

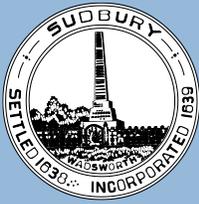
SUDBURY BOARD OF SELECTMEN  
TUESDAY APRIL 5, 2016  
7:30 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
	7:30 PM		CALL TO ORDER
			Opening remarks by Chairman
			Reports from Town Manager
			Selectmen Announcements
			Citizen's comments on items not on agenda
<b>TIMED ITEMS</b>			
1.	7:45 PM		Discussion with resident group regarding Sudbury Station
2.	8:00 PM	<i>VOTE / SIGN</i>	<b>PUBLIC HEARING:</b> Vote to lay out the following Town Ways with the boundaries and measurements as set forth on plans on file in the office of the Town Clerk, to be presented for acceptance at the 2016 Annual Town Meeting: - Trevor Way from Horse Pond Road to a dead end, a distance of 415 ft. +/-; - Arboretum Way from Maynard Road to a dead end, a distance of 1,025 ft. +/-; - Tall Pine Drive from Horse Pond Road to a dead end, a distance of 1,093 ft. +/-; and further that it is determined and adjudged that common convenience and necessity require that said ways should be laid out as Town Ways
3.	8:05 PM		Discussion with petitioner Dan DePompei regarding Town Meeting article on Walkways.
<b>MISCELLANEOUS</b>			
4.		<i>VOTE</i>	Discuss and potentially vote on request that Park and Recreation Commission members should be designated as Special Municipal Employees.
5.			Town Manager Melissa Rodrigues to present Enterprise Fund Town Meeting articles (#5 - FY17 Transfer Station Enterprise Fund Budget; #6 - FY17 Pool Enterprise Fund Budget; #7 - FY17 Recreation Field Maintenance Enterprise Fund Budget)
6.		<i>VOTE</i>	Discuss and possibly vote on Town Manager Evaluation Process and Criteria
7.		<i>VOTE</i>	Discuss and potentially vote to form a committee and mission statement with the purpose of facilitating placement of Sudbury vocational students following our withdrawal from the Minuteman Vocational School District.

*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

<b>Item #</b>	<b>Time</b>	<b>Action</b>	<b>Item</b>
8.		<i>VOTE / SIGN</i>	Vote to sign the 2016 Annual Town Meeting/Special Town Meeting warrant which must be available to residents and posted by a constable no later than Monday, April 18, 2016.
9.		<i>VOTE</i>	Discussion and vote whether to call a Special Town Election for May 17, 2016.
10.			Citizens' Comments continuation (if needed)
11.			Discuss upcoming agenda items
<b>CONSENT CALENDAR</b>			
12.		<i>VOTE</i>	Vote to approve award by the Town Manager of various construction contracts and such other contracts as approved by the Permanent Building Committee necessary to rehabilitate the Loring Parsonage, funded by the Sudbury Historical Society by donation to the Town which are related to the repurposing of the Loring Parsonage as a Sudbury History Center and Museum.
13.		<i>VOTE</i>	Vote to approve for FY17 the following annual or renewal DPW contracts awarded and previously approved for FY16 or to be awarded in FY17 on a Fiscal Year basis or Calendar Year basis by the Town Manager in accordance with procurement requirements and as reviewed by Town Counsel.
14.		<i>VOTE</i>	Vote to approve award of a contract by the Town Manager for cleaning services at the DPW building and any subsequent renewal options, subject to review by Town Counsel, as requested by Jim Kelly, Combined Facilities Director.
15.		<i>VOTE</i>	Vote to Grant a Special Permit to the Sudbury Companies of Minute and Militia, to hold the annual Parade to Commemorate Patriot's Day on Tuesday, April 19, 2016, from 5:30 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the parade's conclusion.
16.		<i>VOTE / SIGN</i>	Vote to grant a 1-day Wine & Malt license to Goodnow Library Foundation, Inc, to accommodate a Community Art Show on Tuesday, May 24, 2016 from 5:30 PM to 7:30 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.
17.		<i>VOTE</i>	Vote to authorize Town Counsel to file a <i>cy pres</i> petition on behalf of the Town and the Board of Selectmen to allow the use of the Wood-Davison Fund towards the cost of renovating the Loring Parsonage to be used as a Sudbury Museum.
18.		<i>VOTE</i>	Vote to approve the regular session minutes of March 22, 2016.
19.		<i>VOTE</i>	Vote to approve the FY17 rates for transfer station stickers as recommended by DPW Director Bill Place, who is advising leaving them at the FY16 amounts.

*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**TIMED ITEM**

**1: David Hornstein - Sudbury Station opposition**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion with resident group regarding Sudbury Station

Recommendations/Suggested Motion/Vote: Discussion with resident group regarding Sudbury Station

Background Information:

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting: David Hornstein

Review:

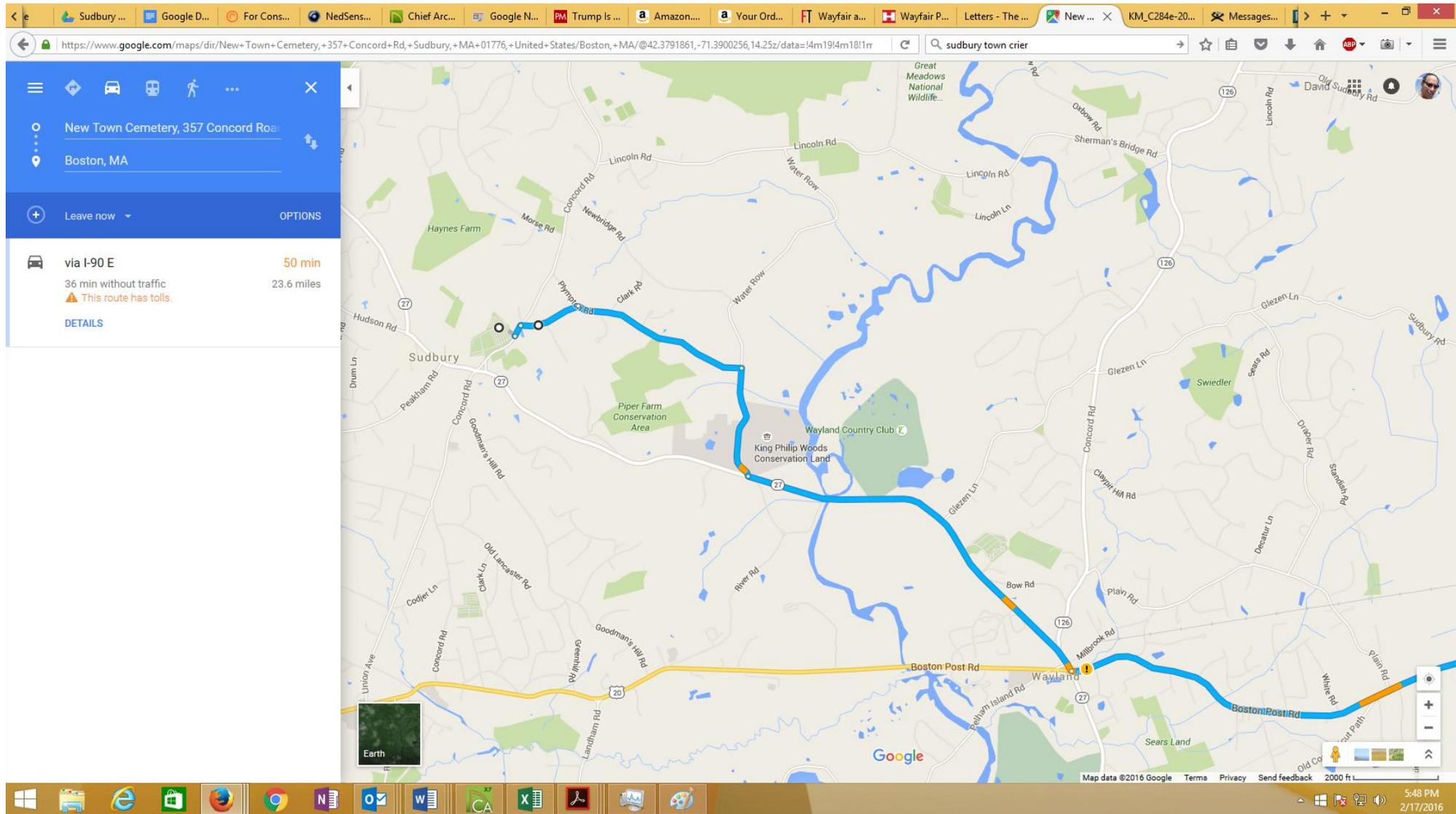
Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM

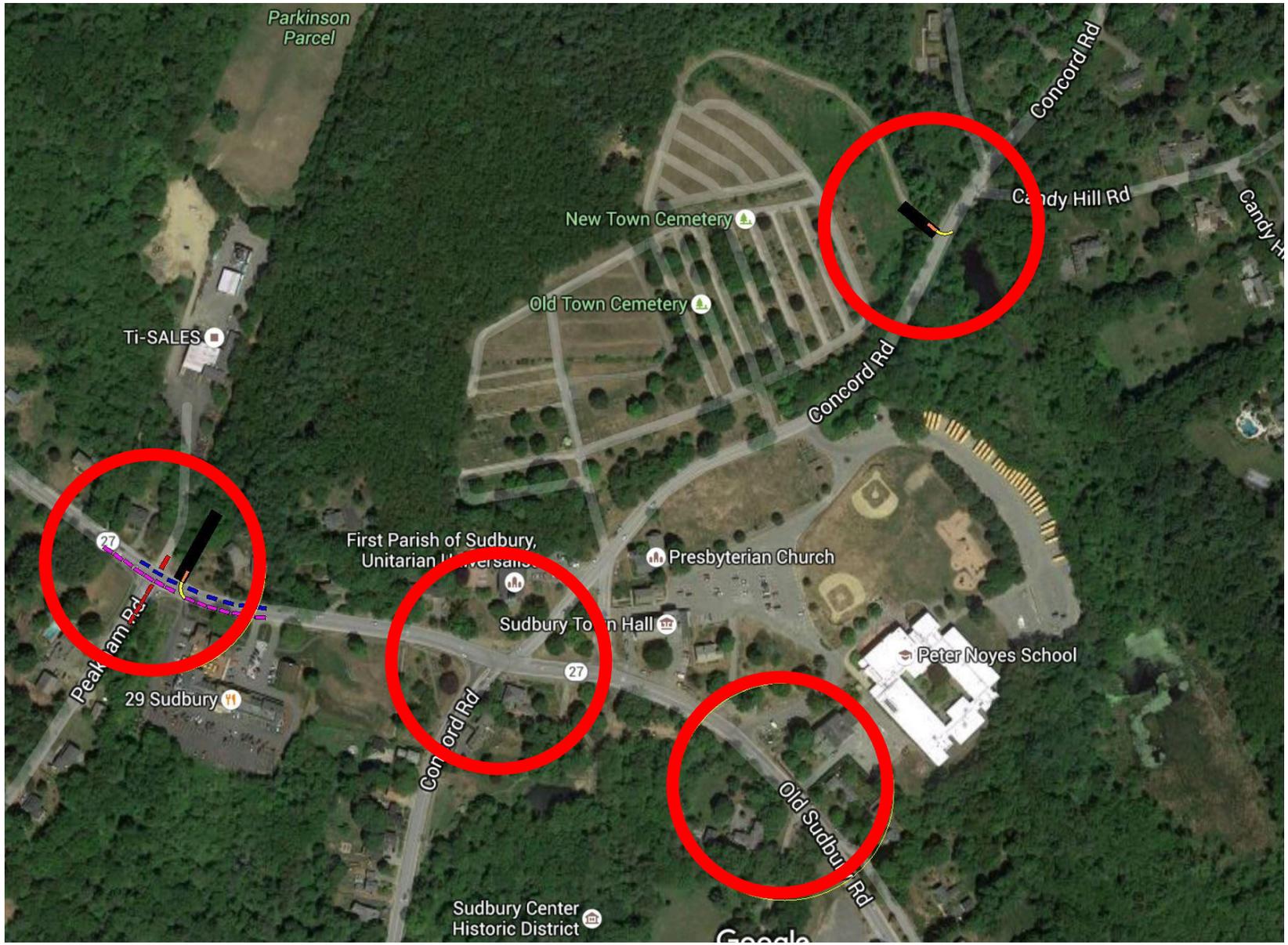
# Flawed Traffic Study indicates Flawed Process

- Traffic study did not consider real world conditions
- Ignored critical safety concerns
- Did not address construction traffic impacts
- Provided incomplete and misleading information

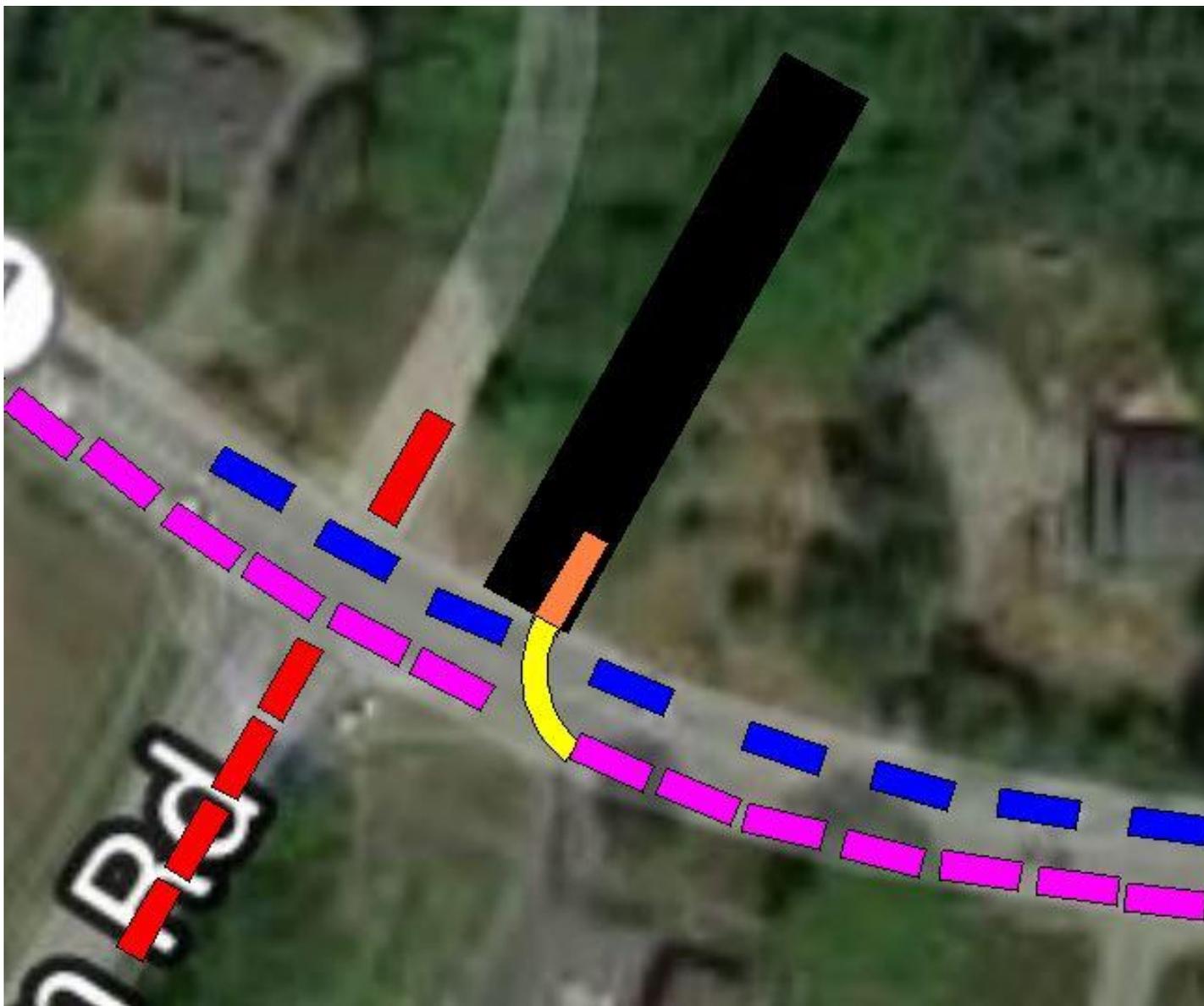
**Going forward, a process must be in place to ensure accurate and comprehensive review of all phases. The citizens and selectmen need an outside legal advocate to achieve this.**



Even though Candy Hill/Plympton is the fastest route, it was not even considered by the traffic study



Critical intersections not adequately addressed



Hudson Rd Entrance

Car or school bus attempting to break into waiting traffic to turn left while avoiding fast-moving westbound traffic



