

**MINUTES
BOARD OF SELECTMEN
November 27, 2012**

Present at the meeting that was held at the Town Building were Selectmen Gary Bernklow, Donald Hawkes, Charles Kern, Thomas Ryan, and James Salvie.

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

Mr. Kern called the meeting to order at a little after 7:00 p.m.

Public Input

None.

Chairman's Comments

Mr. Kern noted that the Board would only meet once in December, on December 11.

Town Administrator's Activities Report

Mr. Wrigley reported on the following:

- The indemnity agreement between the Town and the takeover general contractor has finally been executed. There is a short punch list remaining for the elementary school building project.
- The Part II application of the Community Innovation Challenge (CIC) grant is due by November 30; the Board will be asked to sign for Stow tonight. Westford and Concord will join the present group of towns for this phase. One goal is to form a Transportation Management Association charged with ensuring the best use of assets.
- The three building committees were appointed to disband at the end of the fiscal year, June 30, 2013, after having presented design options and costs to Town Meeting. They will remain active unless the Board chooses to disband the committees sooner.

Meeting Minutes

None.

Appointment to Stow Cultural Council

Rick Lent visited the Board to request appointment to the Cultural Council, stepping forward to apply when he heard that the Council might lose this year's funding if it did not have full membership – five members. Most of the Board knew Mr. Lent from his previous volunteer work for the Town.

Mr. Ryan moved to appoint Richard M. Lent to the Cultural Council, for a three-year term ending November 27, 2015; Mr. Hawkes seconded; and all voted in favor.

Recognition of Eagle Scout

The Board issued a letter and Certificate of Recognition to new Eagle Scout F. Zachary Gjeltema for his Court of Honor Ceremony on January 5, 2013. As his Eagle Scout project, Mr. Gjeltema renovated the pump house at the Pine Bluff Town Beach, which included installing a new roof and lighting. He was not able to receive the certificate in person, as he is already away at college. So Mr. Bernklow will present him with the documents on January 5.

Mr. Ryan moved to recognize F. Zachary Gjeltema for achieving the rank of Eagle Scout; Mr. Hawkes seconded; and all voted in favor. The certificate reads:

Be it known that the Stow Board of Selectmen hereby extends its warmest congratulations to F. Zachary Gjeltema, in recognition of his induction into the Eagle Court of Honor on January 5, 2013, and be it further known that the Stow Selectmen extend their best wishes for his future success.

New Class II License

New Stow businessman Dennis Scafidi visited the Board regarding his application for a Class II license. He owns Infinite Detail and Accessories, which he will operate at 100-102 Great Road, formerly occupied by Steppingstone's School and several car businesses. He plans to sell used cars there, as well. Property owner Richard Presti accompanied Mr. Scafidi to the meeting.

Following questions from the Board, Mr. Salvie moved to issue a Class II Used Car Sales License to Dennis Paul Scafidi, owner of Infinite Detail and Accessories, at 102 Great Road, to expire on December 30, 2012, the fee for 2012 to be waived; Mr. Hawkes seconded; and all voted in favor.

His 2013 license will be issued with the other renewals later in the meeting.

Certificate of Appreciation for Connie Schwarzkopf

The Board fulfilled a request from the Historical Commission to recognize Connie Schwarzkopf for her work on the West School Museum. During her visit, Mrs. Schwarzkopf related some history of the building and its operation as a museum.

Mr. Ryan moved to recognize Connie Schwarzkopf for her leadership and dedication to Stow's historic assets in founding the West School Society, with the following certificate of appreciation; Mr. Salvie seconded; and all voted in favor. The certificate reads:

A Certificate of Appreciation to Connie Schwarzkopf

On this 27th day of November 2012, the Stow Board of Selectmen hereby expresses its sincere appreciation to Connie Schwarzkopf for her dedication and preservation of the Stow West School Museum.

Thanks to Connie, Stow enjoys the West School Museum today. When Town Meeting voted to tear down the building in 1970, she formed a special preservation group, the West School Society, to prevent it from being bulldozed and, instead, repaired it and turned it into a museum.

Connie officially dissolved the West School Society in 2012 and donated its unused funds to the Stow Historical Commission for use in running the school's summer programs.

