

IN BOARD OF SELECTMEN  
TUESDAY, JULY 10, 2007

Present: Chairman John C. Drobinski, Vice-Chairman Lawrence O'Brien, Selectman William J. Keller, Jr., and Maureen Valente, Town Manager

The statutory requirements as to notice having been complied with, the meeting was convened at 7:34 p.m. in the Lower Town Hall, 322 Concord Road.

**Opening Remarks**

At 7:34 p.m., Chairman Drobinski opened the meeting. He thanked the Sudbury Chamber of Commerce for its outstanding job organizing the Town's July 4th Parade events. The Selectmen and their families enjoyed the Parade walk on that comfortable day. He also thanked Town staff, the Sudbury Police and Fire Departments for providing a safe environment for the event, and the Department of Public Works for all that is done to make the day successful.

Chairman Drobinski announced that the Annual Truck Day will be held on Wednesday, July 18, 2007 at the Goodnow Library. This is an opportunity to see, and interact with, Town equipment and trucks from the Fire and Police Departments as well as the DPW. It's a great day for children, and he encouraged everyone to attend.

Chairman Drobinski also announced that the Sudbury Park and Recreation Commission began its Summer Concert Series last night at Haskell Field. Concert schedule details are listed on the Town's website.

**Town Auditors - FY06 Report**

Present: Andrea Terkelsen, Town Finance Director/Treasurer; Barbara Chisholm, Town Accountant; Chris Rogers and Matt Hunt of Sullivan, Rogers & Company, LLC

At 7:39 p.m., Chairman Drobinski welcomed Andrea Terkelsen, who introduced the representatives from the Town auditing firm, Sullivan, Rogers & Company, LLC. Ms. Terkelsen thanked the auditors for helping to make the long process of field work and analysis a productive exercise for the Town. She also thanked Town Accountant Chisholm and her staff for their tremendous assistance throughout the audit process.

Matt Hunt began the presentation by thanking Ms. Terkelsen, Ms. Chisholm and their staffs for working so cooperatively with the auditors. He provided a brief review of the audit reports for the fiscal year ended June 30, 2006. The reports included: the Independent Auditors' Report on Basic Financial Statements and Required Supplementary Information; Reports on Federal Award Programs; and a Management Letter.

Mr. Hunt presented highlighted information from the financial statements, which were prepared as a qualified opinion. He explained that one item relating to the Wayland-Sudbury Septage Facility necessitated the qualified opinion. He further stated that the remainder of the financials received an unqualified opinion, meaning that the information provided is free of misstatements and has been prepared according to Generally Accepted Accounting Principles (GAAP). Mr. Hunt reviewed several key accounts and provided dollar figure and percentage comparisons to the previous fiscal year. In almost all areas mentioned, the Town experienced increased growth and financial strength from FY05 to FY06.

Mr. Hunt reported that the General Fund balance at the close of FY06 was \$9.4 million as compared to \$7.9 million for the previous fiscal year. He noted that \$991,000 is designated as reserve for encumbrances,

\$4 million is for employee benefit reserves, and \$2 million is designated for subsequent expenditures. The resulting undesignated General Fund balance in FY06 was \$2.4 million versus \$2.1 million in FY05. Mr. Hunt noted that the Town exhibited favorable budgeted versus actual figures in most categories. Town Manager Valente reinforced that it is preferred every year to post revenues which are greater than projections.

In response to a question from Vice-Chairman O'Brien, Mr. Hunt emphasized that the increases reported from the previous fiscal year should be viewed in perspective, noting that actual balances are reflected from two years ago for FY06, and not the Town's current financial status.

Mr. Hunt noted that, as in previous years, the Town's Stabilization Fund reflected very little activity in FY06. The ending balance of \$1.6 million in the Stabilization Fund for FY06 was very similar to the FY05 balance. Together with the General Fund Undesignated Fund balance, the Town ended FY06 in the same position as last year, with 5.6% reserves as a percent of expenditures. Mr. Hunt and Mr. Rogers noted that 10% would be ideal for this ratio, and that 5% should be viewed as the minimum threshold. Both gentlemen commended the Town for adopting the 5% minimum threshold as part of its budget process.