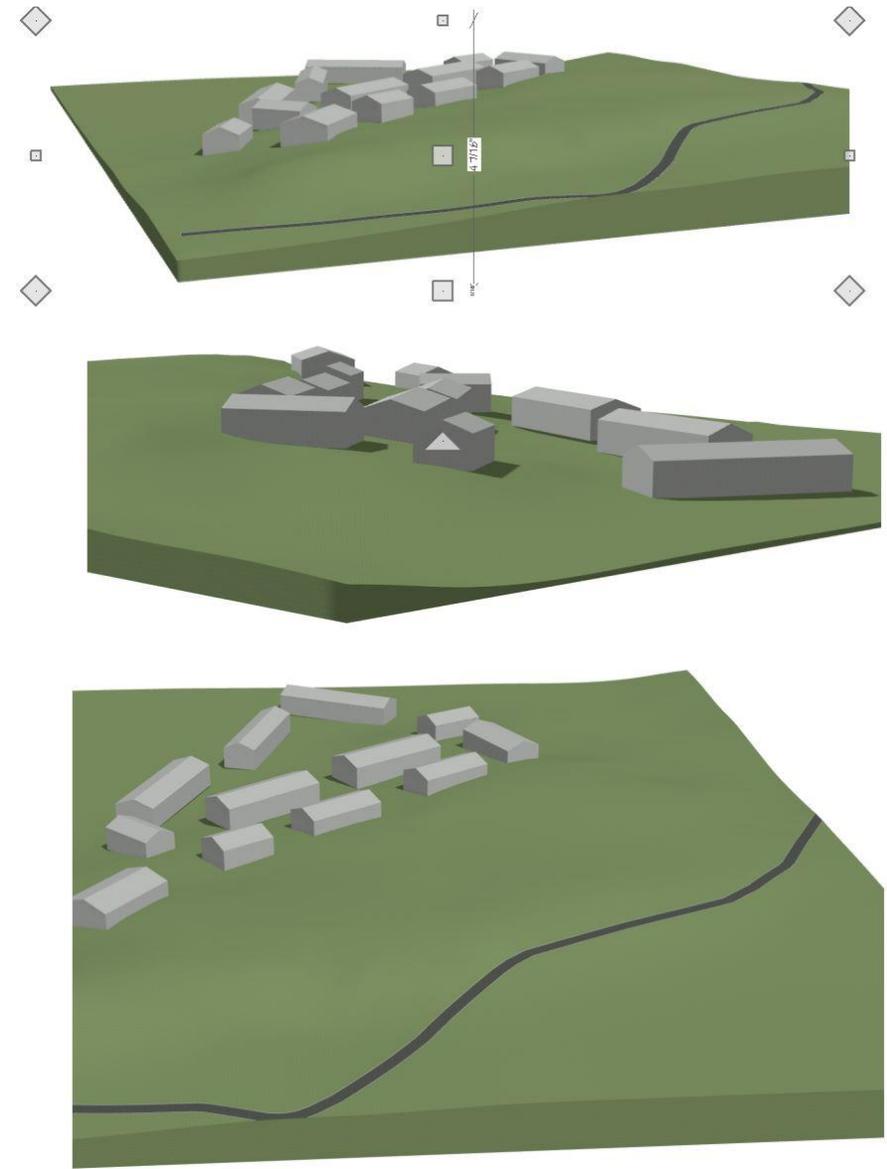
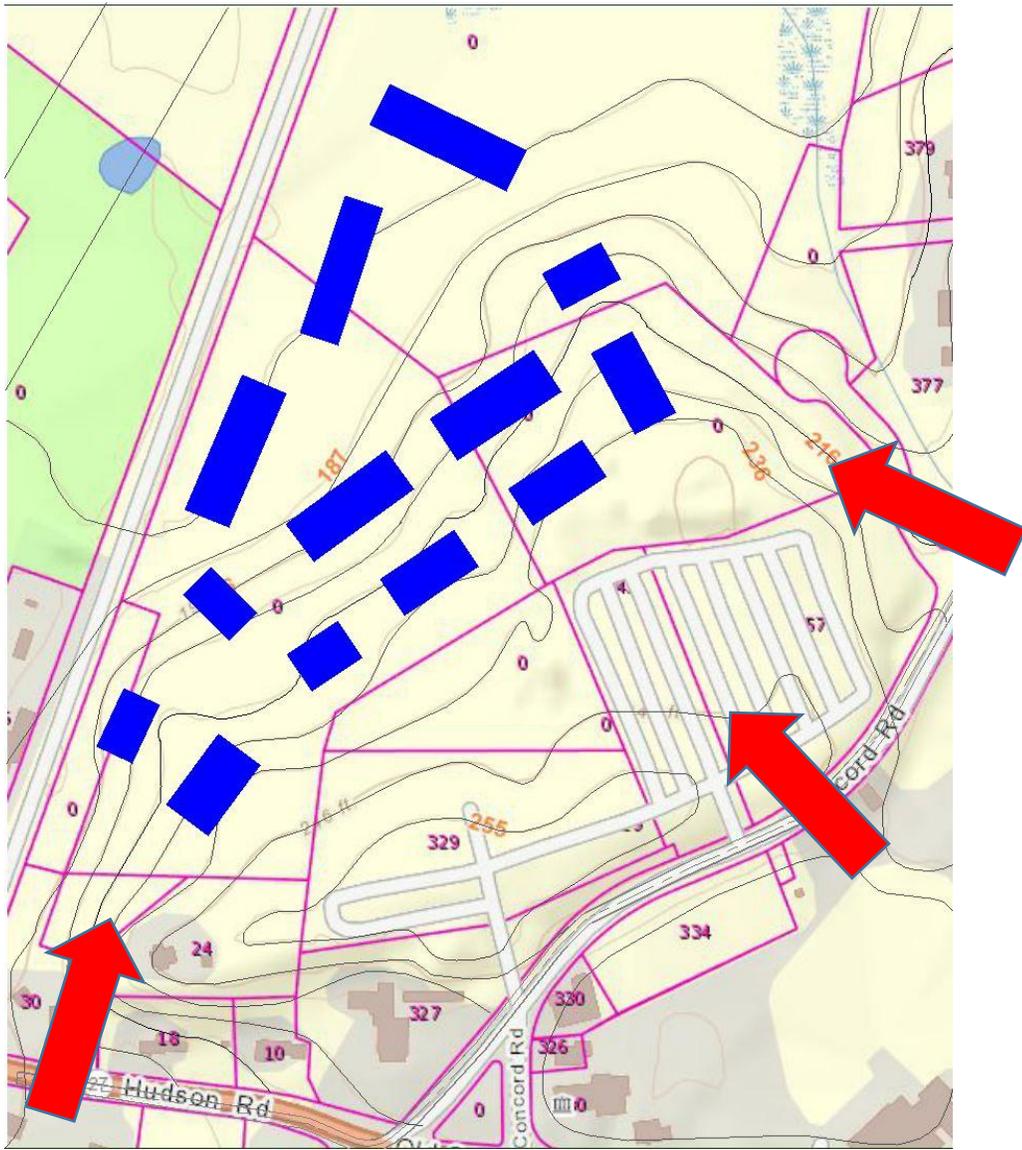
Traffic study sight line

Site line in traffic study shows no cars on Concord Rd



Real world sight line shown in red  
(black rectangles are cars)

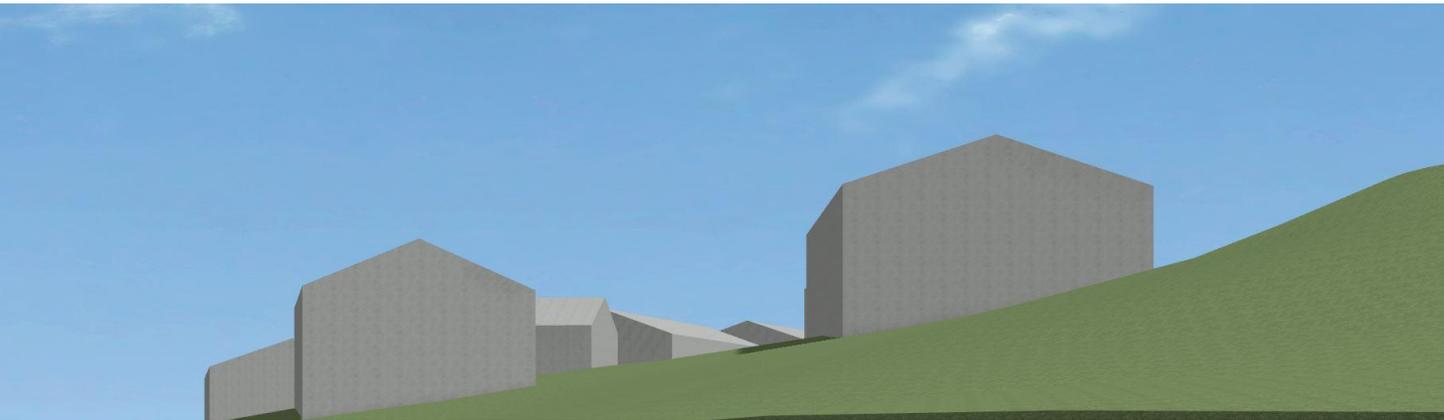
Real world sight line with cars southbound on Concord Rd



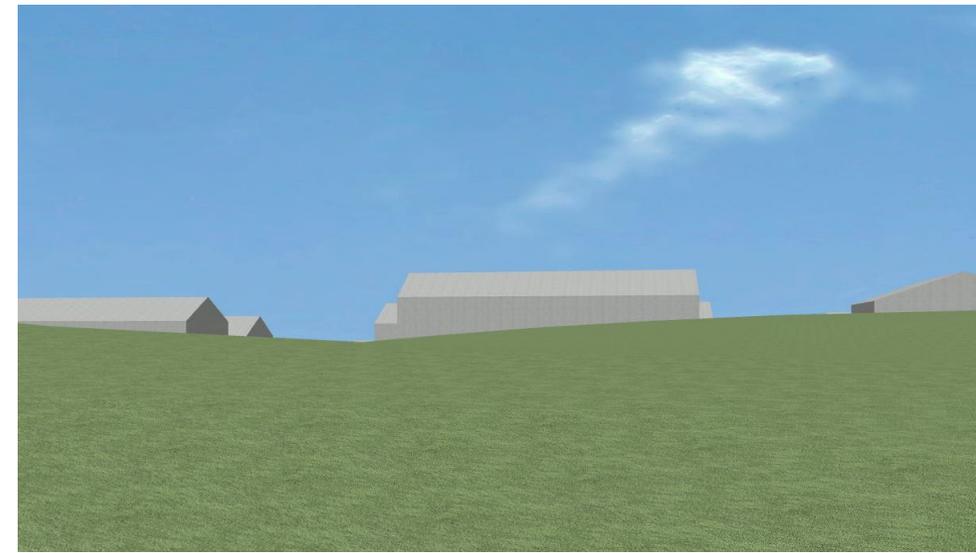
3D computer model of site and buildings based on developer's plans

The developer claims that the buildings will only be visible from Ti Sales, the playing field, and the cemetery. This is not true.

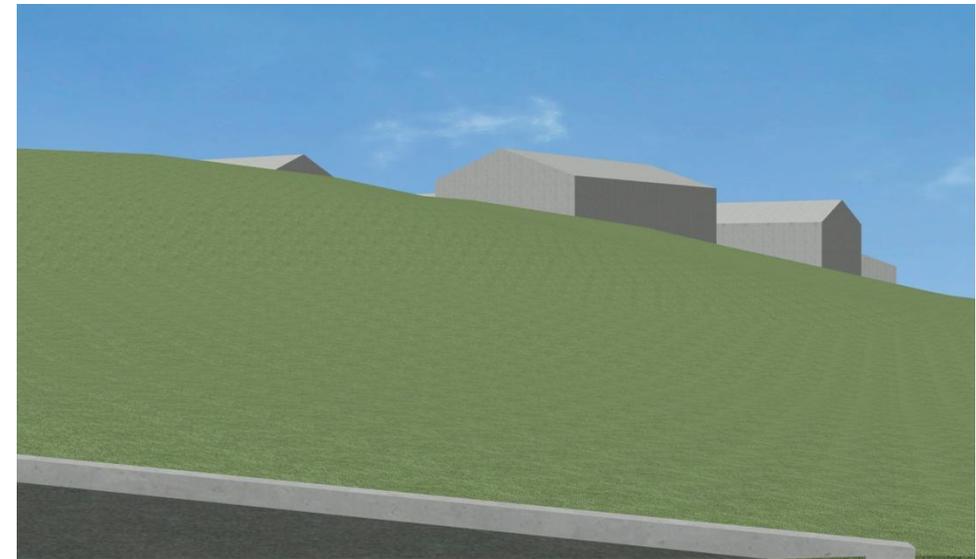
The buildings will be visible from Hudson Rd and multiple points on Concord Rd.



From Hudson Road at access point



From Concord Rd at Noyes back entrance



From Concord Rd at Candy Hill

We, the people of Sudbury, as supported by a petition signed by over 450 residents (and more being gathered daily), request the Board of Selectmen immediately hire outside counsel to investigate the potential for litigation regarding the Peter's Way land swap, and to examine other issues related to the Village at Sudbury Station application currently before the Zoning Board of Appeals (ZBA). Further, we ask that this counsel serve as an advisor to and advocate on behalf of the Town at all future ZBA meetings related to this application.

Sudbury is faced with this development because of a flawed decision-making process by town officials regarding the land swap. In fact, the only current Selectmen who was in office at the time of the swap has publicly stated that the town made a serious mistake. As a consequence, we are now faced with a project that will forever change the literal heart of historic Sudbury. The Selectmen must show by their decision to hire outside counsel that they are making a serious, committed effort to remedy the breach of faith that occurred when town meeting voted for the land swap based on misinformation provided by the board of Selectmen. To put it simply, the Selectmen broke this and now they must fix it.

We believe that the Sudbury Station applicant has failed to provide relevant and complete information in a timely manner and has made misrepresentations of fact in both verbal statements and submittals. This negligence harms the review process and hinders the important role of the ZBA. In order to rigorously address all issues raised by this application, Sudbury must have an advocate whose primary focus is ensuring the applicant provide any and all information required by the Town to make a comprehensive analysis of the impacts a development of this scale, in this location, will have on Sudbury. Because the Board of Appeals' mission is to impartially evaluate and rule on applications such as this one, it cannot act as its advocate on behalf of the Town and would benefit from having deficiencies identified in the comprehensive permit brought to its attention. Only an attorney would have this capability.

We understand that the Town has counsel to serve in this role. However, we believe there are two distinct roles for Town counsel that are in conflict: 1) manage the hearing process to ensure that it is conducted fairly and properly, and 2) act as an advocate for the Town against this project, as a counterpoint to the applicant's attorney.

The most recent ZBA meeting centered on a flawed traffic study not delivered in time for a proper review by the members of the ZBA, nor their peer review consultant. Instead of the needed two weeks, the peer review consultant was given three days. Similarly, the conservation commission was given materials just a few days before the hearing. The result has been an incoherent review process that leaves more questions asked than answered. Going forward, the issues before the ZBA regarding this project will only grow more complex and interconnected. Given the six month timeline (already underway) and the over 30 requested waivers from zoning regulations and bylaws, we fear too many important aspects of this application will not get the time, attention, and review they deserve. Sudbury, its staff, and its volunteer citizen boards deserve better. Our historic Town Center deserves better.

The Selectmen and other Town boards have stated their strong opposition to this project. Consistent with this, and with the overwhelming opposition to this project by our community, we need a vigorous legal advocate for the remainder of this process. We ask that outside counsel be retained immediately, in order to properly prepare for the next ZBA meeting on April 25, 2016 and beyond.

We, the undersigned, petition the Board of Selectmen and the Zoning Board of Appeals to hire an outside legal consultant to evaluate the potential for litigation related to the Peter's Way land swap. Sudbury is faced with a development that is opposed by the town government and a large number of citizens because of misrepresentations made at town meeting about the potential use of the landlocked parcel. We believe that the town may have legal recourse against the landowner to undo this transaction.

First and Last name	Address	Email address	Signature
Michelle Heard	37 Belcher Dr	mheard@comcast.net	
Peter Nasirakis	36 Mossman Rd	pnasirakis@pathway.org	
Bruce Cook	12 Howell Rd		
Barbara LaCasse	29 Intervenor Rd.		
Andrew Heier	57 <del>Raytheon</del> Pine St	Andrew.Heier@gmail.com	
Scott Hume	31 WASHINGTON DR		
Steve Landendorf	43 Howel Rd.	slanz@alum.mit.edu	
ROSEANNE MAGUIRE	10 Beechwood Ave		
Michael Gzarnowicz	99 CANNARY Cir.	sudburytakes@aol.com	
Mary Ann Russell	48 Stearns Lane	Mike Kaz@gmail.com	
Andy Campbell	26 Washington St		
Ruth Curry	30 Devore St Sudbury	account@comcast.net	
Kim Neumann	32 Stonebrook	curryk@comcast.net	
Karl S Bess	25 Wino	curryk@comcast.net	
Doree Fortier	14 Vantage Rd	neumann1@yahoo.com	
Jan Forth	17 Twillingate Ln	KSB@Borgdesign.com	
Edmund Wynn	17 Twillingate Ln	idono@yahoo.com	
Margaret Sullivan	16 Silver Hill Rd.	jenp@er24@gmail.com	
Jeffrey	33 Puffer Lane	ejm2@verizon.net	
Robyn Corbin	36 Meadow Brook Rd	msullivan@comcast.net	
Pratt KATARS	30 Meadow Brook Rd	jmal017@yahoo.com	
Stephanie Mittelstadt	24 Howard Rd	jeffrey.p@comcast.net	
Zickie Weiss	436 Dutton Rd	robyncorbin77@gmail.com	
	17 Hickory	stephanie.mittelstadt@gmail.com	
		cmg.weiss@gmail.com	

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First and Last name	Address	Email address	Signature
Susan Goswami	36 White Oak Lane	SUSAN.GOSWAMI@LOWEST.NET	
Craig Lemberger	6 Maybury Rd	Craig@lberger@comcast.net	
Priguc Poulon	3 Camp Johnson Lane	priguc@priguc.com	
ASOFT CUEVE	3 Camp Johnson Lane	PASCALCUEVE@ATTN.COM	
Fred TOBRIK	33 Phillips Rd.	ftobrick@gmail.com	
Sherrill Kobrick	33 Phillips Rd.	ftobrick@gmail.com	
Keng Liang	7 Granton Dr.	liang22@comcast.net	
Alyce G... ..	24 Middlebrook	ALYCE@MIDDLEBROOK.COM	
Richard ... ..	73 Middlebrook Cir	RICHARD.MIDDLEBROOK@COMCAST.NET	
Jennifer Fortunato	101 Moore Rd.	jenniferfortunato43@gmail.com	
MONSIEUR	49 Phillips Rd		
Meg Shelley	30 Savory Dr.		
Doris Capobian	32 Pine St	Capobian.David@gmail.com	
Ellen Dolan	551 Hudson Rd	em.dolan@verizon.net	
Jan Guts	18 Phillips Rd	jan@jan.com	
John Howard	20 Millitz Rd	john.howard@verizon.net	
Katherine Marsello	6 Kester Rd.		
Marta P... ..	45 SWANLEY LANE	KRISTINE.PARK@DISCOM.COM	
CHRISTIE H... ..	42 WILKES GRANT	christie@wilkesgrant.com	
B... ..	42 Pine wood Ave	guthy@verizon.net	
Carl ... ..	42 Drum Lane		
Crista ... ..	46 Stearns		
Susan Richman	3 Kendra Dr		
Paul Gores	23 Maynard Farm		
Jim Kinney	23 Maynard Farm Cir		
Amey Resnik	15 Billbury Rd		
Mike ... ..	24 Juno Rd		

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First and Last name	Address	Email address	Signature
Peter Stosch	135 Plympton Rd		
Melissa Asher	18 Hickory Rd		
Erin Tansley	192 Boston Post Rd		
Valerie Frickeholm	59 Shadow Lake		
Greg Frickeholm	59 Shadow Lake		
Belinda Newbern	20 Kendall Col	1	
Michael Williams	91 Penelope Rd		
Nell Ferraris	12 Great Lake Dr.		
Reid Kinsley	6 Meaden		
Lisa Kacholdjian	30 Meaden		
Jenn Stone	36 Thunder Rd.		
Stephanie Buchanan	2 Allene Ave		
Stephanie Buchanan	265 Hudson Rd.		
Stephanie Buchanan	20 Mossman Rd.		
Stephanie Buchanan	23 Spinn Rd		
Jane O'Hara	16 Do Mast Rd		
Shelby Greene	48 Parkham Rd		
Pete Sprague	67 Beechwood Dr		
Pete Sprague	16 Abbotswood Dr.		
Maria Iglesias	230 Peakham Rd.		
Shawn Fendell	230 Peakham Rd.		
Deborah Harlow	33 Laurel Circle		
Janis Johnson	342 Hudson Pl		
Mike Brown	43 Great Lake Dr		
Janis Johnson	5 Hop Brook Ln		
Rachael C. Kane	43 Hop Brook Ln		
Michael T. Kane	43 DRUM LANE		

