

IN BOARD OF SUDBURY SELECTMEN  
TUESDAY, MAY 26, 2015

Present: Chairman Charles C. Woodard, Selectman Susan N. Iuliano, Selectman Robert C. Haarde, Selectman Leonard A. Simon, Vice-Chairman Patricia A. Brown and Interim Town Manager Maryanne Bilodeau

The statutory requirements as to notice having been complied with, the meeting was convened at 7:30 p.m. in the Lower Town Hall, 322 Concord Road.

**Opening Remarks**

At 7:30 p.m., Chairman Woodard opened the meeting. He thanked everyone who came to the Town and Special Town Meetings, and who participated in the Special Town Election. He summarized the results of the Special Town Election, which are available on the Town website. He stated the Town is working on updating the Open Space and Recreation Plan, which was last revised in 2009. A survey is on the Town website, and he encouraged residents to offer feedback.

**Reports from the Interim Town Manager**

Interim Town Manager Bilodeau stated representatives from CSX and the Massachusetts Department of Transportation met with Sudbury and Framingham representatives on April 29, 2015 to discuss the potential acquisition of the remaining CSX right of way in Framingham and Sudbury, and to walk the trail. She noted the corridor is privately owned by CSX and that it would provide a natural connection to other trails in the region and to the Bruce Freeman Rail Trail (BFRT). A meeting at the Goodnow Library followed the walk. Ms. Bilodeau also mentioned the funding for an acquisition of this corridor is important to consider because Community Preservation Act funds cannot be used. She stated updates will be provided to the Board on this property as they become available.

**Reports from the Board of Selectmen**

Selectman Simon attended the CSX walk on April 29<sup>th</sup> and a Sudbury Foundation awards ceremony on May 1, 2015 for Lincoln-Sudbury Regional High School (L-SRHS) seniors. He also attended the Listening Project forum on May 3, 2015 and two negotiation meetings with the Sudbury Public School (SPS) teachers' union regarding contracts. Selectman Simon participated in the Board's meeting to interview executive search firms for the Town's new Town Manager. He also attended a BFRT site walk on May 18, 2015. He recognized the work done by the local garden clubs to help beautify the Town, and he thanked the volunteers. Selectman Simon attended the Memorial Day ceremony, noting it is important to recognize the sacrifices made for the liberties we enjoy.

Selectman Iuliano stated she spent time preparing and reviewing Board materials. She also attended the Town Hall Blue Ribbon Committee and participated in the Memorial Day Parade.

Selectman Haarde attended the CSX walk, which he found very informative. He also participated in the Board's meeting to interview executive search firms for the Town's new Town Manager.

Vice-Chairman Brown attended the CSX walk and the BFRT walk. She also participated in the Memorial Day Parade, and she thanked the Memorial Day Committee for its fine work.

**Citizen's Comments**

At 7:41 p.m., Chairman Woodard recognized Sudbury citizen Ralph Tyler, 1 Deacon Lane.

Mr. Tyler distributed copies to the Board of a *New York Times* article entitled “Water Flowing From Toilet to Tap May Be Hard to Swallow.” He found the article interesting in relation to the future of the Melone property. Mr. Tyler stated Melone has been discussed as a potential site for Chapter 40B housing. However, Mr. Tyler questions whether the Town is prepared to accept recycled water, containing potential impurities, into its drinking water system. He does not believe the Town desires this, and he believes the Town should consider the implications.

Chairman Woodard stated the Board had decided to wait to see what happens with affordable housing at the Raytheon property, which will help to form the future for Melone. He emphasized no decision has been made regarding the use for Melone, and that last year’s Town Meeting approved funds to hire an engineer to help with this determination.

Selectman Haarde disagreed regarding what Town Meeting voted on last year because he believes it voted for a housing plan. He further stated the article and vote are a matter of public record.

Mr. Tyler believes the Town’s decision has been to do nothing with Melone for a while, but he believes pressure is building with some constituencies to use the site. He believes the Board owes it to the Town to get on with deciding what the use of the property will be.

