

SUDBURY BOARD OF SELECTMEN  
TUESDAY JULY 12, 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.	7:35 PM	<i>VOTE</i>	Discussion and possible vote on whether to request that Eversource paint replacement poles to be erected along the South Sudbury transmission lines close to Stock Farm Road. Resident Stan Kaplan to attend.
2.	8:30 PM	<i>VOTE</i>	Joint meeting with Park & Recreation Commission. Interview candidate(s), followed by discussion and vote on appointment to fill a vacant position on the Park and Recreation Commission as an interim appointment through the 2017 Town Election.
<b>MISCELLANEOUS</b>			
3.			Discussion on Bruce Freeman Rail Trail 75% design - \$300K estimate
4.		<i>VOTE</i>	Discussion and possible vote on mission statement for the Bruce Freeman Rail Trail Design Implementation Task Force.
5.		<i>VOTE</i>	Discussion and possible vote concerning a letter to the Massachusetts Department of Transportation supporting the Sudbury Station applicant's request to allow a road or driveway crossing over the proposed Bruce Freeman Rail Trail rail bed.
6.		<i>VOTE</i>	Discussion and possible vote concerning a letter to the Massachusetts Department of Transportation concerning earth removal, filling, or grading that may impact the proposed Bruce Freeman Rail Trail rail bed or other property owned by the MassDOT.
7.		<i>VOTE</i>	Vote whether to approve a 3-year contract to be awarded by the Town Manager for dog/animal control services as an independent contractor upon evaluation of proposals submitted; said contract to be awarded to the qualified and eligible contractor offering the best

*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>
			price; and further, to appoint said contractor as Dog/Animal Control Officer for the Town of Sudbury.
8.		<i>VOTE</i>	Discussion and possible vote to appoint a second Board of Selectmen member to the Fairbank Community Center Task Force.
9.		<i>VOTE</i>	Discussion and vote on whether to call the Minuteman Regional Vocational School District Election, and to designate the Lower Town Hall, 322 Concord Road, as the sole polling location in the Town of Sudbury for the Minuteman Regional Vocational School District Election, to be held on Tuesday, September 20, 2016, as requested by Rosemary B. Harvell, Town Clerk.
10.			Citizen's Comments (Cont)
11.			Discuss future agenda items
<b>CONSENT CALENDAR</b>			
12.		<i>VOTE</i>	Vote on whether to re-appoint William E. Pickett, Jr of Framingham as a Constable in Sudbury for a term to expire May 31, 2019, as recommended by Police Chief Nix. Also vote to accept Bond #BON8232303 of Constable William E. Pickett, Jr., in the amount of \$5,000, and place same on file with the Town Clerk, as required by M.G.L. Ch. 41, sec. 92- Service of Civil Process.
13.		<i>VOTE</i>	Vote to approve the regular session minutes of 6/14/16 and 6/28/16.
14.		<i>VOTE</i>	Vote to approve award of a contract by the Town Manager for cleaning and light maintenance services for the Goodnow Library and any subsequent options, subject to review by Town Counsel, as requested by Jim Kelly, Combined Facilities Director.
15.		<i>VOTE</i>	Vote to appoint the following individuals to the Budget Strategies Task Force for a term ending 6/30/17, as recommended by their respective boards and committees: •Board of Selectmen (2 members) – Patricia Brown and Charles Woodard • Finance Committee (2 members) – Susan Berry and Joan Carlton • Sudbury Public Schools Committee (2 members) – Lucie St. George and Richard Tinsley • Lincoln-Sudbury Regional School Committee (2 members) – Radha Gargeya and Patricia Mostue LSRHS Alternate Member: Elena Kleifges • Sudbury Town Manager – Melissa Murphy Rodrigues, Esq. • Sudbury Public Schools Superintendent – Anne Wilson, PhD. • Lincoln-Sudbury Regional High School Superintendent – Bella Wong

*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, July 12, 2016

**TIMED ITEM**

**1: Eversource replacement poles**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and possible vote on whether to request that Eversource paint replacement poles to be erected along the South Sudbury transmission lines close to Stock Farm Road. Resident Stan Kaplan to attend.

Recommendations/Suggested Motion/Vote: Discussion and possible vote on whether to request that Eversource paint replacement poles to be erected along the South Sudbury transmission lines close to Stock Farm Road. Resident Stan Kaplan to attend.

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

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Eversource Utility Pole Replacement Plans 2016

***STREET CROSSING  
AESTHETICS IN SUDBURY***



# *History in Sudbury*

- ± 1968 & 1969 MA Supreme Judicial Court Decisions Establish Towns' Rights to Determine Aesthetics of Power Lines Crossing Public Ways
  - 1968 – Boston Edison Company v Board of Selectmen of Concord (plus Sudbury and Wayland cases)
  - 1969 – Boston Edison Company v Town of Sudbury and others

# *Decision: Empowers Town*

- ± "We find nothing wrong in the selectmen's determination that such annoyances may involve aesthetics. The presence of power lines across a public way can, in our view, disturb natural beauty sufficiently to create real annoyance to the public users of the way, particularly in a day when such beauty seems to be a rapidly diminishing public asset.
- ± The case law and legislative history support giving the local authority a large measure of discretion. It should not be overruled unless it has behaved arbitrarily or unreasonably."

± – 355 Mass. 79 [1968] 242 N.E. 2<sup>nd</sup> 868



### *Structure 109 at Pelham Island Road*

Wood poles with metal cross supports and multiple guy-wires to be replaced by 3 weathering steel structures; Structure 104 at Stock Farm Road is similar.





### *Weathering Steel structures stockpiled*

Currently displaying orange-red rust streaks vs final brown patina;  
Could take years to "weather" to a pleasing, natural brown color

# *What's Wrong in this picture?*

- ± Natural beauty disturbed
- ± Aesthetics of the steel structures are an eyesore
  - Rusty red in color vs brown
- ± 'Real annoyance to public users of the way'

# *Solution Proposed*

- ± Sand blasting or similar treatment of all exposed surfaces
- ± Hastens patina formation to turn a deep brown vs rusty orange or red
- ± Left as is, process to turn to brown could take years
  - Source: product engineer from CORTEN.COM, specialists in weathering steel products



# 1969 SELECTMEN'S TOWN REPORT

and put our programs in place. Consider the following:

1. The Town needs more land for its present and future citizens - parks, playgrounds, historic sites, school grounds, and just plain open land to enjoy and preserve.
2. We need a plan for the Town Center which will preserve the historical buildings and the beauty of our Center, solve the traffic problem, and accommodate the Noyes School expansion.
3. The future form of our town government needs definition and careful consideration. How long should we keep the open Town Meeting, or should we go representative? Do we set up a Town Manager or a Superintendent of Public Works? Which officers are elected? Which appointed?
4. What do we do about municipal services - trash and garbage collection and disposal, sewerage, and water? When and how is the Water District merged into the Town?
5. What positive steps will the Town take to prevent water and air pollution?
6. How do we make our highways safer?
7. We also need to further expand our tax base and employment opportunities by attracting additional desirable industrial development to Sudbury.
8. In the next decade, we can expect the town population to increase as much as in the Sixties, so that by 1980 it will top 19,000, up nearly 50%. But the number of school children will probably increase less than 15%.

These challenges will call for the best from all of our Town boards and committees - and from our citizens. Dollar and cent issues like capital expenditures and operating expenses and tax rates are involved, and so are people concerns and questions of how we want to govern ourselves. The Selectmen plan to provide leadership and overall direction in addressing these issues of the Seventies.

Before closing this report, a few comments are in order on several

specific items that were a particular concern of the Selectmen in 1969.

**Boston Edison Cases** - As a result of the favorable Supreme Judicial Court decision on sustaining the Selectmen's decision not to give street crossing permits, Boston Edison has announced that it has abandoned the planned Sudbury Valley Line. This overhead transmission line would have run through Sudbury, Wayland and Concord by way of the beautiful Sudbury River marshes.

The Supreme Judicial Court also ruled favorably on the 230,000-volt line from Medway to Sudbury, pointing out that Edison did indeed need new permits from the Selectmen to cross the public ways with this line. However, Edison's continued and obstinate refusal to go "underground", put the integrity of their power system in jeopardy. Under considerable pressure from the Department of Public Utilities, Edison and the four towns - Sherborn, Framingham, Wayland, and Sudbury - agreed to a compromise. A single line on wood poles will be installed rather than two lines on high steel towers. Edison also agreed to provide screening where this line and the existing 115,000-volt line cross the public ways.

**Legal Counsel** - In order to provide the "close in" legal service our town boards require, the Selectmen appointed Mr. David Turner as our Town Counsel. He is available at Town Hall every Thursday afternoon and evening and other times as they require.

**Regional School Representation Case** - The growth of Sudbury has been so much larger than Lincoln, that the 3-3 representation on the Regional High School Committee has been brought into question. When it became apparent that this issue of representation would be damaging to the school until it was settled, the Selectmen filed suit in Federal Court to secure equitable representation. We have also worked with the various committees involved to provide a solution between the towns. If and when the towns agree, the suit can be withdrawn.

**Fire Headquarters** - The site for a suitable Fire Department Headquarters was reexamined in 1969. The Gray land on Hudson Road was selected considering all aspects of

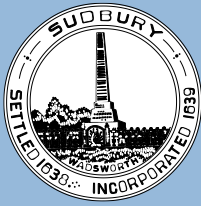
traffic, central location, accessibility, neighborhood impact, and topography. Our architect, Mr. John Hughes, is now designing the site and building so that it will fit attractively into the neighborhood and the beautiful pine woods on the site. We trust the 1970 Town Meeting will agree and appropriate the necessary funds to purchase this land.

