarly more than the 2/3rds required as called by the Moderator to amend the Zoning Bylaw by amending Section 3.6.3 (Industrial District Uses Permitted by Special Permit) to read in its entirety as stated below in section (A) of this article; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

(A) Amend Section 3.6.3 (Industrial District Uses Permitted by Special Permit) to read in its entirety as stated below:

3.6.3 Uses permitted, subject to special permit granted by the Planning Board:

- 3.6.3.1 Research laboratories with incidental assembly or manufacture;
- 3.6.3.2 Office BUILDINGS;
- 3.6.3.3 Manufacturing enterprises, provided that such activities will not be offensive, injurious, dangerous to the public health or noxious because of sewage or REFUSE, vibration, smoke or gas, fumes, dust or dirt, odors, dangers of combustion or unsightliness;
- 3.6.3.4 Parking areas or garages for use of employees, customers or visitors, subject to the design standards in the Parking Section of this Bylaw;
- 3.6.3.5 Screened storage, ACCESSORY BUILDINGS and USES;
- 3.6.3.6 Cafeterias for employees, when contained in the same STRUCTURE as a permitted use;
- 3.6.3.7 All uses as permitted in the Recreation-Conservation District; and
- 3.6.3.8 Conversion of existing residence to BED AND BREAKFAST ESTABLISHMENT or HOME.
- 3.6.3.9 Uses not otherwise permitted in the Industrial District, if such uses preserve historic and/or culturally significant BUILDINGS and STRUCTURES, provided that the historic and/or cultural character of the site, and BUILDING or STRUCTURE, in the opinion of the Special Permit Granting Authority, is not significantly altered, and the Special Permit Granting Authority finds that such uses, with any necessary mitigation measures, are in harmony with the character and uses permitted in the Industrial District.

3.6.3.10 ACCESSORY Retail USES

The following Accessory Retail USES shall be permitted, provided such ACCESSORY USES are clearly subordinate and incidental to the primary USE of the underlying district:

- a) Maker's markets, and/or the sales of crafts and artisan goods, including but not limited to periodic, seasonal or temporary sales of products produced onsite, including food products for on-site consumption, provided that:
 - I. All sales are associated with a lawfully conforming principle permitted USE;
 - II. Sales areas occupy no more than 45% of the FLOOR AREA devoted to the principle permitted use;
 - III. The ACCESSORY retail USE is primarily engaged in the sale of products produced on-site and/or directly associated with the products being produced;
 - IV. All primary products are sold by the producer of the product or their designee.
 - V. Parking areas are designed in accordance with Section 7 of the BYLAW.
 - VI. Areas of pedestrian circulation are separated from defined off – street parking and loading locations through temporary or permanent fencing, landscaping, or other delineation measures satisfactory to the Permit Granting Authority.
 - VII. Any on-site permanent signage proposed in association with an ACCESSORY retail USE permitted under this bylaw shall conform to Section 6.3.3.2 for regulating signs in the Business district. For all other types of signs, the proposed ACCESSORY retail USE shall conform to Section 6.3 of Bylaw.

3.6.3.10.1 The Planning Board may allow outdoor sales of products described in Section 3.6.3.4 provided that:

- a) Outdoor ACCESSORY retail sales are conducted within a defined outdoor space, clearly adjacent to a STRUCTURE or BUILDING in which the products are produced;
- b) Areas of pedestrian circulation are separated from defined off – street parking and loading locations through temporary or permanent fencing, landscaping, or other delineation measures satisfactory to the Permit Granting Authority.

Planning Board Summary

This proposed update to the Industrial District Uses Section of the Zoning Bylaw is meant to provide businesses in the Industrial District, the opportunity to retail local products produced on-site by Special Permit from the Planning Board.

The Finance Committee recommended approval.

Note: The Attorney General approved the bylaw on July 12, 2018.

Article 57. Lake Boon Dam Engineering Services

On motion of Selectman Donald Hawkes, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$29,000 for the purpose of paying for the professional engineering services necessary to conduct Lake Boon dam inspections and to develop the assessment and evaluation safety reports required for submittal to the Massachusetts Department of Conservation and Recreation. Of this total \$15,000 will be used to replenish the Highway expense account for funds already expended and \$14,000 will be utilized to fund the services through project completion.

The Finance Committee and the Board of Selectmen recommend approval.

Article 58. FY-18 Assabet Regional Technical School Assessment

On motion of Selectmen Ingeborg Hegemann Clark, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$8, 254 for the purpose of paying the FY 2018 Assabet Regional Technical School assessment for the attendance for one-half year of one Stow student.

The Finance Committee recommended approval.

Article 59. FY-18 Snow and Ice Deficit Reduction

On motion of Selectman Thomas Ryan, it was voted unanimously to appropriate and transfer from Free Cash the sum of \$50,000 for the purpose of reducing the FY-18 snow and ice deficit.

The Finance Committee recommended approval.

Article 60. Town Election

On motion of Selectman James Salvie, it was voted unanimously for the meeting to be adjourned until the Annual Election on Tuesday, May 15, 2018, commencing at 7:00 a.m. at Center School in said Town of Stow and then and there to act on Article 60 for such election of officers as listed in the warrant; and thereafter, at the close of the polls, to dissolve this meeting.

The Town Meeting adjourned at 10:28 p.m. to reconvene on May 9, 2017 at 7 a.m. for the Annual Town Election.

Total Registered Voters: 5160 Total Voters Checked: 185 Turnout: 3.6 %

Checkers at the Door: Joan Burns, Josephine Crowell, Ruth Delmonico, Alice Mortenson, Ruby Ramsland, Betty Sauta

Tellers: Joan Burns, Maureen Busch, Ed Deluca, Ann L. Deluty, Steve Jelinek, Richard Lent, Don MacFarlane, Eleanor Recko, Laura Reiner, Marcia Rising, Betty Sauta, Ellen Sturgis, Robert Walrath, Marilyn Zavorski.

ANNUAL TOWN ELECTION

May 15, 2018

Pursuant to the Selectmen's warrant of April 10, 2018, posted by the Constable on April 26, 2018, the Annual Town Election was held in The Center School and was called to order at 7 a.m.

After examining the ballot boxes in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open.

During polling hours, a total of twenty-nine absentee ballots were marked on the voter list, opened, and cast into the ballot box. There were eight spoiled ballots. There was one provisional ballot. The polls were declared closed at 8 p.m. Total Registered Voters: 5159

Total Ballots Cast	Precinct 1	Precinct 2	Turnout
674	310	364	13%

OFFICE AND LENGTH OF TERM	CANDIDATES	Precinct 1	Precinct 2	Total Votes
BOARD OF SELECTMEN	Donald Hawkes	245	281	526
(three year term -vote for two)	Thomas Ryan	253	285	538
	Blanks	120	148	268
	Scatterings	2	14	16
BOARD OF ASSESSORS	Richard Connelly	260	303	563
(Three year term -vote for one)	Blanks	50	61	111
	Scatterings	0	0	0
NASHOBA REGIONAL SCHOOL DISTRICT COMMITTEE	Mark Jones	83	74	157
(Three year term - vote for one)	Elaine Sanfilippo	226	289	515
	Blank	1	1	2
	Scatterings	0	0	0
BOARD OF HEALTH	Marcia Rising	264	318	582
(Three year term -vote for one)	Blanks	44	46	90
	Scatterings	2	0	2
PLANNING BOARD	John Colonna-Romano	261	300	561
(Five year term- vote for one)	Blanks	48	63	111
	Scatterings	1	1	2
TRUSTEES, RANDALL LIBRARY	Maureen Busch	242	305	547
(Three year term -vote for two)	Carol Stoltz	229	280	509
	Blanks	148	142	290
	Scatterings	1	1	2
TRUSTEES, RANDALL LIBRARY	Laura Reiner	265	315	580
(Three year term -vote for one)	Blanks	44	49	93
	Scatterings	1	0	1

ELECTION WORKERS

Warden

Philip Detsch

Deputy Warden

Claire Lavina

Clerk

Judith Scraggs

Checkers, Ballot Box, Greeters & Counters

Josephine Crowell	Jan Levey	Susan Pauley	
Ruth Delmonico	Elizabeth MacGilvra	Ruby Ramsland	
Ann Deluty	Leslie Mileski	Laura Reiner	
Carol Dudley	Alice Mortenson	Betty Sauta	
Lisa Lavina	Kathleen O'Brien	Barbara Wolfenden	

STATE PRIMARY

September 4, 2018

Pursuant to the Selectmen's warrant of August 14, 2018, posted by the Constable on August 23, 2018, the State Primary was held in The Center School and was called to order at 7 a.m.

After examining the ballot boxes in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open. During polling hours, a total of 133 absentee ballots were marked on the voter list, opened, and cast into the ballot box. There were 26 spoiled ballots. There were no provisional ballots. The ballots in the auxiliary compartment were tabulated.

Total Registered Voters: 5,219 Total votes cast = 1657 Turnout: 31.7%

DEMOCRATIC PARTY		Precinct 1	Precinct 2	Total Votes
SENATOR IN CONGRESS	Elizabeth Warren	554	553	1107
	Blank	44	61	105
	Write Ins	8	6	14
GOVERNOR	Jay M Gonzalez	316	329	645
	Bob Massie	160	145	305
	Blank	126	138	264
	Write Ins	4	8	12
LIEUTENANT GOVERNOR	Quentin Palfrey	291	302	593
	Jimmy Tingle	176	172	348
	Blank	137	146	283
	Write Ins	2	0	2
ATTORNEY GENERAL	Maura Healy	557	566	1123
	Blank	49	53	102
	Write Ins	0	1	1
SECRETARY OF STATE	William Francis Galvin	415	415	830
	Josh Zakim	154	171	325
	Blank	37	34	71
	Write Ins	0	0	0

TREASURER	Deborah B. Goldberg	492	504	996
	Blank	114	115	229
	Write Ins	0	1	1
AUDITOR				
	Suzanne Bump	474	492	966
	Blank	131	126	257
	Write Ins	1	2	3
REPRESENTATIVE IN CONGRESS	Jeffrey D. Ballinger	11	3	14
	Alexandra E. Chandler	175	205	380
	Beej Das	4	3	7
	Rufus Gifford	76	82	158
	Leonard H. Golder	36	30	66
	Daniel Arrigg Koh	89	79	168
	Barbara A. L'Italien	93	101	194
	Bopha Malone	9	8	17
	Juana B. Matias	24	27	51
	Lori Loureiro Trahan	75	68	143
	Blank	14	14	28
	Write Ins	0	0	0
COUNCILLOR	Marilyn M Petitto Devaney	328	334	662
	Nick Carter	154	140	294
	Blank	123	145	268
	Write Ins	1	1	2
SENATOR IN GENERAL COURT	James Eldridge	529	542	1071
	Blank	76	76	152
	Write Ins	1	2	3
REPRESENTATIVE IN GENERAL COURT	Kate Hogan	555	565	1120
	Edward J. Basile	36	36	72
	Blank	15	18	33
	Write Ins	0	1	1
DISTRICT ATTORNEY	Marian T. Ryan	295	328	623
	Donna Patalano	232	194	426
	Blank	79	98	177
	Write Ins	0	0	0
CLERK OF COURTS	Michael A. Sullivan	473	489	962
	Blank	133	130	263
	Write Ins	0	1	1

