

**MINUTES  
BOARD OF SELECTMEN  
March 11, 2008**

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

Also present was Town Administrator William Wrigley.

Administrative Assistant Susan McLaughlin was absent.

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

**Public Input**

None.

**Chairman's Comments**

None.

**Town Administrator's Report**

Mr. Wrigley reported the following activities:

- The Fire Chief search team met to define a hiring process, posted and advertised the vacancy with a March 7 deadline, and received 20 applications.
- Regarding the state's double charge to Stow of the regional transportation assessment (MBTA and MART), DOR is working with the RTAs on a fair approach. He will track their progress.
- He requested a vote to appoint applicant Darlene Trefry to the full-time dispatch vacancy.
- Negotiations continue with Linear Retail on the Lower Village water solution.
- His annual Joint Boards budget meeting for FY09 will follow later in the meeting. He will then submit his recommended budget to the Board at the March 25 meeting.

**Meeting Minutes**

February 12, 2008: Ms. Sturgis moved to approve the February 12 minutes, Mr. Robart seconded, and all voted in favor.

**Appointment of Public Safety Dispatcher**

Mr. Robart moved to appoint Darlene Trefry as a full-time dispatcher, Ms. Farrell seconded, and all voted in favor.

**Appointment to SpringFest Organizing Committee**

Ms. Farrell moved to appoint Karen Kelleher to the SpringFest Committee; Ms. Sturgis seconded, and all voted in favor.

**Appointment of Selectman to Land User Task Force**

Ms. Sturgis moved to appoint Mr. Robart as an ex officio member of the Land Use Task Force; Ms. Farrell seconded; and all voted in favor.

**DoD Employer Support of National Guard and Reserve Statement for Stow**

Ms. Sturgis moved to approve the statement of support for the National Guard and Reserve; Mr. Ruggiero seconded, and all voted in favor.

**7:15 pm – Public Hearing on the Abandonment of a Portion of Gardner Road**

Mr. Dungan opened the public hearing by reading the legal notice for the hearing and displaying a map of the area. Richard Presti, the sole abutter in attendance, said he supported the proposal. Don McPherson, chair of the Lower Village Planning Committee, explained the main intent, to reintegrate the Common into the area. Barbara Sipler, fellow member and chair of the Historical Society, displayed circa 1820 illustrations of the Lower Village Common, highlighting the historic aspects of it and the advantage of closing the portion of Gardner Road.

The Board briefly discussed the proposal and took questions from the audience. Mr. McPherson answered technical questions, such as the legal difference between abandonment and discontinuance of a public way. With no further questions, Mr. Dungan closed the hearing.

Ms. Sturgis moved to abandon a portion of Gardner Road, as shown of the Lower Village Plan, dated January 22; Mr. Robart seconded; and all voted in favor.

**7:25 pm – Joint Boards Meeting on Financial State of the Town**

Mr. Wrigley opened the meeting by explaining its purpose: to give an overview of the FY 2009 budgets and important financial considerations for the Town.

The schools presented their budgets:

- Minuteman Regional: Assistant Superintendent Jim Laverty and Stow's Representative Alice Deluca
- Nashoba Regional School District: Assistant Superintendent George King and Representative Brian Burke

The Board of Assessors, represented by Chairman John Bolton and Principal Assessor Dorothy Wilbur, spoke about Stow's financial trends.

Mr. Wrigley described how he moved from the earlier \$900,000 deficit to a balanced budget with the Nashoba District's budget reduction to a 6-percent increase.

At the conclusion, the Board and Mr. Wrigley discussed their respective responsibilities in developing and reviewing the budget. Mr. Wrigley said his role, per the Town Charter, is to create and present a balanced budget for the town. Ms. Sturgis agreed, stating that she wanted the selectmen, as a Board, to make time to discuss the budget among themselves, relative to the Board's goals and town's future directions.

**FEMA Federal Hazard Mitigation Plan, Christine Wallace, MAPC**

MAPC received a FEMA grant to investigate natural hazards in area towns and Ms. Wallace has been meeting with former Fire Chief Soar and Acting Chief Benoit on a plan.

She presented a summary of the plan for the Board's comments. The Board will eventually be asked to vote to adopt the final plan.

**Appointment to the Municipal Affordable Housing Trust**

Cynthia Perkins, the applicant for the vacancy, introduced herself and her qualifications to the Board, after which she was appointed.

Ms. Farrell moved to appoint Cynthia Perkins to the Municipal Affordable Housing Trust; Ms. Sturgis seconded; and all voted in favor.

**Rail Trail Proposal for Lundy Land Study**

The proposal is to consider the parcel for various uses, including the rail trail, open space, and affordable housing. The Town received a grant from EOEEA for \$19,500 to be used toward the study. It must be used by June 31. The contract is with EarthTech, the company that is doing both the Marlboro-Hudson and the Acton sections of the rail trail.

Mr. Robart moved that the Town enter into the contract with EarthTech; Mr. Ruggiero seconded; and all voted in favor. It was agreed that Mr. Wrigley would resolve any inconsistencies and execute the contract.

**RFP for Design Services for Snow Property**

Mr. Dungan asked the Board to discuss and approve a revised version of the Request for Proposals for design services for the Snow property recreation plan before the project team issues it.

The Board and Mr. Wrigley began a discussion of the role of the Board, the Town Administrator, and who reviews and approves contracts, which members agreed to discuss at the next meeting. Some members said their vote in this case was not intended to set a precedent.

Mr. Robart moved to approve the Snow RFP; Ms. Sturgis seconded. Four members voted in favor; Ms. Farrell abstained. The motion passed.

**Acceptance of Raytheon Gift to the Police Department**

Mr. Robart moved to accept the gift of a thermal weapon sight from Raytheon; Mr. Ruggiero seconded; and all voted in favor. The instrument is a military-grade set of night vision goggles. With the Board's vote on the gift, the Police Chief can now sign the letter to accept the gift.

**Liaison Reports**

Mr. Robart reported on the Land use Task Force and Ms. Sturgis reported on the Elementary School Building Committee.

Mr. Robart agreed to draft a letter from the Board to NRSD encouraging them to reduce their budget.

At 9:02 p.m., Ms. Sturgis moved to adjourn; Mr. Dungan seconded; and all voted in favor.

Respectfully submitted,

Susan McLaughlin  
Administrative Assistant, Board of Selectmen

Approved as amended, April 8, 2008