**Sanitary Disposal** - The Selectmen and their special Sludge Disposal Committee have been working closely with corresponding officials of Wayland on potential joint plans for Sand Hill. Both towns own abutting acreage off Route 20 in this area, and both towns plan to provide sanitary land fills and sludge disposal facilities. There are obvious economies in working together.

**Massachusetts Selectmen's Association** - The Sudbury Selectmen took a more active role at the 1969 convention of the Massachusetts Selectmen's Association. Articles were entered and debated on undergrounding power lines, cooperating with the Massachusetts League of Cities and Towns to achieve our mutual goals, and on preventing legislative actions after Town Meetings which have the effect of raising local taxes without local control.

In closing, we extend our heartfelt thanks to all of you who are helping Sudbury - as employees, as board and committee members, and as citizens. In particular, we thank Floyd Stiles, our Executive Secretary, for his good-natured and effective assistance to the many town departments and to ourselves.

John E. Taft, Chairman  
Martin E. Doyle  
Howard W. Emmons



SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**TIMED ITEM**

**2: Joint meeting with Park & Rec Commission**

REQUESTOR SECTION

Date of request:

Requestor: Chairman Iuliano

Formal Title: Joint meeting with Park & Recreation Commission. Interview candidate(s), followed by discussion and vote on appointment to fill a vacant position on the Park and Recreation Commission as an interim appointment through the 2017 Town Election.

Recommendations/Suggested Motion/Vote: Joint meeting with Park & Recreation Commission. Interview candidate(s), followed by discussion and vote on appointment to fill a vacant position on the Park and Recreation Commission as an interim appointment through the 2017 Town Election.

Background Information:  
Attached applications for appointment

Financial impact expected:

Approximate agenda time requested: 15 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

07/12/2016 7:30 PM



### TOWN OF SUDBURY APPLICATION FOR APPOINTMENT

BOARD OF SELECTMEN  
278 OLD SUDBURY ROAD  
SUDBURY, MA 01776

FAX: (978) 443-0756  
E-MAIL: selectmen@sudbury.ma.us

Board or Committee Name: Park & Rec Commission

Name: Mara Huston  
Address: 578 Peakham Road Email Address: [REDACTED]  
Home phone: [REDACTED] Work or Cell p: [REDACTED]

Years lived in Sudbury: 21

Brief resume of background and pertinent experience:

My family and I participate in a wide variety recreational opportunities.  
I created my own recreation-based private business supporting many residents.  
Elected to this position with 935 votes in March 2016 Annual Town Election

Municipal experience (if applicable):

Educational background:

BS in Computer Science, MBA in Marketing and Entrepreneurship, American Red Cross WSI

Reason for your interest in serving:

I am firm believer in the importance of creating recreational opportunities for everyone in Sudbury. Recreation is a key component that makes a community a great place to live.

Times when you would be available (days, evenings, weekends):

When needed.

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

No.

MLH (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature: Mara Huston Date: 7/6/16

**TOWN OF SUDBURY  
APPLICATION FOR APPOINTMENT**

BOARD OF SELECTMEN  
278 OLD SUDBURY ROAD  
SUDBURY, MA 01776

FAX: (978) 443-0756  
E-MAIL: selectmen@sudbury.ma.us

Board or Committee Name: Parks and Recreation Commission

Name: Jeffrey P Winn

Address: 30 Meadowbrook Road

Email Address

Home phone:

Work or Cell p

Years lived in Sudbury: 3

Brief resume of background and pertinent experience:

Resume is available if required. I am active in my children's sports and activities. While not a coach, I try to help out where needed. Both my children are involved in town activities, including soccer, baseball, flag football, hockey, summer camps/clinics and school activities. I have over 25 years serving in the military. Skills learned/developed in the military include leadership, organization, efficiency, team work and communications skills.

Municipal experience (if applicable):

I have limited municipal experience. I ran recently for the Parks and Recreation Commission during the election this year. I do feel I have a large amount of experience organizing, leading and being a member of various diverse teams.

Educational background:

2 Master Degrees: Masters of Science in Emergency Management (MSEM) & Masters in Business Administration (MBA)  
BA Political Science,  
Enrolled in Masters Program for Strategic Studies, US Army War College

Reason for your interest in serving:

While I have only lived in the town for about 3 years, I feel that this community is a wonderful place to raise a family. My intent to join the Parks & Rec commission is to try to give back to the community as best I can, balancing the many and varied diverse interests in the town.

Times when you would be available (days, evenings, weekends):

Evenings and Weekends. With notice I can be available during the day utilizing a vacation day

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

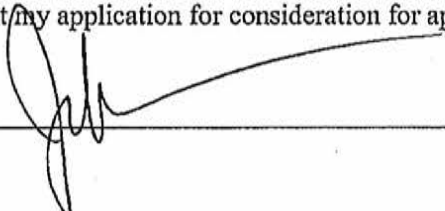
No

JPW (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature



Date 27 JUN 2016



SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**3: Bruce Freeman Rail Trail 75% design**

REQUESTOR SECTION

Date of request:

Requestor: Town Manager Rodrigues

Formal Title: Discussion on Bruce Freeman Rail Trail 75% design - \$300K estimate

Recommendations/Suggested Motion/Vote: Discussion on Bruce Freeman Rail Trail 75% design - \$300K estimate

Background Information:

Financial impact expected:

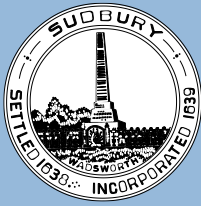
Approximate agenda time requested: 10 minutes

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

07/12/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**4: Mission Statement for BFRT**

REQUESTOR SECTION

Date of request:

Requestor: Chairman Iuliano

Formal Title: Discussion and possible vote on mission statement for the Bruce Freeman Rail Trail Design Implementation Task Force.

Recommendations/Suggested Motion/Vote: Discussion and possible vote on mission statement for the Bruce Freeman Rail Trail Design Implementation Task Force.

Background Information:  
Attached documents

Financial impact expected:n/a

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

07/12/2016 7:30 PM



## TOWN OF SUDBURY

### BRUCE FREEMAN RAIL TRAIL (BFRT) - DESIGN IMPLEMENTATION TASK FORCE

#### Mission Statement

Residents of Sudbury have approved several appropriations at Town Meeting for the design of the Bruce Freeman Rail Trail (BFRT). It is, therefore, the intention of the Sudbury Board of Selectmen to carry out the wishes of the Town to shepherd the BFRT project through to the construction phase. This Bruce Freeman Rail Trail Design Implementation Task Force is intended to provide assistance to the Board of Selectmen and the Town Manager in advancing the design of the project. The Selectmen are committed to developing an overall project and vision for this rail trail conversion that can be supported by the entire community. The Board is looking to this task force to help guide the Town in making thoughtful design decisions that are respectful and responsive to residents' concerns including those of abutters, businesses, trail advocates, and future users. The Town acknowledges and plans for the Trail to be built with State and Federal funding under the oversight of the Massachusetts Department of Transportation (MassDOT).

#### Background

MassDOT owned rail line: The portion of rail line in Sudbury that is to be addressed by this committee is part of a larger, 25-mile unused railroad right-of-way that was purchased in 1982 by the State, the entity which will continue to own the underlying land even after the entire length of the rail line has been converted. The BFRT in its entirety will eventually be a 22-mile trail, named after Bruce N. Freeman a late state representative from Chelmsford. Bruce Freeman was an ardent supporter for the creation of a bicycle path along this rail line and was key to getting State legislative endorsement of the project in 1987.

Important connections and benefits: The BFRT is a critical link within the Bay Circuit Trail & Greenway, a 200-mile trail system extending through 37 towns in Eastern Massachusetts, linking parks and open spaces in 57 Boston area communities. By bringing the BFRT through Sudbury, this will bring connections into Framingham closer to reality, thus creating a 25-mile corridor from Lowell to Framingham. In addition, the BFRT gives Sudbury residents direct access to the commuter rail stations in Concord and Framingham. One of the fringe benefits seen in rail trails are much-needed pedestrian upgrades as the trails cross major road-crossings and intersections. Sudbury will reap these advantages as the BFRT crosses state Routes 117, 27 and 20.



**Funding:** The May 2014 Annual Town Meeting appropriated \$150,000 of Community Preservation Funds to advance the design to the 25% Design stage. The Selectmen also accepted a private donation of \$58,700 to assist in the 25% Design. The May 2016 Annual Town Meeting appropriated another \$150,000 of Community Preservation Funds to advance the design to the 75% Design stage.

### **Current Status**

Construction of Phase I of the BFRT, running from Chelmsford to Westford, has been completed and is open to the public. Sections of Phase II, running from Westford to Concord, are currently under construction while the last section will go out to bid summer 2016. Phase III, running from Concord, through Sudbury, to Framingham has reached the design phase. Survey, field measurement, structural review, topography and wetland delineation are complete. Data is being compiled and analyzed.

The Town of Sudbury has a contract with VHB to advance the design of its portion of the trail to the 25% MassDOT Design approval stage. VHB's contract calls for a very inclusive design process to ensure that the project benefits from the input and feedback from interested citizens, local and regional groups, and elected officials. Input will be sought regarding the design of the path, the route of the path, roadway crossings, parking facilities, trail heads and other amenities. The contract calls for eight (8) evening public update meetings, and the 25% Design Public Hearing held with MassDOT. VHB is also contracted for up to ten (10) abutter meetings, to determine privacy and screening needs. Monthly progress reports will be submitted to the Town and will be made available to the public on the Town's website.