REGISTRAR OF DEEDS	Maria C Curtatone	477	492	969
	Blank	128	128	256
	Write-Ins	1	0	1
REPUBLICAN PARTY				
SENATOR IN CONGRESS	Geoff Diehl	112	113	225
	John Kingston	54	47	101
	Beth Joyce Lindstrom	54	28	82
	Blank	8	9	17
	Write Ins	1	0	1
GOVERNOR	Charles D. Baker	158	122	280
	Scott D. Lively	69	72	141
	Blank	2	2	4
	Write Ins	0	1	1
LIEUTENANT GOVERNOR	Karyn E. Polito	170	152	322
	Blank	57	41	98
	Write Ins	2	4	6
ATTORNEY GENERAL	James R. McMahon III	116	97	213
	Daniel L. Shores	70	67	137
	Blank	43	33	76
	Write Ins	0	0	0
SECRETARY OF STATE	Anthony M. Amore	153	149	302
	Blank	76	48	124
	Write Ins	0	0	0
TREASURER	Keiko M Orrall	156	145	301
	Blank	73	52	125
	Write Ins	0	0	0
AUDITOR	Helen Brady	161	148	309
	Blank	68	49	117
	Write Ins	0	0	0
REPRESENTATIVE IN CONGRESS	Rick Green	166	149	315
	Blank	61	48	109
	Write Ins	2	0	2
COUNCILLOR	Aaron Hutchins	8	3	11
	Blank	220	192	412
	Write Ins	1	2	3
SENATOR IN GENERAL COURT	Margaret W. Busse	163	146	309
	Blank	65	51	116
	Write Ins	1	0	1

REPUBLICAN (continued)				
REPRESENTATIVE IN GENERAL COURT	Blank	227	192	419
	Write Ins	2	5	7
DISTRICT ATTORNEY	Blank	226	195	421
	Write Ins	3	2	5
CLERK OF COURTS	Blank	227	195	422
	Write Ins	2	2	4
REGISTRAR OF DEEDS	Blank	227	194	421
	Write-Ins	2	3	5
LIBERTARIAN				
SENATOR IN CONGRESS	Blank	1	1	2
	Write Ins	2	1	3
GOVERNOR	Blank	1	1	2
	Write Ins	2	1	3
LIEUTENANT GOVERNOR	Blank	3	2	5
	Write Ins	0	0	0
ATTORNEY GENERAL	Blank	2	1	3
	Write Ins	1	1	2
SECRETARY OF STATE	Blank	3	2	5
	Write Ins	0	0	0
TREASURER	Blank	3	2	5
	Write Ins	0	0	0
AUDITOR	Daniel Fishman	3	2	5
	Blank	0	0	0
	Write Ins	0	0	0
REPRESENTATIVE IN CONGRESS	Blank	3	1	4
	Write Ins	0	1	1
COUNCILLOR	Blank	3	2	5
	Write Ins	0	0	0
SENATOR IN GENERAL COURT	Blank	2	2	4
	Write Ins	1	0	1

REPRESENTATIVE IN GENERAL COURT	Blank	3	2	5
	Write Ins	0	0	0
DISTRICT ATTORNEY	Blank	3	2	5
	Write Ins	0	0	0
CLERK OF COURTS	Blank	3	2	5
	Write Ins	0	0	0
REGISTRAR OF DEEDS	Blank	3	2	5
	Write Ins	0	0	0

ELECTION WORKERS

Warden

Claire Lavina
Philip Detsch

Lucia Carrington
Josephine Crowell
Ruth Delmonico
Ann Deluty

Checkers, Ballot Box, Greeters & Counters

Carol Dudley
Mary LaPalme
Lisa Lavina
Jan Levey

Leslie Mileski
Kathleen O'Brien
Susan Pauley
Ruby Ramsland

Laura Reiner
Marcia Rising
Betty Sauta
Gregor Trinkaus-Randall
Barbara Wolfenden

Clerk

Judith Scraggs

DEMOCRATIC PRIMARY RECOUNT

REPRESENTATIVE IN CONGRESS – 3rd CONGRESSIONAL DISTRICT September 15, 2018

The Secretary of the Commonwealth, William Galvin, ordered a District Wide Recount for the 3rd Congressional District in the Democratic Primary. On the night of the Primary, candidate Lori Trahan had a District wide lead of 122 votes over candidate Daniel Koh. Stow held its recount on Saturday, September 15, 2018 at the Pompositticut Community Center, 509 Great Road. The Primary ballots and all of the required election materials were removed from the vault at Town Building at 9:15 am by Linda Hathaway, Stow Town Clerk and Chief Election Official, Debra Seith, Assistant Town Clerk and Stow Police Sgt. Michael Sallese. All of the materials were transported to Pompo.

At 9:55 a.m. the election workers began sorting the Precinct 1 ballots into packets. The tallying of Precinct 1 ballots was completed and the ballot envelopes sealed at 11:50 a.m. Precinct 2 ballots were sorted into packets. The tallying of Precinct 2 ballots was completed and the ballot envelopes sealed at 1:15 p.m. The final Stow recount tally was completed and recorded and the outcome for Lori Trahan and Daniel Koh in Stow remained the same as on election night. There was one vote change between candidates Bopha Malone and Juana Matias in precinct 1. Malone was reduced to 8 and Matias increased to 25.

All of the recount materials were packed into boxes, sealed and returned to the vault by 2:30 p.m.

REGISTRARS OF VOTERS

Nancy Arsenault
Linda Hathaway
Debra Seith
Robert Walrath

TOWN COUNSEL

Julie Ross

RECOUNT WORKERS

Joan Burns	Utahna Hallet	Marcia Rising
Josephine Crowell	Rosemary Harvell	Betty Sauta
Ruth Delmonico	Debra Hennessy	Brenna Seith
Ann Deluty	Lisa Lavina	Gregor Trinkaus-Randall
Kristen Donovan	Patrick McCarron	Joan Wordell
Deb George	Alice Mortenson	

**SPECIAL TOWN MEETING
OCTOBER 1, 2018**

Pursuant to the Selectmen's warrant of August 14, 2018, posted by the Town Clerk on September 14, 2018, the special town meeting opened on October 1 at 7:04 p.m. in Hugh Mill Auditorium at Hale School by Moderator David Walrath.

The meeting rose to recite the *Pledge of Allegiance to the Flag*. The presence of Town officials was noted: Selectmen, Town Clerk, Town Counsel, Town Administrator, Finance Committee, Capital Planning Committee and others. Non-voting Town employees and others who may be heard were approved. Laura Spear was unanimously approved as Deputy Moderator and Alice DeLuca was unanimously approved as Assistant Moderator. Ms. Spear was assigned to the overflow area in the gymnasium and Ms. Deluca was assigned to the overflow area in the cafeteria.

On motion of Selectman James Salvie, it was voted unanimously that the reading of the warrant and return of the constable thereon be waived but made a part of the record of this meeting, and that the Moderator be permitted to refer to each article by subject matter instead of reading each article in its entirety.

Article 1. Amend Zoning Bylaw: REGISTERED MARIJUANA ESTABLISHMENTS

On motion of Selectman Thomas Ryan, it was called by the Moderator clearly more than the 2/3rds required in favor to amend the Zoning Bylaw by Amending Section 5.5 (REGISTERED MARIJUANA DISPENSARIES), Section 1.3 (Definitions), 2.1.2 (Overlay Districts), 2.3.13 (Location of Boundaries of District), 3.3.2.11 (Business District Uses) and 3.10 (Table of Principal Uses) to read in their entirety as stated in the October 1, 2018 Special Town Meeting Warrant in subsection (A), (B), (C), (D), (E) and (F) of this article; and further that non-substantive changes to the numbering of this Zoning Bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

(A) Amend Section 5.5 (Registered Marijuana Dispensaries) to read in its entirety as stated below:

5.5 REGISTERED MARIJUANA ESTABLISHMENT OVERLAY DISTRICT

5.5.1 Establishment - The REGISTERED MARIJUANA ESTABLISHMENT Overlay District is intended to provide for the siting and establishment of a REGISTERED MARIJUANA ESTABLISHMENTS, including REGISTERED MARIJUANA DISPENSARIES, in accordance with M.G.L c.94G, Massachusetts Department of Public Health regulations set

forth in 105 CMR 725.000, and Cannabis Control Commission regulations set forth in 935 CMR 500.000.

At the May 2, 2017 Annual Town Meeting, the Town of Stow adopted Section 10 of the Zoning Bylaw – Temporary Moratorium on RECREATIONAL MARIJUANA ESTABLISHMENTS. This Section 5.5 is adopted for the purpose of regulating such uses as REGISTERED MARIJUANA ESTABLISHMENTS in the Town of Stow. Section 10 – Temporary Moratorium on RECREATIONAL MARIJUANA ESTABLISHMENTS shall no longer be in effect.

5.5.2 **Purpose** - The REGISTERED MARIJUANA ESTABLISHMENT Overlay District Bylaw and the Rules and Regulations for REGISTERED MARIJUANA ESTABLISHMENTS are designed to provide safe and efficient access to REGISTERED MARIJUANA ESTABLISHMENTS, and to minimize the adverse impacts of such facilities on abutting properties, residential neighborhoods, and schools through controls on site design, location, hours of operation, security and setbacks from incompatible USES as established in accordance with all applicable law.

5.5.3 **Applicability**

1. No REGISTERED MARIJUANA ESTABLISHMENT, including any and all accessory STRUCTURES and USES shall be allowed within the REGISTERED MARIJUANA ESTABLISHMENT Overlay District unless a Special Permit by the Planning Board is granted in accordance with the requirements set forth in this section of the Zoning Bylaw and the Rules and Regulations for RECREATIONAL MARIJUANA ESTABLISHMENTS.
2. REGISTERED MARIJUANA ESTABLISHMENTS shall comply with all applicable State and local laws, regulations, by-laws, permit conditions and agreements with the Town of Stow, including but not limited to M.G.L. Ch.94G, Ch.94I, 935 CMR 500, 105 CMR 725, the Town of Stow's General Bylaws, Zoning Bylaws, all applicable Town and State building, fire, police and health codes, regulations and standards, as well as any conditions placed upon REGISTERED MARIJUANA ESTABLISHMENTS by State and local entities in relation to permits granted, including conditions and agreements in a Host Community Agreement entered into with the Town of Stow.
3. REGISTERED MARIJUANA ESTABLISHMENTS shall not be considered a form of agriculture pursuant to M.G.L Ch.40A s.3.

5.5.4 **General Requirements**

5.5.4.1 REGISTERED MARIJUANA ESTABLISHMENT Rules and Regulations - The Planning Board shall adopt and maintain a set of regulations that contain the necessary policies, procedures and requirements to implement the provisions of this Bylaw.

5.5.4.2 REGISTERED MARIJUANA ESTABLISHMENTS shall execute and maintain a Host Community Agreement with the Town of Stow Board of Selectmen pursuant to the provisions of M.G.L. c.94G.

