

IN BOARD OF SUDBURY SELECTMEN
TUESDAY, DECEMBER 19, 2011

Present: Chairman Lawrence W. O'Brien, Vice-Chairman Robert C. Haarde, Selectman John C. Drobinski and Town Manager Maureen G. Valente

The statutory requirements as to notice having been complied with, the meeting was convened at 7:33 p.m. in the Lower Town Hall, 322 Concord Road.

Opening Remarks

At 7:33 p.m., Chairman O'Brien opened the meeting. He wished everyone a happy holiday season, and he reminded residents to be mindful of pedestrians during the school vacation week.

Reports from the Town Manager
Park and Recreation Director – Certification

Town Manager Valente congratulated Sudbury's Park and Recreation Director Nancy McShea for being the first Park and Recreation administrator to be professionally certified in the State.

Police Department - Hire

Town Manager Valente announced the Police Department has hired a new officer, Kyle Griffin, who is a Sudbury resident.

Capital Improvement Planning Committee – Update

Town Manager Valente reported the Capital Improvement Planning Committee (CIPC) is conducting ongoing hearings on projects for the FY13 Capital article. Ms. Valente thanked the Committee for its work helping to prioritize the limited funds for so many worthy Town projects.

Grinnell Park – Lighting Update

Town Manager Valente has received inquiries from citizens regarding the lighting, and/or lack thereof, in the Town Center. She provided a brief history of the decision made a few years ago by the Town and First Parish not to illuminate trees on the Town Center Common. Since that time, an anonymous donation was made and the decision was made to use those funds for lights on trees at Grinnell Park.

Reports from the Board of Selectmen

Selectman Drobinski attended the Community Preservation Committee meeting last week. He reported the Committee is reviewing this year's project submissions to finalize its recommendations for Town Meeting Warrant articles.

Vice-Chairman Haarde attended Sudbury Public Schools' collective bargaining sessions. He has also attended the Route 20 Sewer Steering Committee and Route 20 Sewer Citizens' Advisory Committee meetings. He reported there has been progress discussing issues regarding costs and benefits.

Chairman O'Brien attended the collective bargaining sessions of Lincoln-Sudbury Regional High School.

Community Innovation Challenge Grant – Regional Housing Services Office Database Application

Present: Sudbury Housing Coordinator Beth Rust

At 7:47 p.m., Chairman O'Brien welcomed Sudbury Housing Coordinator Beth Rust to the meeting. The Board was previously in receipt of copies of slide highlights of Ms. Rust's presentation regarding the Community Innovation Challenge Grant Application.

Ms. Rust provided a brief status report regarding the Regional Housing Services Office (RHSO) since July 1, 2011. Ms. Rust stated the implementation is proceeding as planned regarding intended services, activities, staffing and expenses. She also noted the Office is attracting new interest at the State level and in municipalities throughout the Commonwealth. Ms. Rust described the five core services provided to the member communities of Bedford, Concord, Lexington, Lincoln, Weston and Sudbury as monitoring, subsidized housing inventory administration, HOME administration, local support and regional activities. She stated the Office has monitored approximately 3,254 units within the member towns, and it has reviewed 215 ownership units. Although Sudbury does not have any current compliance issues, the Office has identified more issues in the other member towns than had been anticipated.

Ms. Rust highlighted plans for the remaining fiscal year, including finalizing revisions for the FY13 Plan, possibly adding a new member (either Acton or Wayland), receipt of the Massachusetts Municipal Association Innovation Award, budget presentation and approval and presentation of a revised inter-municipal agreement at Town Meeting. She noted there has been widespread interest from other communities for the Regional Office, and it has been visited by Lt. Governor Tim Murray. In addition, the RHSO will be featured in the Statewide Regionalization Best Practices project.

Ms. Rust explained this application is for \$215,000 to establish a monitoring database and resident portal to improve efficiencies for capturing data and to build technology access. She emphasized the State is interested in "shovel-ready" projects and that the application is due in January 2012. Ms. Rust stated Town officials in the other member communities will be voting in the coming weeks to support the application submission, and she urged the Board's support on behalf of Sudbury.

Chairman O'Brien asked if access to the technology and database by other towns would generate revenue or would access to the information be free. Ms. Rust stated the information would likely be hosted externally, and the parameters of use are yet to be determined.

Town Manager Valente stated the Town Managers involved with the RHSO are pleased the program is "shovel-ready" and able to apply for these opportunities.

Selectman Drobinski stated the Office is working in the appropriate future direction of regionalizing services.

Town Manager Valente stated Sudbury is fortunate to have a unique resource in Ms. Rust which has made this implementation possible. She further stated receipt of this grant would help to institutionalize these efforts.

Chairman O'Brien noted that, if the grant is received and a database is created, it would enable Sudbury to better monitor its inventory. Ms. Rust concurred. She stated she receives many calls from Sudbury residents looking for housing options, and the creation of the database and resident portal will provide citizens access to more information.

It was on motion unanimously

VOTED: To support the Community Innovation Challenge Grant Program request by the Regional Housing Services Office, as submitted by Beth Rust, Sudbury Housing Coordinator.