### **Staffing Assistance**

At this time, there is no staff assigned to assist this committee.

### **Responsibilities and Functions**

The Task Force will work closely with VHB, the Town's Design Engineer, to advance the design of the trail from conceptual design to the 25% MassDOT Design approved stage and beyond to the next phases of design. The Task Force will assist the Engineer and Town staff in organizing and facilitating public information and any/all meetings that are to be scheduled as a component of the design work. There are a series of new deadlines for this contracting phase (schedule attached herein) and the Task Force will be required to meet all proposed deadlines to be determined by VHB as part of the design work, including the design submittal.

It is anticipated that the Task Force will provide guidance and input to the Board of Selectmen and Town Manager on the scope and breadth of the next contracting phase for the Town's Design Engineer. That next phase of work is expected to bring the trail design close to the 75% Design submittal to MassDOT. The Task Force will work closely with the Engineer as the project progresses from 25% Design to 75% Design.

During that process, the Task Force may be called upon to assist the Town in the following:

- Assisting the Engineer and Town staff in coordinating the project design to gather input from Town Boards and Committees including the Conservation Commission, the Community Preservation Committee, and the Park and Recreation Committee;
- Communicating with the public about the design concepts and process;
- Communicating and interfacing with MassDOT and/or the Boston Metropolitan Planning Organization (Boston MPO) regarding the status of the design of the project;
- Communicating to Town Meeting, as needed, to provide updates and/or requests for later stages of funding;
- Facilitating meetings with trail abutters to review design elements of the project.

### **Membership and Officers**

The Task Force shall have seven (7) members. All appointments shall be indefinite, until the Board of Selectmen feels the mission of the Task Force has been accomplished, or that membership needs to be changed in order to keep the work progressing. The Town Manager or his/her designee shall chair the Task Force until a Chair has been elected from the membership of the Task Force. A Clerk of the Task Force shall also be elected to ensure that all meetings are properly posted and that minutes of each meeting are kept. Minutes of the Task Force's work shall be prepared and made public, with copies filed with the Town Clerk and sent to the Board of Selectmen on a regular basis. The Chairman of the Board of Selectmen will act as liaison between the Task Force and the Selectmen.

The Task Force membership should include representatives from the following:

1. One member of the Park and Recreation Commission
2. One member from the Conservation Commission
3. One member from the Community Preservation Committee
4. One (Sudbury resident) member from the Friends of the Bruce Freeman Rail Trail organization
5. One member from the Planning Board
6. Up to two non-committee, at-large citizen members\*

\*In the event that committee representative positions are not filled, additional non-committee citizen members may be appointed to provide up to seven members in total.

### **Compliance with State and Local Laws and Town Policies**

The Bruce Freeman Design Implementation Task Force is responsible for conducting its activities in a manner which is in compliance with all relevant state and local laws and regulations including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law, as well as all Town policies which affect committee membership. In particular, all appointments are subject to the following:

- The Code of Conduct for Selectmen Appointed Committee - A resident or employee who accepts appointment to a Town committee by the Board of Selectmen agrees that he/she will follow this code of conduct.
- The Town's Email Communication for Committee Members Policy - Anyone appointed to serve on a Town Board, Committee or Task Force by the Board of Selectmen agrees that he/she will use email communication in strict compliance with the Town of Sudbury's email policy, and further understands that any use of email communication outside of this policy can be considered grounds for removal from the committee by the Selectmen.
- Use of the Town's Website - The Task Force will keep minutes of all meetings and post them on the Town's website. The Task Force will post notice of meetings on the Town's website as well as at the Town Clerk's Office.

DRAFT



	2015		2016												2017												
	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	AUG	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	AUG	Sept	Oct	Nov	Dec	
<b>Data Collection</b>																											
Wetland Delineation			X																								
Ground Survey*		X	X	X																							
Base mapping *				X	X																						
Traffic data (Provided by Town)							X																				
Bridge Field Investigation									X																		
<b>Design Development</b>																											
Parking study at Davis Park *						X	X																				
Prepare concept plan							X	X																			
Conduct Safety Analysis at Road Crossings							X																				
Prepare Functional Design Report (FDR)																											
Prepare 25 percent Design Submittal								X	X	X	X	X	X														
Preliminary Structural Analysis									X	X																	
Preliminary Structures Report									X	X																	
MassDOT Review													X	X	X	X	X	X									
Respond to MassDOT comments																			X								
Conduct MassDOT Public Hearing																				X							
<b>Environmental Permitting</b>																											
Prepare ANRAD					X																						
Attend Conservation Commission Hearing							*	*																			
Prepare Early Env Coordination											X	X															
<b>Right of Way</b>																											
Prepare Preliminary Right of Way Plans											X	X															
<b>Meetings</b>																											
Public information meetings								*	*	*	*	*	*														
Utility meeting																			*								
Staff meetings			*		*		*	*		*		*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Abutter meetings								*		*		*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*

\*Weather Permitting

## MOVING THE ACCESS/EGRESS ROAD TO EXIT AT TI SALES

This would of necessity mean having the Sudbury Station access road cross the rail trail. A vehicle-vehicle collision is one thing. A vehicle-pedestrian or vehicle-bicyclist collision is another. This is an invitation to disaster, especially when cars exiting Sudbury Station are coming downhill and would cross the rail trail at the very bottom of the hill with no flat surface to pause and assess crossing pedestrian or bicycle traffic. This is not a regular road crossing so pedestrians and bicyclists would not have the natural instinct to be cautious.

To have the access road cross the rail trail would be to introduce a danger where none exists now, and more importantly, is not necessary. It would expose rail trail users to an unnecessary road crossing.

One major benefit of a rail trail is to get pedestrians, bicyclist, baby carriage pushers, and the like, off the streets. This road crossing would diminishes that benefit. Think of what would happen to a child riding his/her bike ahead of a parent/adult or learning to ride a bike.

The BFRT would be an ideal location for walk/run/ride fundraisers, especially where children are involved. To allow an additional vehicle road crossing would defeat one purpose of the rail trail.

Residents have wanted a safe place to run or walk without the need to be concerned about motor vehicle traffic. This crossing is opposite of what our residents want.

To intentionally install a road for cars that would cross a specifically designed pedestrian/bicycle path would be irresponsible. You might as well put up a sign saying 'Accidents will happen here'.

Len Simon



SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**5: MassDOT letter**

REQUESTOR SECTION

Date of request:

Requestor: Chair Iuliano

Formal Title: Discussion and possible vote concerning a letter to the Massachusetts Department of Transportation supporting the Sudbury Station applicant's request to allow a road or driveway crossing over the proposed Bruce Freeman Rail Trail rail bed.

Recommendations/Suggested Motion/Vote: Discussion and possible vote concerning a letter to the Massachusetts Department of Transportation supporting the Sudbury Station applicant's request to allow a road or driveway crossing over the proposed Bruce Freeman Rail Trail rail bed.

Background Information:

Financial impact expected:n/a

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

07/12/2016 7:30 PM

## MOVING THE ACCESS/EGRESS ROAD TO EXIT AT TI SALES

This would of necessity mean having the Sudbury Station access road cross the rail trail. A vehicle-vehicle collision is one thing. A vehicle-pedestrian or vehicle-bicyclist collision is another. This is an invitation to disaster, especially when cars exiting Sudbury Station are coming downhill and would cross the rail trail at the very bottom of the hill with no flat surface to pause and assess crossing pedestrian or bicycle traffic. This is not a regular road crossing so pedestrians and bicyclists would not have the natural instinct to be cautious.

To have the access road cross the rail trail would be to introduce a danger where none exists now, and more importantly, is not necessary. It would expose rail trail users to an unnecessary road crossing.

One major benefit of a rail trail is to get pedestrians, bicyclist, baby carriage pushers, and the like, off the streets. This road crossing would diminishes that benefit. Think of what would happen to a child riding his/her bike ahead of a parent/adult or learning to ride a bike.

The BFRT would be an ideal location for walk/run/ride fundraisers, especially where children are involved. To allow an additional vehicle road crossing would defeat one purpose of the rail trail.

Residents have wanted a safe place to run or walk without the need to be concerned about motor vehicle traffic. This crossing is opposite of what our residents want.

To intentionally install a road for cars that would cross a specifically designed pedestrian/bicycle path would be irresponsible. You might as well put up a sign saying 'Accidents will happen here'.

Len Simon

## MEMORANDUM

**DATE:** May 31, 2016

**TO:** Chris Claussen  
Sudbury Station LLC  
2134 Sevilla Way  
Naples, FL 34109

**FROM:** Robert J. Michaud, P.E. – Managing Principal  
Daniel A. Dumais, P.E. – Senior Project Manager

**RE:** **Supplemental Transportation Responses**  
The Village at Sudbury Station – 30 Hudson Road Sudbury, Massachusetts

---

MDM Transportation Consultants, Inc. (MDM) prepared a response to transportation-related peer review comments on March 15, 2016 for the above-referenced project, as issued in a letter by the Town's peer review consultant, Vanasse and Associates, Inc. (VAI), dated March 3, 2016. The peer review comments received to date have all been resolved; however, the Sudbury Zoning Board of Appeals (ZBA) at its March 2016 hearing requested clarification of certain responses and supplemental analysis which is the subject of this memorandum. Specifically, this memorandum provides supplemental transportation responses and clarification for the following topics:

- (1) Fire apparatus accessibility at Hudson Road Driveway;
- (2) Measures to reduce potential for Site "cut-through" traffic;
- (3) Candy Hill Road impacts; and
- (4) Pedestrian route inventories and count data

**(1) Fire apparatus accessibility at Hudson Road Driveway**

The ZBA requested supplemental AutoTurn® analysis for the largest fire apparatus (ladder truck) entering the proposed site driveways along Hudson Road and Concord Road via left-turn entry movements. Supplemental AutoTurn® analysis was prepared using the Sudbury Ladder truck and is shown in **Figure 1**. The analysis indicates that adequate geometry is proposed to accommodate the left turn entry and right turn exit movements along both Hudson Road and Concord Road.