5.5.4.2.1 Nothing in this Bylaw shall cause to preclude the Town of Stow and a REGISTERED MARIJUANA ESTABLISHMENT from entering into a Host Community Agreement in accordance with 935 CMR 500.101(f).

5.5.4.3 Consistent with M.G.L c.94G Section 3[2](ii), Special Permits granted for the retail sale of MARIJUANA PRODUCTS by a MARIJUANA RETAILER, including through the retail component of a REGISTERED MARIJUANA DISPENSARY, shall be limited to twenty percent (20%) of the off-premise liquor licenses available for issuance in the Town of Stow, in accordance with M.G.L c.138 §15. The maximum number of such Special Permits in effect at any one time shall be equal to 20% of the available off-premise liquor licenses available for issuance in the Town of Stow as amended in accordance with M.G.L c.138 s.17.

5.5.4.4 **Application for a REGISTERED MARIJUANA ESTABLISHMENT Special Permit**
An application for a REGISTERED MARIJUANA ESTABLISHMENT Special Permit shall be submitted in writing pursuant to the requirements set forth in Section 5.5 of this Bylaw, the Town of Stow Planning Board's Rules and Regulations for REGISTERED MARIJUANA ESTABLISHMENTS, Town of Stow Site Plan Approval Rules and Regulations and Town of Stow Special Permit Rules and Regulations.

5.5.4.5 **Limitation of Approval**

A Special Permit authorizing the establishment of a REGISTERED MARIJUANA ESTABLISHMENT shall be valid only for the registered entity to which the Special Permit was issued, and only for the site on which the REGISTERED MARIJUANA ESTABLISHMENT has been authorized to locate. In the event that license and/or registration for a REGISTERED MARIJUANA ESTABLISHMENT has been revoked or suspended by the Cannabis Control Commission, or in such instance as the REGISTERED MARIJUANA ESTABLISHMENT license has been transferred to another controlling entity, or relocated to a different site within the REGISTERED MARIJUANA ESTABLISHMENT, the Special Permit shall become null and void and a new Special Permit shall be required to reestablish its USE.

5.5.4.5.1 In the event that a prohibition or ban on a category of REGISTERED MARIJUANA ESTABLISHMENT as defined in M.G.L Ch.94G, 935 CMR 500 or in Section 1.3 of this Zoning Bylaw has been approved at a local Stow election in a manner that affirms such prohibition pursuant to M.G.L. c.94G §A(2)(i), the specific category of the applicable REGISTERED MARIJUANA ESTABLISHMENT shall be deemed prohibited in Stow and all provisions, standards and permissions outlined in Section 5.5 of this Zoning Bylaw shall be deemed non-applicable.

5.5.4.6 Hours of operation for the REGISTERED MARIJUANA ESTABLISHMENT shall be set by the Special Permit Granting Authority

5.5.5 **Location Requirements**

5.5.5.1 All aspects of a REGISTERED MARIJUANA ESTABLISHMENT, including but not limited to sales, distribution, acquisition, cultivation, manufacture, processing, dispensing, and administration shall be contained within a building or structure. No REGISTERED MARIJUANA ESTABLISHMENT shall allow cultivation, processing, manufacture, sale or display of MARIJUANA PRODUCTS to be visible from a public place without the use of binoculars, aircraft or other optical aids.

The Planning Board may only allow outdoor activity at the site of a REGISTERED MARIJUANA ESTABLISHMENT under the following circumstances:

- The REGISTERED MARIJUANA ESTABLISHMENT utilizes vehicles as part of its regular activity, in accordance with all safety, security and storage requirements of 935 CMR 500.
- The REGISTERED MARIJUANA ESTABLISHMENT is licensed under 935 CMR 500 as a MARIJUANA CULTIVATOR. Under such determination, the Planning Board may permit a MARIJUANA CULTIVATOR to operate in outdoor cultivation facilities. Outdoor cultivation facilities shall be screened and secured in accordance with Section 5.5.6 of this Zoning Bylaw, and in accordance with 935 CMR 500.110.

5.5.5.2 No REGISTERED MARIJUANA ESTABLISHMENT, including the retail component of a REGISTERED MARIJUANA DISPENSARY in the Business District, shall be located within a building which houses residential DWELLING UNITS.

5.5.5.3 Manufacturing and extraction of MARIJUANA PRODUCTS shall not occur in any BUILDING containing assembly, education, health care, ambulatory health care, residential board and care, detention or correctional facilities.

5.5.5.4 No REGISTERED MARIJUANA ESTABLISHMENT shall be located within a moveable structure, trailer or truck. All sales related to a MARIJUANA RETAILER and the retail component of a REGISTERED MARIJUANA DISPENSARY shall be conducted within a building or through home deliveries to qualified adults or patients pursuant to 935 CMR 500 or 105 CMR 725 as amended. Nothing in this Section shall be cause to preclude the lawful transportation of MARIJUANA PRODUCTS as allowed through 935 CMR 500 or 105 CMR 725.000.

5.5.5.5 No REGISTERED MARIJUANA ESTABLISHMENT shall be permitted within (500') five hundred feet of the lot line of a pre-existing public or private school providing education in kindergarten or any of grades one (1) through twelve (12). The distance shall be measured in a straight line from the nearest point of the property line in question to the nearest point of the property line where the REGISTERED MARIJUANA ESTABLISHMENT is or will be located.

5.5.5.6 The establishment and operation of a MARIJUANA RETAILER, or the retail component of a REGISTERED MARIJUANA DISPENSARY may only be permitted in the Business District in accordance with all applicable laws and regulations as stated in 935 CMR 500, Massachusetts Department of Public Health regulations set forth in 105 CMR 725.000 and the

provisions outlined in this Section 5.5 - REGISTERED MARIJUANA ESTABLISHMENT Overlay District of the Zoning Bylaw. Despite the provisions herein, regarding the siting of MARIJUANA RETAILERS, including the retail component of a REGISTERED MARIJUANA DISPENSARY, MARIJUANA RETAILERS, and the retail component of a REGISTERED MARIJUANA DISPENSARY shall be governed by the provisions outlined in this Section 5.5 - REGISTERED MARIJUANA DISPENSARY Overlay District.

5.5.6 Security Requirements

5.5.6.1 REGISTERED MARIJUANA ESTABLISHMENTS shall maintain compliance with all security requirements set forth in 935 CMR 500. Additionally, REGISTERED MARIJUANA ESTABLISHMENTS shall:

1. Provide a Security and Emergency Response Plan with the Town's Fire and Police Departments. The plan shall include but be limited to information on the REGISTERED MARIJUANA ESTABLISHMENT's processes and provisions related to alarms, fencing, gates, limited access areas, delivery procedures, police details, locations of security video and associated lighting, and operations plans for the notification of the Police and Fire Departments in the event of any emergency or known or suspected violation of criminal law that has taken place on or near the location of the REGISTERED MARIJUANA ESTABLISHMENT.
2. Secure every entrance to the REGISTERED MARIJUANA ESTABLISHMENT for the purpose of restricting access to areas containing MARIJUANA PRODUCTS to all persons other than employees and others permitted by the REGISTERED MARIJUANA ESTABLISHMENT to access the establishment, and to Cannabis Control Commission, or state and local law enforcement officers, agents and emergency personnel.
3. Secure inventory and equipment during and after operation hours to deter theft or unlawful tampering with MARIJUANA PRODUCTS in accordance with 935 CMR 500, the conditions of the Special Permit and the Security and Emergency Response plan approved pursuant to Section 5.5.6.1(1) of this Bylaw.

5.5.7 Access to Premises and Information

5.5.7.1 In addition to the inspection requirements set forth in 935 CMR 500, the granting of a Special Permit from the Planning Board shall serve as consent to unannounced, unscheduled, periodic inspections of its premises by the Building Commissioner, Planning, Health, Fire and Police Departments or their designee during normal business hours, for the purpose of determining compliance with applicable State and local laws, permits, licenses and agreements. Inspectors shall be granted access to all areas of the REGISTERED MARIJUANA ESTABLISHMENT. The REGISTERED MARIJUANA ESTABLISHMENT shall be subject to re-inspection fees upon identification of a circumstance that requires re-inspection. The fee structure for applicable inspections shall be provided in the Rules and Regulations for REGISTERED MARIJUANA ESTABLISHMENTS.

5.5.7.2 Within 24 hours of receipt of notice, a REGISTERED MARIJUANA ESTABLISHMENT shall file with the Planning Board, Department of Health and Building Commissioner, any summary cease and desist order, cease and desist, quarantine, suspension or revocation order, order limiting sales, deficiency statement, plan of correction, notice of hearing, notice of any administrative process or legal action, denial of license, denial of license renewal or final action issued by the State Cannabis Control Commission or Department of Public Health regarding the REGISTERED MARIJUANA ESTABLISHMENT, the REGISTERED MARIJUANA ESTABLISHMENT license, or the Department of Public Health Certificate of Registration.

5.5.8 **Site and Dimensional Requirements**

5.5.8.1 **Dimensions** – A REGISTERED MARIJUANA ESTABLISHMENT shall conform to the dimensional requirements of the underlying district in which it resides as set forth in the Section 4.4 of the Stow Zoning Bylaw, Table of Dimensional Requirements.

5.5.8.1.1 In addition to the limitations provided in Section 5.5 of the Zoning Bylaw, MARIJUANA RETAILERS and the retail component of a REGISTERED MARIJUANA DISPENSARY shall be limited to 2500 square feet of gross floor area where such establishment is located at the street level of a BUILDING or STRUCTURE.

5.5.8.2 **Height** – REGISTERED MARIJUANA ESTABLISHMENTS shall conform to the height regulations set forth in Section 4.2 of the Stow Zoning Bylaw.

5.5.8.3 **Parking and Loading** – The required number of parking and loading areas servicing the REGISTERED MARIJUANA ESTABLISHMENT shall conform to Parking Regulations in Section 7 of the Zoning Bylaw. The Planning Board, at its sole discretion, may require a copy of projected parking needs to determine whether there is sufficient parking and loading area on site for the expected traffic and demand. Based on a transportation analysis, or other relevant documents, not limited to market analyses, trade area studies and/or comparable site analyses submitted as part of the Special Permit application, the Planning Board may deviate from the required number of parking spaces to ensure an adequate number of parking spaces and to preclude an excess amount of traffic on site.

5.5.8.4 **Signage** – REGISTERED MARIJUANA ESTABLISHMENTS shall meet the requirements of Section 6.3 of the Zoning Bylaw regulating signs. Under no circumstance shall a REGISTERED MARIJUANA ESTABLISHMENT be held to a Zoning Bylaw standard for signage more restrictive than those applied to retail establishments selling alcoholic beverages within the Town of Stow.

5.5.8.4.1 **Illuminated Signage** – Notwithstanding requirements of Section 3.8.1.5 – Lighting, and Section 6.3 – Signage, any external signage, which is illuminated beyond the period of thirty (30) minutes before sundown until closing, shall be prohibited.

