

**MINUTES
BOARD OF SELECTMEN
September 1, 2009**

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

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

Chairman Dungan called the meeting to order at approximately 7 p.m. Clerk Ruggiero recorded the minutes.

Public Input

Mike Busch of Peabody Drive and chair of the Recreation Commission expressed his dismay that the new school plans do not include the two tennis courts at Center School belonging to the Recreation Commission. He would like to see them moved to Hartley Road.

Ms. Farrell reminded people that the annual Lake Boon Water Carnival is this weekend.

Chairman's Comments

Mr. Dungan announced that the Board would change its meeting nights to the first and third Tuesdays of the month from now until May.

Because The Stow Independent is experiencing financial problems in this economic environment, he encouraged people to support our local newspaper.

Town Administrator's Report

Mr. Wrigley reported the following:

- The Town is awaiting a final decision by DEP on financing the Assabet Water Co. project to provide water to the Lower Village. DEP has set aside funds for the project but wants assurance that the company will be able to repay the loan. There is also the potential for economic stimulus money for this project.
- He and Chief McLaughlin attended a meeting of Fire-Rescue chiefs on the regionalization of Advanced Life Support (ALS) services.

Flu Preparedness Update

Health agent Jack Wallace shared the current status of flu immunization planning with the Board. The annual Seasonal Flu Clinic, done in conjunction with the Stow Medical Reserve Corps, will be held October 17 at the Hale Middle School.

The H1N1 vaccine, obtained from the CDC under the direction of the Mass Dept of Public Health, requires two doses, two to three weeks apart. The Stow Board of Health is working to provide the vaccine to the target groups. The Board of Health will store and distribute the vaccines, including those for the schools. There is a planning meeting among the NRSD member towns' Health Boards and the school administration on September 17. There is extra funding available from the Mass Dept of Public Health.

Traffic at Honey Pot Hill Orchard

Richard Martin and Andrew Martin, owners of Honey Pot Hill Orchards, requested permission for one to two people to direct traffic during the busy fall apple-picking times. The Martins have two lots on Sudbury Road and two lots on Boon Road. The Martins want to direct traffic themselves instead of paying for police details to do so. Andrew Martin said that he got a \$50.00 ticket from the Stow Police for directing traffic last year.

The Board discussed the issue with Police Chief Trefry and Public Safety Officer Sgt. Lima. Mr. Dungan said the Town's traffic rules say the police have the responsibility for directing traffic. Several selectmen said it was not a good idea to permit residents to direct traffic. Chief Trefry said he employs 60 to 80 people per day on some of the busiest days of the season. The Columbus Day weekend fills up the entire town. He called it a complicated situation and said his department has worked with the Martins to help control traffic. He cannot tie up his on-duty police officers all day at Honey Pot. He has provided the Martins with a police portable radio to be able to contact the police when need be. Sgt. Lima said that the Massachusetts laws explicitly say that vehicles are required to stop only for a police officer.

The Martins were not given permission to direct traffic on the public ways. It was generally agreed that they would continue to work on the traffic issue with the Police department.

Recognition of Richard Martin and Jim Sauta

The Board recognized two residents who are retiring from long service as volunteers on Town boards. Richard Martin served on the Zoning Board of Appeals from 1961 to 2009, 48 years of service. Jim Sauta served as chair of the Council on Aging for 10 years and has been a strong advocate for the seniors. The Board presented certificates of appreciation to both residents.

Appointment of Zoning Board of Appeals Associate Member

The Board voted unanimously to appoint Ruth Kennedy Sudduth as an Associate Member of the ZBA, to fill the remainder of an unexpired five-year term, ending June 30, 2012.

Ms. Kennedy Sudduth will be invited to visit the Board at its next meeting, in accordance with the Board's desire to meet personally with appointees.

Dissolution of the Land Use Task Force

Having achieved its objectives, the Land Use Task Force was dissolved. Mr. Dungan told the members they had done a terrific job and should be very proud. Members present were Rick Lent (chair), Michael Kopczynski, Dorothy Spaulding, and Kathleen Willis.

The Board and task force members discussed the use of rollback taxes on land coming out of Chapter status, with some suggesting that a special account be set up for the funds. Mr. Wrigley said this created a competing need for the money, which is currently put in the Town's Free Cash account to help maintain it.

There was agreement that the Board should work with other Town boards and other interested parties to implement the task force's recommendations. Mr. Dungan will send follow-up questions on the report to Mr. Lent.

Following this discussion, Ms. Sturgis moved to dissolve the Land Use Task Force, effective today; Ms. Spear seconded; and all voted in favor.