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First and Last name	Address	Email address	Signature
Sandra Blak	18 Richard Ave		Sandra Blak
Carrie Paez	23 Dunster Ave		Carrie Paez
Fath Kharouf	9 Amherst St		Fath Kharouf
Mark Joseph	199 Marlboro Rd		Mark Joseph
Shirley S. Smerford	84 Webster Cir		Shirley S. Smerford
Johnathan J. Sierra	25 Bulkeley Rd.		Johnathan J. Sierra
Margaret Helm	14 Thruway C.T.		Margaret Helm
Robert Capron	1 Laurel Dr		Robert Capron
Robert Wolk	1 Pinewood Ave		Robert Wolk
Maury Wolk	113 Belcher Dr		Maury Wolk
John Parnowski	157 Maple Rd		John Parnowski
Patricia Wolk	22 W. Phillips Dr		Patricia Wolk
Louis Capron	62 Dunthill Rd		Louis Capron
Wm Wolk	119 Pagony Rd		Wm Wolk
Genevieve Brown	119 Pagony Rd		Genevieve Brown
Karen Carter	5 Sutton Ave		Karen Carter
Tom Mord	81 Corfield Ave		Tom Mord
John DeAlamo	70 Woodbury Dr		John DeAlamo
John DeAlamo	11 Burnside Dr		John DeAlamo
John DeAlamo	11 Burnside Dr		John DeAlamo
John DeAlamo	55 Old Cogden Rd		John DeAlamo
John DeAlamo	28 Withnell Dr		John DeAlamo
John DeAlamo	3 Oakwood		John DeAlamo
John DeAlamo	3 Oakwood		John DeAlamo
John DeAlamo	10 Madison		John DeAlamo
John DeAlamo	62 Bluebird Hill Ln		John DeAlamo

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First and Last name	Address	Email address	Signature
Robert Cole	60 Pokenoaket Ave	bobcoleasa@gmail.com	
Sarah Triviano	342 Lincoln St	sarahtriviano@yahoo.com	
Kristin Garabedian	32 Pine St	kristin.garabedian@gmail.com	
Sue Cronin	27 Abbottswood	suecro611@hotmail.com	
Leah Clappene 11	268 old Sudbury Rd	leahclappene11@gmail.com	
Ethan Cash	14 Wendell Rd	ethan.cash@gmail.com	
Terma Dishnica	3 Goodnow Rd	tdishnica@yahoo.com	
Kate Straus	40 Tall Pine Dr #21	kateeventsinet.net	
WAMP ATWE	40 Tall Pine Dr #21	blair@kateraski.com	
Daniel KENN	15 Union Avenue	SudburyCattle@verizon.net	
Scott Stobbers	55 Hudson Road	scott.stobbers@yahoo.com	
Phod Jgo	15 Hillside	RichardWilk@yahoo.com	
Peters Fricke	39 Cawby Hill Rd.	fricke@csagvotes.com	
HEATHER LANDS	19 ASTOR ST	MASCHOUTFUR@comcast.net	
Catherine Schotfield	19 Astor St.	CFS6@comcast.net	
MARIE MAUREDI	109 NORSCOT RD	ICARA@mauriedius	
MARIE MAUREDI	109 NORSCOT RD	MARIE@MAURIEDI.US	
Judith A. Cole	48 Hillside Dr.	acole@8103@aol.com	
CHEYL BOLAND	11 WASHINGTON DR	CHEYL.BOLAND@comcast.net	
Debbie Johnson	62 Cambridge Ln	debbiej@yaho.com	
Lynne Pellegrino	72 French Rd.	LynnePellegrino@gmail.com	
Renee Gardner	75 Withersell Drive	notebooky experiences music	
Thomas Bardur	75 Withersell DR	tbardur@yahoo.com	
Laurence Labagnara	21 Luttery Circle	labagl@aol.com	
Loren Polimer	56 Crescent Lane	LOREN@polimer.com	
Frank Perlmutter	57 Robbins Rd	FRANK@holmail.com	
Kristen Veron	11 WALKUP RD	Veron@tulane.edu	

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First and Last name	Address	Email address	Signature
Kathy Miller	53 Intangible Rd	kgdsmler@aol.com	
Dylan Walter	37 Gendryne Ln	dtw203@ny.rr.com	
Tom MEYERS	54 Ruddock Rd	thomas.p.meyers@gmail.com	
Nancy Conkun-Stave	171 Pines Crossing Rd.	nancystone@gmail.com	
Mary Anne Talligan	154 Nobscot Rd	maryanne.hallings@gmail.com	
Joseph Sireco	16 Candy Hill Rd.	jsireco@gmail.com	
Tale Durgin	16 Candy Hill Rd.	tdurgin@hotmail.com	
Leslee Halleran	16 Old Forge Ln	l.halleran@comcast.net	
Tracee Naskrin	38 Abbottswood Rd	TLNaskrin@aol.com	
Shairesh Kumar	88 LYMPHON RD	shai.kumar@gmail.com	
Kathy Newman	36 Silver Hill Road	newmankd@comcast.net	
<del>Wanda Donohoe</del>	16 Landa Hill Rd	<del>WANDADONHOE@gmail.com</del>	
<del>Karen Walper</del>	28 Longfellow Rd	<del>KW02132@yahoo.com</del>	
Anura Shah	237 Concord Rd.	anura.s.shah@gmail.com	
Danielle Arabedis	28 Guzzale Brook Dr.	arabedis@comcast.net	
Abby Frantz	@ Cateroad Dr.	abby.lan.stein@gmail.com	
Gilish main	56 Outer Rd.	gilishmain@gmail.com	
DAVID MAZIN	56 BUTLER ROAD	you2k2@yahoo.com	
LESLIE BARKER	29 INTERURSE RD	LRIDIE@YAHOO.COM	
Beth Hethnach	11 Cokeroad Dr	bshehthh@comcast.net	
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Quinn Van Dyke	10 Westbrook	Planet10@gmail.com	
Kristen Richards	7A Elm St.	RoyZoro15@gmail.com	
Stevie Hetrault	11 Cokeroad Dr	steviehetrault@yahoo.com	

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First and Last name	Address	Email address	Signature
William STEUB	22 Mass wood Ave	willby@11.mit.edu	
Sean USKITE	27 Spring St.	Skull@comcast.net	
Michael Curran	38 Stenel road RD. 1	MichaelCurran@comcast.net	
Mistine HOGAN	49 Bluestem Hill Ln	cmshog@comcast.net	
Jessica GILLEY	26 Harvard Dr.	fernwill@comcast.net	
Paul HOGAN	49 Bluestem Hill	paule.hogan@comcast.net	
Heather TARDON	64 Davenport Ave	htardon@comcast.net	
Stephany	301 Harvard Rd	steph@comcast.net	
Nicola Payne	15 Davenport Way	nicki.payne@gmail.com	
Daniel BRIDGES	22 Cox Rd		
Stuart BRIDGES	201 Willis Rd	stubs@comcast.net	

Attachment 1.a: Hornstein memo (1756 : David Hornstein - Sudbury Station opposition)

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First and Last name	Address	Email address	Signature
Nicole Enerson	4 Tudor Road, Sudbury	nicole.enerson@gmail.com	
Ben Enerson	4 Tudor Road, Sudbury	benjamin.enerson@yale.edu	
Melissa Masse	59 Harness Ln Sudbury	missicappas@hotmail.com	Melissa Masse
Colleen Rawlings	19 STERNS LN Sudbury	clamatte@bu.edu	
Ben Fisher	207 Goodman's Hill Rd	ben.g.fisher@gmail.com	
Dorlene Turpa	40 Pausas Rd, Sudbury	CDTURPA@comcast.net	
Chris Turpa	40 Pausas Rd, Sudbury	CTURPA@GMAIL.COM	
Rachel Williams	280 Goddards Hill Rd	Rachel_shiba@yahoo.com	
Michael Coombs	35 Devon Dr		
Karen Curtin	5 Sakony Drive	Karenalysbest@gmail.com	
Jeff Curtin	5 Sakony Drive	jeffcurtin@nrc.com	
Daniel Reich	28 Normandy Dr	dreich@iRazer.com	
JIN TENG	75 Saxon Dr	tengjin.m@gmail.com	
Michael Towle	43 Saxon Dr	mtk215@vols.com	
Kim Snow	43 Saxon Dr	KIMSNOW59@gmail.com	Kim Snow
Hemping Team	75 Saxon Dr	hempington@yahoo.com	
Matthew	57 Normandy Dr.	mtt@trentu.com	
Moh Tassa	192 Marlket Rd #26	mtt28@yaho.com	

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We, the undersigned, petition the Board of Selectmen and the Zoning Board of Appeals to hire an outside legal consultant to evaluate the potential for litigation related to the Peter's Way land swap. Sudbury is faced with a development that is opposed by the town government and a large number of citizens because of misrepresentations made at town meeting about the potential use of the landlocked parcel. We believe that the town may have legal recourse against the landowner to undo this transaction.

First and Last name	Address	Email address	Signature
NARGYLE MASSAROTTI	71 FORD RD SUDBURY 01776	massarotti@comcast.net	
DALEISE TUDOTA	40 RIVERS RD - 01776	DTUDOTA@comcast.net	
CATHY LEVASSE	158 BELCHER DRIVE - 01776	Clevesse@cableone.com	
MATTHEW LEVASSE	158 BELCHER DRIVE	MLevasse@cableone.com	
Julie Fragale	19 DAKIN RD	jmcollura@hotmail.com	
Gregory Biggin	k Whitstail Ln	gregbiggin@gmail.com	
KALAH TALANCY	158 POWERS RD	k.talancy@hotmail.com	
Staid Talancy	220 Marlboro Rd	marlboroadrecorcess@marlboro.com	
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Michael Vernon	90 Longfellow Rd	cm@meinhomemail.com	
William Lucchini	28 Taintor Drive	bill.lucchini@gmail.com	
Heather Talcy	19 Sylvan way	halsey@me.com	
Suzanne Keadyberger	130 Bolar Ln	SuzanneKeadyberger@gmail.com	
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MATTHEW KADE	111 FORD RD	KatieKade@me.com	
JESSICA MURPHY	33 Mary Catherine Ln	JessicaMurphy@verizon.net	
Tom Murphy	33 Mary Catherine Ln	tomsmurphy@verizon.net	
Tirana Gancheva	51 Steadys Lane	ganchevat@me.com	
Nika Gancheva	51 Steadys Lane	ngancheva@hotmail.com	
Laura Holt	110 NAWIN ROAD	LAWHOLT@me.com	
Stephanie Holt	814 Fort Run Rd,	stpholt@aol.com	
Donald Holt	116 Warren Road	doholt@me.com	

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First and Last name	Address	Email address	Signature
AURITA NICHOLS	220 OLD LANCASTER SUDBURY	JUDEGARA@Yahoo	
ALANNA KIRKPATRICK	8 SMOLE PINES BORG SWERING	hmaclean12@yahoo.com	
Kathie Kordan	115 MOOSE RD SUDBURY	lauralvi.rv@yahoo.com	
Christine Garner	66 CATER FARM RD SUDBURY	krisden28@yahoo.com	
Sonal Bhandary	130 CONCORD RD SUDBURY	ctaylor008@yahoo.com	
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Roger Nichols	216 Old Lancaster Rd. Sudbury	grace.cathabiano@verizon.net	
Ruby Lewis	220 Old Lancaster Rd Sudbury	grace.cathabiano@verizon.net	
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Jason Bennett	" "	jasophbernard@yahoo.com	
Ellie Roberts Krauser	12 Huckleberry Lane	ekrauser15krauser@gmail.com	
Mary-Michael Murphy	17 Pleasant St	mm.murphy@attails.com	
Myra White	114 Peckham Mill Rd	myra.white@attails.com	
Michele Alice White	119 State Mill Rd	myra.white@attails.com	
Kristin Mc Clure	25 Penny Meadow Rd	myra.white@attails.com	

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First and Last name	Address	Sudbury	Email address	Signature
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Wendy Puryear	32 Brookdale Rd		wopuryear@aol.com	
Cory Puryear	32 Brookdale Rd		colpuryear@aol.com	
Adam Vogel	34 Arboratum way		vogeladam@hotmail.com	
Wendy Vogel	34 Arboratum way		wendyvogel@gmail.com	
Brooke Thomson	221 Hudson Rd		brookefthomson@hotmail.com	
David Schwarz	221 Hudson Rd		DavidSchwarz@gmail.com	
Nick Fonte	49 Amanda Ln		Nickfonte@icloud.com	
Glenn McNeill	121 Waverly Ave		gymgph10@comcast.net	
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Kirk Langley	213611 Lancaster Rd		garreykirk@comcast.net	
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ELIZABETH MCCORMICK	216 Old LANCASTER RD		EBuzall@comcast.net	
Ayako Reich	28 Normandy Dr		ayareich@comcast.net	
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John Langley	87 Water Rd		JohnLangley@gmail.com	
Michael Faerrie	288 Old Lancaster Rd		smokeysheep@gmail.com	
Virginia Deignan	219 Old Lancaster Rd		va.deignan@comcast.net	
Victoria Baribault			page.victoria@gmail.com	

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First and Last name	Address	Email address	Signature
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ERIN Ciaccera	208 Brooks Rd	erinciac@me.com	Erin Ciaccera
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Cassy Boardman	260 Parkton Rd	cassy.boardman@me.com	Cassy Boardman
Josh Hechtel	94 Cottle Farm Rd	josh.hechtel@me.com	Josh Hechtel
Griff Noble	47 Concord Rd	griffnoble@yahoo.com	Griff Noble
Jessica Noble	47 Concord Rd.	jessicasnoble@gmail.com	Jessica Noble
DAVID HORNSTEIN	22 CANDY HILL RD	DAVIDHORNSTEIN@GMAIL.COM	David Hornstein
Jonis Dretter	286 Goodmans Hill Rd	jdretter@gmail.com	Jonis Dretter
Andrew Bonnes	250 Old Saling Rd	andrewbonnes@gmail.com	Andrew Bonnes
Michael J. O'Malley	177 Plympton Rd	omalley.mike@gmail.com	Michael J. O'Malley

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First and Last name	Address	Email address	Signature
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Deanne Mapplein	73 Millbury Rd.	paulella@aol.com	
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Leslie Ganson	5 Millpond Rd.	lesliedee@gmail.com	
Jay GANSON	5 Mill Pond Rd.	SPrint759@yahoo.com	

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First and Last name	Address	Email address	Signature
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Sheri Fera	14 Village Rd	rimce@regmail.com	
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Jamie Mico	36 Center St	jamie.mico@yale.com	

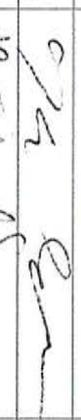
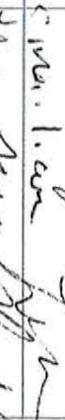
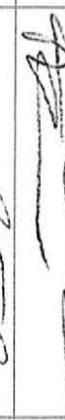
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Stephanie Oliver	17 Barton Dr. Sudbury	sno1iver15@gmail.com	Stephanie Oliver
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First and Last name	Address	Email address	Signature
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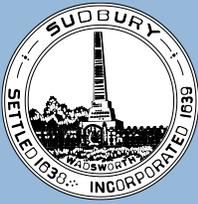
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Edward R. Treavor II	72 Austin Rd	ted.treavor@lionbridge.com	

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First and Last name	Address	Email address	Signature
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Sill Kushnick	15 Bradford St	Sillkushnick@hotmail.com	[Signature]
Miss Levine	47 Chanticleer Rd	adieleve@33@hotmail.com	[Signature]
Patricia Sinegard	1/2 Chanticleer Rd	MICHAELERIZOVSKI	[Signature]
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Kevin Klapper	20 East Rd		[Signature]
Karin Farrell	494 Hudson Rd	Kevin.Klapper@gmail.com	[Signature]
Conor Farrell	55 Rockham Rd.	Kevin.Farrell@gmail.com	[Signature]
	57 Rockham Rd.	conofarrell@gmail.com	[Signature]

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## SUDBURY BOARD OF SELECTMEN

Tuesday, April 5, 2016

**PUBLIC HEARING****2: Vote street layouts**REQUESTOR SECTION

Date of request:

Requestor: Town Counsel office

Formal Title: PUBLIC HEARING: Vote to lay out the following Town Ways with the boundaries and measurements as set forth on plans on file in the office of the Town Clerk, to be presented for acceptance at the 2016 Annual Town Meeting: - Trevor Way from Horse Pond Road to a dead end, a distance of 415 ft. +/-; - Arboretum Way from Maynard Road to a dead end, a distance of 1,025 ft. +/-; - Tall Pine Drive from Horse Pond Road to a dead end, a distance of 1,093 ft. +/-; and further that it is determined and adjudged that common convenience and necessity require that said ways should be laid out as Town Ways

Recommendations/Suggested Motion/Vote: PUBLIC HEARING: Vote to lay out the following Town Ways with the boundaries and measurements as set forth on plans on file in the office of the Town Clerk, to be presented for acceptance at the 2016 Annual Town Meeting:

- **Trevor Way** from Horse Pond Road to a dead end, a distance of 415 ft. +/-;
- **Arboretum Way** from Maynard Road to a dead end, a distance of 1,025 ft. +/-;
- **Tall Pine Drive** from Horse Pond Road to a dead end, a distance of 1,093 ft. +/-;

and further that it is determined and adjudged that common convenience and necessity require that said ways should be laid out as Town Ways

## Background Information:

In accordance with statute, on 1/19/16 the Board voted its intention to lay out the streets indicated on 4/5/16. The matter was referred to the Planning Board for hearing and a report recommending conditional acceptance has been received. Notices have been delivered/mailed to owners of abutting properties. Plans and notices were filed with the Town Clerk.

Financial impact expected: Town to maintain streets indicated when deeded or taken by eminent domain.

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden

Pending



**TOWN OF SUDBURY**

*Office of Selectmen*  
*www.sudbury.ma.us*

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756

Email: [selectmen@sudbury.ma.us](mailto:selectmen@sudbury.ma.us)

January 26, 2016

Craig Lizotte  
Chairman of the Planning Board  
161 Powers Road  
Sudbury, MA 01776

IN BOARD OF SUDBURY SELECTMEN  
Meeting Date: January 19, 2016

**April 5, 2016 Public Hearing – Intention Voted**

Present: Chairman Patricia A. Brown, Selectman Robert C. Haarde, Selectman Leonard A. Simon, Vice-Chairman Susan Iuliano, Selectman Charles C. Woodard and Town Manager Melissa Murphy-Rodrigues.