Selectman Haarde suggested, and the Board concurred, that this topic is worthy of being a future agenda item and to also review the article approved at the 2014 Annual Town Meeting.

**Sudbury Historical Commission – Appointment Interview**

Present: Applicant Chris Hagger

At 7:52 p.m., Chairman Woodard welcomed Sudbury resident Chris Hagger to the meeting to discuss his interest in serving on the Sudbury Historical Commission, and he thanked him for volunteering. The Board was previously in receipt of copies of a memorandum from Director of Planning and Community Development Jody Kablack dated May 8, 2015, an email from Commission member Liz Radoski resigning from her position dated April 1, 2015, and the Town of Sudbury Application for Appointment submitted by Mr. Hager.

Mr. Hager stated he has lived in Sudbury for one year. He has always been interested in historic restoration, and he worked on a number of projects and committees during the time he lived in Wayland. He also stated he has attended Commission Meetings over the past few months and he has researched other historical endeavors in Town.

Vice-Chairman Brown stated Mr. Hager has been highly recommended.

Selectman Iuliano stated his experience in a similar community, such as Wayland, will be beneficial.

Selectman Simon noted Mr. Hager has an impressive resume of achievements.

Selectman Haarde stated Mr. Hager’s professional background as an engineer and his historical passion are well suited to the Commission’s work.

It was on motion unanimously

VOTED: To appoint Chris Hagger, 233 Nobscot Road, to serve on the Sudbury Historical Commission for a three-year term ending on May 31, 2018, to fill the vacancy occasioned by the resignation of Elizabeth Radoski.

**Council on Aging – Appointment Interview**

Present: Applicant Melissa Immonen

Chairman Woodard welcomed Sudbury residents Melissa Immonen and John Beeler to the meeting, both of whom have applied to serve on the Council on Aging, and he thanked them for volunteering. The Board was previously in receipt of copies of a letter from Sudbury Council on Aging Director Debra Galloway dated April 8, 2015, a memorandum from Interim Assistant Town Manager Wayne Walker dated May 12, 2015 and the Town of Sudbury Applications for Appointment submitted by Mr. Beeler and Ms. Immonen. Chairman Woodard stated the Board would interview Ms. Immonen tonight, since it is already well acquainted with Mr. Beeler.

Ms. Immonen summarized her professional experience as a social worker, who has worked with senior citizens and hospice programs. She believes Council work would be a natural outreach for her from what she does in her role with the Nashoba Associated Boards of Health.

Selectman Simon stated Ms. Immonen is well qualified, and he thanked her for the hospice work she has done, knowing how important such services can be.

Selectman Haarde stated he is pleased to see a candidate for the Council who has a vocational passion for its type of work.

It was on motion unanimously

VOTED: To appoint John Beeler, 57 Wagonwheel Road, to serve on the Council on Aging for a term to end on May 31, 2018.

It was also on motion unanimously

VOTED: To appoint Melissa Immonen, 7 Uplook Drive, to serve on the Council on Aging for a term to end on May 31, 2017.

In response to a question from Selectman Simon, Interim Town Manager Bilodeau stated the appointees would receive a letter of appointment, after which they could be sworn in by the Town Clerk.

**Board of Selectmen Chairman and Vice-Chairman – Discussion of Responsibilities**

At 8:02 p.m., Chairman Woodard opened a discussion regarding the responsibilities of the Board's Chairman and Vice-Chairman. The Board was previously in receipt of copies of drafts of responsibilities of the Board of Selectmen Chairman and Vice-Chairman submitted by each Board member. Chairman Woodard stated he thought Selectman Iuliano's draft included a lot of the suggestions made by other Board members.

Selectman Simon asked if the objective is to draft a formalized list of duties to be adopted.

Chairman Woodard suggested it could be discussed and then possibly voted at the Board's next meeting.

Selectman Haarde stated he approached his draft as if he were adding to the duties the Chair and Vice-Chair already perform, and not from a “blank slate” vantage point. He believes the Chairman should engage the rest of the Board and lead open discussions for agenda planning, in order to get feedback and then incorporate ideas into a future agenda.