Town Manager Valente stated the relevant documents will be presented for signature at the Board's next meeting on January 3, 2012.

Conservation Restriction – 181 Dutton Road

Present: Conservation Coordinator Debbie Dineen and property owner Gary Christelis

At 8:08 p.m., Chairman O'Brien opened a discussion regarding the proposed Conservation Restriction (CR) on approximately four acres of the approximate five-acre parcel owned by Gary C. and Dorothea Christelis at 181 Dutton Road to be granted as a gift for tax purposes. The Board was previously in receipt of copies of a draft "Conservation Restriction to Town of Sudbury, Massachusetts" and a "Plan Showing Conservation Restriction Area, 181 Dutton Road, Sudbury, Mass.," prepared by Sullivan, Connors and Associates. In addition, Conservation Coordinator Debbie Dineen distributed copies tonight of a colored map of the parcel and surrounding area.

Ms. Dineen explained acquisition of the property has significant conservation values since it would provide a greater buffer to Hop Brook and the other surrounding 116 acres of protected areas. She emphasized Gary and Dorothea Christelis would like to voluntarily place four developable acres of a five-acre parcel under a CR. Ms. Dineen explained this would render the remaining one acre as not developable due to the existing wetlands. She reported the CR was accepted by the Conservation Commission, and the CR document has been reviewed and approved by Town Counsel's Office. Ms. Dineen noted the owners would like to finalize the CR before the close of 2011, and she recommended approval by the Board.

Selectman Drobinski stated the proposal by Mr. and Mrs. Christelis is extremely benevolent, and he thanked them for this generous offer in the interests of the greater good for Sudbury.

Vice-Chairman Haarde requested clarification regarding the total acreage of Mr. Christelis' property and how it is currently subdivided. Ms. Dineen and Mr. Christelis explained how the nearly 15 acres is divided into a ten-acre lot and the five-acre lot on which the CR has been proposed for four acres. Vice-Chairman Haarde noted this area of Sudbury has five-acre zoning. He asked what, if any, tax implications there might be as a result of this transaction. Ms. Dineen stated the Assessor's Office could better address this question. However, she noted the parcel which would go into the CR is currently under a Chapter 61A reduced tax assessment. Therefore, she further noted the taxes paid on the parcel would not decrease by much. Mr. Christelis stated he had researched this issue, and he concluded the tax differentials were negligible. He further stated it is his understanding there is not enough frontage to subdivide the existing ten-acre parcel into two five-acre lots, and that wetlands constraints would further preclude this activity.

Chairman O'Brien thanked the property owners for offering this proposal to the Town, given the parcel abuts numerous important habitat areas in Town.

Town Manager Valente reported that Town department heads were consulted (Jody Kablack and Bill Place) and they endorsed the proposal.

It was on motion unanimously

VOTED: To approve acceptance of the Conservation Restriction granted by Gary C. and Dorothea Christelis, dated December 6, 2011, on a total of 4.0+/- a. of the 5.0+/- a. property at 181 Dutton Rd.,

Sudbury, shown as “Conservation Restriction Area” on a plan entitled “Plan Showing Conservation Restriction Area, 181 Dutton Road, Sudbury, Mass,” dated October 7, 2011, prepared by Sullivan, Connors and Associates.

Town of Sudbury Buildings – Roofing Evaluation Study – Discussion

Present: Building Inspector James Kelly and Permanent Building Committee member Mike Melnick

At 8:19p.m., Chairman O’Brien opened a discussion regarding the Roofing Evaluation Study completed by Russo-Barr Associates on Town-owned buildings. He stated the Board would consider the information presented as it develops potential warrant articles for the 2012 Annual Town Meeting. The Board was previously in receipt of copies of the Executive Summary and Roof Condition Survey Report prepared by Russo-Barr Associates, as revised November 22, 2011, and a recommended Roof Repair and Replacement Spreadsheet.

Permanent Building Committee (PBC) member Mike Melnick provided a brief history of the Town’s efforts since 2008 to study the roofing conditions of Town-owned buildings. He stated a Request for Proposal resulted in a consultant being hired to evaluate 19 buildings and an initial report was produced for the Town in 2010. Mr. Melnick stated this report provided the data to enable Sudbury to successfully, and in a timely manner, submit an application with the Massachusetts School Building Authority’s (MSBA) Green Repair project for the Noyes School repairs.

Building Inspector James Kelly displayed the full report, noting the Board has been provided an Executive Summary. He stated the report would be made available to the public on the Town website. Mr. Kelly commended the work of the PBC which worked to develop this roofing plan for all Town-owned buildings. He stated these types of projects are expensive, and thus long-term planning is necessary. Mr. Kelly attended a Capital Improvement Planning Committee meeting to present the same information that is being presented to the Board tonight, so that the community can begin to be apprised of these projects. He stated the Evaluation Study provides excellent corrective recommendations for each building which he believes the Town should follow. Mr. Kelly brought to the Board’s attention a “Roof Repair and Replacement Spreadsheet” which prioritizes the roofing projects through 2021.