It was on motion unanimously

VOTED: The intention of the Board of Selectmen is to lay out the following ways at a public hearing on April 5, 2016, at 8 p.m.: - Arboretum Way from Maynard Road to a dead end, a distance of 1,025 ft. +/-; - Trevor Way from Horse Pond Road to a dead end, a distance of 415 ft. +/-; - Tall Pine Drive from Horse Pond Road to a dead end, a distance of 1,093 ft. +/-; and further to refer the proposed layouts to the Planning Board for its reports prior to the April 5, 2016 hearing.

A True Copy Attest: Melissa Murphy-Rodrigues, Esq.  
Melissa Murphy-Rodrigues  
Town Manager – Clerk

cc: J. Kablack, Director  
Planning and Community Development  
B. Place, Director of DPW



# Town of Sudbury

## Planning Board

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776  
978-639-3387  
Fax: 978-443-0756

[planningboard@sudbury.ma.us](mailto:planningboard@sudbury.ma.us)

<http://www.sudbury.ma.us/services/planning>

March 24, 2016

Sudbury Board of Selectmen  
Flynn Building  
Sudbury, MA 01776

RE: Street Acceptances for 2016 Annual Town Meeting

Dear Chairman Brown:

At its meeting of March 23, 2016 the Planning Board voted to conditionally recommend acceptance of the following streets at the 2016 Annual Town Meeting, pending final completion prior to the Town Meeting vote:

- Arboretum Way
- Trevor Way
- Tall Pine Drive

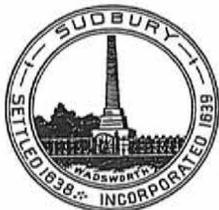
These streets were constructed in general conformance with the Planning Board rules and regulations and the subdivision/Special Permit decisions under which they were approved. The DPW Director is working on punch list items with the developers, and anticipates progress towards final completion this spring. If the streets are not completed to our satisfaction, a further report will be made at Town Meeting. In addition, the Planning Board holds performance bonds for the streets which will be held until all conditions have been complied with.

If you need anything further, please advise.

On behalf of the Planning Board,

*Peter Abair / SMR*  
Peter Abair, Chairman

cc: Bill Place, Director of Public Works  
Debbie Dineen, Conservation Coordinator



# Town of Sudbury

Planning and Community Development Department

Jody A. Kablack, Director

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776  
978-639-3387  
Fax: 978-443-0756

<http://www.sudbury.ma.us/services/planning>  
[kablackj@sudbury.ma.us](mailto:kablackj@sudbury.ma.us)

TO: Planning Board  
FROM: Jody Kablack, Director of Planning and Community Development  
RE: Street Acceptances, 2016 Annual Town Meeting  
DATE: March 23, 2016

Below are my comments on the article to accept Trevor Way, Arboretum Way and Tall Pine Drive at the 2016 Annual Town Meeting. Bill Place and I inspected the streets recently, and recommend the following actions prior to acceptance:

## Trevor Way

1. This street was approved as part of the Maillet Estates subdivision in 2006. The Board currently holds a surety bond in the amount of \$20,344 to complete all conditions.
2. The fire hydrant must be elevated approximately 1 foot from its current position.
3. Bounds must be installed at all lot corners and all angle points along the street, per the Subdivision Regulations.
4. The street must be swept and catch basins cleaned by the developer, and the Town Engineer notified for an inspection.
5. As-built plans have been submitted indicating construction in general conformance with the subdivision approval, and the Town Engineer has certified that the stormwater management system is functioning property. Street trees have been planted. All other conditions of subdivision approval have been complied with.
6. A Certificate of Compliance has not been issued for the subdivision by the Conservation Commission, however the outstanding items are not related to the street or drainage system to be accepted by the Town if this passes at Town Meeting.

## Arboretum Way

1. This street was approved as part of the Arboretum cluster subdivision in 2004. The Board currently holds a cash bond in the amount of \$106,331.
2. The developer must remove debris from the planting island in the cul-de-sac.
3. The street must be swept and catch basins cleaned by the developer, and the Town Engineer notified for an inspection.
4. Street trees have been planted along one side of the road. The opposite side, which abuts an agricultural field, has been planted with rhododendrons to allow for an open vista of the field. The Board should make a determination if additional street trees are necessary.
5. Each driveway abutting Arboretum Way requires a final coat of asphalt, which should be applied in the near future so that the Arboretum Way pavement is not impacted due to water collection at the driveway apron.
6. A bond estimate for the completion of Cutting Lane, a private way approved with the subdivision, must be calculated and funds submitted to ensure construction. The bond held for this subdivision only estimated costs for Arboretum Way.
7. As-built plans have been submitted indicating construction in general conformance with the subdivision approval, and the Town Engineer has certified that the stormwater management system is functioning property. All other conditions of subdivision approval have been complied with.
8. A Certificate of Compliance has not been issued for the subdivision by the Conservation Commission, however it is under review and is anticipated to be issued.

Tall Pine Drive

1. This is an existing private way which was recently improved as a condition of the Dudley Brook Preserve/40 Tall Pine Drive Senior Residential Community Special Permit in 2013.
2. The Board currently holds a cash bond in the amount of \$85,000 to secure the final conditions of the special permit, including completion of Tall Pine Drive.
3. The Town Engineer is waiting to receive the as-built plan of the roadway and drainage system to determine if these improvements have been constructed in general conformance with the design plan.
4. A Certificate of Compliance has not been issued for the road improvements by the Conservation Commission, however it is under review and is anticipated to be issued.

I will communicate these issues, along with any other issues identified by the Planning Board, to the developers so that final arrangements can be made prior to Town Meeting acceptance. By statute, all issues must be satisfied within 120 days of the vote in order to qualify for final acceptance. It is anticipated that the minor items remaining on each street will be resolved in adequate time so that final acceptance can occur.

The Board of Selectmen will hold a public hearing on the list of street acceptances on April 5, 2016.

cc: Redspire Inc. (Arboretum Way)  
Green Company (Tall Pine Drive)  
Maillet & Sons (Trevor Way)  
Bill Place, DPW Director  
Debbie Dineen, Conservation Coordinator

Tall Pine Drive

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Green Company (Tall Pine Drive)  
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Bill Place, DPW Director  
Debbie Dineen, Conservation Coordinator



# Town of Sudbury

## Dept. of Public Works

275 Old Lancaster Road  
Sudbury, MA 01776  
(978) 440-5421; (978) 440-5451 fax  
I. William Place, DPW Director/Town Engineer

ENGINEERING • HIGHWAY • PARKS & GROUNDS • TRANSFER STATION • TREES & CEMETERY

February 22, 2016

Ms. Melissa Murphy Rodriquez  
Town Manager  
288 Old Sudbury Road  
Sudbury, MA 01776

Subject: **Street Acceptances**

Dear Ms. Rodriquez:

The following is a status report on the three streets submitted to you for street acceptance at this May's Town Meeting.

### **Arboretum Way, "The Arboretum" Subdivision**

1. Arboretum Way was constructed in general conformance with the Planning Board's rules and regulations governing the subdivision of land.
2. An as-built plan dated November 2015 prepared by David E Ross Associates Inc. is on file with the Engineering Department.
3. A certificate of compliance has not been issued by the Sudbury Conservation Commission.
4. There is currently a \$103,331.54 cash bond held to complete this subdivision.

### **Trevor Way, Malett Estates**

1. Trevor Way was constructed in general conformance with the Planning Board's rules and regulations.
2. An as-built plan dated February 17, 2016 prepared by Sullivan, Connors and Associates, is on file with the Engineering Department.
3. A certificate of compliance has not been issued by the Sudbury Conservation Commission.
4. Bounds have not been set at the beginning and end of all roundings and at all front and rear lot corners.
5. There is currently \$20,344.00 is a surety Bond to complete this subdivision.

**Tall Pine Drive, Formerly Codjer Lane**

1. This portion of Tall Pine Drive was originally laid out in 1835 by the Board of Selectmen as a private way, for the Abutters, see opinion by the assistant to Town Counsel Thomas M. French dated October 4, 1976.
2. Tall Pine Drive has been reconstructed by the Developer of Dudley Brook Senior Residential Community, 40 Tall Pine Drive.
3. Tall Pine Drive was reconstructed to a standard acceptable to the Department of Public Works.
4. A portion of Tall Pine Drive was constructed on land now or formally Bessie R. Noyes. In order to clear title to Tall Pine Drive it was agreed to prepare an Eminent Domain Taking Plan.
5. A certificate of compliance has not been issued by the Sudbury conservation Commission

If there are any questions, please advise.

Sincerely,



I. William Place, P.E.  
Town Engineer/DPW Director

IWP/ab

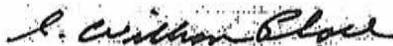
cc: Jody Kablack

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5. A certificate of compliance has not been issued by the Sudbury conservation Commission

If there are any questions, please advise.

Sincerely,



I. William Place, P.E.  
Town Engineer/DPW Director

IWP/ab

cc: Jody Kablack

COMMONWEALTH OF MASSACHUSETTS

Middlesex: ss

Town of Sudbury

BOARD OF SELECTMEN  
OF THE TOWN OF SUDBURY

**TREVOR WAY**

---

LAYOUT OF A TOWN WAY

At a duly called and properly constituted meeting of the Board of Selectmen of the Town of Sudbury, a Municipal Corporation located in Middlesex County, Massachusetts, held on April 5, 2016, at Lower Town Hall, 322 Concord Road, in said Sudbury, in accordance with a duly posted notice filed with the Sudbury Town Clerk, at which a majority of the members were present and voting throughout the meeting, it was unanimously voted and ordered that:

WHEREAS, the Board of Selectmen gave written notice, as required by law, of its intention to lay out, relocate and/or alter a Town Way at its meeting on April 5, 2016, aforesaid, to be known as

**TREVOR WAY**

and such notice was given to the owners of the land which will be taken, or otherwise acquired for such purpose by deposit or delivery, and by posting, as required by General Laws, Chapter 82, Section 22, seven days at least before the time established for said meeting and layout, relocation and/or alteration;

WHEREAS, the proposed layout, relocation and/or alteration has been referred to the Planning Board of the Town of Sudbury, and the Planning Board has filed its report with the Board of Selectmen;

WHEREAS, pursuant to said notice, the Board of Selectmen met at the time and place appointed for the meeting and received all evidence submitted by those persons who desired to be heard;

WHEREAS, the layout of the said Town Way is shown on a plan entitled: "ROADWAY ACCEPTANCE PLAN OF TREVOR WAY STA. 0+00 TO 4+15.17 IN SUDBURY, MASS" dated March 14, 2016, by Sullivan, Connors and Associates, 121 Boston Post Road, Sudbury, MA 01776, a copy of which plan is on file in the Town Clerk's Office, which plan is made a part hereof and incorporated herein by reference, hereinafter called the plan;

WHEREAS, the Board of Selectmen of the Town of Sudbury have determined and adjudged that common convenience and necessity require that said way should be laid out as a Town Way;

NOW THEREFORE, we, the Board of Selectmen of the Town of Sudbury, having reviewed and considered all of the remarks, objections and evidence submitted to us, HEREBY DETERMINE AND ADJUDGE, under and by virtue of the power and authority vested in us by General Laws, Chapter 82, and all acts in amendment thereof and in addition thereto, and of every other power and authority

vested in us and hereto enabling, THAT COMMON CONVENIENCE AND NECESSITY REQUIRE THAT SAID WAY BE LAID OUT A TOWN WAY, to be known as

TREVOR WAY

and we do hereby lay out said way as a Town Way, with the boundaries and measurements of said way all set forth on the plan, which is a part of this layout.

No betterments are to be assessed for the improvements this layout will provide. The names of all property owners affected by this layout are set forth on the plan and, if in any instance, the name of a property owner is not correctly stated, the name of the supposed owners being given as of the date of this instrument, it is to be understood that in each such instance the land referred to is owned by an owner or owners unknown.

A copy of this layout will be filed with the Sudbury Town Clerk.

IN WITNESS WHEREOF WE, THE UNDERSIGNED, BEING DULY ELECTED AND QUALIFIED MEMBERS OF THE BOARD OF SELECTMEN OF THE TOWN OF SUDBURY, HEREUNTO SET OUR HANDS AND SEALS THIS 5TH DAY OF APRIL, 2016.

BOARD OF SELECTMEN OF  
THE TOWN OF SUDBURY

Patricia A. Brown

Susan N. Iuliano

Charles C. Woodard

Robert C. Haarde

Leonard A. Simon

COMMONWEALTH OF MASSACHUSETTS

Middlesex: ss

Town of Sudbury

BOARD OF SELECTMEN  
OF THE TOWN OF SUDBURY

**TALL PINE DRIVE**

---

LAYOUT OF A TOWN WAY

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**TALL PINE DRIVE**

and such notice was given to the owners of the land which will be taken, or otherwise acquired for such purpose by deposit or delivery, and by posting, as required by General Laws, Chapter 82, Section 22, seven days at least before the time established for said meeting and layout, relocation and/or alteration;

WHEREAS, the proposed layout, relocation and/or alteration has been referred to the Planning Board of the Town of Sudbury, and the Planning Board has filed its report with the Board of Selectmen;

WHEREAS, pursuant to said notice, the Board of Selectmen met at the time and place appointed for the meeting and received all evidence submitted by those persons who desired to be heard;

WHEREAS, the layout of the said Town Way is shown on a plan entitled: "STREET ACCEPTANCE PLAN OF LAND FOR TALL PINE DRIVE SUDBURY, MASS " dated January 11, 2016, by Schofield Brothers LLC, 1071 Worcester Road, Framingham, MA 01701, a copy of which plan is on file in the Town Clerk's Office, which plan is made a part hereof and incorporated herein by reference, hereinafter called the plan;

WHEREAS, the Board of Selectmen of the Town of Sudbury have determined and adjudged that common convenience and necessity require that said way should be laid out as a Town Way;

NOW THEREFORE, we, the Board of Selectmen of the Town of Sudbury, having reviewed and considered all of the remarks, objections and evidence submitted to us, HEREBY DETERMINE AND ADJUDGE, under and by virtue of the power and authority vested in us by General Laws, Chapter 82, and all acts in amendment thereof and in addition thereto, and of every other power and authority

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and we do hereby lay out said way as a Town Way, with the boundaries and measurements of said way all set forth on the plan, which is a part of this layout.

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BOARD OF SELECTMEN OF  
THE TOWN OF SUDBURY

Patricia A. Brown

Susan N. Iuliano

Charles C. Woodard

Robert C. Haarde

Leonard A. Simon

COMMONWEALTH OF MASSACHUSETTS

Middlesex: ss

Town of Sudbury

BOARD OF SELECTMEN  
OF THE TOWN OF SUDBURY

**ARBORETUM WAY**

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**ARBORETUM WAY**

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WHEREAS, pursuant to said notice, the Board of Selectmen met at the time and place appointed for the meeting and received all evidence submitted by those persons who desired to be heard;

WHEREAS, the layout of the said Town Way is shown on a plan entitled: "STREET ACCEPTANCE PLAN IN SUDBURY, MASS", dated November, 2015, General Revision March 30, 2016, by David E. Ross Associates, Inc., 11 Fitchburg Rd., Ayer, Mass 01432, a copy of which plan is on file in the Town Clerk's Office, which plan is made a part hereof and incorporated herein by reference, hereinafter called the plan;

WHEREAS, the Board of Selectmen of the Town of Sudbury have determined and adjudged that common convenience and necessity require that said way should be laid out as a Town Way;

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Patricia A. Brown

Susan N. Iuliano

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Robert C. Haarde

Leonard A. Simon

REFERENCES:  
 ASSESSORS MAP K06, LOTS 9, 10, & 11  
 DEED BOOK 7728, PAGE 235  
 DEED BOOK 20796, PAGE 338  
 DEED BOOK 13576, PAGE 446  
 DEED BOOK 48688, PAGE 188

Plan No. 1592 of 2006  
 Plan No. 1132 of 1994  
 Plan No. 916 of 1962  
 Plan No. 883 of 1963  
 Plan No. 1685 of 1955  
 Plan No. 150 of 1985  
 Plan No. 403 of 1962  
 Plan No. 678 of 1985  
 Plan No. 1549 of 1988  
 Plan No. 1931 of 1957

Middlesex South  
 Registry of Deeds

ZONED: RESIDENCE A-1  
 AREA = 40,000 sq ft  
 FRONTAGE = 180 feet  
 SETBACKS: FRONT = 40 feet  
 SIDE = 20 feet  
 REAR = 30 feet  
 PROPERTY IS WITHIN ZONE 2  
 OF THE WATER RESOURCE  
 PROTECTION DISTRICT

**CHAPTER 380, ACTS OF 1966**

AMENDING CHAPTER 41, SECTION 81-X  
 I HEREBY CERTIFY THAT THE PROPERTY LINES SHOWN  
 ARE THE LINES DIVIDING EXISTING OWNERSHIPS AND THE  
 LINES OF STREETS AND WAYS SHOWN ARE THOSE OF  
 PUBLIC OR PRIVATE STREETS OR WAYS ALREADY  
 ESTABLISHED AND THAT NO NEW LINES FOR DIVISION OF  
 EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN.