Selectman Simon stated he is concerned about emails or conversations sharing agenda ideas going back and forth, and that this practice might not comply with Open Meeting Laws.

Selectman Haarde stated he would want all conversations regarding agenda planning to be done by the Board in open meetings. He also stated he has heard that in other communities, board members each have specific projects which they shepherd and report on. Selectman Haarde believes having more defined tasks for Board members and delegation could lead to more productivity.

Vice-Chairman Brown stated she believes the Board needs to better harness the power of its five members by delegating more responsibilities.

Selectman Simon stated that, if Board members were to work on projects which have their own committee/board, it would be important for the Selectman to work cooperatively.

Vice-Chairman Brown stated it is also possible some projects might not have any corresponding committee, such as the Wayland-Sudbury Septage Facility.

Ultimately, it was decided that the next Chairman will “word-smith” a summary of the responsibilities of the Chair and Vice-Chair.

#### **Board of Selectmen’s Agenda – Discussion Regarding Procedure for Adding Items**

At 8:20 p.m., Chairman Woodard opened a discussion regarding procedures for putting items on a Board Meeting agenda. The Board was previously in receipt of copies of draft suggestions for the procedure for adding items to the Board of Selectmen’s agenda submitted by each Board member. Chairman Woodard suggested the Board begin its review with his draft.

Vice-Chairman Brown stated she likes the succinctness of Chairman Woodard’s draft procedure.

Upon the suggestion of Selectman Simon, Chairman Woodard read aloud his suggestions to have a five-minute agenda item at every Board meeting to consider agenda suggestions, which could be suggested by any member to be followed by discussion and a vote. He suggested a majority vote be required to add the item to an agenda, and that the timing for the future discussion would be determined by the Chair. Chairman Woodard believes it would be helpful to have these discussions in open meetings to allow the public to decide whether agendas were being reasonably established.

Selectman Haarde stated he does not believe these suggestions would change the procedures from what they currently are because it still allows a Board member’s suggestion to be voted down. He believes a Board member should be able to request an agenda item without the possibility of having the idea blocked. Selectman Haarde stated a Board member should be able to request agenda items periodically, as long as the frequency of the requests is not abused. He suggested possibly setting a limit as to how many requests Board members could make per year.

Selectman Iuliano stated she likes the idea of having a set time at every Board meeting to discuss future agenda items, but she believes the ideas should not be voted “on the spot,” and they should be discussed at

another meeting. She mentioned the Chairman and/or Vice-Chairman might need to review whether the idea can legally be discussed by the Board etc.

Selectman Simon stated he likes the simplicity of Chairman Woodard's suggested procedure. He suggested a supporting statement for agenda ideas should be provided in the Board's agenda packets so members are prepared for discussion. Selectman Simon stated that the Board will want to hear all valid agenda items presented by fellow Board members or the public.

Chairman Woodard stated he was detecting a difference in positions from Board members regarding whether a majority vote by the Board should dictate whether an idea is added to a future agenda. He stated he and Selectman Simon seem to lean in this direction, but he is not hearing the same inclination from other Board members.

Vice-Chairman Brown asked if the default position would be that the suggested item would go on a future agenda. Selectman Simon stated he would assume the default position would be the item goes on a future agenda, unless objections are raised.

Chairman Woodard stated the Board could try a new system and then possibly review it in three months. Selectman Haarde stated he is not sure a sunset clause is needed because the Board can always review its practices at any time.

Vice-Chairman Brown stated her goals would be for all Board members to have access to the agenda and for the meetings not to be as long. She also emphasized that citizens should also bring their opinions to the attention of the Board regarding agenda planning.

Selectman Haarde stated the current policy is for the Chairman to have 100% ability to put items on the agenda, with zero ability for other Board members. He would like to have all Board members have the chance to request an agenda item, but still allow the Chairman the ability to manage the agenda. Selectman Haarde stated he has concerns about Board members circulating documents in the agenda packet and whether this is allowable.

Chairman Woodard noted the Board typically meets six times in a quarter, and for each Board member to be able to request two items per quarter seems like a lot to him. He suggested, and the Board concurred, the Board should try to synthesize its ideas in writing to be reviewed and finalized at its June 9, 2015 Meeting.