5.5.8.5 **Lighting** – Lighting for the REGISTERED MARIJUANA ESTABLISHMENT, including all accessory structures, parking and security requirements, shall comply with Section 3.8.1.5 (exterior lighting) of the Zoning Bylaw. The Planning Board may deviate from the requirements of Section 3.8.1.5 where it determines that additional light is needed to facilitate

exterior surveillance in accordance with the Department of Public Health Regulations 105 CMR 725.110 A(10) and security requirements as set forth in 935 CMR 500.110.

Planning Board Action

5.5.9 In evaluating the proposed REGISTERED MARIJUANA ESTABLISHMENT Special Permit application, the Planning Board shall consider the general objectives of the Zoning Bylaw, as well as the degree to which the following criteria are met:

- a) The REGISTERED MARIJUANA ESTABLISHMENT proposal complies with all requirements for a Special Permit, including the Stow Zoning Bylaw, the Site Plan Approval Rules and Regulations, Rules and Regulations for a REGISTERED MARIJUANA ESTABLISHMENT, all requirements pursuant to the Department of Public Health Regulations 105 CMR 725.000, Cannabis Control Commission regulations 935 CMR 500.000 and M.G.L. c.94G.
 - b) Issuance of a Special Permit for a MARIJUANA RETAILER or retail component of a REGISTERED MARIJUANA DISPENSARY shall not exceed the limitation on the number of such establishments pursuant to Section 5.5.4.3 of the Zoning Bylaw.
 - c) The site is designed to create safe, secure and efficient access and egress to customers and employees using multiple modes of transportation, including vehicle, bicycle and pedestrians.
 - d) Traffic generated by clients, employees and delivery schedules from the REGISTERED MARIJUANA ESTABLISHMENT shall not create a substantial adverse impact on nearby residential uses.
 - e) Loading and refuse disposal areas are designed to be safe, secure and shielded from abutting uses.
 - f) The hours and methods of transportation are not substantially detrimental to surrounding USEs.
 - g) The REGISTERED MARIJUANA ESTABLISHMENT has provided documentation to show compliance with 527 CMR 1 – the Comprehensive Fire Code and Chapter 38 of the National Fire Protection Association (NFPA) standards for *Marijuana Growing, Processing, or Extraction Facilities*.
 - h) The building and site have been designed in a manner consistent and compatible with nearby structures of a similar size and use and in a manner that mitigates any negative aesthetic impact imposed by the required security conditions, measures and restrictions stated in the Department of Public Health Regulations pursuant to 105 CMR 725.000 and Cannabis Control Commission Regulations pursuant to 935 CMR 500.000.
- 5.5.9.1 The Planning Board shall consider the recommendation of the Board of Health, the Conservation Commission, the Town’s consulting engineer, and other Boards, Departments and agents, in making said findings.

- 5.5.9.2 The Planning Board may require changes to the “REGISTERED MARIJUANA ESTABLISHMENT Site Plan” and impose additional conditions, safeguards and limitations, as it deems necessary, to secure the objectives of this Bylaw.
- 5.5.10 **Severability** - If any provision of this Section or the application of any such provision to any person or circumstance shall be held invalid, or the application of those provisions to persons or circumstances other than those to which it is held invalid, the remaining provisions of this Zoning Bylaw shall not be affected thereby, and to this end the provisions of this Zoning Bylaw are severable.
- 5.5.11 **Enforcement** – Special Permits pertaining to REGISTERED MARIJUANA ESTABLISHMENTS shall be enforced by the Zoning Enforcement Officer of the Town of Stow or its designee as may be consistent with M.G.L Ch.94G. Enforcement shall supersede any conflicting provision of the Zoning Bylaw that would otherwise be applicable to the enforcement of this section.
- 5.5.12 **Discontinuance and Abandonment** - Any REGISTERED MARIJUANA ESTABLISHMENT permitted under this section shall be required to remove all material, plants, equipment, and other paraphernalia in compliance with 105 CMR 725 and 935 CMR 500 prior to the expiration of its Department of Public Health or Cannabis Control Commission Registration and or License, immediately following revocation or voiding of such.
- 5.5.13 **Annual Reporting** - A REGISTERED MARIJUANA ESTABLISHMENT permitted under this Zoning Bylaw shall, as a condition of its Special Permit, file an annual report to the Planning Board no later than January 31st, providing a copy of all current applicable state licenses for the operation according to the type of license it has been issued, and/or its owners.

<p>(B) Amend section 1.3 (Definitions) by adding new definitions to read in their entirety as stated below:</p>
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CRAFT MARIJUANA CULTIVATOR COOPERATIVE - A REGISTERED MARIJUANA ESTABLISHMENT acting as a MARIJUANA CULTIVATOR comprised of residents of Massachusetts organized as a Limited Liability Company or Limited Liability Partnership under Massachusetts Law, or an appropriate business structure as determined by the Cannabis Control Commission. A CRAFT MARIJUANA CULTIVATOR COOPERATIVE cultivates, obtains, manufactures, processes, packages, and brands MARIJUANA and MARIJUANA PRODUCTS for delivery to REGISTERED MARIJUANA ESTABLISHMENTS but not to consumers.

MARIJUANA CULTIVATOR – A REGISTERED MARIJUANA ESTABLISHMENT which cultivates, processes, and packages MARIJUANA, delivers MARIJUANA to REGISTERED MARIJUANA ESTABLISHMENTS and transfers MARIJUANA to REGISTERED MARIJUANA ESTABLISHMENTS, but not to consumers.

REGISTERED MARIJUANA DISPENSARY – A REGISTERED MARIJUANA ESTABLISHMENT, also known as a Medical Marijuana Treatment Center, is a not-for-profit entity registered under 105 CMR 725.000, that acquires, cultivates, processes (including

development of related products such as edible marijuana infused products, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their caregivers. Unless otherwise specified, REGISTERED MARIJUANA DISPENSARY refers to the site(s) of dispensing, cultivation and preparation of marijuana.

REGISTERED MARIJUANA ESTABLISHMENT – A Marijuana Establishment registered with the Cannabis Control Commission in accordance with 935 CMR 500 as amended. A RECREATIONAL MARIJUANA RETAILER, MARIJUANA PRODUCT MANUFACTURER, CRAFT MARIJUANA CULTIVATOR COOPERATIVE, INDEPENDENT MARIJUANA TESTING LABORATORY, MARIJUANA MICROBUSINESS, MARIJUANA CULTIVATOR, MARIJUANA RESEARCH FACILITY, REGISTERED MARIJUANA DISPENSARY, or any other type of MARIJUANA related entity that has been duly licensed by the Massachusetts Cannabis Control Commission, Department of Public Health or relevant State agency.

INDEPENDENT MARIJUANA TESTING LABORATORY - A REGISTERED MARIJUANA ESTABLISHMENT that is accredited to the most current International Organization for Standardization 17025 by a third-party accrediting body that is a signatory to the International Laboratory Accreditation Accrediting Cooperation Mutual Recognition Arrangement or that is otherwise approved by the Cannabis Control Commission; independent financially from any Medical Marijuana Treatment Center or any Cannabis Control Commission license or Marijuana Establishment of which it conducts a test; and qualified to test MARIJUANA in compliance with 935 CMR 500.160 and M.G.L Ch.94G s.34.

MARIJUANA MICROBUSINESS – A colocated REGISTERED MARIJUANA ESTABLISHMENT operating as a MARIJUANA CULTIVATOR in space of 5000 square feet or less and/or a MARIJUANA PRODUCT MANUFACTURER in compliance with the operating procedures and siting requirements for each such license.

MARIJUANA PRODUCT – Manufactured products that contain MARIJUANA or an extract from MARIJUANA, including concentrated forms of MARIJUANA and products composed of MARIJUANA and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

MARIJUANA PRODUCT MANUFACTURER - A REGISTERED MARIJUANA ESTABLISHMENT which obtains, manufactures, processes and packages MARIJUANA and MARIJUANA PRODUCTS for delivery and transfer to REGISTERED MARIJUANA ESTABLISHMENTS, but not to consumers.

MARIJUANA RESEARCH FACILITY – A REGISTERED MARIJUANA ESTABLISHMENT engaging in research projects, including cultivation, purchase or otherwise acquisition of MARIJUANA for the purpose of conducting research regarding MARIJUANA and MARIJUANA PRODUCTS or any analogous uses. A MARIJUANA RESEARCH FACILITY may be academic institutions, non-profit corporations, and domestic corporations, or entities authorized to do business in Massachusetts.

MARIJUANA RETAILER – A REGISTERED MARIJUANA ESTABLISHMENT providing a retail location accessible to consumers 21 years of age or older or in possession of a registration card demonstrating that the individual is a registered qualifying patient with the Medical Use of Marijuana Program.

(C) Amend Section 2.1.2 (Overlay Districts) to read in its entirety as stated below:

2.1.2 Overlay Districts

Floodplain District
 Water Resource Protection District
 Wireless Service Facility District
 Active Adult Neighborhood District
 REGISTERED MARIJUANA ESTABLISHMENT District

(D) Amend Section 2.3.13 (Location of Boundaries of Districts) to read in its entirety as stated below:

2.3.13 The boundaries of the REGISTERED MARIJUANA ESTABLISHMENT Overlay District are as delineated on a map entitled “Registered Marijuana Establishment Overlay District – Town of Stow, Massachusetts” dated October 1, 2018, at a scale of 1 inch = 1 mile, on file in the office of the Town Clerk.

(E) Amend Section 3.3 (Business District Uses) by amending Section 3.3.2.11 to read in its entirety as stated below:

3.3.2.11 MARIJUANA RETAILERS, including the retail component of a REGISTERED MARIJUANA DISPENSARY provided that the maximum number of such Special Permits in effect at any one time shall be equal to 20% of the available off-premise liquor licenses available for issuance in the Town of Stow as amended in accordance with M.G.L c.138 s.17 and Sections 5.5.4.3 as amended.