- NOTES**
1. THIS PLAN INTENDED FOR DISCUSSION PURPOSES ONLY. IT IS NOT FOR CONSTRUCTION.
  2. FINAL DESIGN IS SUBJECT TO FIELD SURVEY BY OTHERS.
  3. PROPERTY LINES AND ACCESS LINE LOCATIONS ARE APPROXIMATE ONLY AND ARE SUBJECT TO DEED AND TITLE RECORDS.
  4. BASE PLAN SOURCE: SULLIVAN, CONNORS & ASSOCIATES AND USGS COLOR GRIND IMAGERY.

**PROPOSED SIGNS**

	R1-1		W1-2
	W16-7P		W16-8P

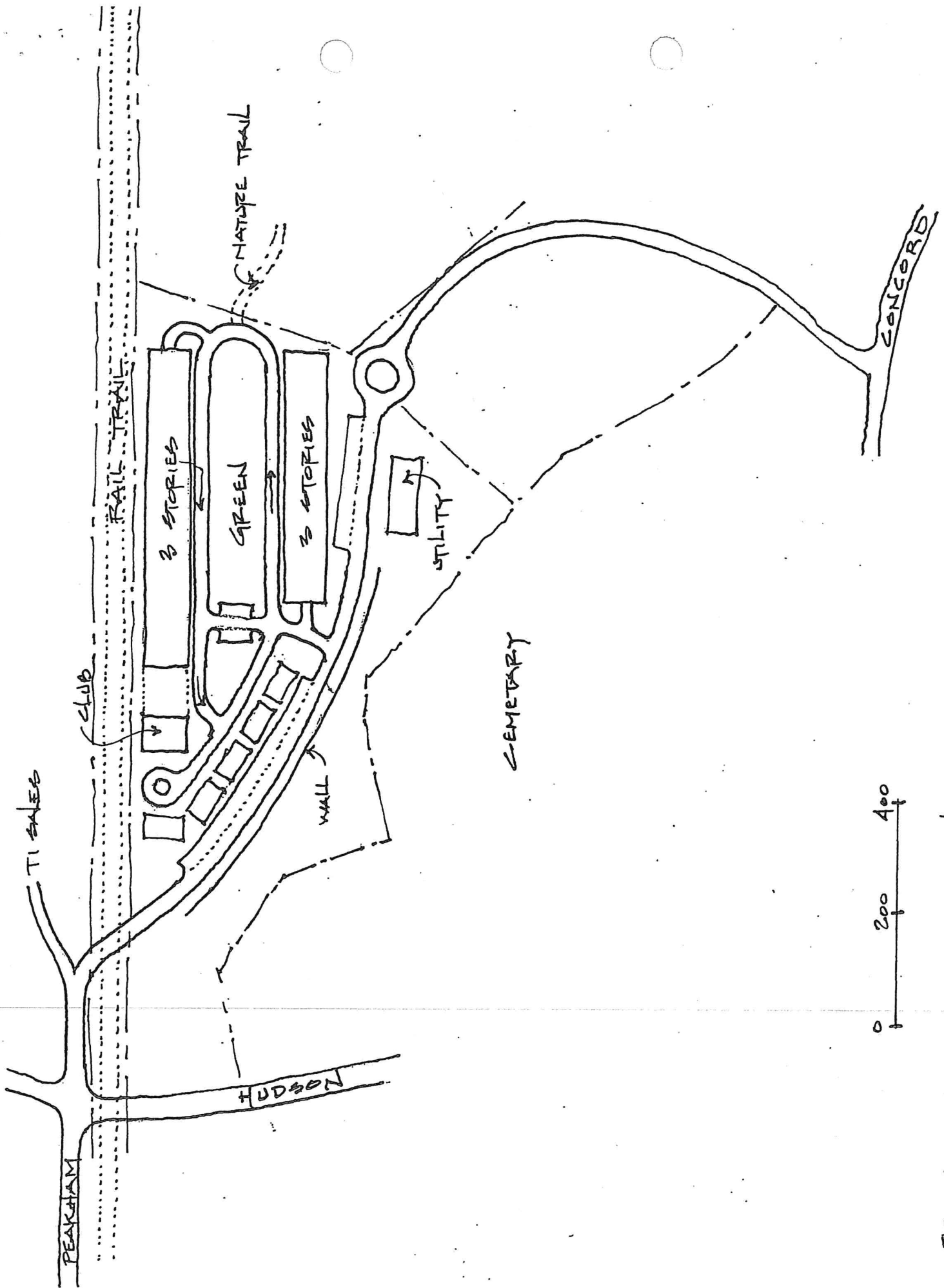


**Exhibit 10**  
Conceptual Access/Egress Plan

HUDSON ROAD  
 SUDBURY, MASSACHUSETTS  
 PREPARED FOR:  
 SUDBURY STATION, LLC  
 2134 SEVILLA WAY  
 NAPLES, FLORIDA 34109

**MDM** TRANSPORTATION CONSULTANTS, INC.  
 PLANNERS & ENGINEERS  
 26 Lox Road, Suite 200  
 Marlborough, MA 01752  
 Tel: 508.253.0771  
 Fax: 508.253.0771

DATE: March 14, 2016 | SCALE: As Noted  
 PROJECT No. 814 | File: 814 Concept Plan (3-14-2016).dwg | Sheet: 1 of 1



FRANK W. FIEPE, AIA APRIL 26, 2016

**Bruce Freeman Rail Trail  
Environmental & Engineering Assessment Report  
Sudbury, Massachusetts**

**December 2006**

**Prepared For:**



**TOWN OF SUDBURY, MASSACHUSETTS**

**Prepared By:**



**FAY, SPOFFORD & THORNDIKE LLC**  
Engineers • Planners • Scientists

**In Association With:**

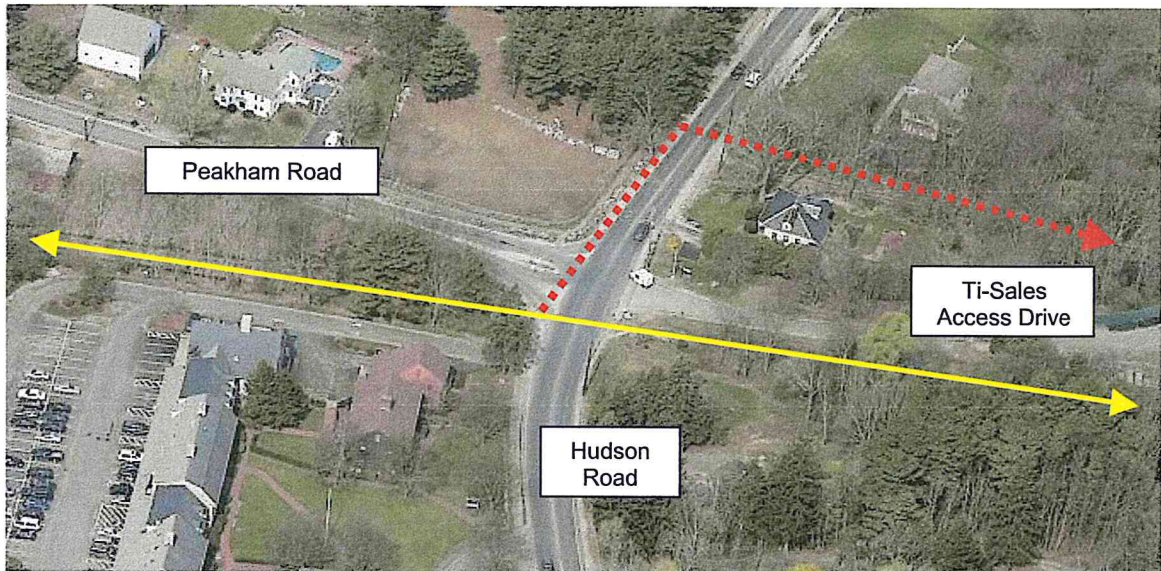


**WETLANDS & WILDLIFE, INC.**



## ■ AT-GRADE INTERSECTIONS

### 11.4.6 Hudson Road (Route 27)



Source: Microsoft Windows Live Local

**Description:** Hudson Road (Route 27) is a main thoroughfare through Sudbury, which linearly connects Sudbury with its neighboring communities. Various collector roads intersect Hudson Road and connect neighborhoods north and south of the Town Center. The rail corridor crossing is located approximately 800 feet west of the Town Center, adjacent to Peakham Road and across the street from the Ti-Sales access drive. This commercial access drive essentially serves as a leg in a four-way intersection. The company's access drive is directly adjacent and parallel to the rail corridor. The crossing is located within the northwest quadrant of the Town Center Historic District.