### **Reorganization of the Board of Selectman**

It was on motion unanimously

VOTED: To re-appoint Interim Town Manager Maryanne Bilodeau to serve as Clerk to the Sudbury Board of Selectmen.

Chairman Woodard stated he believes the Chairman of the Board needs to have a working relationship with all other Board members in order to lead and build consensus, and it is key for the person to work well with the Town Manager and Town staff. He made a motion to nominate Vice Chairman Brown for Chairman.

Selectman Iuliano seconded the motion, stating she believes Vice-Chairman Brown would be good in this role as the Town searches for a new Town Manager, and she appreciates how Ms. Brown solicits public input.

It was on motion

VOTED: To elect Vice Chairman Patricia Brown as Chair of the Board of Selectmen by a vote of three in favor (Woodard, Brown and Iuliano) to two opposed (Haarde and Simon).

Chairman Woodard made a motion to nominate Selectman Susan Iuliano for Vice-Chairman.

Selectman Simon seconded the motion, noting Ms. Iuliano worked well with the Schools in the past, has a good working relationship with the Town and he has been impressed with her work to date as a Selectman.

It was on motion

VOTED: To elect Selectman Susan Iuliano as Vice-Chairman of the Board of Selectmen by a vote of four in favor (Woodard, Brown, Simon and Iuliano) to one opposed (Haarde).

### **Police Department – Discussion of Security Protocols**

Present: Police Chief Scott Nix

At 8:52 p.m., Chairman Woodard welcomed Police Chief Scott Nix to the meeting to update the Board on the Police Department's security protocols.

Chief Nix stated he was pleased the requests for exterior cameras and access control upgrades were approved at Town Meeting. He believes this equipment is beneficial to the community because it allows better and faster access by the Department to the Town and School buildings. Chief Nix also stated it is much safer and efficient to be able to deactivate a fob than to manage and collect outstanding keys. He noted that the issue of interior cameras is controversial and still under discussion. Chief Nix suggested meeting with the Board during Executive Session to more thoroughly describe some of the Department's confidential work. He emphasized his commitment to making Sudbury as safe as possible and helping to educate the public. Chief Nix also reported the Department has deployed Narcan seven or eight times since January 2015, saving lives in the process. He stated his officers are always assessing their work and they welcome input from the Board and from the public.

Interim Town Manager Bilodeau stated she would check if an Executive Session meeting could be scheduled. Vice-Chairman Brown stated her understanding is that safety protocols could be discussed in Executive Session.

Chairman Woodard asked if Chief Nix also meets with the Schools in Executive Sessions. Chief Nix stated he does.

Selectman Simon asked if the camera system covers all the elementary, junior high and high schools. Chief Nix stated the four elementary schools and the junior high schools have the exterior cameras coordinated with the Police Station.

At 9:04 p.m., the Board thanked Chief Nix for his report and for the work his Department and the Fire Department does, and the discussion was concluded.

### **Town Manager Search Firm – Discussion and Vote**

At 9:04 p.m., Chairman Woodard opened a discussion regarding the Town Manager search firm interviews conducted on May 13, 2015, and he asked Selectman Iuliano to lead the discussion. The Board was previously in receipt of copies of evaluation forms for candidates' references and the evaluation forms

for candidates submitted by Board members. In addition, Selectman Iuliano distributed copies of draft materials she prepared, including a Discussion Outline, the Evaluation of Proposals criteria from the Request for Proposal (RFP), Board Evaluation of Search Firm proposals prepared for GOV HR USA; Municipal Resources, Inc.; and MMA Consulting Group, Inc., a rating grid for the Edward J. Collins, Jr. Center for Public Management, University of Massachusetts, and Selectman Iuliano's evaluation of candidates' references.

Selectman Iuliano explained the Board needs to evaluate and rate each criteria, in writing, for the technical proposals submitted by the firms. She noted the Board could determine either individual ratings or a composite rating. Selectman Iuliano proceeded to review each firm's draft evaluation, which incorporated input provided by the Board, starting with GOV HR USA. The consensus of the Board was the firm's composite rating should be "Advantageous."