(F) Amend Section 3.10 (Table of Principle Uses) to read in its entirety as stated below:

Table of Principle Uses

Principal Uses	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	FloodPlain Wetlands	Refuse Disposal	Site Plan Approval
<u>General Uses</u>									
Agriculture	Y (4)	N	Y	Y	Y	Y	Y	Y	NR
Conservation	Y	Y (5)	Y	Y	Y	Y	Y	Y	NR
Recreation	SPA (4)	N	N	SPP	N	SPP	SPA	SPP	(3)

<u>Residential Uses</u>									
Single Family DWELLING	Y (4) (11)	N	Y SPP(11)	N	N	N	N	N	(3)
Single Family DWELLING with ACCESSORY APARTMENT	SPP (4) (7) (11)	N	SPP (7) (11)	N	N	N	N	N	(3)
Duplex DWELLINGS	SPP (4) (11)	N	N	N	N	N	N	N	(3)
Multi-Family DWELLING	SPP(4) (11)	N	N	N	N	N	N	N	(3)
Conversion to 2-Family DWELLING	SPA (4)	N	N	N	N	N	N	N	(3)
Combined Residence/ Home Occupation	Y (4)	N	Y	N	N	N	N	N	NR
Bed & Breakfast Home	Y (4)	SPA (1)	N	N	SPP (3)	N	N	N	R
Bed & Breakfast Home or Establishment	SPA (1) (4)	SPA (1)	N	N	SPP (1)	N	N	N	(3)
Boarding House or Rooming House	Y (4)	N	Y	N	N	N	N	N	R
Playgrounds	SPA (4)	N	N	N	N	N	N	N	(3)
Conservation Areas, Farming and Horticulture, Orchards, Nurseries, Forests, Tree Farms, Sale of Farm Produce	Y (4)	N	Y	Y	Y	Y	Y	Y	R
Storage of Farm Vehicles	Y (4)	N	N	N	N	N	N	N	NR
ACCESSORY BUILDINGS & Uses	Y (4)	Y	Y	SPP	SPP	Y	SPA	SPP	(3)
Hammerhead LOTS	SPP (4)	N	N	N	N	N	N	N	(3)

Table of Principal Uses (Continued)

Principal Uses	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	Flood Plain Wetlands	Refuse Disposal	Site Plan Approval
INDEPENDENT ADULT LIVING RESIDENCE	N	SPP (9) (11)	N	N	N	N	N	N	(3)
ACTIVE ADULT NEIGHBORHOOD	N	N	N	SPP (10)	SPP (10)	N	N	N	(3)
Common Drives	Y	N	N	N	N	N	N	N	R
<u>Institutional Uses</u>									
CHILD CARE FACILITY	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
FAMILY DAY CARE HOME	Y (6) (4)	N	Y	N	N	N	N	N	R
Private Schools & Colleges, Dance & Music Studios	SPA (4)	N	N	N	N	N	N	N	(3)
Nursing Homes	SPA (4)	N	N	N	N	N	N	N	(3)
Day Camps, Overnight Camps, and Camp Sites	N	N	N	SPP	N	SPP	N	SPP	(3)
Municipal	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
Public Service Corporation	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
Religious	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
Educational (Non-Profit)	Y (5) (4)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	Y (5)	R
Wireless Communication Facilities	SPP (8)	N	N	SSP(8)	SSP(8)	SPP (8)	N	SSP(8)	(3)

Business & Commercial Uses									
TOURIST HOMES, or LODGING HOUSES	N	SPA (1)	N	N	SPP (1)	N	N	N	(3)
Business or Professional Offices	N	SPP (1)	SPP	SPP (2)	SPP (1)	N	N	SPP (2)	(3)
Retail Stores or Service Establishments	N	SPP (1)	SPP	N	SPP (1)	N	N	N	(3)
Banks	N	SPP	SPP	N	SPP	N	N	N	(3)
U.S. Post Offices	N	SPP	SPP	N	N	N	N	N	(3)
Salesrooms for Automobiles, Bicycles, Farm Implements, Boats, and Similar Equipment	N	SPP	N	N	SPP (1)	N	N	N	(3)
Retail Store as part of a REGISTERED MARIJUANA DISPENSARY	N	SPP (1)(12)	N	N	N	N	N	N	(3)
MARIJUANA RETAILER	N	SPP (12) (20)	N	N	N	N	N	N	(3)

Table of Principal Uses (Continued)

Principal Uses	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	FloodPlain Wetlands	Refuse Disposal	Site Plan Approval
Restaurants	N	SPP	N	SPP	SPP	SPP	N	SPP	(3)
Country Clubs or Other MEMBERSHIP CLUBS	N	SPA	N	SPP	N	SPP	N	SPP	(3)
Golf Courses	SPP (4)	N	N	SPP	N	SPP	N	SPP	(3)
Ski Areas, MARINAs & Boat Landings	SPA(4)	N	N	SPP	N	SPP	N	SPP	(3)
Cross Country Ski Areas	SPP (4)	N	N	N	N	N	N	N	(3)
Parking Areas for Employees, Customers or Visitors	N	SPP	SPP	SPP	SPP	N	N	SPP	(3)
HOTELS MOTELS	N	SPA	N	N	N	N	N	N	(3)
Theaters, Bowling Alleys, Skating Rinks, Clubs or Assembly within the BUILDING	N	SPA	N	N	N	N	N	N	(3)
Funeral Home, Mortuaries or Crematories	N	N	N	N	SPP	N	N	N	(3)
Veterinary Hospitals, Stables & Kennels, Raising or Breeding of Animals for Sale, and Boarding Animals	SPA (4)	N	N	N	N	N	N	N	(3)
Printing, Publishing or Commercial Reproduction or Photo Processing Establishments, Offices, Medical or Dental Labs, and Research Laboratories	N	N	N	N	SPP (2)	N	N	N	(3)
Building Materials Salesrooms & Yards, Contractor's Yards, Wholesale Distribution Plants, Storage Warehouses	N	N	N	N	SPP	N	N	N	(3)
Gasoline Service Stations, Garages or Repair Shops	N	SPA	N	N	N	N	N	N	(3)
Utility Structures, Passenger Depots	N	N	N	N	SPP	N	N	N	(3)

and Terminals									
Screened Storage	N	N	N	SPP	SPP	N	N	SPP	(3)
Cafeterias for Employees	N	N	N	SPP	N	N	N	SPP	(3)
Access to Industrial Zoned Land	N	Y	N	N	N	N	N	N	(3)

Table of Principal Uses (Continued)

Principal Uses	Residential	Business	Compact Business	Industrial	Commercial	Recreation Conservation	FloodPlain Wetlands	Refuse Disposal	Site Plan Approval
<u>Industrial Uses</u>									
Manufacturing Enterprises	N	N	N	SPP	N	N	N	SPP	(3)
Research Laboratories with Incidental Assembly or Manufacture	N	N	N	SPP (2)	N	N	N	SPP (2)	(3)
Sanitary Landfill	N	N	N	N	N	N	N	SPS	(3)
Refuse Transfer Station	N	N	N	N	N	N	N	SPS	(3)
Refuse Incinerator	N	N	N	N	N	N	N	SPS	(3)
COMMERCIAL SOLAR PHOTOVOLTAIC RENEWABLE ENERGY INSTALLATION	SPP	SPP	N	Y	Y	SPP	N	Y	(3)
CRAFT MARIJUANA CULTIVATOR COOPERATIVE	N	N	N	SPP (13)(14)	SPP (13)(14)	N	N	N	(3)
MARIJUANA CULTIVATOR	N	N	N	SPP (13)(15)	SPP (13)(15)	N	N	N	(3)
MARIJUANA PRODUCT MANUFACTURER	N	N	N	SPP (13)(16)	SPP (13)(16)	N	N	N	(3)
MARIJUANA RESEARCH FACILITY	N	N	N	SPP (13)(17)	SPP (13)(17)	N	N	N	(3)
MARIJUANA INDEPENDENT TESTING LABORATORY	N	N	N	SPP (13)(18)	SPP (13)(18)	N	N	N	(3)
MARIJUANA MICROBUSINESS	N	N	N	SPP (13)(19)	SPP (13)(19)	N	N	N	(3)

- (1) Uses permitted by right provided that the BUILDING is less than 1,000 square feet GROSS FLOOR AREA, there is only one BUILDING per LOT, all parking spaces are located only in the rear yard, Site Plan Approval is granted, and 50% of the LOT area is open space.
- (2) Uses permitted by right provided that the BUILDING is less than 1,500 square feet GROSS FLOOR AREA, there is only one BUILDING per LOT, all parking spaces are located only in the rear yard, Site Plan Approval is granted, and 50% of the LOT area is open space.
- (3) All uses requiring a Special Permit are subject to Site Plan Approval requirements as part of the special permit process.
- (4) Refer to Section 7.3.3.3 of this Bylaw to determine parking requirements for uses permitted in the Residential District.

- (5) Allowed in accordance with the provisions of M.G.L., Ch. 40A, Section 3.
- (6) Allowed as accessory use only.
- (7) Allowed without special permit in accordance with Section 8.1.2 of this Bylaw.
- (8) Wireless Service Facilities shall be allowed by special permit only on land located in the Wireless Service Facility District.
- (9) The total number of INDEPENDENT ADULT UNITS shall not exceed 6% of the total single family DWELLING UNITS in Stow.
- (10) An Active Adult Neighborhood shall be allowed by Special Permit only on land located in the Active Adult Neighborhood District.
- (11) Provisions of Section 8.9, Inclusion of Affordable Housing, may apply.
- (12) MARIJUANA RETAILERS and the Retail component of a REGISTERED MARIJUANA DISPENSARY are allowed by Special Permit within the Business District, in accordance with Section 5.5 of the BYLAW and pursuant to Department of Public Health Regulations 105 CMR 175.000 and Cannabis Control Commission Regulations 935 CMR 500.
- (13) MARIJUANA CULTIVATORS, CRAFT MARIJUANA CULTIVATOR COOPERATIVES, MARIJUANA RESEARCH FACILITIES, MARIJUANA INDEPENDENT TESTING LABORATORIES, MARIJUANA PRODUCT MANUFACTURERS, MARIJUANA MICROBUSINESSES, and MARIJUANA TRANSPORTERS are allowed in the REGISTERED MARIJUANA ESTABLISHMENT Overlay District, pursuant to Section 5.5 of the BYLAW, and Cannabis Control Commission regulations 935 CMR 500.
- (14) Notwithstanding the allowances stated in the Table of Principal Uses, CRAFT MARIJUANA CULTIVATOR COOPERATIVES shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (15) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA CULTIVATORS shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (16) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA PRODUCT MANUFACTURERS shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (17) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA RESEARCH FACILITIES shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (18) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA INDEPENDENT TESTING LABORATORY's shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.
- (19) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA MICROBUSINESSES shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.

- (20) Notwithstanding the allowances stated in the Table of Principal Uses, MARIJUANA RETAILERS shall be prohibited in all Districts in the Town of Stow upon a vote to prohibit such USE at the October 1, 2018 Town Meeting and an affirming vote to prohibit at a local Stow election.

Prohibited Uses - All uses not specifically named in the text of the bylaw are prohibited.

Planning Board Summary

Planning Board Summary:

Overall Purpose of Article 1

** Passage of this article has no effect on the personal use of marijuana products outlined in the State law passed in November of 2016.*

The purpose of Article 1 is to create a framework for local regulation of Marijuana Establishments through the Town's Zoning Bylaw that offers more local oversight than what is provided in the State law and Cannabis Control Commission regulations. Regardless of whether the Town votes to prohibit categories of Marijuana Establishments, the Planning Board believes it is important to have local regulations in place to cover issues that the State law and Cannabis Control Commission Regulations do not address.