Mr. Hunt reported that the Community Preservation Act Fund funded a lot of expenditures in FY06 for land and recreational fields. Thus, the balance for FY06 was \$6.1 million versus \$7.8 million. The Swimming Pool and Landfill Enterprise also posted activity which was very consistent from FY05 to FY06.

Mr. Hunt also congratulated the Town for its excellent bond rating. He noted that debt service decreased significantly from \$5.9 million in FY05 to \$5.5 million in FY06. This represents 3.8% of overall expenditures after factoring in that \$2.8 million of the \$5.5 million of debt for FY06 will be reimbursed by the State. He emphasized that the low ratio of 3.8% provides the Town with financial flexibility. Mr. Hunt also reported that the Town's long-term debt of \$46.3 million is very good, given that the State will reimburse \$24 million of that amount for school construction projects.

In response to a question from Vice-Chairman O'Brien, Mr. Rogers stated that Sudbury fares very favorably when compared financially to Towns of similar size. Mr. Rogers also praised Sudbury for its fiscal consistency.

Mr. Hunt next reviewed the Management Letter, which included six comments for areas which could use improvement. It was emphasized that only one new item appeared, and that five were highlighted in previous letters. Of the six areas noted for improvement, five are already receiving attention by the Town, with hopes of completion in FY08. Two items have been addressed by the acquisition and integration of the Munis accounting software, which will allow for a centralized system of recording sick and vacation accruals and will allow for a more efficient tax billing and collection system.

The Management Letter also suggested that the Town develop a Fraud Risk Assessment Program, and monitor it at least twice a year, to help identify areas where the Town is at risk for fraud or asset misappropriation. The Management Letter also highlighted that GASB Statement #34 requires compiling and including certain infrastructure capital assets as part of the Financial Statements by the FY07 deadline, which had been deferred by the Town. Plans are underway to implement the reporting procedures. GASB Statement #45 was also mentioned, requiring that bi-annual actuarial evaluation of retiree health insurance information be implemented for FY09. Town Manager Valente reported that the Town has signed a contract, and begun this implementation process.

The last item mentioned again in this year's Management Letter related to the Wayland-Sudbury Septage Facility. The Town has an equity interest, which must be reported as part of Sudbury's Financial Statements.

Wayland has not been providing financial information to Sudbury on a consistent basis. It is recommended that Wayland provide a monthly balance sheet to Sudbury for the facility.

The new item in this year's letter related to Federal Award Programs, and specifically, Special Education and Title I Grants, which require periodic certification reports to be submitted for full-time grant workers. The auditors also determined that the child count submitted to the Department of Education did not reconcile with the Sudbury Public School's internal records. Mr. Rogers noted that the Sudbury Public Schools have been notified of this deficiency, and they will be required to respond appropriately. He also suggested that future grant administrators be more diligently educated regarding compliance regulations. In response to a question from Selectman Keller, Mr. Hunt stated that the items listed are primarily operational findings and not indicative of material weaknesses.

The Board noted it is one of the Board's and Town's FY08 goals to review the entire septage facility operation and agreement. The Board also agreed that the Sudbury Public Schools should address the highlighted items.

Town Manager Valente expressed gratitude to the Finance Department staffs for successfully completing so many tasks during a year of several personnel transitions. She recommended to the Board acceptance of the audit with conditions.

Chairman Drobinski also expressed gratitude to the Town Manager and Town financial staff for working diligently to keep a great bond rating for the Town, which results in considerable savings for all residents.

It was on motion unanimously

VOTED: To accept the FY06 Audit Report as presented this evening by the Town auditing firm, Sullivan Rogers and Company, and to authorize Town staff to draft appropriate letters, on behalf of the Board, to the Wayland-Sudbury Septage Facility, requesting audited financials; to the Sudbury Public Schools, asking that the Department of Education child count be reconciled, and requesting that Federal Award Programs be administered in compliance with regulations; and to Town staff, requesting that a Fraud Risk Assessment Program be developed.

At 8:27 p.m., Chairman Drobinski thanked the auditors for their conscientious work and reports.

