

**MINUTES
BOARD OF SELECTMEN
January 25, 2011**

Present at the meeting that was held at the Town Building were Selectmen Stephen Dungan, Charles Kern, Thomas Ryan, James Salvie, and Laura Spear.

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

Chairman Spear called the meeting to order at approximately 7:00 p.m.

Public Input

None.

Chairman's Comments

None.

Town Administrator's Report

Mr. Wrigley reported on the following topics:

- Standard and Poor's reaffirmed the Town's bond rating as AA.
- Representative Kate Hogan filed legislation for the Deerfield Lane Conservation restriction to be amended to permit installing a well on the parcel.
- The search for a new police chief is underway. The five members of the search team -- Selectmen Dungan and Ryan, Fire Chief McLaughlin, Superintendent of Streets Clayton, and Mr. Wrigley – have taken on responsibilities and actions for the project. He meets with Acting Chief Bosworth weekly and he feels it is going smoothly, hence there is no need to rush the process of hiring a new chief. Mr. Dungan drafted an item for the paper inviting people to share their opinions with the search team.

Ms. Spear questioned the value of anonymous input. Mr. Wrigley said he has always accepted it and then evaluated its usefulness.

It was agreed the deadline for input would be two weeks from when it appears in the newspaper.

- He has spent the first \$200,000 in loans to the Harvard Acres residents. He said the estimates made early on the average loan amount and number of applicants are quite close to actuals. Per order of the bankruptcy court, Assabet Water must be shut down by March 15.

Bond Approval for School Project and Snow Property

Treasurer Pam Landry visited the Board to request approval of borrowing for the elementary school building project and the purchase of the Snow property for the Community Recreation Park.

Mr. Salvie, as Clerk of the Board, began by stating the motion, as follows:

I move that we hereby determine, in accordance with G.L. c. 70B, that the amount of the cost of the Pompositicut/Center Elementary School project authorized by votes of the Town passed on May 8, 2007 (Article 36), as amended by a vote of the Town passed May 4, 2009 (Article 35) and October 19, 2009 (Article 1) not being paid by the school facilities grant is \$19,706,752 we hereby approve of the issuance of notes and bonds in such amount under said G.L. c. 70B.

I further move that the sale of the \$9,847,000 General Obligation Municipal Purpose Loan of 201 1 Bonds of the Town dated February 1, 2011 (the "Bonds"), to Raymond James & Associates, Inc. at the price of \$9,940,863.21 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on May 1 of the years and in the principal amounts and bear interest at the respective rates, as indicated in the charts in our meeting documents from Pam Landry, dated January 24, 2010.

I further move that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 11, 2011, and a final Official Statement dated January 19, 2011 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

I further move that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

I further move that the consent to the financial advisor bidding for the Bonds, as executed prior to the bidding for the Bonds, is hereby confirmed.

I further move that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

And I further move that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

Mr. Dungan seconded.

During discussion on the motion, Mr. Ryan noted that the Stow Community Park borrowing was not explicitly named in the motion.

Chairman Spear asked Ms. Landry whether the original motion could be amended to include wording for the Community Park and Ms. Landry said yes. Ms. Spear proposed inserting "*the amount of the cost of the Stow Community Park passed on December 5, 2007 Special Town Meeting (Article 4) is \$647,000,*" in the first paragraph, before the phrase: "*we hereby approve of the issuance of notes and bonds in such amount under said G.L. c. 70B.*"

Ms. Spear asked Mr. Salvie if he agreed with the amendment. Mr. Salvie said yes. She asked Mr. Dungan if he agreed to second the amended motion and he said yes.

All voted in favor [Dungan, Kern, Ryan, Salvie, and Spear]. The motion passed.

Master Plan Review and Discussion

Chairman Marcia Rising and several members of the Master Plan Committee visited the Board to formally announce that they had completed the plan and the Planning Board accepted it. She introduced the members present – Karen Kelleher, Kathleen Willis, Roy Miller – and acknowledged Becky Mattison (who was unable to attend), thanking them all for the many hundreds of hours they dedicated to producing the plan.

She described how they reached out to every committee in town to gather information. At the end, the committee hired consultants Michelle Ciccolo and Nancy West to guide them to completion and Ms. Rising advised any group undertaking such a large endeavor to do the same.

Mr. Dungan said having duly completed its charge, he moved to dissolve the Master Plan Committee; Mr. Salvie seconded; and all voted in favor.

The selectmen commented favorably on the plan and agreed to start implementation.

Cable License Advisory Committee and Stow TV Update

Lew Halprin, chairman of the Cable License Advisory Committee and members Robert Mong and Army Buckman and Stow TV Coordinator Anne VanTine visited the Board for guidance in several areas: new license renewal for Comcast in two years, a second cable channel with Comcast now; and the installation of a monitor for Stow TV in the Town Building lobby.

There was an extensive discussion of Stow-TV revenue and expenses. Mr. Wrigley suggested creating an operating budget for Stow-TV. He stressed that the decision-making should not be by speculation; it should be budget driven. Look at services and needs and then map them to the customer charges.

When asked for permission to retain legal counsel for the license negotiations, Mr. Wrigley noted that they have their own funds and should use them, not the Board of Selectmen's legal account.

Regarding a second Comcast station now, the Board agreed to send a letter that Mr. Halprin had drafted, with an introduction written by Ms. Spear.