Selectman Haarde stated he was very impressed with GOV HR USA's presentation and interview with the Board. He also stated his reference checks spoke highly of the firm.

Selectman Simon stated GOV HR USA's current search in Provincetown did not seem analogous to him to what the job description would be in Sudbury.

It was on motion unanimously

VOTED: To approve the written evaluation of the technical criteria for GOV HR USA, as reviewed and amended tonight.

The Board next reviewed the draft evaluation for Municipal Resources, Inc. The consensus of the Board was the rating for the "Proposer's Implementation Plan and Schedule" should be "Advantageous."

It was also on motion unanimously

VOTED: To approve the written evaluation of the technical criteria for Municipal Resources, Inc., as reviewed and amended tonight.

The Board next reviewed the draft evaluation for MMA Consulting Group, Inc. Selectman Iuliano noted a section of the "Reasons" listed on Page 1 under "Proposer's Networking Strategies" should have been deleted, and she will correct this on the final version.

It was further on motion unanimously

VOTED: To approve the written evaluation of the technical criteria for MMA Consulting Group, Inc., as reviewed and amended tonight.

Selectman Iuliano noted the Board does not have to do the same type of written evaluation for the Edward J. Collins, Jr. Center for Public Management, University of Massachusetts, and she referenced the evaluation grid provided.

Selectman Haarde stated he believes the Board's rating for Collins should be "Advantageous" based on it receiving 13 Advantageous ratings out of a possible 30.

Interim Town Manager Bilodeau asked if the Board wished to rank the four firms at this point in the process.

Selectman Iuliano stated the law and RFP does not require the Board to do so, and she would prefer to review all factors first, including the price proposals. Chairman Woodard concurred.

Interim Town Manager Bilodeau distributed copies to the Board of the firms' price proposals accompanied by an "Analysis of the Proposals" spreadsheet as synthesized by Ms. Bilodeau. She briefly summarized the key figures, noting the MMA price does not include advertising, and on-site visits are extra. Ms. Bilodeau also noted the Collins price proposal does not seem to include background checks, advertising, printing and out-of-pocket expenses for travel and lodging. She further stated all costs seem to be included in the Municipal Resources, Inc. proposal.

Selectman Simon asked if an estimate has been provided by Collins for out-of-pocket expenses. Ms. Bilodeau stated she could not find this information in the proposal.

Selectman Haarde opined it is possible the largest cost will be for advertising.

Vice-Chairman Brown stated one of the reference checks she spoke with cautioned that travel expenses for out-of-state candidates could be costly.

Selectman Iuliano asked the Board if any of the four firms could be ruled out.

Chairman Woodard stated he would rule out GOV HR USA because of its lack of Massachusetts experience. Selectman Simon concurred, stating he has concerns about the depth of the local applicant pool which would be provided.

Selectman Haarde stated he liked GOV HR USA very much and thought the interview was conducted with great professionalism. He noted it is possible the same local candidates will apply for the position no matter which search firm is selected. He believes GOV HR USA's national, broad outreach for candidates could be a benefit for the Town.

Chairman Woodard stated the quality of the candidate pool is the most important factor of the process, and he has more confidence in what the other firms would be able to provide.

Selectman Haarde noted one of the other firms was originally hired by Provincetown in 2014, but now GOV HR USA has been hired to do the 2015 search. He believes GOV HR USA might be better at attracting a better gender diversity of candidates.

Chairman Woodard opined that he believes attracting the best candidates comes down to who you know. Selectman Iuliano agreed, noting it is important for a firm to be able to pull candidates into the search.

Selectman Simon stated one of his reference checks explained GOV HR USA was its third choice in Provincetown. He reiterated Sudbury is not the same kind of tourist-driven community as Provincetown is, and he would be concerned that GOV HR USA would not be able to find the type of top-quality managers Sudbury needs to consider.

Vice-Chairman Brown stated she has concerns regarding GOV HR USA's lack of local connections.

Selectman Haarde believes GOV HR USA stated in its interview that it has numerous and long-standing Massachusetts contacts.