#### **Youth Commission - Appointment Interviews**

Present: Kevin Matthews, Joellen Samojla

Town Manager Valente distributed to the Board a current listing of the members of the Youth Commission. She also noted that the Commission is interested in adding new members. Chairman Drobinski invited both applicants to explain why they are interested in serving on the Youth Commission.

Kevin Matthews, 137 Haynes Road, said that he would like to use his educational and sports background in ways that will help Sudbury's youth, including his own children. He has lived in Sudbury 14 years. Mr. Matthews has met with the Commission three times, and he is excited about the projects being pursued. He reviewed some of his relevant experience, to reinforce his longstanding passion for helping to develop young people.

Joellen Samojla, 96 Atkinson Lane, said serving on the Commission would allow her to be involved with the issues facing the youth of Sudbury and to work on addressing those needs. She has been actively involved as a volunteer with the elementary schools, and she would like to be more involved with the

community. Ms. Samojla believes that serving on the Commission will also help her in her role as a parent. She noted that, although she is involved in many volunteer activities, she was not aware of the Commission until recently. Thus, Ms. Samojla would like to focus on helping to raise awareness with parents and the community about the important work the Youth Commission performs.

Both candidates fielded questions from the Board regarding youth-oriented issues which need more attention. The candidates agreed that more opportunities should exist for children from the various elementary schools to have a chance to meet before entering middle school. It was also suggested that more events be planned to involve parents.

Selectman Keller reported attending a recent meeting of the Youth Commission, which focused on developing better coordination and communication between the Commission, the Parks and Recreation Commission and the Teen Center.

Vice-Chairman O'Brien stated he was pleased with the input from the candidates, and believes they will bring new energy and vision to the Commission. Chairman Drobinski and Selectman Keller concurred.

Town Manager Valente reported that the Youth Commission was established in 1985, and thereby, its mission statement and composition are not defined as consistently as other, more recently created, Town boards and commissions. Mr. Matthews said that the Youth Commission is presently committed to working on these issues.

It was on motion unanimously

VOTED: To appoint Kevin Matthews, 137 Haynes Road, and Joellen Samojla, 96 Atkinson Lane, to the Youth Commission for a term to expire April 30, 2008.

It was on motion unanimously

VOTED: To instruct Town staff to work with the Youth Commission to develop a mission statement and definition of composition which is consistent with other Town boards and commissions.

### **Ponds and Waterways Committee Report**

Present: Susan Crane, Ponds and Waterways Committee Chair, Robert Hershfield, Ponds and Waterways Committee member

At 8:52 p.m., Chairman Drobinski welcomed Ms. Crane and Mr. Hershfield.

Ms. Crane briefly reviewed the highlights of the Report of the Ponds and Waterways Committee (PWC) on Other Towns' Similar Committees, as drafted on December 19, 2006. She explained that the Committee's Mission Statement required the PWC to identify similar waterway groups elsewhere in Massachusetts and to summarize their mission, composition, relationship with other town boards and commissions, success rate and challenging issues. The Committee focused its attention on evaluating the function of municipal committees similar in structure to the PWC.

Ms. Crane stated that, on the local level in Massachusetts, generally waterway conservation efforts are managed by the local conservation commissions. However, the PWC's structure is as "a municipal committee dedicated to water quality issues that is separate and distinct from the Conservation Commission." The Committee identified four entities for evaluation as examples most analogous to the PWC: the Wayland

Surface Water Quality Committee, the Wellesley Natural Resources Commission, the Edgartown Pond Advisory Commission, and the Walpole Water Quality Commission.

The Committee concluded that the groups studied share similar goals and organizational structures with the PWC. All struggle with insufficient funding options, but achieve goals by working with other town departments and local watershed associations. The Wayland Committee emerged as the organization which has accomplished the most positive results. The PWC believes Wayland has been effective because of creative leadership and event planning, support from many Town departments and political constituencies, and a willingness of Town government to provide financial support to well-planned initiatives, including, but not limited to, dedicated line item funding in the annual Town budget. Ms. Crane continued to say that the PWC concluded that the groups with the most funding were usually the most successful. Consequently, the PWC may consider asking the Town for funding in the future.