On behalf of the residents of Stow, thank you, Connie!

Approval of CIC Regional Transportation Grant, Part II

The Board approved Stow's application for Part II of the CIC grant, described earlier by Mr. Wrigley.

Mr. Ryan moved to approve Part II of the Community Innovative Challenge Regional Transportation Grant application, dated November 27, 2012; Mr. Salvie seconded; and all voted

in favor. The Board members signed the application for Mr. Wrigley, which he took for pick up the next day by the coordinator.

Sylvan Drive Order of Taking

The Board completed the process of accepting Sylvan Drive as a public way of the Town. Following an earlier approved Order of Laying Out and the November 14 Town Meeting vote in favor of accepting the road, the Board now approved an Order of Taking. Town Counsel will now record Sylvan Drive as a public way with the South Middlesex Registry of Deeds.

Mr. Ryan moved to approve this Order of Taking for Sylvan Drive, dated November 27, 2012; Mr. Hawkes seconded; and all voted in favor. The Board then signed the order. Ms. McLaughlin will then notarize it and submit the package to Town Counsel to record at the Registry of Deeds.

Common Victualer License Renewals for 2013

Having received the necessary renewal applications from the Town's common victualers, the Board issued licenses for the upcoming year.

Mr. Salvie moved to renew the Town's 2013 Common Victualer Licenses for the following businesses; Mr. Ryan seconded; and all voted in favor.

- Costa Donuts Two, Inc., dba Dunkin' Donuts, @ Stow Gulf Station, 626 Great Road
- Stow Café, 118 Great Road
- Papa Gino's; @ Stow Shopping Plaza; 117 Great Road
- Delta Epsilon, Inc., dba Stow House of Pizza, 156 Great Road
- Stow LLC, dba Dunkin Donuts, @Stow Shopping Plaza, 117 Great Road

Class II Used Car License Renewals for 2013

Having received the necessary renewal applications from the Town's Class II/Used Car Sales businesses, the Board issued licenses for the upcoming year.

Mr. Salvie moved to renew the Town's 2013 Class II Licenses for the following businesses; Mr. Bernklow seconded; and all voted in favor.

- Joseph R. Inferrera, Jr , dba Stow Classics, 64 Crescent Street
- Patterson Auto Body, Inc., 18 Great Road
- Import Export of Boston, 8 Whitman Street
- Auto Support Engineering, Inc. 370 Hudson Road
- Concord Fuels of Stow, Inc., 368 Great Road
- Richard Presti, Chapel Partners, Inc., 102 Great Road
- BGL Automotive Corp., dba Hudson Road Auto, Inc., 383 Hudson Road
- Dennis Paul Scafidi, Infinite Detail and Accessories, 102 Great Road

At this time, Mr. Kern permitted Mr. Wrigley to head home.

Liaison Reports

Multi-Use Track Road: Employees from the Right of Way Division of the Mass Department of Transportation will walk the length of Track Road later this week, to judge whether it is eligible for state funding. The question of whether the Rail Trail should take another route through Stow has been raised, as has when Transportation Improvement Plan (TIP) funds will be available. Mr. Salvie will confer with Mr. Akers and Mr. Rising on these questions.

Economic Development: Earlier in the day, the Planning Board convened a meeting on Lower Village water that included Mr. Wrigley, members of Planning and the Selectmen, and property owners. Attendees reported that it was productive.

Public Safety: Emergency management personnel did a superb job preparing for the possible impact of Hurricane Sandy.

Building Project Committees: The Fire Station and Library committees continue to meet.

Planning Board: Plans for the Lower Village improvement project will be presented at a public forum on November 28.

Problems continue to be reported regarding improper use of public trails and land in the Wildlife Woods housing development, despite enforcement efforts by the police department. Mr. Hawkes will look into this.

Correspondence

Ms. McLaughlin informed the Board of new correspondence: resignations from the Conservation Commission, SMAHT, and MAPC.

At 8:25 p.m., Mr. Hawkes moved to adjourn; Mr. Ryan seconded; and all voted in favor.

Respectfully submitted,

Susan McLaughlin
Administrative Assistant

Approved December 11, 2012