I HEREBY CERTIFY THAT THIS PLAN  
 WAS PREPARED IN CONFORMANCE WITH  
 THE RULES AND REGULATIONS OF THE  
 REGISTERS OF DEEDS:  
 VAROUJAN K. HACOPIAN, P.L.S. 49865



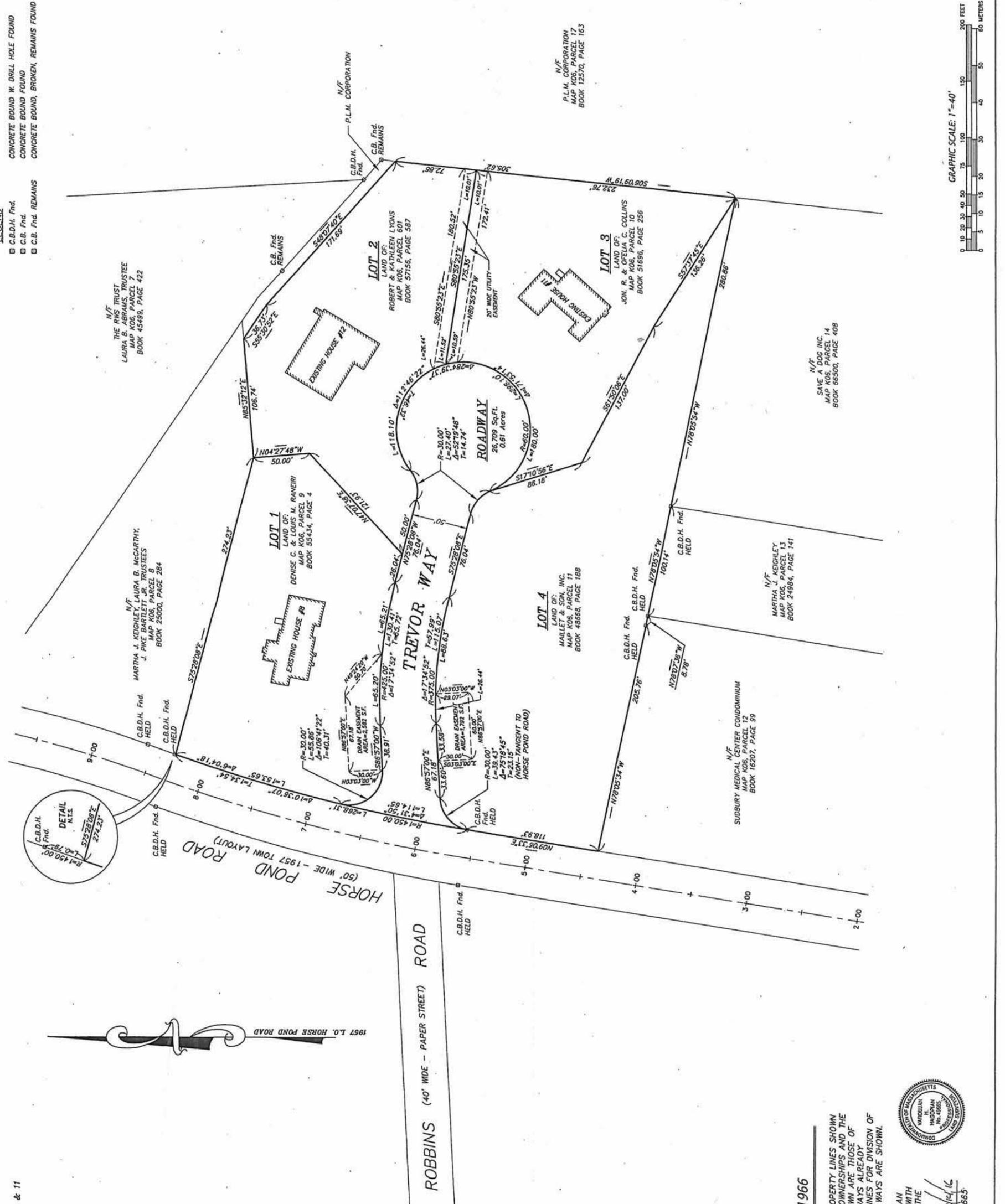
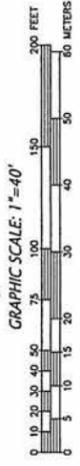
LEGEND  
 □ C.B.D.H. Fnd.  
 □ C.B. Fnd.  
 □ C.B. Fnd. REMAINS

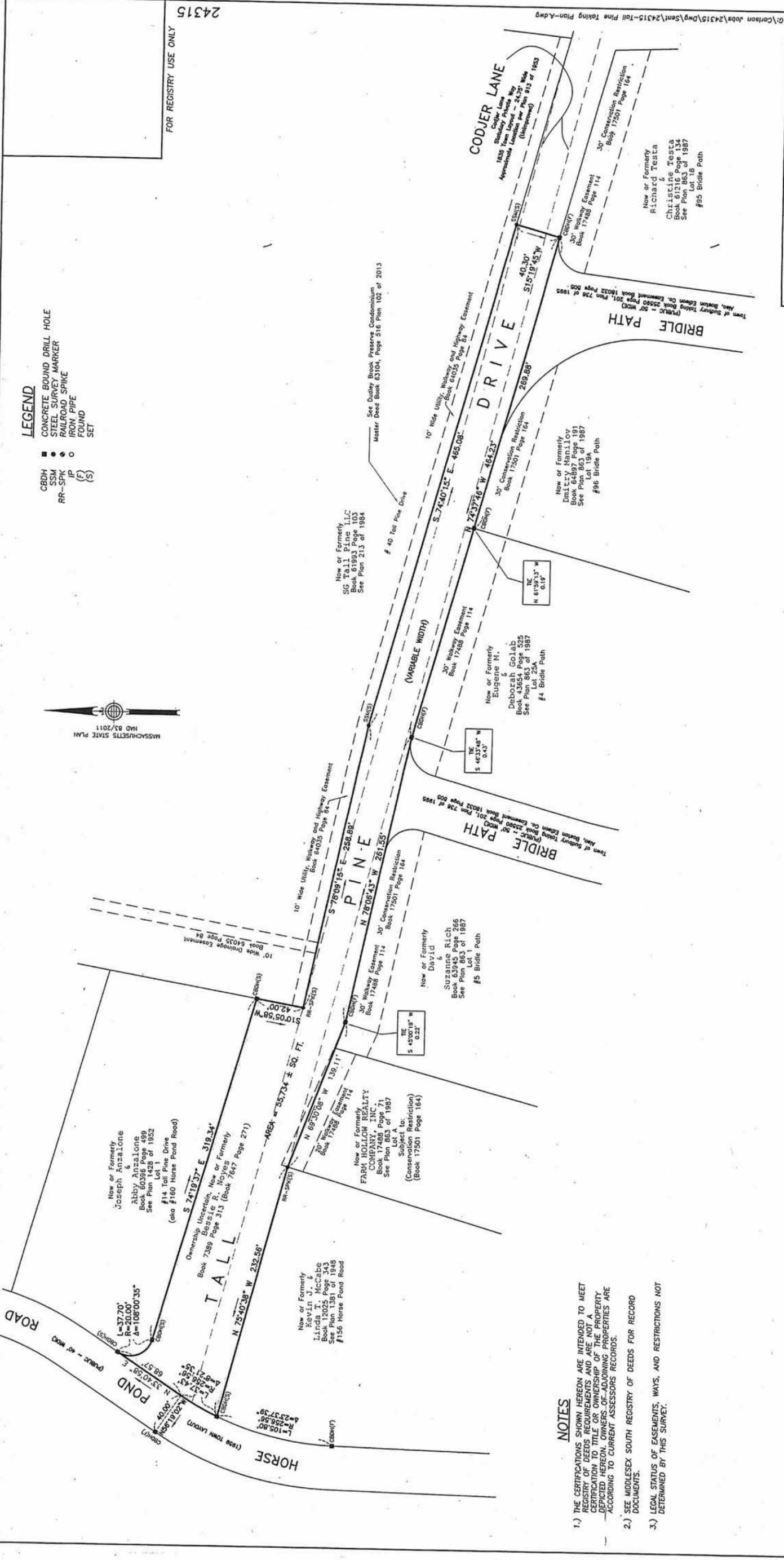
GENERAL NOTES:  
 1. THE CERTIFICATION SHOWN HEREON IS  
 INTENDED TO MEET REGISTRY OF DEEDS  
 REQUIREMENTS AND IS NOT A CERTIFICATION  
 OF THE ACCURACY OF THE PROPERTY LINES  
 PROPERTY SHOWN. OWNERS OF ADJOINING  
 PROPERTIES ARE SHOWN ACCORDING TO  
 CURRENT TOWN OF SUDBURY ASSESSORS  
 RECORDS.

OWNER:  
 MAILLET & SONS INC.  
 61 BUTLER ROAD  
 SUDBURY, MA 01776

SULLIVAN, CONNORS  
 AND ASSOCIATES  
 LAND SURVEYING AND CIVIL ENGINEERING  
 121 BOSTON POST ROAD  
 SUDBURY, MASSACHUSETTS 01776  
 PHONE: 978-443-9566 FAX: 978-443-8915

ROADWAY ACCEPTANCE PLAN  
 OF  
 TREVOR WAY  
 STA. 0+00 TO 4+15.17  
 IN  
 SUDBURY, MASS.

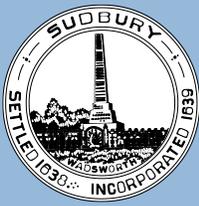




24315

Attachment 2.c: street acceptances maps (1654 : Vote street layouts)





### TIMED ITEM

#### 3: Discussion with Petitioner re: ATM article

##### REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discussion with petitioner Dan DePompei regarding Town Meeting article on Walkways

Recommendations/Suggested Motion/Vote: Discussion with petitioner Dan DePompei regarding Town Meeting article on Walkways

Background Information:  
Attached article

Financial impact expected:

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM

## Walkways Article for TM 2016

- To see if the Town will vote to survey town road Right of Ways (RoWs) to determine where walkways may be designed and built without the need for easements over private property(s). Said surveys will also allow the Town to determine specifically where easements are required for walkway construction. Surveying is a resident talent within existing Town resources. No additional funding over the existing tax levy is necessary

4/3/16

1

## Walkways (Background)

- **Town Meeting 2015**
- **ARTICLE 53. TOWN SIDEWALKS**
- To see if the Town will vote to prioritize the current building of sidewalks to provide walking access to public schools for all homes within two (2) miles of a public school.
- **“Passed by more than a majority” (M. Fox)**

4/3/16

2

## Progress since Town Meeting

- P&CD updated the walkway process after TM (note: there were no changes in requirements for initiating design- specifically easements)
- Many residents were actively involved throughout 2015 persuing easements
- P&CD scheduled a Walkway Forum October 15, 2015 to discuss progress
- None of the priority walkways meet the easement requirements for initiating design

4/3/16

3

## Discussion

- Walkway easements may not be the problem they are perceived to be.
- While road pavement varies from 20-25 feet, RoWs for these pavements vary from 20 to 50 feet
- When some priority walkway RoWs were checked against DPW records there appeared to be sufficient room for walkway design & construction

4/3/16

4

## Discussion (continued)

- Validated Examples of RoWs
  - Concord Road Pavement Width: 25 feet
  - Concord Road RoW: 40 to 50 feet
  - Haynes Road Pavement Width: 20 feet
  - Haynes Road RoW: 32 feet

## Recommended Way Forward

- Support the Town Meeting 2016 Walkways Article as Submitted to enable continued Walkway discussion and design.

Dan DePompei, Haynes Road

4/3/16

5

Proposed Warrant Articles for the Sudbury 2016 Town Meeting  
Note: This wording has been approved by Town Counsel 1/25/2016

**ARTICLE # TBD. TOWN WALKWAYS**

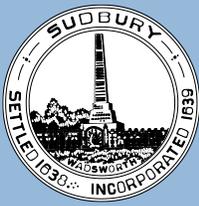
To see if the Town will vote to survey town road Right of Ways (RoWs) to determine where walkways may be designed and built without the need for easements over private property(s). Said surveys will also allow the Town to determine specifically where easements are required for walkway construction. Surveying is a resident talent within existing Town resources. No additional funding over the existing tax levy is necessary.

Submitted by Petition.

**DISCUSSION**

Discussion: In Article 53 of Town Meeting 2015 the Town voted to prioritize the current building of walkways along Sudbury's roads. It is noted that Town Management has stated a major difficulty in designing and constructing said walkways is the need for easements over private property. Town policy passes the responsibility for obtaining easements to residents and neighbors along the proposed walkways. This perceived need for easements can be mitigated. Two lane roads in Sudbury are a nominal 24 feet wide. Road RoWs are, in many cases, 40 feet wide. Existing data indicates many RoWs may include sufficient space to permit walkway construction. Walkway space within a RoW can be determined by surveying road RoWs. Road location within the RoW can then be validated. Through this process the need, if any, for additional easements for walkway construction will be determined, validated and documented. The initial surveys for road RoWs and road location will be conducted for Priority Walkways identified in the 2001 Walkway Report. Follow surveys will be conducted for any/all roads within 2 miles of a public school and where current data indicates the road RoW is = or > 30 feet. Where existing walkways, existing RoWs and existing/agreed easements combine positively, the Department of Public Works will begin construction utilizing existing funds and other future funding as available.

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
2016 FEB - 1 A 9: 00



SUDBURY BOARD OF SELECTMEN

Tuesday, April 5, 2016

**MISCELLANEOUS (UNTIMED)**

**4: Park & Rec special municipal employee**

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discuss and potentially vote on request that Park and Recreation Commission members should be designated as Special Municipal Employees.

Recommendations/Suggested Motion/Vote: Discuss and potentially vote on request that Park and Recreation Commission members should be designated as Special Municipal Employees.

Background Information:  
Attached documents

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting: Mara Huston

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



The Official Website of the State Ethics Commission

## State Ethics Commission

Home > Education & Training Resources > Educational Materials > Explanations of the Conflict of Interest Law > Special Municipal Employees Summary

### Special Municipal Employees

The conflict of interest law, G.L. c. 268A, covers all municipal officials and employees, whether elected or appointed, paid or unpaid, full-time or part-time. However, two sections of the conflict law apply less restrictively to those part-time or unpaid municipal officials who have been designated as "special municipal employees."

"Special municipal employee" status can be assigned to certain municipal positions by a vote of the board of selectmen, board of aldermen, town council or city council. Several specific municipal positions are automatically designated as "special" under the law. Your position is eligible to be designated as a "special municipal employee" position provided that:

- you are not paid; or
- you hold a part-time position which allows you to work at another job during normal working hours; or
- you were not paid by the city or town for more than 800 working hours (approximately 20 weeks full-time) during the preceding 365 days.

It is the municipal position that is designated as having "special" status, not the individual. Therefore, all employees holding the same office or position must have the same classification as "special municipal employees." For instance, one member of a school committee cannot be classified as a "special" unless all members are similarly classified.

The designation may be made by a formal vote of the board of selectmen, board of aldermen, town council or city council at any time. Votes should be taken individually for each board or position being designated, expressly naming the positions being designated. Once a position is designated as having "special" status, it remains a "special municipal employee" position unless and until the classification is rescinded. A list of all the "special municipal employee" positions should be on file at the town or city clerk's office. This list should also be filed with the Ethics Commission.

Under no circumstances may a mayor, city councilor, town councilor, alderman, or selectman in a town with a population of more than 10,000 be designated as a "special." However, in towns of 10,000 or less, selectmen are automatically considered "special" employees. Other municipal positions in towns with a population of less than 10,000 must still be designated as "special municipal employee" positions by the selectmen.

The Legislature may also designate certain positions to have "special municipal employee" status. For example, board members and part-time employees of local housing and redevelopment authorities are defined by law as "special municipal employees" and do not need to have local authorities approve their designation as "specials." (See G.L. c. 121B, section 7.)

#### THE CONFLICT LAW IS LESS RESTRICTIVE FOR "SPECIALS"

Only two sections of the conflict of interest law apply less restrictively to "specials", §§ 17 and 20. All other sections of the conflict law that govern regular municipal employees apply to "special municipal employees" in exactly the same way. See the Summary of the Conflict Law for Municipal Managers or the Practical Guide to the Conflict Law for Municipal Employees for information on your responsibilities under the law (these publications are available from the State Ethics Commission). Remember that even if you serve on an unpaid part-time board or commission, you are still considered a regular municipal employee, unless your position has been expressly designated as having "special municipal employee" status.

#### Section 17 - Acting on Behalf of Others

Section 17 generally prohibits municipal employees from representing a private party before municipal boards or departments. It also prohibits municipal employees from acting as agent (or attorney) for a private party in connection with any matter of direct and substantial interest to their city or town. Finally, it prohibits municipal employees from accepting pay or other compensation in connection with any matter of direct and substantial interest to their municipality.

However, if you are a "special municipal employee," you may:

- represent private parties before municipal boards other than your own, provided that you have not officially participated in the matter and the matter is not now (and was not within the past year) within your official responsibility;
- act as agent for private parties in connection with a matter of interest to your city or town, provided that you have not participated in the matters as a municipal official, and that the matter is not (and has not been, during the past year) within your official responsibility; and
- receive pay or other compensation in connection with matters involving your city or town, provided that you have not officially participated in the matters and they are not (and have not been, within the past year) within your official responsibility.

**Example:** You are a Conservation Commissioner. The Commission has been given "special municipal employee" status. You are also an engineer in private practice in town.

- You may be hired as site engineer and represent a private development company at a Planning Board hearing, as long as the hearing does not in any way involve Conservation Commission matter.
- However, if the hearing is about a wetlands dispute, you could not represent the developer before the Planning Board because the matter is under your official responsibility as Conservation Commissioner.
- Also, if you prepare site plans, blueprints, structural analyses or other professional documents, you may not allow the developer to submit those materials to the Conservation Commission (or to any other municipal boards, in connection with matters under the Conservation Commission's responsibility).

- Also, you may not be paid for giving the developer advice about how to get his project approved by the Conservation Commission, or for any other activity related to the Conservation Commission review process.

Note that the prohibition against "acting as agent" covers any type of activity that involves representing someone other than your city or town. Activities which can be considered "acting as agent" include: serving as someone's spokesperson; making phone calls or writing letters; acting as a liaison; affixing professional seals or signing supporting documentation; and participating as an electrician, plumber or other contractor during municipal building inspections. For more information about section 17, request Advisory No. 13: Municipal Employees Acting as Agent from the State Ethics Commission.

### Section 20 -- Restrictions on Having an Interest in Contracts with your City or Town

Section 20 generally prohibits municipal employees from having a direct or indirect financial interest in a contract with their city or town. However, there are many exemptions in this section of the law. For instance, a municipal employee may own less than 1% of the stock of a company that does business with the municipality.

Also, a municipal employee may have a financial interest in a contract with a municipal department which is completely independent of the one where he works, provided that the contract has been publicly advertised or competitively bid, and the employee has filed a disclosure of his interest in the contract with the city or town clerk. Note that there are additional requirements for personal services contracts: contact your town counsel or city solicitor or the State Ethics Commission's Legal Division for more information.

However, if you are a "special municipal employee," you have two additional exemptions to section 20:

As a "special municipal employee," you may have a financial interest in a contract with a department which is completely independent of the one where you work, provided that you file a disclosure of your interest in the contract with the city or town clerk (there is no "public notice" or "competitive bid" requirement for this "special municipal employee" exemption).

As a "special municipal employee", you may even have a financial interest in a contract with your own department (or with a department which has overlapping jurisdiction with your department), provided that you file a disclosure of your interest in the contract with the city or town clerk and the board of selectmen, board of aldermen, town council or city council vote to grant you an exemption to section 20.

**Example:** You are a member of the School Committee, which has been given "special municipal employee" status. You also own a hardware store in town.

- You may sell light bulbs to the town's Department of Public Works, because Public Works is not under the jurisdiction of the School Committee; however, you must file a disclosure of your interest in the light bulb sales with the Town Clerk.
- You also may sell light bulbs to the School Department (which is under the School Committee's jurisdiction), but only if you file a disclosure of your interest in the light bulb sales with the Town Clerk and the Board of Selectmen vote to exempt your light bulb sales from the restrictions of section 20.

For more information about restrictions on holding an interest in municipal contracts, contact your city solicitor or town counsel or the Legal Division of the State Ethics Commission.