Ms. Crane further reported that the PWC is in the process of preparing a draft Master Plan, which will be brought before the Board at a later date. She noted that a major issue to be covered in the draft is remediation of ponds and the problems relating to invasive plants.

In response to a question from Vice-Chairman O'Brien, Ms. Crane said she would research the oversight and reporting structure for the Wayland Surface Water Quality Committee and report her findings at a later date.

Mr. Hershfield reported that he was impressed with the innovative ideas and grant opportunities pursued by other towns, and recognized that there is a lot of potential for Sudbury.

Ms. Crane also noted it is important for these groups to work and communicate with other Town boards and committees. Selectman Keller recommended that the PWC network with the Agricultural Commission. Town Manager Valente added that Department of Public Works Director William Place also endeavors to coordinate work-related projects with various groups.

Vice-Chairman O'Brien stated that he is looking forward to seeing the catalog work of the Town's waterways. Ms. Crane responded that the PWC is busy collecting information on many items, including public education and recreational benefits, as well as the primary environmental concern of invasive species. She also said that GPS maps have recently been added to the PWC website.

It was on motion unanimously

VOTED: To accept the Ponds and Waterways Committee Report as presented this evening.

#### **Sudbury Housing Trust - FY08 Budget**

Present: Beth Rust, Community Housing Specialist

Ms. Rust briefly summarized the Sudbury Housing Trust (SHT) Fiscal Year-End Summary dated June 25, 2007. She explained that the Trust has just completed its first fiscal year, since it was chartered last February. Ms. Rust explained that the proposed FY08 budget includes Revenue - Fees from Community Preservation Act appropriations, lottery fees and HOME administration fees. She provided proposed figures for expenses, salaries, and interest. She described the final FY08 proposed budget overall as favorable.

Ms. Rust further reported that the Sudbury Housing Trust trustees approved the budget at its last meeting. She also presented brief SHT project updates. Ms. Rust highlighted for the Board that the Trust purchased land at the corner of Pratt's Mill and Dutton Road at the recent auction. The Trust is researching it as a

potential Habitat for Humanity project. Vice-Chairman O'Brien, who is also a SHT Trustee, said that Ms. Rust has done an excellent job guiding the SHT in its early efforts and coordinating a meeting next week with Habitat for Humanity.

It was on motion unanimously

VOTED: To approve the Sudbury Housing Trust FY08 Budget as presented and recommended this evening by the Community Housing Specialist.

**Bruce Freeman Rail Trail - Agricultural Commission Concerns**

Present: Laura Abrams, Agricultural Commission Chair; John Donovan and Karen Hodder, Agricultural Commission members; Paul Cavicchio, Bruce Maurer and Honora Haynes, Sudbury business owners; and Pat Brown, Rail Trail Conversion Advisory Committee Chair

At 9:12 p.m., Agricultural Commission Chair Laura Abrams addressed the Board to present the Commissions' concerns regarding the impact the proposed Rail Trail will have on active agriculture along the Trail in Sudbury. The Board reviewed a zoning map, which identified ten specific farm properties which could be effected by the Rail Trail. Ms. Abrams reported that approximately 2.3 miles of the estimated 4.6 miles of proposed Rail Trail will be through active agricultural land abutting the tracks. She explained that the proposed Trail will have a tremendous impact on four of the Cavicchio Greenhouse fields.

Paul Cavicchio, who owns property at 110 Codger Lane, explained that pesticide spraying is required in his business, which is followed by a four to 24-hour re-entry period. Although he takes every precaution to use the safest products available, and adheres to every regulation, he cannot guarantee that someone using the Rail Trail might not be effected. He is concerned that proper notification of spraying times from April to October to those within a 1/4 mile radius will be impossible to enforce. It is a difficult task to protect his employees, let alone the public. Mr. Cavicchio stated that he is uneasy about the additional liability which will arise from the public being in such close proximity to his property. He candidly stated that incurring additional liability insurance premiums would put him out of business.