Selectman Simon noted the price proposals are similar enough that cost will not be the Board's determining factor.

The Board briefly shared some of the feedback received from their reference checks. Selectman Haarde expressed his frustration with being provided reference contact information which was no longer valid. He emphasized Sudbury wants to have a successful search and he believes it should be careful that its finalists do not have too many other options.

Selectman Iuliano stated she is concerned about Open Meeting Law compliance and the process being conducted in a confidential manner. She did not feel as though GOV HR USA and Collins focused as much on this aspect of the process. Selectman Iuliano also mentioned one of her reference checks recommended that Sudbury should pick the consultant who will attack "Sudbury's image problem" head-on.

Selectman Haarde stated he believes all top managers realize every community has its issues and challenges and they would not be deterred by this.

It was on motion unanimously

VOTED: To select Municipal Resources, Inc., as the executive search firm to assist Sudbury to find a new Town Manager.

Interim Town Manager Bilodeau stated the contract needs to be signed and awarded by June 2, 2015. She plans to meet with Town Counsel tomorrow afternoon and will circulate a draft contract to the Board for each Board member to only respond back to her with comments.

The consensus of the Board was they would like to review the contract, and if there are material revisions needed, the Board would schedule a special meeting on June 1, 2015 at 4:00 p.m. to finalize the contract.

It was also on motion unanimously

VOTED: To authorize the Interim Town Manager to sign the contract for the Town Manager Executive Search Firm, with approval from the Board of Selectmen's Chairman.

### **Vocational Education Options Committee – Discussion to Amend Mission Statement**

At 10:26 p.m., Chairman Woodard opened a discussion regarding the draft Mission Statement for the Vocational Education Options Committee. The Board was previously in receipt of copies of a draft Mission Statement for the "Vocational Education Options Committee Town of Sudbury voted to establish July 22, 2014 by the Sudbury Board of Selectmen Amended April 28, 2015," a memorandum from Interim Town Manager Maryanne Bilodeau dated May 6, 2015, questions regarding Minuteman submitted by Vice-Chairman Brown, and Minuteman-related articles from Wicked Local Arlington and Wicked Local Sudbury. In addition, Vice-Chairman Brown distributed copies tonight of a letter from the Massachusetts School Building Authority to the Minuteman Superintendent dated July 25, 2012 and a draft motion for another Minuteman-related topic she will broach tonight.

Vice-Chairman Brown stated she requested the Mission Statement be amended to include a recommendation by the Committee regarding whether the Town should leave Minuteman.

Selectman Simon suggested the Mission Statement be broadened to request the Committee to present the disadvantages to staying and leaving the Minuteman District. He also suggested, and the Board concurred, a fourth recommendation be added to the end of the first paragraph of the Mission Statement to read "4) whether or not Sudbury should withdraw from the Minuteman School District."

Vice-Chairman Brown stated the Committee is uncomfortable making a recommendation regarding withdrawal, and it believes the Selectmen should decide the recommendation. She agrees it would be helpful for the Committee to present a list of advantages and disadvantages to leaving the District. Vice-Chairman Brown stated the Committee should understand the Board is only asking for a recommendation and not a decision.

In response to a question from Selectman Simon regarding the present VEOC membership, Vice-Chairman Brown stated the two members representing Curtis Middle School and David Manjarrez's position need to be filled, but otherwise the Committee is intact.

Selectman Haarde stated he also believes the Committee is uncomfortable making a withdrawal recommendation, and thereby, it may decide it is easier, in a public meeting, to recommend staying in the Minuteman District. He questioned whether the Board may be asking too much of the Committee.

Sudbury resident and former Town representative to the Minuteman School Committee David Manjarrez, 47 Firecut Lane, stated he has watched the VEOC process. However, he believes the Committee has not even begun to scratch the surface regarding relevant financial data. Mr. Manjarrez opined Sudbury is paying twice as much as other towns to send its students to Minuteman. He emphasized he believes in vocational educational opportunities. However, Mr. Manjarrez suggested the VEOC be requested to provide statistics which support its recommendations.