### Section 20 -- Restrictions on Holding Multiple Municipal Positions

Because the restrictions of section 20 also apply to employment contracts, municipal employees are generally prohibited from holding more than one municipal position. However, there are many exemptions to this general prohibition. If you are a municipal employee -- regular or "special", you may:

- hold any number of unpaid positions, because you do not have a financial interest in any of the positions (however, if you hold even one paid appointed position, you must look for other exemptions);
- hold any number of elected positions, whether paid or unpaid, because you serve in those positions by virtue of your election, rather than because of an appointment or employment contract (however, if you hold even one paid appointed position, you must look for other exemptions); and
- in some instances, you may hold more than one paid appointed position, provided that the jobs are in separate departments (which do not have overlapping responsibilities) and all paid jobs have been publicly advertised. However, your board of selectmen, board of aldermen, town council or city council must vote to exempt you from section 20, and there are also other requirements you must meet. For more information, see Advisory No. 7: Multiple Office Holding from the State Ethics Commission, or contact your town counsel or city solicitor or the State Ethics Commission's Legal Division.
- If you serve in a town with a population of less than 3,500, you may hold more than one position with the town if the board of selectmen formally approves the additional appointments.

If you are a "special municipal employee", you may also:

- hold any number of other "special municipal employee" positions, provided that the positions are with totally independent departments and you file a disclosure of your financial interest in all the positions with the city or town clerk;
- hold any number of other "special municipal employee" positions, even if the departments' jurisdictions overlap, provided that you file a disclosure of your financial interest in all the positions with the city or town clerk, and the board of selectmen, board of aldermen, town council or city council vote to exempt you from section 20.

**Example:** As a Cemetery Commissioner, you are a "special municipal employee."

- You may also hold "special municipal employee" positions on the Board of Library Trustees and on the Waterways Commission, because the three positions are completely independent of each other. However, you must file a disclosure of your financial interest (e.g., stipends, per diem payments, salary) in the positions with the Town Clerk.

If you wish to hold a "special municipal employee" position with the Department of Public Works (which maintains buildings on the cemetery grounds) or as the town's Tree Warden (who cares for the trees on the cemetery grounds), you must file a disclosure of your financial interest in the positions with the Town Clerk, and the Board of Selectmen must vote to exempt you from section 20.

For more information about holding more than one municipal position, request Advisory No. 7: Multiple Office Holding from the State Ethics Commission, or contact your town counsel or city solicitor or the State Ethics Commission's Legal Division.

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The definition of "special municipal employee" can be found in section 1(n) of the conflict of interest law (G.L. c. 268A). Note that town councils are empowered by G.L. c. 39, section 1 to exercise all duties and powers of boards of aldermen.

\*\*\*

Commission Fact Sheets are prepared and issued by the Public Education Division of the State Ethics Commission. They are intended to provide guidance to public officials and employees concerning practical applications of the conflict law. For further information, contact your town counsel or city solicitor, or the Legal Division of the State Ethics Commission.

ISSUED: May 1987

REVISED: March 1990

REVISED: January 1991

REVISED: August 1992

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## CONFLICT OF INTEREST DESIGNATIONS

### Regular Employees

In accordance with Chapter 268A of the General Laws of Massachusetts, all persons, elected or appointed to and performing the duties of the following positions are hereby classified as REGULAR EMPLOYEES of the Town of Sudbury:

#### Elected Officials

None

#### Elected Board, Committee and Commission Members

Goodnow Library Trustees  
 Health, Board of  
 Park and Recreation Commissioners, Board of  
 Selectmen, Board of

#### Appointed Officials

All appointed positions listed in the Classification and Salary Plan contained in the Personnel Plan, unless specifically designated Special Employees.

Affirmative Action Officer  
 Americans with Disabilities Act (ADA) Coordinators  
 Auction Permit Agent  
 Cemeteries, Superintendent of  
 Chief Procurement Officer  
 Fence Viewers  
 Forest Warden  
 Industrial Accident Board, Town Agent  
 Insect Pest Control, Local Superintendent  
 Keeper of the Lockup  
 Pesticide Applicator and Herbicide Applicator  
 Street Lighting Agent  
 Town Counsel  
 Town Counsel, Assistant  
 Town Manager  
 Tree Warden  
 Wood-Burning Stoves, Inspector of

#### Employees

All positions listed in the said Classification and Salary Plan unless specifically designated Special Employees.

**Special Employees**

In accordance with Chapter 268A of the General Laws of Massachusetts, all persons, elected or appointed to and performing the duties of the following positions are hereby classified as SPECIAL EMPLOYEES of the Town of Sudbury:

Elected Officials

Moderator

Elected Board and Commission Members

Assessors, Board of  
Lincoln-Sudbury Regional School District Committee  
Planning Board  
Sudbury Housing Authority  
Sudbury School Committee

Appointed Officials

Aging, Council on  
Agricultural Commission  
Animals, Inspector of  
Appeals, Board/Earth Removal Board Associates  
Cable Television Committee  
Capital Improvement Planning Committee  
Civil Defense, Director of  
Civil Defense, Assistant Director of  
Civil Defense Radio Operator  
Community Housing Committee  
Community Preservation Committee  
Conservation Commission  
Constables  
Consulting Engineer (for Town Center intersection project) 06.25.2014  
Deputy Inspector of Buildings/Deputy Zoning Enforcement Agent  
Deputy Plumbing and Gas Inspectors  
Deputy Wiring Inspector  
Design Review Board  
Disability, Commission on  
Dog Officer/Animal Control Officer, Assistant  
Earth Removal Board/ Board of Appeals Associates  
Economic Development Committee  
Engineering (for Johnson Farm Comp. Permit review)  
Fair Housing Committee  
Fair Housing Program Director  
Finance Committee  
Food Service Director  
Gas Fitting, Inspector of  
Hazardous Waste Coordinator and Alternate  
Historic Districts Commission  
Historical Commission  
Hop Brook Technical Advisory Committee

Labor Relations Counsel  
 Legal Counsels, Special  
 Lincoln-Sudbury Regional School Building Committee  
 MAPC Designees  
 MBTA Advisory Board Designee  
 Memorial Day Committee  
 MetroWest Growth Management Com.  
 Minuteman Regional Vocational Technical School District Representative  
 MMA Legislative Liaison  
 Municipal Right-to-Know Coordinator and Alternate  
 Pay Per Throw Advisory Committee  
 Permanent Building Committee  
 Permanent Landscape Committee  
 Personnel Board  
 Planning Board Associate  
 Planning Board General Agent  
 Plumbing Inspector and Deputy Inspector  
 Ponds and Waterways Committee  
 Pound Keeper  
 Preservation and Management of Town Documents, Committee for the  
 Public Weigher  
 Rail Trail Conversion Advisory Committee  
 Registrars of Voters  
 Rt. 20 Wastewater Tech. Adv. Com.  
 Sealer of Weights and Measures  
 Septage Committee, Wayland-Sudbury Septage Disposal Facility  
 September 11 Memorial Garden Oversight Committee  
 Sewer Assessment Study Technical Advisory Committee  
 Sewer Assessment Study Citizens Advisory Committee  
 Special Constables, Paid and Non-paid  
 Special Counsel, Rail Trail Title Research  
 Special Counsel in connection with the development of a solar power generation facility at the Landfill  
 and associated matters [4.3.12](#)  
 Special Police Officers  
 Stormwater Compliance Committee  
 Sudbury Centre Steering Committee  
 Sudbury Cultural Council  
 Sudbury Day Committee  
 Sudbury Employees Group Insurance Advisory Committee  
 Sudbury Water District Resource Protection Committee  
 Surveyor of Lumber and Measurer of Wood  
 Town Historians  
 Town Physicians  
 Town Report Committee  
 Traffic Specialist (for Johnson Farm Comp. Permit review)  
 UN Day Chairman and Assistants  
 Veterans Advisory Committee  
 Veterans Agent  
 Veterans Graves Officer  
 Wetland Specialist (for Johnson Farm Comp. Permit review)  
 Wetlands Peer Reviewer (for property adjacent to 96 Moore Road for Conservation Commission)  
[11.5.13](#)  
 Youth Commission  
 Wires, Inspector of and Deputy Inspector

Employees

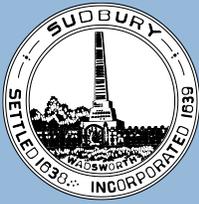
All Election Officers and Workers  
Call Firemen  
Crossing Guards (now appointed by school dept.)  
Library Pages  
Police Matrons  
Recording Secretaries  
Seasonal and temporary employees in Conservation, Engineering, Technology Department, Park and Recreation and Highway Departments  
Special Education Educators  
Sudbury Housing Authority Executive Director  
Teen Center Coordinator  
Van Drivers for School Department

Volunteers

All Tax Work-off Program Senior Workers and any other volunteers.

Except to the extent that a position is or may be required by law to be classified as that of a "Regular" employee, all officials, board, committee and commission members and employees not otherwise specifically designated as a "Regular" or "Special" employee are hereby classified as "Special" employees.

9/24/14 Revision



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**MISCELLANEOUS (UNTIMED)**

**5: Enterprise Funds - ATM articles**

REQUESTOR SECTION

Date of request:

Requestor: Town Manager Rodrigues

Formal Title: Town Manager Melissa Rodrigues to present Enterprise Fund Town Meeting articles (#5 - FY17 Transfer Station Enterprise Fund Budget; #6 - FY17 Pool Enterprise Fund Budget; #7 - FY17 Recreation Field Maintenance Enterprise Fund Budget)

Recommendations/Suggested Motion/Vote: Town Manager Melissa Rodrigues to present Enterprise Fund Town Meeting articles (#5 - FY17 Transfer Station Enterprise Fund Budget; #6 - FY17 Pool Enterprise Fund Budget; #7 - FY17 Recreation Field Maintenance Enterprise Fund Budget)

Background Information:

**PLEASE NOTE: You have a copy of the budgets in your preliminary budget books**

Financial impact expected:

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

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# **FISCAL 17 ENTERPRISE FUND BUDGETS**

**Board of  
Selectmen  
April 5, 2016**

# POOL ENTERPRISE

	FY15 Actual	FY16 Appropriated	FY17 Recommended
<b>POOL ENTERPRISE FUND</b>			
Director's Salary	(310)	-	20,371
Pool Staff Salaries	144,871	204,701	165,217
Overtime	1,931	-	-
Clerical	26,144	26,144	27,271
Part-time Supervisors	10,553	8,120	19,440
Receptionists	21,655	28,948	28,948
Sick Leave Buyback	1,967	3,500	3,725
WSI Lifeguards	65,714	74,459	74,459
Head Lifeguards	40,184	40,945	42,573
Pool Instructors	15,370	13,726	13,775
<b>Sub Total: Personal Services</b>	<b>328,078</b>	<b>400,543</b>	<b>395,779</b>
General Expense	50,992	45,000	40,000
Equipment Maintenance	46,593	30,000	30,000
Utilities	95,746	97,000	97,000
Programs	4,566	3,000	9,000
Equipment	7,108	2,500	2,500
<b>Sub Total: Expenses</b>	<b>205,005</b>	<b>177,500</b>	<b>178,500</b>
Capital Expense	7,785	-	-
<b>Sub Total: Capital Expenses</b>	<b>7,785</b>	<b>-</b>	<b>-</b>
<b>Direct Costs</b>	<b>540,868</b>	<b>578,043</b>	<b>574,279</b>
<b>Total Costs</b>	<b>540,868</b>	<b>578,043</b>	<b>574,279</b>
Enterprise Receipts	529,145	496,000	574,279
Retained Earnings Used	22,891	82,043	-
<b>Total Revenue</b>	<b>552,036</b>	<b>578,043</b>	<b>574,279</b>
Surplus/Deficit	11,168	-	-

# NOTES ABOUT POOL BUDGET

- Contains no indirect costs (like health insurance, OPEB)
- Retained earnings were used last year, but are not projected to be used this year
- Budget is actually decreasing by approximately \$4000.
- Park and Recreation Committee has already increased rates to meet needed revenues for FY17.

# RECREATION FIELD MAINTENANCE ENTERPRISE

	FY15 Actual	FY16 Appropriated	FY17 Recommended
<b>RECREATION FIELD MAINTENANCE ENTERPRISE FUND</b>			
Field Maintenance Salaries <sup>1</sup>	108,512	109,904	114,901
Summer Help	1,637	7,182	7,182
<b>Sub Total: Personal Services</b>	<b>110,149</b>	<b>117,086</b>	<b>122,083</b>
General Expense	1,010	500	-
Field Maintenance	68,727	60,000	55,000
Park Maintenance	19,938	20,000	16,600
Utilities	10,391	10,000	10,000
<b>Sub Total: Expenses</b>	<b>100,067</b>	<b>90,500</b>	<b>81,600</b>
Capital Expense	10,100	10,500	10,500
<b>Sub Total: Capital Expenses</b>	<b>10,100</b>	<b>10,500</b>	<b>10,500</b>
<b>Direct Costs</b>	<b>220,315</b>	<b>218,086</b>	<b>214,183</b>
INDIRECT COSTS:			
Benefits/Insurance	20,879	21,500	22,575
Transfer to Turf #7193	-	-	-
<b>Indirect Costs*</b>	<b>20,879</b>	<b>21,500</b>	<b>22,575</b>
<b>Total Costs</b>	<b>241,194</b>	<b>239,586</b>	<b>236,758</b>
Enterprise Receipts	210,197	203,000	190,000
Retained Earnings Used	36,007	36,586	46,758
Transfers In	-	-	-
<b>Total Revenue</b>	<b>246,204</b>	<b>239,586</b>	<b>236,758</b>
Surplus/Deficit	5,010	-	-

\*Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)

<sup>1</sup> Wage allocation for employees from Parks & Grounds Division

# NOTES ABOUT FIELD BUDGET

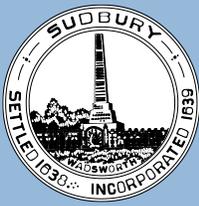
- Includes some indirect costs (1/2 of benefits)
- Includes half salary for DPW workers in Parks and Grounds (6 months)
- \$43,164 in retained earnings
- Budget is decreased by approximately \$6,000

# TRANSFER STATION ENTERPRISE FUND

	<b>FY15 Actual</b>	<b>FY16 Appropriated</b>	<b>FY17 Recommended</b>
<b>TRANSFER STATION ENTERPRISE FUND</b>			
Non-Clerical	110,571	113,476	118,028
Overtime	7,316	7,400	7,400
Clerical	9,247	9,985	10,809
Stipends	4,095	4,095	4,095
<b>Sub Total: Personal Services</b>	<b>131,229</b>	<b>134,956</b>	<b>140,332</b>
General Expense	15,087	25,000	25,000
Maintenance	19,509	32,000	21,500
Hauling & Disposal	53,721	100,000	70,000
Resource Recovery	6,014	21,500	19,200
Prior Year Encumbrances	100	-	-
<b>Sub Total: Expenses</b>	<b>94,431</b>	<b>178,500</b>	<b>135,700</b>
Capital Expense	88,714	184,800	-
<b>Sub Total: Capital Expenses</b>	<b>88,714</b>	<b>184,800</b>	<b>-</b>
<b>Direct Costs</b>	<b>314,374</b>	<b>498,256</b>	<b>276,032</b>
INDIRECT COSTS:			
Benefits/Insurance	16,255	16,700	16,700
<b>Indirect Costs*</b>	<b>16,255</b>	<b>16,700</b>	<b>16,700</b>
<b>Total Costs</b>	<b>330,629</b>	<b>514,956</b>	<b>292,732</b>
Enterprise Receipts	306,471	330,156	286,996
Retained Earnings Used	-	184,800	5,736
Transfers In	-	-	-
<b>Total Revenue</b>	<b>306,471</b>	<b>514,956</b>	<b>292,732</b>
<b>Surplus/Deficit</b>	<b>(24,158)</b>	<b>-</b>	<b>-</b>
*Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)			

# NOTES ABOUT TRANSFER STATION

- Budget is down significantly due to large capital purchase last year
- Direct costs included
- No rate increase this year



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**MISCELLANEOUS (UNTIMED)**

**6: Town Manager evaluation**

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discuss and possibly vote on Town Manager Evaluation Process and Criteria

Recommendations/Suggested Motion/Vote: Discuss and possibly vote on Town Manager Evaluation Process and Criteria

Background Information:  
attached

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM

## **TOWN OF SUDBURY EVALUATION PROCESS FOR THE TOWN MANAGER**

### **PREFACE**

The Sudbury Board of Selectmen is committed to an evaluation process that is positive, constructive, and measurable in assessing performance. The BOS seeks to provide sound and regular feedback to the Town Manager throughout the year. The purpose of the evaluation instrument is to formally appraise the Town Manager's performance on an annual basis. The BOS will assess the Town Manager's performance in management practices and in the accomplishment of goals. The evaluation process should be implemented with mutual respect for all involved, to assist the Town Manager in reviewing her effectiveness and to work toward the common goal of improving the Town of Sudbury.

### **PROCESS**

The evaluation shall consist of:

**SECTION 1:** A narrative self-evaluation completed by the Town Manager, addressing major areas of responsibility and progress in meeting the goals agreed upon by the BOS and the Town Manager.

**SECTION 2:** A composite evaluation based on a checklist of the Town Manager's major areas of responsibilities. Each Selectman will complete an individual checklist review form to evaluate each area. The composite evaluation scoring for each area will be an average of the Selectmen's individual ratings, with each Selectman's score weighted equally. The Town Manager Evaluation Subcommittee will provide a draft summary of the comments provided by the Selectmen for each area, to be approved by the BOS.

**SECTION 3:** A composite evaluation concerning the Town Manager's progress in meeting the goals agreed upon by the BOS and the Town Manager. Each Selectman will complete an individual narrative concerning the Town Manager's progress in meeting these goals. The Town Manager Evaluation Subcommittee will provide a draft summary of the comments provided by the Selectmen for each goal, to be approved by the BOS.

DRAFT for 04.05.16 meeting

## PROCEDURE AND SCHEDULE

By **October 15** each year, the BOS will establish or update goals for the Town of Sudbury that may be annual or multi-year objectives, with a focus on the following calendar year. Within the context of these goals, the BOS and Town Manager together will outline specific annual goals, for the upcoming calendar year, to assist the Town Manager in identifying her role in implementing the Town goals. The BOS will establish a Town Manager Evaluation Subcommittee to draft these goals. The Town Manager's goals will be established by the end of **November**. The Town Manager also may establish administrative goals for the Town staff.

Throughout the year, individual Selectmen should identify any performance concerns or recommendations and discuss these directly with the Town Manager. Substantial concerns, including any that require corrective action, should be discussed by the BOS in an open session. In any event, the BOS will conduct an informal discussion concerning the Town Manager's performance in **July or August** each year.

To initiate the formal review process, the Town Manager will submit a narrative self-evaluation to the BOS by **March 1** each year, addressing the prior calendar year. Each Selectman will complete an individual Section 2 checklist form and a Section 3 goal narrative and submit these to the Town Manager Evaluation Subcommittee by **March 15**, evaluating the Town Manager's performance for the prior calendar year.

