

**MINUTES  
BOARD OF SELECTMEN  
February 12, 2008**

Present at the meeting that was held at the Town Building were Chairman Stephen Dungan and Selectmen Ellen Sturgis and Jason Robart.

Selectmen Kathleen Farrell and Thomas Ruggiero were absent.

Also present were Town Administrator William Wrigley and Administrative Assistant Susan McLaughlin.

Mr. Dungan called the meeting to order at 7:02 p.m.

**Public Input**

None.

**Chairman's Comments**

None.

**Town Administrator's Report**

Mr. Wrigley asked the Board to appoint a five-member search committee for a new Fire Chief and recommended that the members be Mr. Dungan, Mr. Ruggiero, Jeff Smith and Bruce Fletcher, who are both experienced firefighters, and he.

The committee will recommend one candidate to the Board for hire and two additional candidates, should alternates be needed. Captain John Benoit will be acting chief, working with him in the interim.

Mr. Dungan moved to appoint a search committee, per the Town Administrator's recommendation, of members Bill Wrigley, Steve Dungan, Tom Ruggiero, Jeff Smith, and Bruce Fletcher; Mr. Robart seconded; and all voted in favor.

Mr. Wrigley said the Police Department wishes to hire a full-time dispatcher, to replace an employee who left. There is a preferred candidate and the position had been posted.

State Senator Pam Resor notified Mr. Wrigley that Stow had been awarded \$19,000 for the Assabet River Rail Trail feasibility study of the Lundy land. Several boards and committees have agreed to contribute to the Town's required 25 percent of the grant.

**Meeting Minutes**

January 8: Ms. Sturgis moved to accept the minutes, as amended; Mr. Dungan seconded; and all voted in favor.

January 22 Open Session: Mr. Dungan moved to accept the minutes, as submitted; Mr. Robart seconded; Mr. Dungan and Mr. Robart voted in favor. Ms. Sturgis had been absent and abstained.

January 22 Executive Session: Mr. Dungan moved to accept the minutes, as submitted; Mr. Robart seconded; Mr. Dungan and Mr. Robart voted in favor. Ms. Sturgis had been absent and abstained.

### **Police Chief's Contract**

Board members signed the Police Chief's contract, which had been approved at the January 22 Executive Session.

### **325<sup>th</sup> Anniversary Celebration**

Ms. Sturgis reported that a group of interested volunteers and SpringFest Committee members met and agreed that the town's 325<sup>th</sup> anniversary celebration will be combined with the annual SpringFest festival. Another meeting will be held soon and a vacancy on the SpringFest Committee will be posted.

### **Selectmen's Report for 2007**

Mr. Dungan drafted the Board's report for the Town's Annual Report, which members had reviewed and commented on. Mr. Robart moved to accept the Selectmen's 2007 report, as amended; Ms. Sturgis seconded; and all voted in favor.

### **Planning Board Request to Abandon Gardner Road**

To move ahead with the Lower Village Subcommittee's plan for the Lower Village Common, the Planning Board asked the Board to begin the process of abandoning Gardner Road. It was agreed that the Board would schedule the public hearing, aiming for the March 11 Selectmen's meeting.

### **Selectmen's Master Planning**

Mr. Dungan reported on the Master Plan Committee's January 24 meeting, where the following schedule was set out:

- February 14: draft distributed for review
- February 28: Joint Boards meeting on the plan
- March 6: executive summary and vision distributed for review
- March 27: Public Forum on the plan

### **Liaison Reports**

Ms. Sturgis reported that the Elementary School Building Committee is scheduled to meet with the Mass School Building Authority on March 12. Attendees will be Superintendent Michael Wood, Selectman Dungan, ESBC members Gary Bernklow (Finance rep), Lynn Coletti (NRSD rep), Amy Hastings (co-chair), and Ms. Sturgis (co-chair).

### **Land Use Task Force**

The Board met with three applicants for the fifth position of the new Land Use Task Force: Rick Lent, who had co-facilitated the School Building Task Force; Mike Busch, chairman of the Recreation Commission, and Dorothy Spaulding, a resident with a background in drafting, design, and organization.

The Board acknowledged that all applicants were well qualified, then agreed that Mr. Lent's experience with group process would be very useful to the task force. The selectmen encouraged both Mr. Busch and Ms. Spaulding to consider becoming associate members of the task force.

Ms. Sturgis moved to appoint Rick Lent to the Land Use Task Force; Mr. Robart seconded; and all voted in favor.

Mr. Robart said he was concerned that the task force did not have a member with the municipal government and finance experience they had recruited for. The appropriate role of the Board in the project was also discussed. It was agreed among those present that Mr. Robart, having the desired experience and being a selectmen, would serve well as an ex officio member, and that this would be considered and voted at the next Board meeting.

#### **Acceptance of the Regulatory Agreement for the Arbor Glen Local Initiative Program**

The LIP affordable housing regulatory agreement, having been reviewed by Town Counsel and recommended by the Planning Board, was accepted and executed by the Board. Planning Board chairman Ernie Dodd and the developer's counsel joined the meeting to answer any questions.

Mr. Robart moved to accept the Arbor Glen regulatory agreement; Ms. Sturgis seconded; and all voted in favor. Later in the meeting, Mr. Dungan signed the agreement, as chairman, and Ms. McLaughlin notarized it.

#### **Acceptance of Fairway Drive Land Parcel**

Mr. Dodd explained that this small parcel, received as part of a sub-development permit, was landlocked and to be used as open space.

Mr. Robart moved to accept the Fairway Drive land deed; Ms. Sturgis seconded; and all voted in favor.

#### **Liaison Reports, continued**

Regarding the Snow land project, Mr. Dungan reported that the Town's Zoning Bylaw requires a special permit application for non-commercial recreational land use in a residential zone. Action on this is in progress.

Mr. Dungan reported that the Town's recently formed Assabet River Rail Trail Committee is making progress, at this time looking at four possible routes for the trail.

#### **Town Administrator's Report on FY09 Departmental Requests and Anticipated Revenues**

Mr. Wrigley presented a detailed report on the FY09 budget numbers as they presently exist. He said that no recommendations were implied by his report and that it is a working document that will change.

His key points were:

- Based on present numbers, there is a deficit of \$901,746.
- Revenues up 5.7 percent over FY08. He used level funding for New Growth but the Assessors estimate a decline. Both Local Aid and New Growth have declined the past two years. Local Aid in the Governor's budget includes casino proceeds not likely to materialize in time.
- Snow and Ice account overspend in the worst he's seen in 16 years.
- Operating budget requests up 8.52 percent over FY08; Nashoba Regional up 9.55 percent; Minuteman Regional up less than 1 percent.
- Raise and Appropriate expenditures up 26.43 percent; Capital up 52.66 percent.
- Health insurance up 9.6 percent.
- Free Cash and Stabilization are trending down. Stored Assets of \$764,265, down from \$1.0M.

- Hopes NRSD will drop. If not, “can’t get there.” He will discuss Stow’s situation with other Town Administrators in district.
- Premature to discuss an override yet. Now Town must prioritize operating budget, capital, and special articles. It will be a difficult year,

At 8:47 p.m., Ms. Sturgis moved to adjourn; Mr. Robart seconded; and all voted in favor.

Respectfully submitted,

Susan McLaughlin  
Administrative Assistant, Board of Selectmen

Approved as submitted, March 11, 2008