It was on motion unanimously

VOTED: To amend the Mission Statement for the Vocational Education Options Committee on whether Sudbury should leave Minuteman, by adding a fourth recommendation to the end of the first paragraph of the Mission Statement to read "4) whether or not Sudbury should withdraw from the Minuteman School District," and to change the last word of the fifth sentence of the first paragraph of the Mission Statement from "three" to read as "four."

At 10:44 p.m., Vice-Chairman Brown asked if the Board wants to approach other Board of Selectmen members from Minuteman District member towns whose interests and objectives may be aligned with Sudbury's. She believes the current process to withdraw from the District is very difficult. Vice-Chairman Brown stated that by reaching out to others and working together to present a united front, it may be possible to accomplish what each member cannot do alone. She asked if a Board member is interested in organizing this effort, and she referenced the draft motion.

The Board briefly discussed two suggested amendments to the motion made respectively by Selectman Simon and Chairman Woodard.

It was on motion unanimously

VOTED: To authorize Selectman Susan Iuliano to organize with Selectmen in other member towns from the current Minuteman School District to explore options for 1) a sustainable Minuteman District, and 2) withdrawal, with the goal of finding common solutions to present to our legislators, DESE, MSBA, the Minuteman School Committee and administration, and other interested parties.

### **Sudbury Listening Project – Implementation of Recommendations**

At 11:00 p.m., Chairman Woodard opened a discussion regarding the implementation of the recommendations of the Sudbury Listening Project. The Board was previously in receipt of copies of a

memorandum from Interim Town Manager Maryanne Bilodeau dated May 8, 2015 and suggestions for implementation of the recommendations submitted by each Board member.

Due to the lateness of the hour, the consensus of the Board was this item discussion should be postponed to be the first item on the Board's June 9, 2015 Meeting agenda.

Selectman Simon suggested the Board should discuss at the next Meeting what the retreat would entail.

Interim Town Manager Bilodeau stated she has personally worked with Jon Wortmann, one of the retreat facilitators who has been recommended, and she found him to be very effective. Selectman Iuliano disclosed she has also met Mr. Wortmann, but in an unrelated context.

### **Board Annual Re-Appointments and Accepting Resignations**

The Board was previously in receipt of copies of a Town of Sudbury Application for Appointment submitted by Christine Hogan for the Fairbank Community Task Force and a "List of Selectmen Board Appointments as of May 21, 2015."

Selectman Simon noted, and the Board concurred, his name should replace that of Chairman Woodard's on Page 67 of the Board's agenda packet under the "Fairbank Study Committee."

It was on motion unanimously

VOTED: To approve the annual re-appointments of those listed (all of which are subject to acceptance), to acknowledge the resignations of those who chose not to be re-appointed, and to send a letter of appreciation to the resigning volunteers for their service to the community, subject to replacing Chairman Woodard's name on Page 67 of the Board's agenda packet under the "Fairbank Study Committee" with Selectman Simon's name.

### **Town Manager Annual Re-appointments**

The Board was previously in receipt of copies of a memorandum from Interim Town Manager Maryanne Bilodeau dated May 26, 2015 and accompanying "List of Town Manager Appointments as of May 21, 2015."

Interim Town Manager Bilodeau stated the name of Susan J. Stocker should be deleted from the Commission on Disability appointments.

It was on motion unanimously

VOTED: To approve the Town Manager's annual re-appointments requiring Board of Selectmen's approval of those listed (all of which are subject to acceptance), as amended tonight to delete the name of Susan J. Stocker from the Commission on Disability appointments.

### **AAA Limousine, Inc.**

Selectman Simon summarized the materials previously received by the Board, including copies of the Town of Sudbury Taxi & Limousine License Application submitted for AAA Limousine, Inc. and accompanying documentation. He stated it has been a good business to have in Town. Selectman Haarde concurred.

It was on motion unanimously

VOTED: To renew the Livery and Limousine License for AAA Limousine, Inc., 39 Union Avenue, and to approve the rate schedule as provided, subject to approval of individual driver licensees and satisfactory vehicle inspections by the Police Department, said licenses to expire on June 30, 2016.