These individual evaluations, combined with information from the Town Manager's self-evaluation, will be compiled by the Subcommittee into a draft composite evaluation. The Subcommittee will then meet with the Town Manager to discuss the draft evaluation. The Subcommittee will submit the draft evaluation to the board by the first BOS meeting in **April**. The BOS will review and approve the evaluation by **April 30** to ensure that those members who have supervised the Town Manager during the preceding calendar year vote on the evaluation. All BOS discussion of the evaluation will occur in an Open Meeting and both individual and composite written evaluations will be available as public records.

The BOS will generally conduct the salary review for the Town Manager in **June** of each year.

**FOR 2016:** The process for 2016 will be different given that the Town Manager commenced employment on December 1, 2015. In the summer of 2016, the BOS will conduct an informal evaluation discussion with the Town Manager concerning the Town Manager's performance since December 1, 2015. Then, starting in March 2017, the BOS will follow the process described above to evaluate the Town Manager's performance from December 1, 2015, through December 31, 2016.

## TOWN OF SUDBURY TOWN MANAGER EVALUATION FORM

### Instructions

A space has been provided for each statement within the performance areas. Check the number which most accurately reflects the level of performance for the factor. If you did not have an opportunity to observe or make a determination on a particular factor, please indicate so in the N/A space. Selectmen are encouraged to provide comments and suggestions, especially concerning significant areas of strength or weakness.

### Rating Scale (1-5)

(1) Below Expectations/Unsatisfactory:

The Town Manager's work performance is inadequate and inferior to the standards of performance required for the position.

(2) Meets Some Expectations/Improvement Needed:

The Town Manager's work performance does not consistently meet the standards of the position.

(3) Meets Expectations/Satisfactory/Proficient:

The Town Manager's work performance consistently meets the standards of the position.

(4) Exceeds Expectations/Highly Effective:

The Town Manager's work performance is frequently or consistently above the level of a satisfactory employee.

(5) Excellent/Highly Commendable:

The Town Manager's work performance is consistently excellent when compared to the standards of the job.

Draft for 1.19.16 meeting

<b>1. Vision and Community Leadership</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>N/A</b>
a. Demonstrates an understanding of the importance of mission and vision. Takes a leadership role in developing and communicating a vision for the Town.	<input type="checkbox"/>					
b. Works with the Board of Selectmen to develop goals to protect and improve the quality of life of the Town of Sudbury and its core values.	<input type="checkbox"/>					
c. Ensures that the Board's goals are translated into strategies and action steps leading toward implementation on a timely basis.	<input type="checkbox"/>					
d. Creates and facilitates an environment where Town government is open to input and participation, an exchange of ideas, creativity, and responsible experimentation.	<input type="checkbox"/>					
Comments:						

<b>2. Communications/Public Relationships</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>N/A</b>
a. Projects a positive image in the community.	<input type="checkbox"/>					
b. Communicates the Town's vision, goals, and accomplishments effectively. Expresses ideas in a logical, forthright manner in written and oral presentations. Communicates effectively with a variety of audiences (e.g., staff, community, media).	<input type="checkbox"/>					
c. Develops a positive relationship with the press and uses various media, including social media, effectively.	<input type="checkbox"/>					
d. Demonstrates an open and transparent approach to sharing information with the community. Is reasonably available to the public and responsive to citizen complaints and requests.	<input type="checkbox"/>					
e. Encourages community involvement in Town government and supports the efforts of volunteer citizens.	<input type="checkbox"/>					
f. Maintains contacts with other town administrative leaders throughout the state, through professional organizations and other means, and with state and federal government officials.	<input type="checkbox"/>					
Comments:						

Draft for 1.19.16 meeting

<b>3. Board of Selectmen Support/Relations</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>N/A</b>
a. Offers professional advice, including appropriate recommendations and alternatives, based on thorough study and analysis.	<input type="checkbox"/>					
b. Implements the Board of Selectmen's policies and directives.	<input type="checkbox"/>					
c. Maintains a professional working relationship with the Board of Selectmen, promoting a climate of mutual respect and trust.	<input type="checkbox"/>					
d. Keeps Board members informed of issues and activities in Town government and in the community.	<input type="checkbox"/>					
e. Works with the Chair to establish an agenda that addresses issues in a timely manner. Provides support materials and sufficient lead time to allow for informed decision-making and policy formation.	<input type="checkbox"/>					
f. Helps the Board use Town Counsel to effectively achieve Town goals.	<input type="checkbox"/>					
Comments:						
<b>4. Personnel Management</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>N/A</b>
a. Establishes procedures and practices for hiring, supervision, promotion, and termination that support the Town and are implemented in a consistent and fair manner.	<input type="checkbox"/>					
b. Effectively leads collective bargaining. Informs and advises the Board of Selectmen as appropriate in matters of collective bargaining and grievance proceedings.	<input type="checkbox"/>					
c. Recognizes, develops, and utilizes the abilities of staff. Encourages participation and shared decision-making with appropriate staff. Develops strong, open, and honest relationships with staff. Effectively delegates tasks and assignments.	<input type="checkbox"/>					
d. Develops a meaningful staff evaluation process and opportunities for professional development that contribute to professional growth.	<input type="checkbox"/>					
e. Ensures that staff members work effectively with relevant town boards and citizen volunteers, appropriately seeking their input, and are open to public input and participation.	<input type="checkbox"/>					

Attachment 6.b: Section 2 checklist draft 04.05.16 meeting (1721 : Town Manager evaluation)

Draft for 1.19.16 meeting

Comments:
-----------

<b>5. Financial Management</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>N/A</b>
a. Employs a comprehensive and transparent process of business planning and budgeting. Employs sound fiscal management procedures, techniques, and methods. Develops and maintains a long-term financial plan.	<input type="checkbox"/>					
b. Employs budget forecasting, accounting, and control systems to protect the Town's financial health. Effectively monitors and controls expenditures.	<input type="checkbox"/>					
c. Prepares the annual budget in a timely manner with input from department heads and the Finance Director, in accordance with adopted goals and town-wide needs.	<input type="checkbox"/>					
d. Presents budget information to the Board of Selectmen, Finance Committee, the community, and Town Meeting in a manner which promotes full understanding.	<input type="checkbox"/>					
e. Pursues alternative funding sources to supplement programs and accomplish established goals. Creatively manages available resources to increase efficiency, productivity, and effectiveness.	<input type="checkbox"/>					
Comments:						

<b>6. General Management and Planning</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>N/A</b>
a. Provides leadership, motivation, and support within the organization. Creates and facilitates an environment for long-range and strategic planning.	<input type="checkbox"/>					
b. Monitors and plans for maintenance, repairs, and improvement of Town facilities, including plans for long-range capital needs.	<input type="checkbox"/>					
c. Supervises and maintains in good order financial, personnel, and other records and documents.	<input type="checkbox"/>					
d. Administers the Town in accordance with state and federal laws, rules, and regulations, with Town By-laws, and with Board of Selectmen policies and procedures.	<input type="checkbox"/>					

Draft for 1.19.16 meeting

Comments:

<b>7. Personal Qualities and Characteristics</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>N/A</b>
a. Maintains high standards of ethics, honesty, integrity, and sound professional judgement.	<input type="checkbox"/>					
b. Represents the Town in a professional manner at all times.	<input type="checkbox"/>					
c. Displays the ability to be flexible, to manage conflict, to handle crisis, and to adjust to varying situations.	<input type="checkbox"/>					
d. Displays creativity and innovation.	<input type="checkbox"/>					
e. Maintains a high level of ongoing professional development.	<input type="checkbox"/>					
Comments:						

<b>8. Overall Rating</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>N/A</b>
Overall, the Town Manager performs at the following level.	<input type="checkbox"/>					
Comments:						

Attachment 6.b: Section 2 checklist draft 04.05.16 meeting (1721 : Town Manager evaluation)



**MISCELLANEOUS (UNTIMED)**

**7: Vocational Mission Statement**

REQUESTOR SECTION

Date of request:

Requestor: Town Manager

Formal Title: Discuss and potentially vote to form a committee and mission statement with the purpose of facilitating placement of Sudbury vocational students following our withdrawal from the Minuteman Vocational School District.

Recommendations/Suggested Motion/Vote: Discuss and potentially vote to form a committee and mission statement with the purpose of facilitating placement of Sudbury vocational students following our withdrawal from the Minuteman Vocational School District.

Background Information:

Attached memo from Len Simon

Attached email from Bella Wong

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM

DATE: April 1, 2016  
FROM: Len Simon  
TO: Board of Selectmen, Town Manager  
RE: Vocational Education Guidance Committee  
DRAFT MISSION STATEMENT

#### Vocational Education Guidance Committee Mission

To evaluate the vocational high school of choice for Sudbury students beginning in school year 2017-2018 and to make a recommendation to the Town, Board of Selectmen, and stakeholders regarding such a choice.

To consider transportation arrangements and transportation costs, for Sudbury students to attend a vocational education high school, and report accordingly.

To consider becoming a member of a vocational high school district.

To answer questions and concerns from parents, students, and educators regarding the committee's mission and recommendations.

To consider working collaboratively with other towns, in particular Wayland and Lincoln, as the committee pursues its mission.

**Golden, Patricia**

---

**From:** Leonard Simon <lensimon@comcast.net>  
**Sent:** Friday, April 01, 2016 10:23 AM  
**To:** Golden, Patricia; Rodrigues, Melissa  
**Cc:** Pat Brown  
**Subject:** Fwd: Vocational high school committee

Patty,  
 Please include with vocational educational agenda item.  
 Thanks,  
 Len

---

**From:** "Leonard Simon" <lensimon@comcast.net>  
**To:** "Bella Wong" <bella\_wong@lsrhs.net>  
**Cc:** "Anne Wilson" <anne\_wilson@sudbury.k12.ma.us>, "Melissa Rodrigues" <rodriguesm@sudbury.ma.us>  
**Sent:** Friday, April 1, 2016 9:35:54 AM  
**Subject:** Re: Vocational high school committee

Good morning Bella,  
 You have raised good questions.  
 Because a number of people involved with this committee are LS, SPS, or town staff, I would prefer to have the meetings the afternoon or late afternoon so people would not have to return to town to attend.  
 I will try to arrange for use of a conference room at LS or Curtis Middle School for convenience, as well. I would like to cap each meeting at about 90 minutes.

Since the issues of 1) the vocational high school of choice, 2) transportation, 3) cost and 4) the application process, will need answers by October, I would like to focus on those issues between now and October, a window of about 6 months. I would expect 6-7 meetings during that time, with individual committee members attending to tasks between meetings, and then reporting back to the entire group.

I envision an efficient and cohesive working group.

In all respects, I'd like to have suggestions from every stakeholder, and I encourage feedback.

I hope this adequately addresses your questions.

I am cc'ing Anne on this as her staff may have similar questions.

Len

---

**From:** "Bella Wong" <bella\_wong@lsrhs.net>  
**To:** "Leonard Simon" <lensimon@comcast.net>  
**Sent:** Thursday, March 31, 2016 4:35:27 PM  
**Subject:** Re: Vocational high school committee

Attachment7.b: Email\_Len\_Bella (1722 : Vocational Mission Statement)

Thank you Len. Do you have an idea what the time commitment would be? When meetings would take place? I may have staff who are interested but are wondering about those questions.

Thanks  
Bella

On Thu, Mar 31, 2016 at 3:50 PM, Leonard Simon <[lensimon@comcast.net](mailto:lensimon@comcast.net)> wrote:

Hello All,

The board of Selectmen is putting together a committee to review vocational high school opportunities for our student beginning in September 2017, when we are no longer in the Minuteman District.

One objective is to provide information and guidance for the town in general, and to answer questions from parents and students who are thinking about the vocational education path.

I am asking the Middle School and L-S to each designate one or more persons to serve on this committee. Anne and Bella, you are, of course, welcome to serve personally, if you wish. A middle school or high school guidance counselor would be helpful, as well.

For the moment, the Town Manager and I will be members. Dave Manjarrez has indicated a willingness to serve as well.

I would very much like to have some parents on this committee. If there are any parents whom you know who might be interested in being part of this committee kindly pass their names on to me, or, contact them directly if you feel that would be more appropriate.

The committee will look into 1) which vocational educational high school would be the best option, 2) transportation options and costs, and 3) becoming a member of a vocational education district in the future, and 4) other topics the committee feels should be addressed.

One item that has been suggested is to invite the vocational high school recruiters to address the Curtis Middle School students and parents in the fall, possibly October, for the school year beginning September 2017.

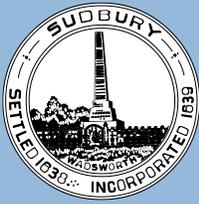
The committee will certainly take into account the information and recommendations from the VEOC.

I welcome any further thoughts or suggestions you might have to advance the objectives of this committee. I look forward to hearing from you.

Len Simon

--  
Bella T. Wong  
Superintendent/Principal  
Lincoln Sudbury Regional School District

Attachment7.b: Email\_Len\_Bella (1722 : Vocational Mission Statement)



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**MISCELLANEOUS (UNTIMED)**

**8: Sign ATM/STM warrant**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to sign the 2016 Annual Town Meeting/Special Town Meeting warrant which must be available to residents and posted by a constable no later than Monday, April 18, 2016.

Recommendations/Suggested Motion/Vote: Vote to sign the 2016 Annual Town Meeting/Special Town Meeting warrant which must be available to residents and posted by a Constable no later than Monday, April 18, 2016.

Background Information:  
Attached document

Financial impact expected:

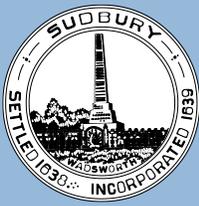
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, April 5, 2016

**MISCELLANEOUS (UNTIMED)**

**9: Call Special Town Election for May 17**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and vote whether to call a Special Town Election for May 17, 2016.

Recommendations/Suggested Motion/Vote: Discussion and vote whether to call a Special Town Election for May 17, 2016.

Background Information:

Financial impact expected:lots

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, April 5, 2016

**MISCELLANEOUS (UNTIMED)**

**10: Citizens' Comments continuation**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Citizens' Comments continuation (if needed)

Recommendations/Suggested Motion/Vote: Citizens' Comments continuation (if needed)

Background Information:  
none

Financial impact expected:n/a

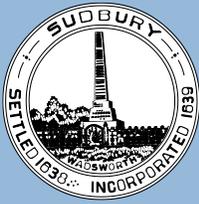
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**MISCELLANEOUS (UNTIMED)**

**11: Discuss upcoming agenda items**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss upcoming agenda items

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

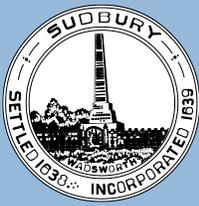
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**CONSENT CALENDAR ITEM**

**12: Loring parsonage**

REQUESTOR SECTION

Date of request:

Requestor: Permanent Building Committee

Formal Title: Vote to approve award by the Town Manager of various construction contracts and such other contracts as approved by the Permanent Building Committee necessary to rehabilitate the Loring Parsonage, funded by the Sudbury Historical Society by donation to the Town which are related to the repurposing of the Loring Parsonage as a Sudbury History Center and Museum.

Recommendations/Suggested Motion/Vote: Vote to approve award by the Town Manager of various construction contracts and such other contracts as approved by the Permanent Building Committee necessary to rehabilitate the Loring Parsonage, funded by the Sudbury Historical Society by donation to the Town which are related to the repurposing of the Loring Parsonage as a Sudbury History Center and Museum.

Background Information:

The Sudbury Historical Society (SHS) has received a grant for which initial funding only has been donated to the Town for the purpose of rehabilitating the Loring Parsonage. Design funding is continuing and will not utilize all of the initial funding received. No further funding will issue until the initial funding has been spent. Additionally, the Town cannot contract unless the funds are in hand. Therefore, in commissioning any construction/repair project, the Permanent Building Committee needs flexibility both in regard to the procurement and the ability to complete the projects so as to meet the State requirements. This request will facilitate the process of contract execution.

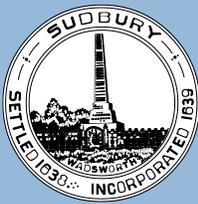
Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending



## SUDBURY BOARD OF SELECTMEN

Tuesday, April 5, 2016

**CONSENT CALENDAR ITEM****13: Renewal of FY17 DPW contracts**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve for FY17 the following annual or renewal DPW contracts awarded and previously approved for FY16 or to be awarded in FY17 on a Fiscal Year basis or Calendar Year basis by the Town Manager in accordance with procurement requirements and as reviewed by Town Counsel.

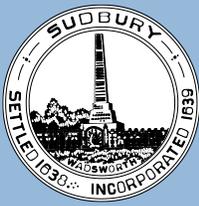
Recommendations/Suggested Motion/Vote: Vote to approve for FY17 the following annual or renewal DPW contracts awarded and previously approved for FY16 or to be awarded in FY17 on a Fiscal Year basis or Calendar Year basis by the Town Manager in accordance with procurement requirements and as reviewed by Town Counsel.

Background Information:

<b>Contract No.</b>	<b>Contract Name</b>	<b>Period</b>
2017-BIP-1	Bituminous Concrete Type 1 In Place	FY17 (3 <sup>rd</sup> yr.)
2017-ER-1	Street Sweeping	Cal. 17 (3 <sup>rd</sup> yr.)
2017-CM-1	Cemetery Mowing/lawn/landscape	Cal. 17 (2 <sup>nd</sup> yr.)
2017-TB-1	Town Buildings Mowing/lawn Maint.	Cal. 17 (2 <sup>nd</sup> yr.)
2017-G-1	Gasoline	State Contract
2017-DF-1	Diesel Fuel	State Contract
2017-M-1	Borrow Materials	FY17 (1 <sup>st</sup> yr. of 3)
2017-T-1	Trees & Stumps: Removal & Disposal	FY17
2017-BM-1	Bituminous Materials	Cal. 17
2017-SLM-1	Street Light Maintenance	Cal. 17 (1 <sup>st</sup> yr. of 3)
2017-TLP-1	Traffic Line Painting	Cal. 17 (3 <sup>rd</sup> yr.)
2017-SALT-1	Winter Salt	State Contract
2017-SWD-1	Solid Waste Disposal	FY17 (2 <sup>nd</sup> yr.)
2017-GCCS-1	Granite Curbing & Cement Sidewalk	FY17
2017-FSM-1	Field Stone Masonry	Cal. 17

Financial impact expected:

Approximate agenda time requested:



SUDBURY BOARD OF SELECTMEN

Tuesday, April 5, 2016

**CONSENT CALENDAR ITEM**

**14: Authorize TM to approve cleaning contract for DPW**

REQUESTOR SECTION

Date of request:

Requestor: Jim Kelly, Facilities Director

Formal Title: Vote to approve award of a contract by the Town Manager for cleaning services at the DPW building and any subsequent renewal options, subject to review by Town Counsel, as requested by Jim Kelly, Combined Facilities Director.