Categories of Marijuana Establishments

Unless specifically prohibited through a Town Meeting and local election vote, Marijuana Establishments are allowed by State law to locate in Stow after the Temporary Moratorium expires on December 31, 2018. A "Marijuana Establishment" is a broad definition encompassing any of the seven (7) categories of businesses and organizations that make up Marijuana Establishments as defined in State law, including:

- *Craft Marijuana Cooperatives*
- *Marijuana Cultivators*
- *Marijuana Microbusinesses*
- *Marijuana Retailers*
- *Marijuana Research Facilities*
- *Independent Marijuana Testing Laboratories*
- *Marijuana Product Manufacturers*

Description of Zoning Bylaw Requirements Addressed in Article 1

The proposed bylaw provides the Town with oversight of a Marijuana Establishment, including but not limited to the following regulations:

- *Requirement that the Planning Board approve the Use through the Special Permit process;*
- *Requirement for a Public Hearing, at which time all abutting property owners within 300 feet are notified in accordance with State law;*
- *Provides specific locations where certain types of Marijuana Establishments may locate through amendment of the Table of Principal Uses;*
- *Limits the number of Marijuana Retail Establishments that are permitted in Stow;*
- *Includes buffer zones from schools;*
- *Adopts definitions to establish a common language between the Applicant and the Planning Board;*

- *Allows the Planning Board to place conditions on the operation of the Marijuana Establishment.*

Passage of Article 1 requires a 2/3 majority vote at Town Meeting. The Town is not required to vote on this Bylaw at a subsequent election.

Where can Marijuana Establishments Locate?

Subsection E of Article 1 is meant to replace the existing Medical Marijuana overlay district with a new Registered Marijuana Establishment overlay district, for the purpose of including the new categories of Marijuana Establishments. The locations included in the Marijuana Establishment Overlay District were proposed after a review of the types of Marijuana Establishments allowed by State law. The Planning Board considered each use for the purpose of determining the most appropriate districts in the event they remain allowable uses in Stow. The Industrial District and Commercial Districts of Stow are the most fitting locations, given that many of the uses involved in the Marijuana industry are facilities, labs and cultivation centers, which are expected to resemble typical light industrial and commercial land uses.

**Keep in mind – Medical Marijuana Dispensaries will continue to be allowed in the Registered Marijuana Establishment Overlay District. In the event Article 1 does not pass, Medical Marijuana Dispensaries will still be allowed in the existing Registered Marijuana Dispensary Overlay District.*

Where can Marijuana Retailers Locate?

Unless specifically prohibited through a Town Meeting and local election vote, Marijuana Retailers are among the Marijuana Establishments allowed by State law in Stow after the Temporary Moratorium expires on December 31, 2018. Article 1 proposes to allow Marijuana Retailers by Special Permit from the Planning Board in the Business District only. Marijuana Retailers will not be allowed to locate in the residential district or the industrial and commercial areas where other types of Marijuana Establishments are allowed.

Restricting Marijuana Retailers to the Business District is consistent with where the Town allows other types of retail businesses. The streetscape, accessibility and parking requirements are designed for retail and service uses. Despite specific security requirements required by the Cannabis Control Commission regulations, Marijuana Retailers are expected to operate in a similar manner as other retail uses. The Planning Board believes that allowing retail uses in the various industrial and commercial districts that make up the Registered Marijuana Establishment Overlay District could cause a retail use to locate in areas that may not be designed for retail use by the public.

A maximum ground floor size of 2,500 square feet is proposed for Marijuana Retail establishments. The Planning Board examined the average size of retail services in Lower Village to determine a reasonable limit on the size of Marijuana Retailers. The average square footage for a retail or service establishment in Lower Village is 3,300 square feet. However, that average contains some typically large ground floor retailers, such as supermarkets and gyms.

The allowed locations of Registered Marijuana Dispensaries, which dispense Medical Marijuana, will not change by approving this Article. They will still be allowed in the Business District as previously approved at Town Meeting.

Maximum Number of Marijuana Retailers in Stow

State law allows municipalities to limit the number of Marijuana Retailers to a number equal to 20 percent (20%) or fewer of the number of “package store” liquor licenses able to be issued within Stow. Stow currently is able to issue five (5) off-premise, or “package store” liquor licenses in accordance with M.G.L. c.138 § 15 and 17. This calculation means the State law allows Stow to limit the number of Marijuana Retailers that can operate in Stow to one (1) through a 2/3 majority vote of Town Meeting voters. In the event Stow’s population increases to the point where the calculation for available “package store” licenses is raised, the number of Marijuana Retailers in Stow could rise to two or more.

What Happens if the Town Votes to Prohibit Marijuana Establishments?

Town Meeting has the opportunity to prohibit any or all of the seven (7) subcategories of Marijuana Establishments through a two-part voting process, which includes:

- *A 2/3 majority vote on Articles 4–9 and*
- *A majority vote in the affirmative on a ballot question relative to prohibiting a specific type of Marijuana Establishment.*

In the event either of the above votes to prohibit fails to pass, Article 1 – if approved – will be in place when the Temporary Moratorium on Marijuana Establishments expires on December 31, 2018.

In the event that both Town Meeting voters and voters at the Stow election vote affirmatively to prohibit a particular type of Marijuana Establishment, the proposed Bylaw Amendments outlined in Article 1 will not be applicable to that specific type of Marijuana Establishment prohibited.

End Summary.

The Finance Committee, the Board of Selectmen and the Planning Board recommended approval.

Note: The Attorney General approved the bylaw on January 15, 2019.

Article 2. Acceptance of Local Tax Option for the Retail Sale of Marijuana and Marijuana Products

On motion of Selectman Brian Burke it was called by the Moderator clearly more than the 2/3rds required in favor to accept M.G.L Chapter 64N, §3, “Local Tax Option,” at the maximum rate permitted by law.

The Finance Committee and the Board of Selectmen recommended approval.

A motion from the floor by voter Claudia Dragun, Sylvan Drive to take Article 9 before Article 3. The Moderator explains it takes a majority vote is required to take articles out of order. The motion passes.

Article 9. Amend Zoning Bylaw Section 3.8 by adding New Section 3.8.10 Prohibiting Marijuana Retailers

The motion was made by Selectman Donald Hawkes to amend Zoning Bylaw Section 3.8 by adding a new Section 3.8.10 to read in its entirety as stated below; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

3.8.10 MARIJUANA RETAILER, as defined in M.G.L. c.94G Section 1, shall be prohibited in the Town of Stow.

The Finance Committee and the Planning Board did not recommend approval.

After debate the Moderator called for the tellers and a hand count was done. There were 361 total votes counted. There were 255 votes in favor and 106 votes opposed. The required 2/3rd needed to pass was 241. **The motion passed.**

*Note: This article was dependent on an affirmative vote on the November 6, 2018 Special Town Election.
The Attorney General approved the bylaw on January 15, 2019.*

**Article 3. Amend Zoning Bylaw Section 3.8 by adding New Section 3.8.4 Prohibiting
Craft Marijuana Cultivator Cooperatives**

On motion of Selectman Ingeborg Hegemann Clark it was called by the Moderator clearly more than the 2/3rds required in favor to amend Zoning Bylaw Section 3.8 by adding a new Section 3.8.4 to read in its entirety as stated below; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

3.8.4 CRAFT MARIJUANA CULTIVATOR COOPERATIVES, as defined in M.G.L. c.94G
Section 1(i), shall be prohibited in the Town of Stow.

The Finance Committee recommended approval. The Planning Board did not recommend approval.

*Note: This article was dependent on an affirmative vote on the November 6, 2018 Special Town Election.
The Attorney General approved the bylaw on January 15, 2019.*

**Article 4. Amend Zoning Bylaw Section 3.8 by adding New Section 3.8.5 Prohibiting Independent
Marijuana Testing Laboratories**

The motion of Selectman Donald Hawkes to amend Zoning Bylaw Section 3.8 by adding a new Section 3.8.5 to read in its entirety as stated below; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw was made.

3.8.5 INDEPENDENT MARIJUANA TESTING LABORATORY, as defined in M.G.L. c.94G
Section 1, shall be prohibited in the Town of Stow.

The Finance Committee and the Planning Board did not recommend approval.

After debate the Moderator called for the tellers and a hand count was done. There were 319 total votes counted with 161 votes In-favor and 158 votes Opposed. The required 2/3rds needed to pass was 213. **The motion did not pass.**

**Article 5. Amend Zoning Bylaw Section 3.8 by adding New Section 3.8.6 Prohibiting
Marijuana Cultivators**

On motion of Selectman James Salvie, it was called by the Moderator clearly more than the 2/3rds required in favor to amend Zoning Bylaw Section 3.8 by adding a new Section 3.8.6 to read in its entirety as stated below; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

3.8.6 MARIJUANA CULTIVATORS, as defined in M.G.L. c.94G Section 1, shall be prohibited in the Town of Stow.

The Finance Committee and the Planning Board did not recommend approval.

*Note: This article was dependent on an affirmative vote on the November 6, 2018 Special Town Election.
The Attorney General approved the bylaw on January 15, 2019.*

Article 6. Amend Zoning Bylaw Section 3.8 by adding New Section 3.8.7 Prohibiting Marijuana Microbusinesses

Selectman Thomas Ryan made the motion to amend Zoning Bylaw Section 3.8 by adding a new Section 3.8.7 to read in its entirety as stated below; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw was made.

3.8.7 MARIJUANA MICROBUSINESS, as defined in Cannabis Control Commission regulations 935 CMR 500, shall be prohibited in the Town of Stow.

The Finance Committee and the Planning Board did not recommend approval.

After debate the Moderator called for the tellers and a hand count was done. There were 297 total votes counted with 209 In-favor, 297 Opposed. The required 2/3rds needed to pass was 198. **The motion passed.**

*Note: This article was dependent on an affirmative vote on the November 6, 2018 Special Town Election.
The Attorney General approved the bylaw on January 15, 2019.*

Article 7. Amend Zoning Bylaw Section 3.8 by adding New Section 3.8.8 Prohibiting Marijuana Product Manufacturers

Selectman Brian Burke made the motion to amend Zoning Bylaw Section 3.8 by adding a new Section 3.8.8 to read in its entirety as stated below; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

3.8.8 MARIJUANA PRODUCT MANUFACTURER, as defined in M.G.L. c.94G Section 1, shall be prohibited in the Town of Stow.

The Finance Committee and the Planning Board did not recommend approval.

After debate the Moderator called for the tellers and a hand count was done. There were 285 total votes counted with 189 votes In-favor and 96 votes Opposed. The required 2/3rds needed to pass = 190. **The motion did not pass.**

Article 8. Amend Zoning Bylaw Section 3.8 by adding New Section 3.8.9 Prohibiting Marijuana Research Facilities

Selectman Ingeborg Hegemann Clark made the motion to amend Zoning Bylaw Section 3.8 by adding a new Section 3.8.9 to read in its entirety as stated below; and further that non-

substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw.

3.8.9 MARIJUANA RESEARCH FACILITIES, as defined in Cannabis Control Commission regulations 935 CMR 500, shall be prohibited in the Town of Stow.

The Finance Committee and the Planning Board did not recommend approval

After debate the Moderator called for the tellers and a hand count was done. There were 276 total votes counted with 160 votes In-favor and 116 votes Opposed. The required 2/3rds needed to pass = 184. **The motion did not pass.**

Article 9. Amend Zoning Bylaw Section 3.8 by adding New Section 3.8.10 Prohibiting Marijuana Retailers

Article 9 taken out of order – appears before Article 3.