**Board of Registrars of Voters - Appointment**

Chairman Woodard announced this agenda item has been postponed to the Board's June 9, 2015 Meeting.

**Zoning Board of Appeals Resignation and Appointment**

It was on motion unanimously

VOTED: To accept the resignation of Benjamin Stevenson as a full Board member and to appoint him as an Associate Member for a one-year term; and to appoint Nancy Rubenstein as a full Zoning Board of Appeal Board Member for a five-year term.

**Constable – Resignation**

It was on motion unanimously

VOTED: To accept the resignation of Constable James D. Conboy, effective immediately, and to send him a letter of thanks for his 22 years of service to Sudbury.

**Ponds & Waterways Committee – Resignation**

It was on motion unanimously

VOTED: To accept the resignation of Elizabeth Armstrong, 166 Marlboro Road, from the Ponds & Waterways Committee and thank her for her service to the Town.

**Sudbury, Assabet and Concord Wild & Scenic River Stewardship Council – One-Day Wine & Malt License**

It was on motion unanimously

VOTED: To grant a one-day Wine & Malt license to Sudbury, Assabet and Concord Wild & Scenic River Stewardship Council, to accommodate the Riverfest Weekend Kickoff Event on Friday, June 19, 2015 from 6:00 p.m. to 8:30 p.m. at Sudbury Valley Trustees' Wolbach Farm, 327 Concord Road, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

**Special Act Petition – Means Tested Senior Citizen Property Tax Exemption**

It was on motion unanimously

VOTED: To approve the Special Act Petition for submission to the Great and General Court pursuant to the vote of the May 5, 2015 Annual Town Meeting under Article 35 relating to revision of Chapter 169 of the Acts of 2012, an Act Authorizing the Town of Sudbury to Establish a Means Tested Senior Citizen Property Tax Exemption, by deleting Section 8.

**Conservation Restriction – Lot 7 Kato Drive**

It was on motion unanimously

VOTED: To approve the amended Conservation Restriction for Lot 7 Kato Drive from Defense Housing Trust to the Town of Sudbury acting by and through the Conservation Commission in accordance with MGL Chapter 40C, Section 8C and Chapter 184, Sections 31-33 restricting approximately 42,513 sq. ft. of a 60,680 sq. ft. parcel of land identified on the Town Assessor Maps as J10-0607.

**Department of Public Works – Annual or Renewal Contracts**

It was on motion unanimously

VOTED: To approve for FY16 the annual or renewal DPW contracts awarded and previously approved for FY15 or to be awarded in FY16 on a Fiscal Year basis or Calendar Year basis by the Town Manager in accordance with procurement requirements and as reviewed by Town Counsel.

<u>Contract No.</u>	<u>Contract Name</u>	<u>Period</u>
2016-BIP-1	Bituminous Concrete Type 1 In Place	FY16 (2 <sup>nd</sup> yr.)
2016-ER-1	Street Sweeping	Cal. 16 (2 <sup>nd</sup> yr.)
2016-CM-1	Cemetery Mowing/lawn/landscape	Cal. 16
2016-G-1	Gasoline	State Contract
2016-DF-1	Diesel Fuel	State Contract
2016-M-1	Borrow Materials	FY16 (3 <sup>rd</sup> yr.)
2016-T-1	Trees & Stumps: Removal & Disposal	FY16
2016-BM-1	Bituminous Materials	Cal. 16
2016-SLM-1	Street Light Maintenance	Cal. 16 (1 <sup>st</sup> yr. of 3)
2016-TLP-1	Traffic Line Painting	Cal. 16 (2 <sup>nd</sup> yr.)
2016-SALT-1	Winter Salt	State Contract
2016-SWD-1	Solid Waste Disposal	FY16 (1 <sup>st</sup> yr. of 3)
2016-GCCS-1	Granite Curbing & Cement Sidewalks	FY16
2016-SW-1	Stone Walls	FY16

There being no further business, the meeting adjourned at 11:14 p.m.

Attest: \_\_\_\_\_

Maryanne Bilodeau  
Interim Town Manager-Clerk