<u>Type of Roadway:</u>	Rural minor arterial
<u>Posted Speed:</u>	30 mph
<u>Jurisdiction:</u>	Town
<u>Est. Volume (ADT):</u>	11,800 vehicles
<u>Surface Width:</u>	29 feet
<u>Sidewalk:</u>	Southbound Side
<u>Road ROW Width:</u>	50 feet
<u>Crossing Angle:</u>	100 degrees



#### Issues

- Existing conflict point due to traffic volumes along Hudson Road and turning movements at Peakham Road and the Ti-Sales access drive
- Appear to be a significant number of vehicles turning at Peakham Road
- Vehicles stopped at the end of Peakham Road restrict sight lines at crossing
- Vehicles taking a right hand turn out of Peakham Road only look for approaching vehicles along Hudson Road

## ■ AT-GRADE INTERSECTIONS

### Issues (cont'd)

- Vehicles traveling westbound along Hudson Road use the narrow shoulders to pass vehicles waiting to turn into Peakham Road
- Rail corridor located 800 feet from existing signalized intersection

### Recommendations

- Consider installing a push button actuated traffic signal to be coordinated with the signal in the Town Center
- Recommended traffic control system should be compatible with the recommendations made by the Consultant team working on the Sudbury Centre Improvement Project
- Tighten up the turning radius on Peakham Road to reduce the speed of right turning vehicles
- Selectively clear and thin existing vegetation to provide sufficient sight distance and visibility of crossing on roadway approaches
- Install advance signs and pavement markings on Hudson Road and Peakham Road
- Consider alternative alignment to bring the rail trail across Peakham Road and then cross Hudson Road (Option shown in red on the graphic above)
  - Would require upgrading the existing driveway / Town easement to Ti-Sales field
  - Rail trail would reconnect to the rail corridor at the southern end of the field
- Use a textured surface treatment (e.g. Imprint) between the crosswalk lines as a traffic calming measure, which also complements the roadway character



SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**6: Letter to MassDOT re: grading**

REQUESTOR SECTION

Date of request:

Requestor: Chair Iuliano

Formal Title: Discussion and possible vote concerning a letter to the Massachusetts Department of Transportation concerning earth removal, filling, or grading that may impact the proposed Bruce Freeman Rail Trail rail bed or other property owned by the MassDOT.

Recommendations/Suggested Motion/Vote: Discussion and possible vote concerning a letter to the Massachusetts Department of Transportation concerning earth removal, filling, or grading that may impact the proposed Bruce Freeman Rail Trail rail bed or other property owned by the MassDOT.

Background Information:

Financial impact expected:

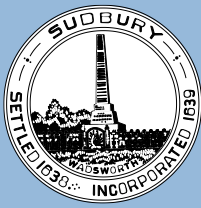
Approximate agenda time requested:

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

07/12/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**7: Dog Officer Contract**

REQUESTOR SECTION

Date of request:

Requestor: Police Chief Scott Nix

Formal Title: Vote whether to approve a 3-year contract to be awarded by the Town Manager for dog/animal control services as an independent contractor upon evaluation of proposals submitted; said contract to be awarded to the qualified and eligible contractor offering the best price; and further, to appoint said contractor as Dog/Animal Control Officer for the Town of Sudbury.

Recommendations/Suggested Motion/Vote: Vote whether to approve a 3-year contract to be awarded by the Town Manager for dog/animal control services as an independent contractor upon evaluation of proposals submitted; said contract to be awarded to the qualified and eligible contractor offering the best price; and further, to appoint said contractor as Dog/Animal Control Officer for the Town of Sudbury.

Background Information:

An RFP for Dog/Animal Control Services has been prepared and advertised. Deadline for Non-Price and Price Proposal submittal is 7/8/16.

See attached documents.

Financial impact expected:Funded through Revolving Fund in which fees, fines, charges, and penalties imposed under the Town Bylaw, Art. V.3, Regulation of Dogs, and those costs required by statute are deposited.

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

07/12/2016 7:30 PM



## SUDBURY "NON-PRICE" PROPOSAL

### ***BOARDMANS ANIMAL CONTROL INC***

Corporation owned by: Jennifer A. Condon

TAX ID #: 46-2861550

147 PARKER STREET (OFFICE)

145 PARKER STREET (KENNEL)

MAYNARD, MA 01754

(978) 897-5596

PRIMARY CONTACT: Jennifer A. Condon, cell #: 978-618-5383

#### CURRENT STAFF:

#### **Jennifer A. Condon – Animal Control Inspector/Officer; 10 YEARS EXPERIENCE**

- Successfully supporting the town(s) of: Concord, Hudson, Lincoln, Maynard, Northborough, Southborough, Sudbury and Wayland as Animal Control Inspector/Officer, under M.G.L. Chapter 193 Acts of 2012, chapters 10,62, 129, 140, 272.
- Graduate of Animal Control Association of Massachusetts Academy, class of 2008, certificate attached.
- Extensive knowledge of current M.G.L. implemented in October 2012.
- Possesses strong communication skills, sharing knowledge on treatment of animals to residents, police and the general public.
- Strong complaint resolution skills working day to day issues with residents and police.
- Oversee day to day operations of animal control, supporting all calls relating to domestic and wildlife.
- Extensive knowledge with municipal court workings and policies; represents the town at all hearings with both District Court Magistrate, and District Judges when required.
- Monitor's and respond to all calls received relative to stray dogs, picking up and transporting to kennel, or if necessary to emergency Veterinary service provider. Makes every effort to identify and notify any animal owner, utilizing Microchip scanning device.
- Insures all dogs picked up by department are currently licensed with the town prior to releasing back to dog owner, if necessary transports dogs to Veterinary appointments to obtain current rabies vaccination status prior to releasing to the dog owner. Collects if applicable all licensing and late fee(s); submitting such in a timely manner to the Town Clerk's Office for processing.
- Performs new hire Animal Control Officer training on behalf of Boardmans Animal Control Inc; insures new hires attend the next available Animal Control Officers of Massachusetts Academy within 6 months' probationary time, or next available class time.

## SUDBURY "NON-PRICE" PROPOSAL

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- Documents and reports on a monthly basis all calls handled by the Department for the prior month, submitting such to the Police Chiefs' Office.
- Canvasses town on an ongoing basis to obtain confirmation that town information on file is accurate relative to dog licensing, insures dog owner is made aware and understands local and state laws; issuing fines when required for non-compliance.
- Responsible for day to day operations of both the animal control department and kennel facility.
- Assumes responsibility for rehab service to stray animals, both wild and domestic; when necessary transports wildlife to Tufts Animal Hospital in Grafton for treatment. Has extensive knowledge with treatment of wildlife, saving rabbits, ducks, baby raccoons, etc.
- Acts as a "Primary Shooter" or in some cases "Alternate Shooter" in area towns; current LTC "Classified A, license #12284097A.

### **ANIMAL INSPECTOR DUTIES (in addition to Animal Control duties):**

- Extensive knowledge with process of State of Massachusetts annual barn inspections; personally responsible for the submittal to State by defined deadline, completing 125 barn inspections in 2015 for the 2016 Animal Census in the town(s) of: Lincoln, Hudson, Northborough, Sudbury, and Southborough.
- Currently responsible for Animal Control Inspector functions for the town(s) of: Concord, Hudson, Lincoln, Maynard, Northborough, Southborough, Sudbury and Wayland.
- As required issuing appropriate quarantine orders and monitoring all domestic animal exposure situations; submitting required documentation to Commonwealth of Massachusetts, Department of Agricultural Resources, Division of Animal Health Director on behalf of the Town.
- As required issues appropriate quarantine orders for all human bite exposures, insures all rabies vaccine information is accurate by working with local Veterinarian's as needed. Responsible for monitoring any human bite exposure situation for the time period of ten (10) days, completion of all paperwork submitted for the Town to the Commonwealth of Massachusetts, Department of Agricultural Resources, Division of Animal Health Director. In some situations, caring and monitoring in kennel applicable animal when owner is not in a position to do so, for the ten (10) day period; or if owner authorizes/insists on euthanize animal within the ten (10) day time period, as Animal Inspector insures appropriate specimen is submitted to the State of Massachusetts Epidemiology Lab for testing purposes.
- As required works with local Zoning Board members, performing applicable inspections prior to any resident obtaining a kennel license; responsible for documenting all findings and reporting such to the town board prior to any hearings.
- Responsible for preparation of wildlife specimens submitted to the State of Massachusetts Epidemiology Lab for testing purposes when there is a human exposure concern. Responsible for all follow up and communication to the resident/public of all such tests results, counseling on follow up medical attention if necessary.



## SUDBURY "NON-PRICE" PROPOSAL

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### ADDITIONAL STAFF MEMBERS:

#### *Donna DeWallace – Animal Control Officer; 12 YEARS EXPERIENCE*

- Graduate of Animal Control Association of Massachusetts Academy, class of 2010; certificate attached.
- Same responsibilities as referenced above with exception shooting.

#### *Michael Albanese – Animal Control Officer; 2 YEARS EXPERIENCE*

- Graduate of Animal Control Association of Massachusetts Academy, Spring Class 2016; certificate attached.
- Same responsibilities as referenced above.
- "Alternate Shooter" to Officer Condon, current LTC, Classified "A", license # 12306960A

### COVERAGE:

Boardmans Animal Control Inc coverage provided:

- 24 hours per day, 7 days per week, 365 days per year, including Holidays
- Officer on duty at all times, available via pager or cell phone
- Designated "shooter" available 24 hours per day, 7 days per week, 365 days per year, including Holidays

## SUDBURY "NON-PRICE" PROPOSAL

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### KENNEL:

- Conveniently located at 145 Parker Street (Route 27) Maynard, MA; hours for pet redemption: Sunday through Saturday, 8:30 a.m. – 7:00 p.m.
- Authorized kennel for the past 40 years for the Town of Maynard
- Inspected annually with the Town of Maynard, Chief of Police, Chief Mark Dubois; copy attached
- Licensed annually by the Town of Maynard, 2016 copy attached

### OTHER:

No Officer or employee of Boardmans Animal Control Inc will execute the euthanizing of a domestic animal; the Officer will make every effort to surrender or "adopt out" any stray domestic animals considered unclaimed after the conclusion of 7 – 24 hour consecutive days from obtaining the animal. Only if necessary, should a domestic animal be euthanized, Boardmans Animal Control Inc will obtain such service from a licensed, local Veterinarian, or Tuft's Animal Hospital in Grafton, Massachusetts.