Recommendations/Suggested Motion/Vote: Vote to approve award of a contract by the Town Manager for cleaning services at the DPW building and any subsequent renewal options, subject to review by Town Counsel, as requested by Jim Kelly, Combined Facilities Director.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, April 5, 2016

**CONSENT CALENDAR ITEM**

**15: Patriot's Day Parade 2016**

REQUESTOR SECTION

Date of request:

Requestor: Dana Rock, Sudbury Companies of Militia and Minute

Formal Title: Vote to Grant a Special Permit to the Sudbury Companies of Minute and Militia, to hold the annual Parade to Commemorate Patriot's Day on Tuesday, April 19, 2016, from 5:30 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the parade's conclusion.

Recommendations/Suggested Motion/Vote: Vote to Grant a Special Permit to the Sudbury Companies of Minute and Militia, to hold the annual Parade to Commemorate Patriot's Day on Tuesday, April 19, 2016, from 5:30 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the parade's conclusion.

Background Information:  
CONSENT CALENDAR

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

- Melissa Murphy-Rodrigues      Pending
- Barbara Saint Andre            Pending
- Leila S. Frank                    Pending
- Patty Golden                      Pending
- Patricia A. Brown                Pending
- Board of Selectmen               Pending

04/05/2016 7:30 PM



*Sudbury Companies of Militia and Minute  
Sudbury, Massachusetts 01776*

March 14, 2016

Board of Selectmen  
Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776

Members of the Board of Selectmen:

On behalf of the Sudbury Companies of Militia and Minute, I am writing you to request permission for us to host our annual parade to commemorate Patriot's Day. As has been the tradition, the Sudbury Companies of Militia and Minute will observe Patriot's Day on Tuesday, April 19, 2016 with our annual March from Sudbury Center to the Old North Bridge in Concord. Our campaign will be approximately 40-50 strong.

Our route will follow the same path as last year, starting from the Sudbury Town and following Concord, Pantry and Dakin Roads. We will stop at the Old Town Cemetery and North Cemetery. We have contacted the Sudbury Police Department and have requested a patrol car to escort us to the Concord town line.

You will find a copy of our itinerary including an approximate timetable. I will be in discreet possession of a mobile phone during the march should it become necessary to communicate with you. If you should have any questions or require additional information from me prior to April 19, you can reach me at \_\_\_\_\_ (mobile) or route@sudburyminutemen.org by mail at the address below.

Respectfully submitted,

Dana Rock  
Route Committee Chairman  
Sudbury Companies of Militia and Minute  
P.O. Box 187  
Sudbury, MA 01776

Attachment: Sudbury Companies Route of March for April 19, 2016



*Sudbury Companies of Minute and Militia  
Sudbury Massachusetts 01776*

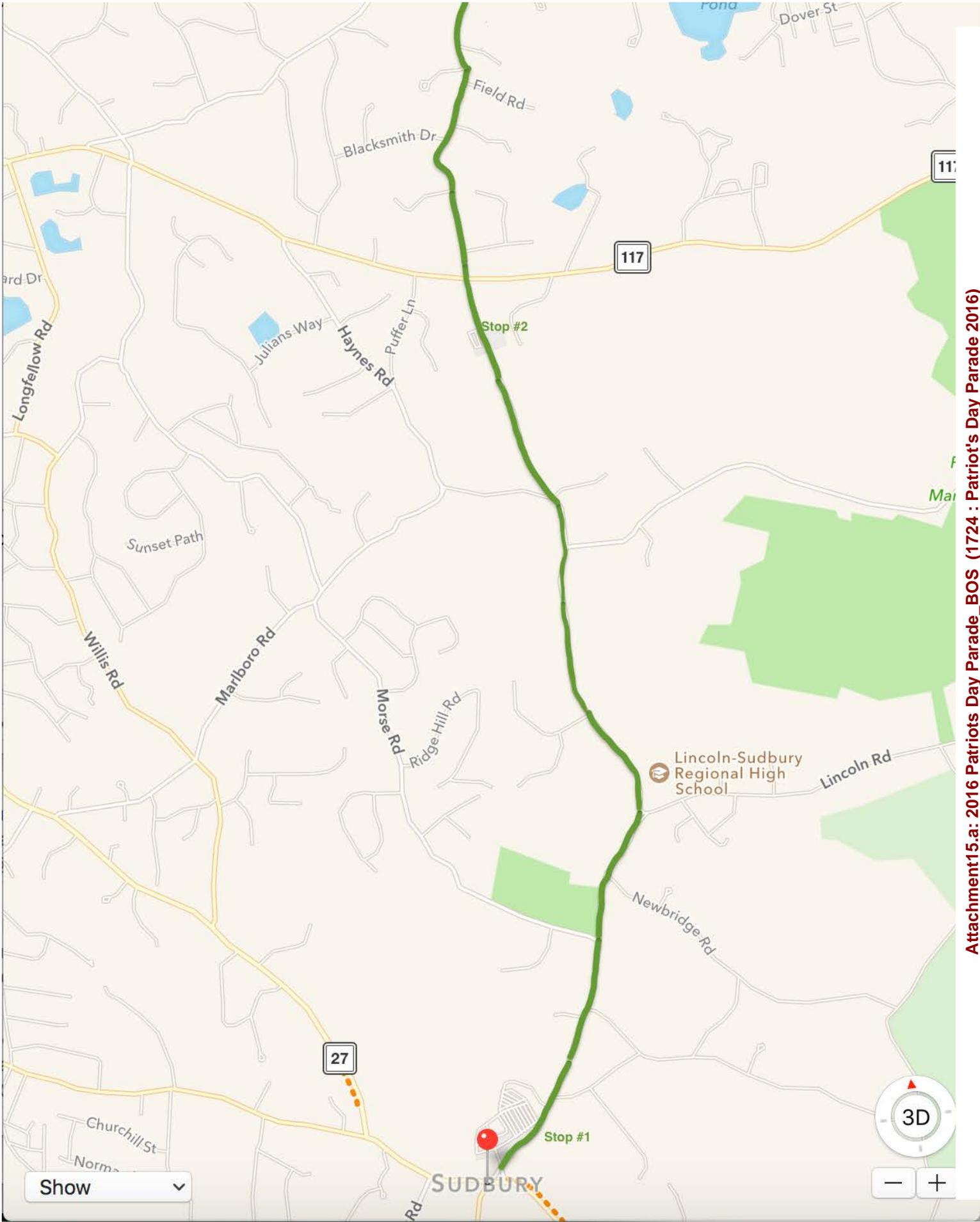
**Route of March for Tuesday, April 19, 2016**

**East Sudbury Center (Wayland Center)**

3:45 am Assembly of Troops at the First Parish Church, Wayland  
 4:15 am Depart First Parish Church  
 4:20 am Grout-Heard House - Flag Raising & Salute  
 4:25 am Continue March North on Old Sudbury Road  
 5:05 am Olde East Company Training Field - Fire Salute  
 5:40 am Depart by carriage and coach to Sudbury Center

**Sudbury Center**

5:30 am Assembly of all participants for the March to Concord  
 6:15 am Begin March to Concord  
 6:20 am Olde Town Cemetary - Fire Salute  
 6:25 am Proceed along Concord Road to Pantry Road  
 7:00 am North Cemetary - Fire Salute  
 7:05 am Continue on Pantry Road towards Dakin Road  
 7:30 am Becomes Old Picard Road at Concord Line - Fire last Salute  
 7:45 am Concord Middle School - Refreshment stop  
 8:00 am Proceed on Old Marlboro Road, left onto Cottage Street  
 8:25 am Baker Avenue  
 8:40 am Cross Route 2 - Mass State Police escort, down Assabet Avenue  
 8:50 am Traverse private lands to Barrett's Mill Road  
 10:00 am Proceed past Honorable Col. Barrett's home and on towards Buttrick Mansion  
 10:15 am Arrive at North Bridge Visitor Center  
 10:45 am Ceremonies on North Bridge Honoring the Brave Souls of our Ancestors  
 11:30 am Return to Wayside Inn for Flag Ceremony  
 12:00 noon Flag Changing Ceremony over Front Door of the Wayside Inn



Attachment 15.a: 2016 Patriots Day Parade\_BOS (1724 : Patriot's Day Parade 2016)

## Sudbury Companies of Minute and Militia Patriot's Day Parade April 19, 2016

### DPW

From: Place, Bill  
Sent: Tuesday, March 15, 2016 7:17 AM  
To: Sudbury Community Events  
Subject: **ACCEPTED**: Patriot's Day Parade  
When: Tuesday, April 19, 2016 5:30 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

Leila, they have been doing this for years, without incident.

Bill

---

### FIRE DEPARTMENT

From: Miles, William  
Sent: Tuesday, March 22, 2016 6:28 AM  
To: Sudbury Community Events  
Subject: **ACCEPTED**: Patriot's Day Parade  
When: Tuesday, April 19, 2016 5:30 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

---

### PARK & RECREATION

From: McNamara, Kayla  
Sent: Wednesday, March 23, 2016 2:57 PM  
To: Frank, Leila  
Subject: RE: Patriot's Day Parade

**NO ISSUES OR CONCERNS** with this.

Thank you,  
Kayla

Kayla McNamara, CPO  
Director of Parks, Recreation, & Aquatics

Attachment15.b: 2016 Patriot's Day Parade Approvals (1724 : Patriot's Day Parade 2016)

**POLICE DEPARTMENT**

From: Nix, Scott  
 Sent: Wednesday, March 23, 2016 9:31 AM  
 To: Sudbury Community Events  
 Subject: **ACCEPTED:** Patriot's Day Parade  
 When: Tuesday, April 19, 2016 5:30 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

Leila,

My only reservation with this event is behavior that has been exhibited in the past such as horses riding over resident's lawns. I believe they have taken steps to respect resident's property and improve overall behavior so if they could be reminded to continue those steps. Thank you!

-----  
**From:** Dana Rock  
**Sent:** Wednesday, March 23, 2016 11:04 AM  
**To:** Frank, Leila  
**Subject:** Re: Requesting permission to host a Patriot's Day parade

Leila,  
 The Chief is 100% correct on this. This was an issue in the past and has since been resolved. There was a gentlemen with the unit a few years back that was very disrespectful and was riding on people's lawns. This person was asked to leave the unit after many such instances. He will no longer be riding with us. In fact we do not intend to have any mounted troops with us this year.

Please let me know if there are any other concerns that I can address.

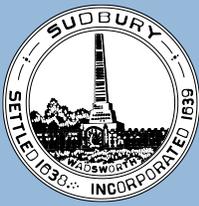
Thank you  
 -Dana

-----  
 From: Nix, Scott  
 Sent: Wednesday, March 23, 2016 11:45 AM  
 To: Frank, Leila <FrankL@sudbury.ma.us>  
 Subject: RE: Requesting permission to host a Patriot's Day parade

Great, thank you! I appreciate their response. Good luck with the event.

Respectfully,

Scott Nix  
 Chief of Police



SUDBURY BOARD OF SELECTMEN

Tuesday, April 5, 2016

**CONSENT CALENDAR ITEM**

**16: Goodnow Library Foundation One Day Wine License**

REQUESTOR SECTION

Date of request:

Requestor: Samantha Greenfield, Goodnow Library Foundation

Formal Title: Vote to grant a 1-day Wine & Malt license to Goodnow Library Foundation, Inc, to accommodate a Community Art Show on Tuesday, May 24, 2016 from 5:30 PM to 7:30 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Recommendations/Suggested Motion/Vote: *Vote to grant a 1-day Wine & Malt license to Goodnow Library Foundation, Inc, to accommodate a Community Art Show on Tuesday, May 24, 2016 from 5:30 PM to 7:30 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.*

Background Information:

*Requested information provided. Building Inspector, Police Dept, Fire Dept, and Board of Health expressed no issues.*

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Financial impact expected:\$25 license fee to General Fund

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



# Town of Sudbury

Office of Selectmen  
www.sudbury.ma.us

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756  
Email: [selectmen@sudbury.ma.us](mailto:selectmen@sudbury.ma.us)

## APPLICATION FOR ONE-DAY LIQUOR LICENSE

Non-profit organizations hosting an event in Sudbury are eligible to apply for a one-day liquor license. Application processing can take up to four weeks as approval from the Fire, Police, Building and Board of Health departments are required prior to Board of Selectmen approval. Processing begins after all required materials are received, so please plan accordingly.

Name of applicant: Goodnow Library Foundation

Address of applicant: 21 Concord Rd, Sudbury, MA. 01776

Phone: [REDACTED]

Organization Name: Goodnow Library Foundation

Name & Purpose of Event: Community Art Show  
fundraiser for the Goodnow Library

License Type Requested:  \$25 Wine & Malt - OR -  \$35 All Alcohol

Event Date: May 24, 2016

Event Time: 5:30 - 7:30 pm

Event Venue & Address: Goodnow Library, 21 Concord Rd.

### Documents Enclosed:

- Certificate of Liability naming the Town of Sudbury
  - Proof of bartender(s) training/certification
  - Application fee: \$25 Wine & Malt or \$35 All Alcohol. Check payable to Town of Sudbury.
- will send*

Please submit completed application and materials to:  
Board of Selectmen  
278 Old Sudbury Rd.  
Sudbury, MA 01776  
Fax: 978-443-0756  
Email: [BOSadmin@sudbury.ma.us](mailto:BOSadmin@sudbury.ma.us)

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
2016 MAR 21 P 3:13

3/21/16  
Date

[Signature]  
Applicant Signature

## Goodnow Library Community Art Show Department Feedback

May 24, 2016

### Fire Department Approval:

From: Miles, William  
Sent: Wednesday, March 23, 2016 5:00 AM  
Subject: **ACCEPTED**: Goodnow Library Community Art Show  
When: Tuesday, May 24, 2016 5:30 PM-7:30 PM (UTC-05:00) Eastern Time (US & Canada).  
Where: Goodnow Library

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### Board of Health Approval:

From: Murphy, Bill  
Sent: Wednesday, March 23, 2016 2:16 PM  
Subject: **ACCEPTED**: Goodnow Library Community Art Show  
When: Tuesday, May 24, 2016 5:30 PM-7:30 PM (UTC-05:00) Eastern Time (US & Canada).  
Where: Goodnow Library

---

### Building Department Approval:

From: Herweck, Mark  
Sent: Tuesday, March 22, 2016 3:22 PM  
Subject: Accepted: Goodnow Library Community Art Show  
When: Tuesday, May 24, 2016 5:30 PM-7:30 PM (UTC-05:00) Eastern Time (US & Canada).  
Where: Goodnow Library

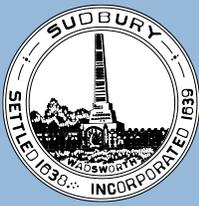
The Building Department has **NO ISSUES**.

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### Police Department Approval:

From: Nix, Scott  
Sent: Wednesday, March 23, 2016 9:04 PM  
Subject: **ACCEPTED**: Goodnow Library Community Art Show  
When: Tuesday, May 24, 2016 5:30 PM-7:30 PM (UTC-05:00) Eastern Time (US & Canada).  
Where: Goodnow Library

The police department does not have any issues with the event.



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**CONSENT CALENDAR ITEM**

**17: Wood-Davidson Fund**

REQUESTOR SECTION

Date of request:

Requestor: Town Counsel Barbara J. Saint Andre

Formal Title: Vote to authorize Town Counsel to file a *cy pres* petition on behalf of the Town and the Board of Selectmen to allow the use of the Wood-Davison Fund towards the cost of renovating the Loring Parsonage to be used as a Sudbury Museum.

Recommendations/Suggested Motion/Vote: Vote to authorize Town Counsel to file a *cy pres* petition on behalf of the Town and the Board of Selectmen to allow the use of the Wood-Davison Fund towards the cost of renovating the Loring Parsonage to be used as a Sudbury Museum.

Background Information:

Financial impact expected:n/a

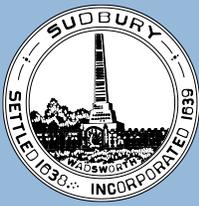
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

- Patty Golden Pending
- Melissa Murphy-Rodrigues Pending
- Barbara Saint Andre Pending
- Patricia A. Brown Pending
- Board of Selectmen Pending

04/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**CONSENT CALENDAR ITEM**

**18: Minutes approval**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the regular session minutes of March 22, 2016.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of March 22, 2016.

Background Information:

Attached draft minutes

Financial impact expected:

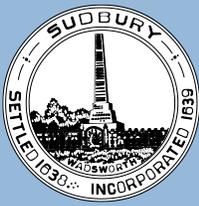
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, April 5, 2016

**CONSENT CALENDAR ITEM**  
**19: FY17 transfer station rates**

REQUESTOR SECTION

Date of request:

Requestor: Bill Place, DPW Director

Formal Title: Vote to approve the FY17 rates for transfer station stickers as recommended by DPW Director Bill Place, who is advising leaving them at the FY16 amounts.

Recommendations/Suggested Motion/Vote: Vote to approve the FY17 rates for transfer station stickers as recommended by DPW Director Bill Place, who is advising leaving them at the FY16 amounts.

Background Information:

Attached memo from Denise Barter, DPW Management Analyst

Financial impact expected:n/a

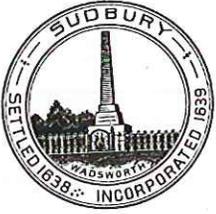
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

04/05/2016 7:30 PM



# Town of Sudbury

## Dept. of Public Works

275 Old Lancaster Road  
Sudbury, MA 01776  
(978) 440-5421; (978) 440-5451 fax  
I. William Place, DPW Director/Town Engineer

ENGINEERING • HIGHWAY • PARKS & GROUNDS • TRANSFER STATION • TREES & CEMETERY

March 30, 2016

Ms. Melissa Murphy-Rodrigues  
Town Manager  
Town of Sudbury  
278 Old Sudbury Road  
Sudbury, MA 01776

Subject: Sticker Price FY17 – Transfer Station

We have reviewed the revenues and expenditures for the Transfer Station Enterprise Fund. Revenue from bulky waste permits, stickers, bags and recycling have remained consistent this year. We continue to experience a decrease in the tonnages of trash and bulky waste. This in turn reduces our expenses in the Hauling Line and may reflect a small cut in the amount of revenue for bulky waste permits. This should not adversely affect the Revenue vs. Expense outcome for the Transfer Station, as it will end up being a wash with less revenue from bulky waste permits against less expense for reduced hauling tonnages.

The current cost for solid waste disposal is \$71.00 per ton with a small \$2.00 per ton increase due to begin in July 2016.

In summary, I would recommend that there be no increase in the price per Transfer Station sticker for FY17. Please do not hesitate to contact me if you have questions.

Sincerely,

Denise Barter  
Management Analyst  
Town of Sudbury - DPW