Article 10. Acceptance of Spring Hill Estates Sidewalk Easements from Alice Cushing

On motion of Selectman James Salvie, it was voted clearly more than the 2/3rds required as called by the Moderator to authorize the Board of Selectmen to accept without charge or cost from Alice Cushing, over a portion of a parcel of land adjacent to Walcott Street and shown on Assessors' Map R-1, Parcel 27-C, and as "Sidewalk Easement 15' Wide Min." on a plan entitled "Spring Hill Estates Definitive Subdivision Development Stow, Massachusetts Key Sheet" prepared by Ducharme & Dills Civil Design Group, Inc., dated June 18, 2014, last revised May 10, 2016, and recorded with the Middlesex southern District registry of Deeds as Plan No. 565 of 2016.

The Finance Committee recommended approval.

Article 11. Establish Revolving Funds and Amend Town of Stow General Bylaw

On motion of Selectman Thomas Ryan, it was voted unanimously to establish Revolving Funds and amend the Bylaw of the Town of Stow by inserting a new Section entitled "Revolving Funds" to Article 4 §11 of the Town of Stow General Bylaw.

A. Pursuant to G.L. c. §44, 53E ½, as amended, there are hereby established the following Revolving Funds for the departments listed below which shall be credited with the receipts collected in connection with the state programs and activities and which shall be expended by the authorized Town board, department or officer for the purpose of such programs and activities as follows:

1. Revolving funds for Inspection Fees shall be authorized for expenditure by the Building Department for reimbursement of expenses by Building Department inspectors while engaging in administration of the Building Code and related activities, the source of which being 90% of permitting fees received for wire, gas and plumbing permits and
2. Revolving funds for Advanced Life Support Services shall be authorized for expenditure by the Fire Department for reimbursement of expenses by the Fire Department personnel while engaging in the provision of life support ambulance services, the source of which being fees received for advanced life support services.

- B. Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c. §44, 53E ½.

The Finance Committee and the Board of Selectmen recommend approval.

Article 12. Fund Financial Consultant for OPEB (Other Post-employment Benefits) Funding Plan

On motion of Selectman Brian Burke, it was voted unanimously to appropriate and transfer from Free Cash the sum of seven thousand five hundred dollars (\$7,500) for the purpose of contracting with a financial consultant to develop an OPEB (other post-employment benefits) funding plan for the Town.

The Finance Committee and the Board of Selectmen recommended approval.

On motion of Selectman James Salvie, the meeting was dissolved at 10:54 p.m.

Total Registered Voters: 5249 Voters checked: 385 Turnout: 7 %

Checkers: Joan Burns, Josephine Crowell, Ann Deluty, Ruth Delmonico, Alice Mortenson, Ruby Ramsland, Betty Sauta, Barbie Wolfenden.

Tellers: Nancy Arsenault, Maureen Busch, Ed Deluca, Steve Jelinek, Don MacFarlane, Cortni Frecha, Mark, Jones, Joanne Newman, John O'Keefe, Edward R. Perry, Jr., Marcia Rising, Kent Seith, Jr., Carol Stoltz, Ellen Sturgis, Jr., John C. Toole, Gregor Trinkaus-Randall, Vickery Trinkaus-Randall, Eleanor Recko, Pamela Weathers.

**SPECIAL TOWN ELECTION
November 6, 2018**

Pursuant to the Selectmen's warrant of October 9, 2018, posted by the Constable on October 12, 2018, the Special Town Election was held in The Center School and was called to order at 7 a.m.

After examining the ballot boxes in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open. During polling hours, 165 absentee ballots were marked on the voter list, opened, and cast into the ballot box. There were 1363 Early Vote ballots marked on the voter list, opened, and cast into the ballot box. There was 128 spoiled ballots. There were 3 provisional ballots. The polls were declared closed at 1 a.m. on Wednesday, November 7th when the last Early Vote ballot was cast in precinct 1. The ballots in the auxiliary compartment were tabulated.

Total Registered Voters: 5,335 Total Votes Cast = 3945 Turnout =74%

QUESTION #1 Prohibit Craft Marijuana Cultivator Coop

Shall the Town of Stow adopt the following Zoning Bylaw?

3.8.4 CRAFT MARIJUANA CULTIVATOR COOPERATIVES, as defined in M.G.L. c.94G
Section 1(i), shall be prohibited in the Town of Stow.

Summary of the Zoning Bylaw prepared by Stow Town Counsel:

Craft Marijuana Cultivator Cooperatives are defined by state law as marijuana cultivators comprised of residents of the commonwealth organized as a limited liability company or limited liability partnership

under the laws of the commonwealth, or an appropriate business structure as determined by the commission, and that are licensed to cultivate, obtain, manufacture, process, package and brand marijuana and marijuana products to deliver marijuana to marijuana establishments but not to consumers. Independent Craft Marijuana Cultivator Cooperatives are required to be in compliance with security and operations requirements contained in relevant state regulations.

The October 1, 2018 Special Town Meeting approved the Bylaw above by the necessary two-thirds vote.

		Precinct 1	Precinct 2	Total Votes
	YES	1199	1100	2299
	NO	826	768	1594
	BLANK	26	26	52

** This Question passed at Town Meeting and at the Election therefore the Question is Prohibited*

QUESTION #2 Prohibit Independent Marijuana Test Labs

Shall the Town of Stow adopt the following Zoning Bylaw?

3.8.5 INDEPENDENT MARIJUANA TESTING LABORATORY, as defined in M.G.L. c.94G Section 1, shall be prohibited in the Town of Stow.

Summary of the Zoning Bylaw prepared by Stow Town Counsel:

Independent Marijuana Testing Laboratories are defined by state law as a laboratory that is: (a) licensed by the Cannabis Control Commission (“Commission”); (B\b) independent financially from any medical marijuana treatment center or any licensee or marijuana establishment for which it conducts a test; and (c) qualified to test marijuana in compliance with regulations promulgated by the Commission pursuant to state law.

It is anticipated that these laboratories will be similar to medical laboratories and other light industrial/office buildings. Independent Marijuana Testing Laboratories will not include a retail sales component. Independent Marijuana Testing Laboratories are required to be in compliance with security and operations requirements contained in relevant state regulations.

The October 1, 2018 Special Town Meeting did not approve the Bylaw above. The number and location of INDEPENDENT MARIJUANA TESTING LABORATORIES in the Town of Stow will be regulated by the Zoning Bylaw as adopted by Article 1 of the October 1, 2018 Special Town Meeting.

		Precinct 1	Precinct 2	Total Votes
	YES	1046	912	1958
	NO	967	955	1922
	BLANK	38	27	65

** This Question did not pass at Town Meeting therefore the Question is Not Prohibited*

QUESTION #3 Prohibit Marijuana Cultivators

Shall the Town of Stow adopt the following Zoning Bylaw?

3.8.6 MARIJUANA CULTIVATORS, as defined in M.G.L. c.94G Section 1, shall be prohibited in the Town of Stow.

Summary of the Zoning Bylaw prepared by Stow Town Counsel:

Marijuana Cultivators are defined by state law as entities licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not directly to consumers.

Marijuana Cultivators are anticipated to take the form of industrial facilities and/or light industrial warehouse space. Marijuana Cultivators are allowed to cultivate outdoors, provided they are in compliance with security and operations requirements outlined in the Cannabis Control Commission regulations.

Marijuana Cultivators do not appear to be able to qualify as an agricultural use entitled to certain exemptions from the Zoning Bylaw. Marijuana Cultivators do not include the right to conduct retail sales of marijuana. Marijuana Cultivators are required to be in compliance with security and operations requirements contained in relevant state regulations.

The October 1, 2018 Special Town Meeting approved the Bylaw above by the necessary two-thirds vote.

		Precinct 1	Precinct 2	Total Votes
	YES	1168	1120	2288
	NO	857	754	1611
	BLANK	26	20	46

** This Question passed at Town Meeting and at the Election therefore the Question is Prohibited*

QUESTION #4 Prohibit Marijuana Microbusiness

Shall the Town of Stow adopt the following Zoning Bylaw?

3.8.7 MARIJUANA MICROBUSINESS, as defined in Cannabis Control Commission regulations 935 CMR 500, shall be prohibited in the Town of Stow.

Summary of the Zoning Bylaw prepared by Stow Town Counsel:

Summary: Marijuana Microbusinesses are defined by state law as a co-located Marijuana Establishment that can be either a small-scale Marijuana Cultivator, growing up to 5,000 square feet of total plant canopy, or Product Manufacturer or both. A Microbusiness that is a Marijuana Product Manufacturer may purchase no more than 2,000 pounds of marijuana per year from other Marijuana Establishments. The Cannabis Control Commission regulations require the owners of Microbusinesses to be Massachusetts residents. Microbusinesses can partake in small-scale cultivation and manufacturing. It is anticipated that Microbusinesses would be similar to other light industrial structures. Marijuana Microbusinesses will not include a retail sales component. Marijuana Microbusinesses are required to be in compliance with security and operations requirements contained in relevant state regulations.

The October 1, 2018 Special Town Meeting approved the Bylaw above by the necessary two-thirds vote.

		Precinct 1	Precinct 2	Total Votes
	YES	1102	1033	2135
	NO	835	754	1589
	BLANK	114	107	221

** This Question passed at Town Meeting and at the Election therefore the Question is Prohibited*

QUESTION #5 Prohibit Marijuana Product Manufacturer

Shall the Town of Stow adopt the following Zoning Bylaw?

3.8.8 MARIJUANA PRODUCT MANUFACTURER, as defined in M.G.L. c.94G Section 1, shall be prohibited in the Town of Stow.

Summary of the Zoning Bylaw prepared by Stow Town Counsel:

Marijuana Product Manufacturers are defined by state law as entities licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not directly to consumers.

Marijuana Product Manufacturers are anticipated to take the form of industrial facilities, commercial kitchen space and other food manufacturing facilities. Marijuana Product Manufacturers will not include a retail component. Marijuana Product Manufacturers are required to be in compliance with security and operations requirements contained in relevant state regulations.

The October 1, 2018 Special Town Meeting did not approve the Bylaw above. The number and location of MARIJUANA PRODUCT MANUFACTURERS in the Town of Stow will be regulated by the Zoning Bylaw as adopted by Article 1 of the October 1, 2018 Special Town Meeting.

		Precinct 1	Precinct 2	Total Votes
	YES	984	885	1869
	NO	948	894	1842
	BLANK	119	115	234

** This Question did not pass at Town Meeting therefore the Question is Not Prohibited*

QUESTION #6 Prohibit Marijuana Research Facilities

Shall the Town of Stow adopt the following Zoning Bylaw?

3.8.9 MARIJUANA RESEARCH FACILITIES, as defined in Cannabis Control Commission regulations 935 CMR 500, shall be prohibited in the Town of Stow.

Summary of the Zoning Bylaw prepared by Stow Town Counsel:

Marijuana Research Facilities are defined by state law as entities engaging in research projects, including cultivation, purchase or acquisition of marijuana for the purpose of conducting research regarding marijuana and marijuana products or any analogous uses. A marijuana research facility may be an academic institution, non-profit corporation, domestic corporation, or entity authorized to do business in Massachusetts. Marijuana Research Facilities are anticipated to take the form of office, laboratory or light industrial space. Marijuana Research Facilities are required to be in compliance with security and operations requirements contained in relevant state regulations.