All costs associated with prior and future training of Officers will be provided by Boardmans Animal Control Inc and not the municipality/town.

All Officers must wear uniforms which clearly designates and identifies to the public, he/she is a State Animal Control Inspector/Officer. All costs associated with clothing will be paid for by Boardmans Animal Control Inc and not the municipality/town.

Boardmans Animal Control Inc currently has (5) licensed, insured vehicles appropriate for transporting of animals.

Boardmans Animal Control Inc has all appropriate vehicle, Workman Compensation, General Liability and property insurance; certificates of insurance will be provided upon request or execution of any contract.



## SUDBURY "NON-PRICE" PROPOSAL

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### REFERENCES:

NAME	POSITION/ORGANIZATION	TELEPHONE #
Joseph F. O'Connor	Police Chief/Town of Concord	978-318-3400
Sue Rask	Director/Concord Board of Health	978-318-3275
Michael D. Burks, Sr.	Police Chief/Town of Hudson	978-562-7122
Dr. Sam Wong	Director/Hudson Board of Health	978-562-2020
Kevin Kennedy	Police Chief/Town of Lincoln	781-259-8112
Elaine Carroll	Administrator/Lincoln Board of Health	781-259-2613
Mark Dubois	Police Chief/Town of Maynard	978-897-1012
Kevin Sweet	Town Manager/Town of Maynard	978-897-1302
William E. Lyver, Jr.	Police Chief/Town of Northborough	508-393-1515
Kimberly Foster	Assistant Town Administrator/ Town of Northborough	508-393-5041
Stephanie Bacon	Director/Northborough Board of Health	508-393-5009
Kenneth Paulhus	Police Chief/Town of Southborough	508-485-2121
Scott Nix	Police Chief/Town of Sudbury	978-443-1042
William Murphy	Health Director/Town of Sudbury	978-440-5479
Robert Irving	Police Chief/Town of Wayland	508-358-4721
Patrick Swanick	Police Lt. / Town of Wayland	508-358-4721
Julia Junghanns	Director/Wayland Board of Health	508-358-3617
Michael Cahill	Director/State Dept. of Agricultural Resources, Division of Animal Health	617-626-1794
Laurie Lincoln	Director/Buddy Dog Humane Society	978-443-6995

# Animal Control Officers Association of Massachusetts

*This is to certify that*

JENNIFER CONDON

*completed an 80 hour*

ANIMAL CONTROL OFFICER CERTIFICATION COURSE

*held in*

ASHLAND, MA

24th Graduating Class 2008

SUNDAY, DECEMBER 7, 2008

Date

*[Signature]*  
ACOAM President

*[Signature]*  
Academy Director



"Pride in Professionalism"




Middlesex Town and City Clerks Association  
Certificate of Participation  
Professional Development Workshop

is hereby awarded to

Jennifer Condon, Animal Control Officer  
Town of Hudson

for attending and participating in the following Workshop on December 17, 2013  
Gregg J. Corbo, Esq., Kopelman and Paige, P.C.  
NEW ANIMAL CONTROL LAW

3.0 hours professional development

  
Tara M. Ward, President

# CERTIFICATE OF TRAINING

**Criminal Procedure and Legal Updates on  
Massachusetts Laws on Animal Control**

**Presented by and Sponsored by  
the Law Office of Attorney Patrick Michael Rogers**

**October 4, 2012**

**Tuff's University**

*This Certifies That*

**JENNIFER A. CONDON**

**successfully attended Legal Updates on Massachusetts Animal Control**

**Attorney Patrick M. Rogers**





# Certificate of Completion Conflict of Interest Law

**Jennifer A. Condon**  
Officer  
Animal Control  
Sudbury Ma

has completed the Conflict of  
Interest Law  
online training program on  
4/1/2015



Print  
Certificate

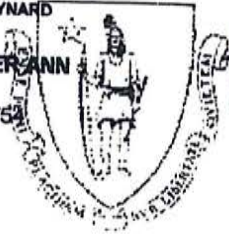

Close Certificate Window

**Commonwealth of Massachusetts**

**Class A Large Capacity  
License to Carry Firearms (M.G.L. c. 140, § 131)**

License Number: <b>12284097A</b>	Date of Issue: <b>03/18/2011</b>	Expiration Date: <b>03/09/2016</b>
Issuing City/Town: <b>MAYNARD</b>	Restrictions: <b>None</b>	

**CONDON, JENNIFER ANN**  
147 PARKER ST.  
MAYNARD, MA 01754

Height: 5-04      Weight: 145  
 Hair: BLOND OR STRAWBERRY      Eyes: HAZEL  
 Date of Birth: 10/9/1971  
 Place of Birth: MASSACHUSETTS



*J. Condon*

License Holder Signature  
 issued for use of holder named hereon; non-transferable. Use or possession, except as prescribed  
 by M.G.L. c. 140, §§ 122-131P is unlawful.

*Jane F. Pava*

Licensing Authority Signature

# Animal Control Officers Association of Massachusetts

## CERTIFICATE OF TRAINING

*This is to certify that*

**Donna C. Dewallace**

*has successfully completed a 90 hour*

**ANIMAL CONTROL OFFICER CERTIFICATION COURSE**

*held in*

**Boylston, MA**



ACOAM President



Academy Director

ATURDAY, JUNE 5, 2010

Date



**"Pride in Professionalism"**



# Animal Control Officers Association of Massachusetts

## CERTIFICATE OF TRAINING

*This is to certify that*

**Donna C. Dewallace**

*has successfully completed all basic course requirements  
for the Municipal Police Training Committee  
Use of Force & OC Aerosol Certification*

*Certification Number 22449*

*TURDAY, DECEMBER 5, 2010*

*Date*



Animal Control Officers Association of Massachusetts

**"Pride in Professionalism"**



# Animal Control Officers Association of Massachusetts

## Certificate of Graduation

Presented to

**Michael Albanese**

For successfully completing the  
Commonwealth of Massachusetts

Animal Control Officer Certification Course  
of 96 hours. March 11, 2016 thru May 27, 2016  
Held at the Municipal Police Training Academy,  
Boylston, Massachusetts

May 27, 2016

Date

*[Signature]*  
ACOMA President

*[Signature]*  
Academy Director

16-31-1

Certificate No.

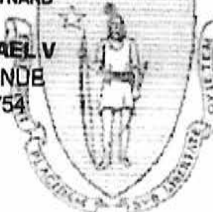

**"Pride in Professionalism"**

**Commonwealth of Massachusetts**

**Class A Large Capacity  
License to Carry Firearms (M.G.L. c. 140, § 131)**


License Number: <b>12306960A</b>	Date of Issue: <b>08/26/2011</b>	Expiration Date: <b>08/03/2017</b>
Issuing City/Town: <b>MAYNARD</b>	Restrictions: None	

**ALBANESE, MICHAEL V**  
**5 RIVERVIEW AVENUE**  
**MAYNARD, MA 01754**

Height: 6-02	Weight: 140
Hair: BROWN	Eyes: BROWN
Date of Birth: 0/3/1956	
Place of Birth: MASSACHUSETTS	

License Holder's Fingerprint



*Michael Albanese*

License Holder Signature  
 Issued for use of holder named herein; non-transferable. Use or possession, except as proscribed by M.G.L. c. 140, §§ 122-131P is unlawful.

*Jane J. Dawson*

Licensing Authority Signature



**Town of Maynard**  
Office of the Town Clerk  
**2016 Dog License**

Date: 01/20/2016

Invoice #: 12695

**BOARDMAN ANIMAL CONTROL, INC.**  
145 PARKER ST  
MAYNARD, MA 01754

Tag #: **9999** Dog Name: **KENNEL LIC**  
Gender: **KENNEL** Breed:  
Age: **0.0** Color:  
Phone: **978-618-5383** Rabies Exp: **12/31/2016**

***This License expires on 12/31/2016***

License Fee	75.00
	0.00
	0.00
<b>Total</b>	<b>75.00</b>

**DOG OWNER'S RESPONSIBILITY LAW**

Section 1: The annual fee for every dog license, except as otherwise provided by law, shall be \$10.00 for neutered/spayed, \$15.00 for intact. No fee shall be charged for a license for a dog specially trained to lead or serve a blind person; provided that the Division of the Blind certifies that such dog is so trained, and actually in the service of a blind

**RABIES**

**RABIES** - Rabies is a disease caused by a germ in the saliva of a "Mad" dog. The germs enter the body through the wound made when a rabid animal bites another animal or person.

**SYMPTOMS** - Rabies may appear in either the dumb or the furious form. The symptoms are not constant, but as a rule dogs with **DUMB RABIES** are very **RESTLESS**. The eyes taken on a peculiarly bright appearances, with dilated pupils. The dogs may be more **AFFECTIONATE** than usual. The throat and jaws gradually become paralyzed so that **MOUTH HANGS OPEN**, saliva **DROOLS** out, and the tongue seems to be in the way. There is difficulty in swallowing. Frequently these symptoms lead to the mistake of thinking the animal has a **BONE CAUGHT** in the throat. The dog may snap at imaginary objects.