Honora Haynes, 82 Morse Road, has been raising horses and running her horse-lesson business for over 60 years. She too is extremely concerned about the potential liability of having unpredictable public access so close to her property (at points, within 50 feet of her inside teaching ring). Ms. Haynes explained how skittish horses are to abrupt sounds and movements, which could result in dangerous situations for riders. She has had to interrupt operations on a few occasions to protect the safety of her clientele because of intruders who have meandered onto her property from the Haskell Field location. She further stated, that for safety reasons, she has been unable to use five acres of her property for her business because the Parks and Recreation Commission did not install a fence, promised 15 years ago, to avoid these intrusions from the Haskell Field. Ms. Haynes further reminded the Board that Morse Road is designated as a scenic road, and that it is her farm property which provides the only scenery on that road.

Bruce Maurer, 206 North Road, expressed similar concerns as stated by Mr. Cavicchio. He said that the construction of Davis Field has caused significant parking and traffic problems for his business. He thinks the Rail Trail will augment an already difficult situation. Mr. Maurer also stated that an increase in liability insurance premiums would close his business as well. In fact, his insurance company has stated that it probably would not offer coverage in the event of the Rail Trail's existence near his property.

Ms. Abrams referenced a Sudbury Town Report, which stated that the Town recognized farms as "heritage landscapes", and that the Town was committed to retaining "farming activity." She emphasized to

the Board that the farms represented this evening are not simply heritage landscapes, but are working businesses with employees whose livelihoods depend on these properties remaining viable.

Chairman Drobinski stated that it is important to have these issues brought to discussions early in the deliberation process. However, he emphasized that the Board will not be the deciding entity on whether or not there is a Rail Trail. He also recognized Ms. Brown's presence, noting that the Rail Trail Conversion Advisory Committee will incorporate all of these issues during its information-gathering process. Ms. Abrams also noted that Ms. Brown attended a recent Commission meeting, which was very helpful.

Chairman Drobinski suggested that the Agricultural Commission draft a formal letter to the Board of Selectmen to memorialize its concerns, which then can become part of the project informational research. He thanked the guests and concluded this discussion at 9:34 p.m.

### **Ponds and Waterways Committee - Appointment Rescission and Correction**

It was on motion unanimously

VOTED: To rescind the March 27, 2007 appointment of Robert S. Hershfield, 88 Butler Road, to the Ponds and Waterways Committee for a term to expire on April 30, 2009, and to approve the corrected appointment of Robert S. Hershfield, 88 Butler Road, to the Ponds and Waterways Committee for a term to expire April 30, 2010, as requested by Susan J. Crane, Committee Chair, in an email message dated June 15, 2007.

### **Minutes**

It was on motion unanimously

VOTED: To approve the regular and executive session minutes of June 19, 2007.

### **Senior Center - Directional Signage**

It was on motion unanimously

VOTED: To approve the posting of two signs (approximately 15" x 18") to be installed on the Town's Right of Way, indicating the direction of the Senior Center with an arrow, as requested by Department of Public Works Director William Place, to be located as follows: 1) Hudson Road and Fairbank Road and 2) at Route 27 and Fairbank Road.

### **Sudbury Historic Districts Commission - Appointment**

Present: Lee Swanson, Sudbury Historical Commission candidate

It was on motion unanimously

VOTED: To approve the appointment of Lee Swanson, 55 Hudson Road, as a member of the Sudbury Historic Districts Commission, to fill a vacancy occasioned by the resignation of Sandra Heiler, for a term to expire on January 1, 2010, as recommended by the Sudbury Historic Districts Commission.

### **Budget Review Task Force**

Town Manager Valente reported that the Board of Selectmen voted at its June 19, 2007 meeting to

establish a Budget Review Task Force. She reported attending a Town Finance Committee meeting last night, where the Mission Statement and composition of the Task Force were discussed.

The Finance Committee recommended that four of its members serve on the Task Force. It was determined that Bob Jacobson and Marty Ragonas will Co-chair the Task Force, and each will Chair one of the two subcommittees. Vice-Chairman O'Brien further reported that there is a need for additional citizens interested on working for this project.