The Board once again denied Mr. Halprin's request to install a video monitor in the lobby of the Town Building.

Pompo School Reuse Committee Update

Committee Chairman James Sauta and member Paul Chaisson visited to Board to report the committee's progress in making recommendations on the fate of the Pompo School, once the elementary school building project is complete.

Regarding a possible library move, Mr. Sauta said that the Trustees originally asked for 8,000 sq ft of space; the Committee offered 10,000. But now the Trustees are requesting 20,000 sq ft, which is roughly half the building. The only way to accommodate the library would be to add a second floor and an elevator for ADA compliance. In addition, because of state regulations for libraries, similar to those of new schools, it would take three years to get started in order to meet state guidelines.

Other notes:

- All the building systems are good, except for electrical, which is "maxed out."
- The Council on Aging is ready to move in. The COA Friends have money for a "surface reno." The next step is to get a design consultant.
- Steppingstone's Daycare will be invited to the next meeting. They would pay rent.
- Recreation will "take any space."

Mr. Sauta said at some point the Town would need a letter from the school district returning the building to the Town. This is necessary to apply for grants, for example for the food bank and COA. Mr. Wrigley said that it is explained in the NRSD and lease agreements. It will need a Town Meeting vote to re-purpose the building.

The committee will get three bids for consulting to 1) verify the standing condition of the building and 2) to determine the cost to bring it up to code depending on uses. A rough estimate of the feasibility study cost is \$10,000. At a later time, they will request capital funds.

They will hold another public forum for input around February 15.

Meeting Minutes

October 26: Mr. Dungan moved to accept the October 26, 2010 minutes, as amended; Mr. Salvie seconded; and all voted in favor [Dungan, Kern, Salvie, and Spear], with Mr. Ryan abstaining.

December 14: Mr. Dungan moved to accept the December 14, 2010 minutes, as amended; Mr. Salvie seconded; and all voted in favor [Kern, Ryan, Salvie, and Spear], with Mr. Dungan abstaining.

M. T. Anderson Certificate of Recognition

In recognition of Stow “hometown boy made good,” the Board issued a Proclamation in Tribute to M. T. Anderson, award winning and nationally acclaimed children’s author who was returning home to host the Second Annual Stow Story Slam.

Chairman Spear read the proclamation into the public record and planned to present it in person at the event.

She read, “On this 28th of January 2011, the Stow Board of Selectmen hereby recognizes M. T. Anderson for his great literary accomplishments, welcomes him back to his hometown of Stow, and sincerely thanks him for his participation in this year’s Story Slam to benefit the Stow Community Chest.”

Stow Long-Term Debt Service Discussion

Mr. Salvie said he wants the Board to be aware of the Town’s upcoming debt service and that the years 2014 to 2020 are troubling.

Mr. Wrigley said that as Chief Fiscal Officer, it is his role to manage the debt. It is a tax issue – how much are people willing to pay in taxes? One can devise a strategy to look at the question but, ultimately, if the voters support certain spending, it will be done.

MAPC Energy Grants

It was agreed that this is not a priority at present.

Formation of Transportation Committee

Mr. Dungan proposed creating a Transportation Improvement Panel (TRIP) but, after a brief discussion, decided to continue his transportation activities alone and not create the Panel at present.

He reminded people that there are still spaces for the shuttle parking to South Acton for \$500 (\$100 less than on site at South Acton).

During discussion, Mr. Ryan said he does not want the Town subsidizing a few commuters but there was no further mention of this.

FY 2010 Budget Guidance for Tri-Town Meeting

There was hope expressed that the towns were getting the message to the school district that they would not support over a certain percent increase. Mr. Salvie said the NRSD assessment is already 62-63 percent of Stow’s budget.

Mr. Wrigley said that he has no access to the school budgets. He can only say whether the Towns operational budgets are level funded. He said the original purpose of the Tri-Town meetings was for the three towns to try to reach common policy to bring to the schools.

Two new ideas that emerged from the discussion are that the Towns should have a more active role in the collective bargaining, perhaps in Executive Session, and that the Towns and NRSD School Committee should work more closely together

Liaison Reports

Recreation Commission: Mr. Ryan said a snowmobile rider tore up the new basketball court and reparation would be sought.

ESBC: Mr. Kern said the steel is up at the new school

MMA Conference: Ms. Spear referred the selectmen to her trip report, which people found very helpful.

Minuteman Regional: Mr. Dungan said that he and Chris Sarno of the Finance Committee attended the Minuteman budget presentation. He was very impressed with Dr. Bouquillon's progress controlling costs.

Pedestrian Walkways: Mr. Salvie said that Phase II engineering design and construction of a network of walkways throughout Stow is estimated at \$250,000.

SMAHT: Mr. Salvie said the Trust took up the Comprehensive Permit Policy and members request that the Selectmen form a taskforce to collaborate on its review. They feel the document is "in pretty good shape." Also, it is hoped that the Stow Community Housing Corporation will be able to borrow from the Trust for its upcoming affordable housing projects.

Ms. McLaughlin presented the calendar of major milestones for Spring Town Meeting.

At 10:00 p.m., Mr. Dungan moved to adjourn; Mr. Salvie seconded; and all voted in favor.

Respectfully submitted,

Susan McLaughlin
Administrative Assistant

Approved as written, February 22, 2011