The October 1, 2018 Special Town Meeting did not approve the Bylaw above. The number and location of MARIJUANA RESEARCH FACILITIES in the Town of Stow will be regulated by the Zoning Bylaw as adopted by Article 1 of the October 1, 2018 Special Town Meeting.

		Precinct 1	Precinct 2	Total Votes
	YES	927	840	1767
	NO	1000	935	1935
	BLANK	124	119	243

** This Question did not pass at Town Meeting therefore the Question is Not Prohibited*

QUESTION #7 Prohibit Marijuana Retailers

Shall the Town of Stow adopt the following Zoning Bylaw?

3.8.10 MARIJUANA RETAILER, as defined in M.G.L. c.94G Section 1, shall be prohibited in the Town of Stow.

Summary of the Zoning Bylaw prepared by Stow Town Counsel:

Marijuana Retailers are defined by state law as an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

The October 1, 2018 Special Town Meeting approved the above Bylaw by the necessary two-thirds vote.

		Precinct 1	Precinct 2	Total Votes
	YES	1142	1055	2197
	NO	801	730	1531
	BLANK	108	109	217

** This Question passed at Town Meeting and at the Election therefore the Question is Prohibited*

STATE ELECTION NOVEMBER 6, 2018

Pursuant to the Selectmen's warrant of September 25, 2018, posted by the Constable on September 28, 2018, the State Election was held in The Center School and was called to order at 7 a.m.

After examining the ballot boxes in precinct 1 and 2, and finding both empty and in good order, the counter was set to zero. The ballot boxes were locked and the keys delivered to the Warden who declared the polls open. During polling hours, a total of 109 absentee ballots were marked on the voter list, opened, and cast into the ballot box. There were 23 spoiled ballots. There were 4 provisional ballots. There were 1367 Early Vote ballots marked on the voter list, opened, cast into the ballot box. The polls were declared closed at 1 a.m on Wednesday, November 7th when the last Early Vote ballot was cast in precinct 1. The ballots in the auxillary compartment were tabulated.

Total Registered Voters: 5,335 Total Votes Cast = 4069 Turnout =76%

		Precinct 1	Precinct 2	Total Votes
SENATOR IN CONGRESS	Elizabeth Warren	1338	1247	2585
	Geoff Diehl	698	624	1322
	Shiva Ayyadurai	48	64	112
	Blanks	17	29	46
	Write Ins	3	1	4
GOVERNOR	Baker & Polito	1438	1318	2756
	Gonzalez & Palfrey	615	589	1204
	Blanks	47	56	103
	Write Ins	4	2	6
ATTORNEY GENERAL	Maura Healy	1503	1403	2906
	James R. McMahon III	573	517	1090
	Blanks	26	45	71
	Write Ins	2	0	2
SECRETARY OF STATE	William Francis Galvin	1461	1365	2826
	Anthony M. Amore	516	452	968
	Juan G. Sanchez, Jr	73	77	150
	Blanks	54	71	125
	Write Ins	0	0	0
TREASURER	Deborah B. Goldberg	1380	1275	2655
	Keiko M Orrall	572	515	1087
	Jamie M Guerin	65	69	134
	Blanks	87	106	193
	Write Ins	0	0	0

AUDITOR	Suzanne Bump	1247	1172	2419
	Helen Brady	620	559	1179
	Daniel Fishman	82	81	163
	Edward J. Stamas	48	49	97
	Blanks	107	104	211
	Write Ins	0	0	0
REPRESENTATIVE IN CONGRESS	Rick Green	588	546	1134
	Lori Loureiro Trahan	1313	1239	2552
	Michael P. Mullen	163	127	290
	Blanks	39	52	91
	Write Ins	1	1	2
COUNCILLOR	Marilyn M Petitto Devaney	1541	1407	2948
	Blanks	523	549	1072
	Write Ins	40	9	49
SENATOR IN GENERAL COURT	James Eldridge	1350	1255	2605
	Margaret W Busse	645	587	1232
	Terra Friedrichs	38	47	85
	Blanks	70	74	144
	Write Ins	1	2	3
REPRESENTATIVE IN GENERAL COURT	Kate Hogan	1664	1556	3220
	Blanks	425	403	828
	Write Ins	15	6	21
DISTRICT ATTORNEY	Marian T. Ryan	1568	1462	3030
	Blanks	524	499	1023
	Write Ins	12	4	16
CLERK OF COURTS	Michael A. Sullivan	1547	1440	2987
	Blanks	547	522	1069
	Write Ins	10	3	13
REGISTRAR OF DEEDS	Maria C Curtatone	1550	1441	2991
	Blanks	525	522	1047
	Write Ins	29	2	31
QUESTIONS		Precinct 1	Precinct 2	Total Votes
QUESTION #1: Patient-to-Nurse Limits				
	YES	539	447	986
	NO	1440	1406	2846
	BLANK	125	112	237

QUESTION #2: Commission on Limiting Election Spending and Corporation Rights				
	YES	1534	1396	2930
	NO	479	466	945
	BLANK	91	103	194
QUESTION #3: Transgender Anti-Discrimination				
	YES	1501	1406	2907
	NO	525	464	989
	BLANK	78	95	173

ELECTION WORKERS FOR STATE ELECTION AND SPECIAL TOWN ELECTION

Warden

Claire Lavina
Philip Detsch

Clerk

Judith Scraggs

Checkers, Ballot Box, Early Vote & Counters

Marjorie Alessio
Allison Alter
Meredith Bartlett
Gwen Burke
Janet Carr
Elizabeth Cote
James Cohen
Josephine Crowell

Continued

Ruth Delmonico
Ann Deluty
Kristen Donovan
Anne Draudt
Carol Dudley
Debbie George
Pamela Gjestebj
Debra Hennessy
Karen Kelleher
James Kimbrough
Mary LaPalme
Lisa Lavina
Jan Levey
Megan Birch-McMichael
Donald McPherson
Leslie Mileski

Continued

Rosemary Monahan
Joey O'Connor-Katz
Susan Pauley
Ruby Ramsland
Katherine Reiner
Laura Reiner
Marcia Rising
Betty Sauta
Martha Sheehan
Carol Stoltz
Ellen Sturgis
Gregor Trinkaus-Randall
David Walrath
Guy Washburn
Katherine West
Barbara Wolfenden

Additional volunteers assisting with set up and/or breakdown: Haley Bracci, Alyson and JT Toole.

A True Copy: Attest: Linda E. Hathaway, Town Clerk of Stow

TOWN OF STOW

***County of Middlesex
Commonwealth of Massachusetts***



Established as the Plantation of Pompositticut, 1669

Incorporated as a Town, May 16, 1683



Land area given to seven surrounding towns



Area today 17.94 Square Miles

11,311.4 Acres Land; 167 Acres Water

11,478.4 Acres Total



Longitude: 71° Latitude: 42° 26'

Altitude (above sea level) at Town Hall: 231 feet



Population per 2000 Federal Census: 5,902

Population per 2010 Federal Census: 6,590

Population per 2018 Stow Annual Census: 7,036

TOWN DEPARTMENT TELEPHONES

Emergency: Ambulance, Fire / Rescue, Police DIAL 911

Animal Control Officer	978-897-4545
Assessors, Board of	978-897-4597
Building Department and Inspectors	978-897-2193
Cemetery Committee	978-461-1403
Conservation Commission	978-897-8615
Council on Aging	978-897-1880
Fire / Rescue Department business	978-897-4537
Health, Board of	978-897-4592
Highway Department	978-897-8071
Inspectors: Gas, Plumbing, Wiring	978-897-2193
Minuteman Regional High School	781-861-6500
Nashoba Regional School District	978-779-0539
Center School	978-897-0290
Hale Middle School	978-897-4788
Nashoba Regional High School	978-779-2257
Planning Board	978-897-5098
Police Department business	978-897-4545
Randall Library	978-897-8572
Recreation Commission	978-637-2984
Selectmen, Board of	978-897-4515
Stow TV Office	978-897-7732
Town Accountant	978-897-5012
Town Administrator	978-897-2927
Town Clerk	978-897-4514 x1
Treasurer-Collector	978-897-2834
Tree Warden	978-897-8071
Veterans' Services Officer	978-290-0278

Mailing Address: 380 Great Rd., Stow, MA 01775-2127

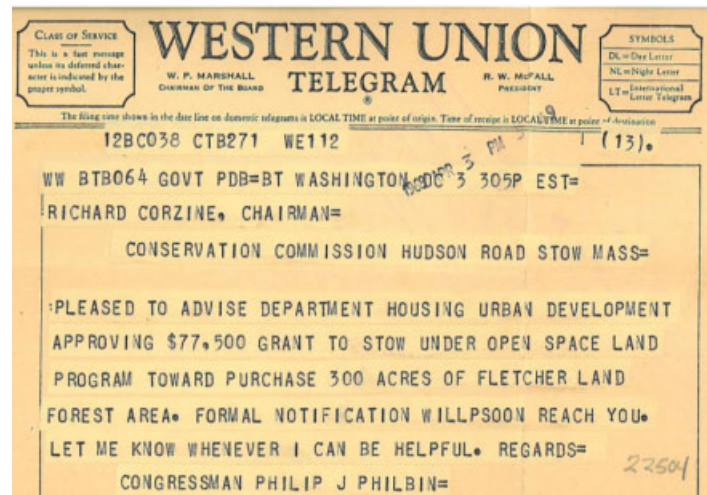
Website: www.stow-ma.gov

Front cover photo of Town forest by Kathleen Sferra

daily, Dick Corzine wrote impassioned letters to federal agencies imploring them to approve Stow's funding, as well as to federal legislators asking for their intervention. Among other things, he noted that if the town was not successful in securing this parcel "it will likely doom future land conservation efforts."

A setback nearly occurred in 1967 when the Federal government waffled on its funding, expressing concern that Fletcher Woods might lie in the path of one of the possible routes for a connector highway between the new Route 495 and Route 2. The Town rallied, a meeting was held, and the issue quickly cleared up.

Finally, in April 1968, good news came -- not by email or phone, but by telegram, informing the town that \$77,500 in federal funds had been approved! The town was able to complete the purchase of the property in August of that year. Gardner Hill Conservation Area (as it was originally called) or Stow Town Forest, was finally secure.



Good news comes by Telegram in 1968

Today, Town Forest is one of Stow's largest and most well-used conservation areas. It has been expanded a number of times and is now 367 acres. Over time, uses of the property have changed. Logging roads wide enough for driving have evolved into hiking and mountain biking trails. Snowmobiling has been replaced by skiing and snowshoeing. And a once popular swimming hole has gone (literally) to the dogs!

Stow lies in one of the most populated regions in the country, yet despite increasing development pressures, has managed to maintain a small town flavor lost in most surrounding communities along the Route 495 corridor. The protection of Stow Town Forest by determined residents in the 1960s, and preservation of additional lands over the past 50 years, has played a major role in making the town what it is today. The Conservation Commission is grateful to those who preceded us, who had the foresight and determination to set aside this important land from development, to sustain our natural resources and the quality of life and health of our community. We look forward to what Stow can achieve in the next 50 years.



Stow Town Forest – Annual New Year's Day Hike 2018