Ms. Valente also reported that the Sudbury Public Schools has expressed interest in having two representatives serve on the Task Force. Although she has not been contacted yet by Lincoln-Sudbury Regional High School, Ms. Valente anticipates an interest for representation as well. The consensus of discussions, thus far, indicate a preference for short-term and long-term goals to be addressed by the Task Force. She noted that, due to the time needed to address initial appointments and implementation, it is likely the Task Force will only be able to provide a brief report at the April 2008 Town Meeting.

Chairman Drobinski stated he is inclined to support each school system having two members on the Task Force, but they should be limited to only one vote. Selectman Keller concurred, and suggested that the second member be recognized as a designee/alternate who can attend meetings, but not vote.

It was on motion unanimously

VOTED: To approve the Budget Review Task Force Mission Statement, with the inclusion of the revision requested by the Sudbury Public School, as presented this evening by the Town Manager, for the same membership composition as listed within, and also including any number of alternate members as deemed appropriate.

Ms. Valente noted that the six anticipated at-large members will not be members of any other Town boards. She asked if the Board would like to interview Task Force applicants, some of whom have already completed successful interviews with the Finance Committee. Ms. Valente distributed Appointment Applications to the Board received from Daniel DiFelice, 28 Camperdown Lane; Miner Crary, 1 Hunt Road; Robert Haarde, 37 Belcher Drive; and Paul C. Gannon, 191 Greystone Lane. The Board was satisfied with the credentials of these four applicants and the recommendations for appointments received from the Finance Committee.

It was also on motion unanimously

VOTED: To appoint to the Budget Review Task Force, Robert Jacobson, William Kneeland, Jr., Martha Ragonas and Ralph Verni as the Sudbury Finance Committee representatives.

It was also on motion unanimously

VOTED: To appoint to the Budget Review Task Force the following four at-large members: Daniel DiFelice, 28 Camperdown Lane; Miner Crary, 1 Hunt Road; Robert Haarde, 37 Belcher Drive; and Paul C. Gannon, 191 Greystone Lane.

Selectman Keller reminded the community that this Task Force will perform valuable work related to the financial health of the community. He encouraged all interested residents to apply for the two remaining at-large member positions.

Vice-Chairman O'Brien will share the Board's discussion this evening with the appropriate parties at both



school systems. He also reported providing the *Sudbury Town Crier* with information for an upcoming article to raise community awareness regarding the establishment and purpose of the Budget Task Force.

### **Massachusetts School Building Authority - Draft Audit Report**

It was on motion unanimously

VOTED: To confirm the signing by Chairman Drobinski, on behalf of the Board, of the required audit acceptance/non-acceptance form pertaining to the Massachusetts School Building Authority draft audit report, for each of three school construction projects: Ephraim Curtis Middle School, Josiah Haynes Elementary School, and Israel Loring Elementary School.

### **Historic Districts Commission - Request for Signage**

Town Manager Valente brought this item to the Selectmen's attention since signage falls within the Board's jurisdiction. She recommended approval of the request. Ms. Valente reminded the community that a greater coordination of the signs displayed throughout Sudbury can best be achieved by adhering to the Board's oversight regarding such matters as placement and aesthetics. Selectman Keller supported the request, noting that the signs will be informative for the community.

It was on motion unanimously

VOTED: To approve three signs marking the King Philip Historic District, as requested by Linda Hawes, Historic Districts Commission Chair, to be posted as follows: on Route 20, east corner of Singletary Lane and King Philip (a replacement); between Dunkin' Donuts and 370 Boston Post Road; and opposite Codger Lane on Concord Road.

### **Reports From the Board of Selectmen**

Selectman Keller reported that the Lincoln-Sudbury Safety Review Panel completed its initial task, and published a preliminary report. He complimented the entire Panel for the high-quality work performed under difficult time constraints. In particular, Selectman Keller recognized the dedicated work of the Panel's Chair, Dennis Picker, and the two Sudbury Panel representatives, John Oldquist and Hal Chapel. He explained that the preliminary report was well written, but did not identify any material deficiencies at the High School. Instead, the report specifies that many issues are "gray" when viewed from varying perspectives. He further reported that the Panel will meet with the School Committee in September to determine future action steps.