Mr. Melnick stated it is possible the MSBA might initiate a second round of Green Repair Project funding in 2012. If this occurs, he stated the Town would likely submit an application for roof repairs of the older section of the Nixon School. Mr. Melnick stated this project would likely commence in the summer of 2013, since the MSBA timeframe for completion is expected to be within 18 months.

Selectman Drobinski believes it is great for the Town to have a long-range plan which presents the projects to the taxpayers in a logical fashion and encourages preventative maintenance for the buildings.

Town Manager Valente commended the PBC and Mr. Kelly for having the foresight to commission the groundwork for this Study, which has enabled the Town to pursue funding opportunities.

Selectman Drobinski stated Mr. Kelly addressed the Community Preservation Committee regarding repairs for the Town Hall roofs, noting it is likely this work would be eligible for Community Preservation Act (CPA) funds. Mr. Kelly stated he believes the Town Hall roof repairs would be CPA-eligible.

In response to a request from Selectman Drobinski, Mr. Melnick stated once the final version of the Evaluation Study is received later this week, it would be posted on the Town website.

Vice-Chairman Haarde referenced the "Roof Repair and Replacement Spreadsheet" and reviewed the prioritized roof projects for FY12 for the Fairbank Complex, the Department of Public Works Highway Office and Garage, the Hosmer House and the Nixon School. Mr. Melnick noted the estimated figures listed are only for construction costs. He further noted there are plans to address a roof-top equipment unit at the Fairbanks Complex at the same time roof repairs are handled.

Town Manager Valente stated this information has been shared with the CIPC and the Finance Committee. She hopes the Town can develop a multi-year plan for how the building repairs will be addressed. Ms. Valente stated Town Warrant articles will be bookmarked accordingly.

Vice-Chairman Haarde asked if the replacements would be with 30-year materials. Mr. Melnick stated it is possible 20-25 year products would be used, given that the product lifespan usually runs longer than what is marketed. Mr. Melnick further stated the Town has not always been able to maintain the roofs as well as possible. Thus, Mr. Kelly is working to develop a plan to improve preventative maintenance efforts.

Chairman O'Brien questioned whether the Town should consider ways to increase the capital budget to accommodate some of these pending projects. Selectman Drobinski questioned whether some projects could be handled as debt exclusions. Town Manager Valente stated it is possible some could be structured as debt or capital exclusions, and that funding resources would need to be addressed by the Board. She emphasized the Town and School operating budgets are not able to accommodate these expensive projects.

At 8:39 p.m., Chairman O'Brien thanked Mr. Kelly and Mr. Melnick for the information, and he closed the discussion.

Minutes

Vice-Chairman Haarde presented five revisions to be made to the Regular Session minutes of December 6, 2011. Selectman Drobinski recused himself from any vote on the recommended revisions to the minutes because they all related to the First Colony Northwood, LLC Public Hearing from which he had previously recused himself. Chairman O'Brien requested additional time to review tonight's suggested revisions, and directed that approval of the December 6, 2011 Regular Session minutes be put on the January 3, 2012 agenda.

It was on motion unanimously

VOTED: To approve the Regular Session minutes of December 2, 2011 and the Executive Session minutes of December 6, 2011.

FY 12 Student Awareness of Fire Education (S.A.F.E.) Grant

It was on motion unanimously

VOTED: To accept, on behalf of the Town, a FY12 Student Awareness of Fire Education (S.A.F.E.) grant, from the Department of Fire Services, in the amount of \$5,265, to be expended under the direction of the Fire Chief.

Approval of Easements – 80 Union Avenue

It was on motion unanimously

VOTED: To approve the following easements located at 80 Union Avenue and granted by Joseph C. Santangelo and Daniel O. Santangelo, Trustees of the Union Avenue Realty Trust, u/d/t February 6, 2001: Drain Easement being a "20' Drain Easement on Parcel 2; Drain Easement being a "Drain Easement" on Parcel 1; Walkway Easement being a "20' Walkway Easement" on Parcel 1 and Parcel 2, as shown on a plan entitled "Plan of Easements in Sudbury, MA, dated December 3, 2011, by Thomas Land Surveyors & Engineering Consultants, Inc.

Proclamation - SPC Evan A. Gerbe

Chairman O'Brien read into the record a proclamation prepared for SPC Evan A. Gerbe.

It was on motion unanimously

VOTED: To sign a proclamation for SPC Evan A. Gerbe, an active duty Army soldier, who is returning home to visit from a tour of duty in Afghanistan, and to proclaim Friday, December 23, 2011, as SPC Evan Gerbe Day in Sudbury.

Minuteman Advisory Group on Interlocal Coordination (MAGIC) – Representative Proposal

Town Manager Valente stated that a request from Sudbury resident Patricia Brown for the Board to consider approving her as the Selectmen's liaison to the Minuteman Advisory Group on Interlocal Coordination (MAGIC) group has been received. However, Ms. Valente noted she has been serving that purpose informally. She suggested the Selectmen should formally appoint Ms. Valente as its representative and pass Ms. Brown's offer to the Planning Board.

There being no further business, the meeting adjourned at 8:41 p.m.

Attest: _____

Maureen G. Valente
Town Manager-Clerk