Dogs affected with the **FURIOUS** form of **RABIES** become **IRRITABLE** and restless, **SNAPPING** at people or other animals. They will chew up foreign material such as rugs, pieces of clothing, or wood. They try to get out of the house to run. If confined, they will **TEAR** at objects and, if they break loose, will **RUN AIMLESSLY** for miles, snapping and biting at any moving objects crossing their path.

In both forms of rabies, there is a peculiar high pitched and **HOWL LIKE** **HOWL**. The end comes when the dog is exhausted, the legs become paralyzed, and the dog dies in a stupor. **RABIES NEVER APPEAR AS SUDDEN CONVULSIONS OR FITS**.

**IF A DOG BITES A PERSON** - Do NOT kill it. Confine the dog and call a veterinarian. The dog should be kept under observation. If it remains well, there is no danger of rabies to animals or persons bitten; if it has rabies, definite symptoms and death will occur within the two weeks' period of restraint that is required. If the dog is killed at once, you may never know whether or not it was rabid.

**ALL PERSONS BITTEN BY OR INTIMATELY EXPOSED TO RABID ANIMALS SHOULD BE GIVEN ANTI-RABIC TREATMENT**

**Town of Maynard Regulations of Dogs**

1. The license period shall be from January 1st of each year to February 28th st of the same year.
2. The Town Clerk shall not grant such license for any dog unless the owner thereof provides the Town Clerk with either a Rabies Certificate or has been certified exempt from such provision as outlined in MGL Chapter 140, Sec 137 or 137A.
3. A late fee on \$25.00 is charged after February 28th.(Sec. 7)
4. Leash Law - No owner or keeper of any dog shall permit such dog to run at large at any time.(Sec. 9)
5. Owners are under a "pooper-scooper" law to dispose of dog feces when walking dog. (Sec. 10)

**PENALTIES:** after a warning has been issued:

- (A) Informal Disposition Process
- 1st Offense in calendar year \$25.00
  - 2nd Offense in calendar year \$50.00
  - 3rd Offense in calendar year \$100.00
- (Sec. 6.5)

**NOTE: THIS IS NOT A COMPLETE COPY OF THE DOG OWNER'S RESPONSIBILITY LAW. COMPLETE COPIES ARE AVAILABLE AT THE TOWN CLERKS OFFICE, TOWN HALL, 195 MAIN STREET, MAYNARD, MA. 01754. TEL: (978) 897-1300**

**TO REACH THE DOG OFFICER CALL: POLICE DEPARTMENT AT (978) 897-1011.**

**"The owner or keeper of a licensed dog shall cause it to wear around its neck or body a collar or harness... to which shall be securely attached a tag..."**

**If a dog is permanently removed to another town a transfer license must be secured in such town. Every dog six months or over must be licensed and tagged.**

**This license is granted subject to conditions that the dog herein described shall be controlled and restrained from chasing or hassing live stock or fowl.**

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## SUDBURY "PRICE" PROPOSAL

---

***BOARDMANS ANIMAL CONTROL INC***

Corporation owned by: Jennifer A. Condon

**TAX ID #: 46-2861550**

147 PARKER STREET (OFFICE)

145 PARKER STREET (KENNEL)

MAYNARD, MA 01754

(978) 897-5596

**COMPENSATION:**

FIRST YEAR: July 1, 2016 - > June 30, 2017, total annual amount of \$22,632.15; 12 monthly payments of \$1,860.12.

SECOND YEAR: July 1, 2017 -> June 30, 2018, total annual amount of \$23,311.11; 12 monthly payments of \$1,942.59.

THIRD YEAR: July 1, 2018 -> June 30, 2019, total annual amount of \$24,010.44; 12 monthly payments of \$2,000.87.

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## Attachment B

PROFESSIONAL SERVICES AGREEMENT  
DOG/ANIMAL CONTROL OFFICER

## I. BASIC SERVICES

- A. \_\_\_\_\_ shall hold the appointment of Dog/Animal Control Officer, for the period \_\_\_\_ through \_\_\_\_, and shall fulfill all the duties of Dog/Animal Control Officer as outlined in the Town of Sudbury Bylaw, Article V, s.3 Regulation of Dogs, and the General Laws of the Commonwealth of Massachusetts. The duties shall include, but not be limited to, the enforcement of the Town Bylaw and State statutes; appearance at all related hearings at the Chief of Police's (or his/her designee's) request, the initiation of appropriate complaints for legal violations in the Court and necessary appearances for prosecution of relevant evidence involving dog related violations, and other such duties as contained in and reasonably inferable from the Scope of Services attached hereto and incorporated by reference.
- B. The Dog/Animal Control Officer shall apprehend dogs where appropriate to enforce licensing, dog control laws, and to protect persons and property of the Town of Sudbury residents from dogs.
- C. The Dog/Animal Control Officer shall reasonably respond to all emergency calls from the Sudbury Police Department for dog violations twenty-four (24) hours a day, seven (7) days per week. It is understood that the Town of Sudbury will exercise reasonable judgment in determining the existence of said emergencies. The Dog/Animal Control Officer shall be reasonably available by telephone or pager.
- D. All services provided by the Dog/Animal Control Officer shall be performed by him/her personally, except for the period where the function is performed by an Assistant Dog/Animal Control Officer deemed, in advance, acceptable to the Chief of Police; the Assistant Dog/Animal Control Officer shall be compensated by the Dog/Animal Control Officer.
- E. The Dog/Animal Control Officer shall provide at his/her own expense a covered motor vehicle. The vehicle shall be adequate to transport, in a safe manner, at least two (2) dogs. The vehicle shall be utilized by the Dog/Animal Control Officer in the course of his services to the Town of Sudbury. The adequacy of the vehicle shall be subject to the determination of the Chief of Police. The vehicle must be fully and appropriately insured for such services with not less than \$100,000 - \$300,000 liability for bodily injuries and \$100,000 property damage to the Town's satisfaction. The Town of Sudbury shall be added as an additional insured on the policy.

- F. The Dog/Animal Control Officer shall maintain an accurate, reasonably detailed record of his/her activities; shall provide the Chief of Police with an annual overview report in a form acceptable to the Chief; shall complete all necessary paperwork required by the Town of Sudbury; shall keep a detailed record of all complaints, his/her response and action taken; shall record all dogs that were impounded, and disposition of such.
- G. The Dog/Animal Control Officer shall report to the Chief of Police (or his designee), and shall in addition to the specific duties and requirements outlined above, follow all reasonable requirements of the Chief of Police or his designee.

## II. KENNEL

- A. The Dog/Animal Control Officer shall cause to be made a dog kennel for the impoundment of dogs.
- B. The kennel shall be properly licensed, and approved by the Chief of Police.
- C. The kennel shall be located within ten (10) miles of the Town of Sudbury.
- D. The kennel shall have a telephone and be available for the redemption of impounded dogs by appointment.
- E. The kennel owner/operator shall be entitled to receive and retain as compensation for services rendered the reasonable fees established by the Dog/Animal Control Officer/Kennel owner, which shall not be more than the fees charged to similarly situated customers of the kennel owner.
- F. The fees referenced in Item E above shall constitute full compensation by the Town of Sudbury, and neither the Dog/Animal Control Officer nor kennel owner/operator shall be entitled to any additional compensation.

## III. OTHER SERVICES

The Dog/Animal Control Officer will also provide the Town with the following services:

- A. Inspecting domestic dog's affected with or exposed to any contagious disease; quarantines or isolates dogs when appropriate (M.G.L. Ch. 129, §§ 19 & 21), as required in the absence of the Animal Inspector.
- B. Issuing quarantine notices for domestic dogs that bite people, or are bitten by other animals; inspects quarantined dogs regularly to insure that the quarantine is not broken and the dog is not exhibiting signs of rabies (M.G.L. Ch. 129, §§ 24 & 30), as required in the absence of the Animal Inspector.
- C. Perform sanitary inspections of kennels insuring compliancy with all Commonwealth rabies control laws. Document and keep all records relative to inspections, supplying a Summary Sheet on such kennels which will be supplied annually to the M.D.F.A. Bureau of Animal Health (M.G.L. Ch. 129, §25).



- D. Keeping abreast of new or revised state regulations and/or laws pertaining to the duties of this position.
- E. Dog/Animal Control Officer for purposes of quarantine as referred to in this article must be appointed by both the State Department of Food & Agriculture, Bureau of Animal Health, and the Sudbury Board of Health.

#### IV. COMPENSATION

The Dog/Animal Control Officer shall be paid on a monthly basis as follows.

First year - \_\_\_\_\_ shall be paid twelve (12) payments of (refer to bid) payable on the 1<sup>st</sup> Thursday of the month of service.

Second year – \_\_\_\_\_ shall be paid twelve (12) payments of (refer to bid) payable on the 1<sup>st</sup> Thursday of the month of service.

Third year – \_\_\_\_\_ shall be paid twelve (12) payments of (refer to bid) payable on the 1<sup>st</sup> Thursday of the month of service.

#### V. LIABILITY

Notwithstanding any other provision of this Agreement to the contrary, the Town of Sudbury shall not be liable for activities of the Dog/Animal Control Officer, who shall indemnify and hold harmless the Town from all third-party claims for damages or other losses to property and/or injury to persons (including death) to the extent caused by the Dog/Animal Control Officer, as well as for all costs and expenses, including reasonable attorneys' fees, incurred by the Town in connection with such claims. Nor shall the Town be responsible for payment to the Dog/Animal Control Officer of any monies that exceed present appropriations of the Town of Sudbury for services and expenses. The liability of the Town to the Dog/Animal Control Officer, if any, shall be limited to the total cost of services of the Dog/Animal Control Officer as set forth under this Agreement.