Appointments to the Cable License Advisory Committee

Having reconstituted the Cable License Advisory Committee to three members with staggered three-year terms and having duly posted the vacancies, the Board appointed the three people who applied to the new committee.

Arnold Buckman: Ms. Sturgis moved that the Board appoint Arnold Buckman to the Cable License Advisory Committee, for a one-year term, ending on June 30, 2010; Ms. Spear seconded; and all voted in favor.

Robert Mong: Ms. Sturgis moved that the Board appoint Robert Mong to the Cable License Advisory Committee, for a two-year term, ending on June 30, 2011; Ms. Spear seconded; and all voted in favor.

Lew Halprin: Ms. Sturgis moved that the Board appoint Lew Halprin to the Cable License Advisory Committee, for a three-year term, ending on June 30, 2012; Ms. Spear seconded; and all voted in favor.

Review of Master Plan chapter on Housing

Mr. Dungan, member of the Master Plan Committee, explained the review process: 1) the committee is sending the plan out by chapter, 2) members are to send comments to Ms. McLaughlin, who will consolidate them and 3) send them to the committee, 4) where they will then be discussed.

On Chapter 3, Housing, Ms. Spear said she had sent her written comments directly to the committee, as well as to Ms. McLaughlin, who distributed them to the Board. She gave a verbal presentation of her written comments.

Then the Board discussed various points in the plan, such as the Lower Village business district and the creation of rental units. The question was raised about when and how the Board would review the housing production plan recently created by the Municipal Affordable Housing Trust. It was agreed that more public education is needed on the importance of affordable housing to Stow. It was also agreed that the inventory of affordable units created under Comprehensive Permits should be kept up.

Update on Committee Management

Mr. Dungan reviewed his written recommendation on a procedure for the Board to use on committee appointments and follow-up. He said the Board appoints 20 committees, with little or no follow up and no deliverables. The "task force" approach seems to work better, having a well defined purpose and measurable deliverables. Further, there should be no indefinite terms on committees.

He recommended that the Board create task forces instead of committees (with focused task and deliverables), write a charge for the deliverables and make sure they are doing the job, via periodic progress reports. Also, he proposed that a task force may not change its charge or deliverables with the Board's approval.

Mr. Wrigley noted that the governance agreement (s) that defines committees' work needs to be updated to include task forces.

October Town Meeting Warrant

The Board confirmed that the closing date for warrant articles is September 11 and that the Board would accept the warrant and vote on the ESBC motion and language at the September 15 meeting.

Treasurer's Authority to Manage Town Trust Funds

Ms. Farrell moved, in accordance with MGL C41 s 46, that the Board authorize Treasurer-Collector Pamela Landry to sell, assign, and endorse for transfer certificates representing stocks, bonds, or other securities now registered or hereafter registered in the name of the Town of Stow; Ms. Sturgis seconded; and all voted in favor.

Permit for El Hogar Walkathon

Ms. Sturgis moved that the Board permit the El Hogar Walkathon for Charity, to be held on October 17, 2009; Ms. Spear seconded; and all voted in favor.

The group must provide a Certificate of Insurance for the event.

Permit for Annual Stow Gobbler Road Race

Ms. Farrell moved that the Board permit the 3rd Annual Stow Gobbler Road Race, to be held on Thanksgiving Day, November 26, 2009; Ms. Sturgis seconded; and all voted in favor.

Support of the MMA Essay Contest

Ms. Sturgis moved that the Board support the participation of our 6th-grade students in the Massachusetts Municipal Association's 2009 statewide essay contest; Ms. Farrell seconded; and all voted in favor.

Meeting Minutes

August 11: Ms. Farrell moved that the Board accept the August 11, 2009 minutes, as submitted; Ms. Sturgis seconded; and all voted in favor.

July 28: Ms. Farrell moved that the Board accept the July 28, 2009 minutes, as submitted; Ms. Sturgis seconded; and all voted in favor.

Liaison Reports

Public Safety: Mr. Ruggiero informed the Board of an accident that had occurred at Shaw's during its renovation. He also said that the work of the new Sidewalk Committee was underway.

MAGIC and Community Preservation: Ms. Spear reported on discussions of regional transportation, to include Sudbury and Littleton and that the Stow Community Housing Corp would be presenting its affordable housing project to the Community Preservation Committee at its next meeting.

Elementary School Building: Ms. Sturgis said that the building plans would go to the MSBA on September 2 and to the NRSB School Committee on September 3, with a public hearing scheduled for October 5.

At 9:11 p.m., Ms. Sturgis moved to adjourn; Ms. Farrell seconded; and all voted in favor.

Respectfully submitted,

Susan McLaughlin
Administrative Assistant
For Selectman Thomas Ruggiero, Clerk of the Board

Approved as submitted, October 6, 2009