Vice-Chairman O'Brien reported working with the Finance Committee regarding the Budget Task Force. He also encouraged everyone to view the Lincoln-Sudbury Community Field, which is well on its way to completion. He believes residents will be pleased with the progress to date and the eventual facility.

Vice-Chairman O'Brien also reminded the community that the Primary Election will be held immediately following Labor Day, Tuesday, September 4. He encouraged everyone to acquaint themselves with candidates, and their positions, to better cast an informed vote.

Chairman Drobinski reported that he and Town Manager Valente attended a Massachusetts Municipal Association meeting today. He was pleased that some meeting focus and attention related to the structural deficit.

**Reports From the Town Manager  
Massachusetts Municipal Association's (MMA)**

Town Manager Valente also was encouraged by the substantive conversation at today's MMA meeting about the deficit. She noted that State lottery revenues are not growing, which impacts local communities greatly. Ms. Valente also reported that the MMA will begin a publicity campaign in the fall to raise awareness about the direct correlation between the rise in individual property taxes to the State cuts in local aid.

**Environmental Protection Agency - Residential Green Building Guide for New England**

Town Manager Valente distributed to the Board a letter dated July 2007 from the Environmental Protection Agency, introducing its new publication, *Residential Green Building Guide for New England*, which she also circulated for review. The Board thought this information useful, and thus, recommended it be made available within Sudbury.

It was on motion unanimously

VOTED: To instruct Town Staff to establish a link from the Town's website and the Goodnow Library website to the Environmental Protection Agency website's electronic version of the *Residential Green Building Guide for New England*, and to have additional hard copies available in the Town Building Inspector's Office.

**Board of Selectmen Meeting Schedule and Agenda**

Town Manager Valente requested the Board indicate whether she should coordinate a future meeting date with the Earth Decade Committee as previously suggested. The Board reiterated its interest in meeting with the Committee. Ms. Valente will coordinate a future meeting agenda time and report this information to the Board at a later date.

**Metropolitan Area Planning Council - MAGIC Meeting**

The Board was notified by Town Manager Valente that a representative is needed to attend the July 12, 2007 Minuteman Advisory Group on Interlocal Coordination (MAGIC) meeting in Concord. The Selectmen will review their calendars and notify Ms. Valente if able to attend.

**State Senate "Protection Against Unfair Debt Collection" - Letter of Opposition**

At its June 5, 2007 meeting, the Board requested more background information regarding a request from Sudbury Constable William E. Pickett, Jr. that the Board send a letter of opposition to the State Senate regarding the pending "Protection Against Unfair Debt Collection" issue. Town Manager Valente reported feedback from the Town Finance Director and the Police Chief. The consensus is that the preference is to maintain local authority and Town jurisdiction for this issue.

It was on motion unanimously

VOTED: To endorse and authorize the Town Manager, on behalf of the Board, to send a letter to the State Senate opposing Senate Docket #SD2309 entitled, "Protecting Against Unfair Debt Collection," and noting the Town's preference to retain Constable fees collected, and to maintain the local authority and jurisdiction for this issue.

**Hop Brook - Coordination of Sediment Study Meeting**

Town Manager Valente reminded the Board that the U.S. Army Corps of Engineers will conduct an on-site meeting with interested personnel on July 19, 2007 at 11:00 a.m. Those who plan to attend should meet at the Hager Pond site, in the parking lot on the Marlborough south side of Route 20.

**Regional Transit Authority - Update**

Town Manager Valente reported attending the Regional Transit Authority (RTA) Meeting recently held in Framingham. She was pleased to report that the RTA is meeting with several local Councils on Aging to better coordinate area needs

**Executive Session**

At 10:25 p.m., Chairman Drobinski announced the close of the regular meeting and it was on roll call unanimously

VOTED: To go into Executive Session for the purpose of discussing land acquisitions and contract negotiations

Chairman Drobinski announced regular session would not reconvene following Executive Session.

There being no further business, the meeting adjourned at 10:25 p.m.

Attest: \_\_\_\_\_  
Maureen G. Valente  
Town Manager-Clerk