Notwithstanding the foregoing, the Dog/Animal Control Officer shall obtain and maintain at his expense a liability policy in the amount of \$1,000,000; and add the Town of Sudbury as an additional insured.

#### VI. STATUS OF DOG/ANIMAL CONTROL OFFICER

Under this Agreement, the Animal/Dog/Animal Control Officer is an independent contractor and Officer of the Town of Sudbury. As such, he/she shall not be entitled to any fringe benefits including, but not limited to, health insurance, retirement, worker's compensation or unemployment compensation.

VII. FINES

The Dog/Animal Control Officer shall turn in forthwith to the Town of Sudbury Treasurer all fines or penalties collected for citations by the Dog/Animal Control Officer. The Dog/Animal Control Officer shall turn in forthwith to the Town of Sudbury Town Clerk's Office all monies collected for licenses issued by his/her office to residents.

VIII. TERMS OF AGREEMENT

This Agreement may be terminated by either party by providing sixty (60) days prior written notice to other party. The Town of Sudbury may terminate this Agreement at any time for just cause or breach of covenant of this Agreement, or for its convenience, or for no reason.

IX. MISCELLANEOUS

To the extent this Agreement requires or authorizes the Town to perform any review, provide any consent or approval, or make any determinations, the Town's fulfillment of such requirements or the exercising of such authority or lack thereof shall not relieve the Dog/Animal Control Officer of its obligations under this Agreement, or act as a waiver of any rights, remedies or defenses of the Town.

This Agreement shall be interpreted in accordance with and subject to the laws of the Commonwealth of Massachusetts.

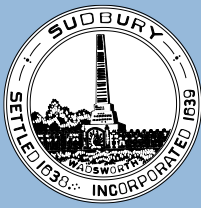
The Dog/Animal Control Officer shall not assign this Agreement or any part thereof, or any of its rights or obligations hereunder without the advance written consent of the Town.

\_\_\_\_\_  
Dog/Animal Control Officer Date

\_\_\_\_\_  
Tax I.D. #

\_\_\_\_\_  
Town Manager Date





SUDBURY BOARD OF SELECTMEN

Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**8: Appointment to Fairbank Task Force**

REQUESTOR SECTION

Date of request:

Requestor: Chair Susan Iuliano

Formal Title: Discussion and possible vote to appoint a second Board of Selectmen member to the Fairbank Community Center Task Force.

Recommendations/Suggested Motion/Vote: Discussion and possible vote to appoint a second Board of Selectmen member to the Fairbank Community Center Task Force.

Background Information:

Attached updated mission statement

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

07/12/2016 7:30 PM

## Fairbank Community Center Study Task Force

### Town of Sudbury

**Voted to establish November 7, 2012 by the Sudbury Board of Selectmen**

**Amended March 12, 2013**

**Amended July 9, 2013**

**Amended May 20, 2014**

**Amended July 14, 2015**

**Amended July 28, 2015**

**Amended June 28, 2016**

#### **Mission:**

The Study Task Force is an *ad hoc* entity established by and reporting to the Board of Selectmen in order to provide an assessment of the capacity of the existing building to meet the current and future program and office needs and goals of the Park and Recreation Department, including the Teen Center and the Atkinson Pool, the Council on Aging, and the Sudbury Public Schools Administration. The Task Force shall advise the Board of Selectmen as to the best options for dealing with the failing roof on the non-Pool section of the Fairbank Community Center in conjunction with a facilities master plan. All suggestions and recommendations for space needs and potential financing plans shall be considered for planning purposes only and will need more detailed study and discussion in the future.

#### **Board of Selectmen Amendments:**

Board of Selectmen amended and extended the mission of the Task Force to include bringing forth the proposal for a Master Plan at Town Meeting in May 2013, and to include the Sudbury Public Schools administration in the Master Plan in 2016, and extends the term of the committee to May 31, 2017. The Mission of the Task Force will continue as research committee for programs and use groups and dissemination of information on behalf of user groups. The task force will also be charged with the task of private fund raising to support the funding for a master plan and a portion of the construction costs. The Task Force will continue working with the Permanent Building Committee with respect to designer selection and development of the Master Plan and Feasibility Study.

#### **Membership:**

The Task Force shall be appointed by the Board of Selectmen and shall be comprised of:

1. Two members of the Board of Selectmen
2. Two members of the Park and Recreation Commission
3. Two members of the Council on Aging
4. Two members of the Sudbury Public School Committee
5. Up to two members of the Permanent Building Committee
6. The Combined Facilities Director as Ex-Officio
7. Up to three non-committee citizen members
8. Director of the Park and Recreation Department
9. Director of the Council on Aging

The Task Force will provide a mechanism for thoughtful and public review of the best alternatives for dealing with the current and future use and space needs at the Fairbank Community Center and will bring forth the proposal for a master plan at Town Meeting and continue development of master

plan for Community Center.

**Responsibilities:**

In an attempt to develop a recommendation to the Board of Selectmen on roof replacement and future master plan for a Community Center, the Task Force will concentrate on the following issues:

1. What future space needs might the Recreation and Council on Aging programs and offices need in the future, and how could those needs be accommodated vis-à-vis the current building footprint? What additions to the building might be required and if so, what are options for those additions? What major sections might need to be changed or redeveloped? How would all these potential building changes be related to the proposed roof replacement? Can a reasonable total square footage number be preliminarily generated for cost estimation purposes?
2. What kind of community center facility have other towns constructed? What is the square footage? Do they include an indoor pool (natatorium)? How much did those facilities cost? How were they financed? How long did the project take from initial design to opening?

These questions are starting points in the overall goal of developing a report for the Board of Selectmen and the community on the future plans and needs desired at the Community Center. The committee will be act in an advisory role to the Permanent Building Committee during the procurement process for designer selection, if approved.

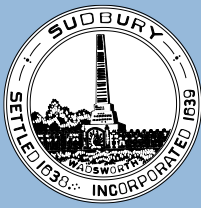
**Staffing:** The Town’s Facilities Director will provide some staffing assistance, but Task Force members are expected to conduct the research and gather data as part of their committee service.

**Compliance with State and Local Laws:**

The Task Force is responsible for conducting its activities in a manner which is in compliance with all relevant State and local laws and regulations including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law. Task Force members must limit their activities and scope to that described in this Mission Statement.

All meetings of the Task Force will be held in public sessions. One member of the Task Force should be designated as Clerk, and shall keep minutes of all meetings.





SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**9: Minuteman Election Polling Location**

REQUESTOR SECTION

Date of request:

Requestor: Rosemary Harvell, Town Clerk

Formal Title: Discussion and vote on whether to call the Minuteman Regional Vocational School District Election, and to designate the Lower Town Hall, 322 Concord Road, as the sole polling location in the Town of Sudbury for the Minuteman Regional Vocational School District Election, to be held on Tuesday, September 20, 2016, as requested by Rosemary B. Harvell, Town Clerk.

Recommendations/Suggested Motion/Vote: *Discussion and vote on whether to call the Minuteman Regional Vocational School District Election, and to designate the Lower Town Hall, 322 Concord Road, as the sole polling location in the Town of Sudbury for the Minuteman Regional Vocational School District Election, to be held on Tuesday, September 20, 2016, as requested by Rosemary B. Harvell, Town Clerk.*

Background Information:

Attached documents

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
Susan N. Iuliano	Pending
Board of Selectmen	Pending

07/12/2016 7:30 PM

**Golden, Patricia**

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**From:** Harvell, Rosemary  
**Sent:** Thursday, July 07, 2016 10:37 AM  
**To:** Rodrigues, Melissa  
**Cc:** Frank, Leila; Golden, Patricia  
**Subject:** Minuteman Regional Vocational School District Election

Hi Melissa,

I have received some answers to questions regarding the requirements of the Minuteman Regional Vocational School District Election that will be helpful in making decisions regarding the polling location and the conduct of the election.

This special election falls under MGL Chapter 71, Sect. 16, Paragraph (n), and this “trumps” many of the election laws and regulations that normally require compliance. Minuteman has called the election, will be preparing and printing the ballots, will be reimbursing us for expenses, and in accordance with the statute will be determining the number and location of polling place(s), after consultation with each of our Boards of Selectmen. They will also prepare and post the warrant in accordance with this statute.

Several town clerks, myself included have had conversations with the Elections Division regarding the Minuteman District Election. Anita Tekle, the town clerk in Concord received permission from Michelle K. Tassinari, Director and Legal Counsel, Elections Division, Office of the Secretary of the Commonwealth to send these decisions regarding four specific issues they spoke about.

These are four items that Michelle was asked to rule on:

1. Since there is nothing in the statute that requires us to report the election results by precinct, there is no need to conduct the election by precinct. Municipalities will each be providing the election results to Minuteman with just totals by community – a total of blanks, yes votes and no votes. Since Minuteman has asked us to hold the election in one polling place, that means that we will not have to staff it by precinct or ask voters to check in and check out by precinct. Anticipating a relatively small voter turnout, we can reduce the number of staff that will be assigned to the polling place, and the physical set up can be simpler.
2. Although there has been some discussion about omitting the “check-out” process, Michelle advises that we both check-in and check-out voters, which will serve as a double-check on the system.
3. There is no provision for a recount of this election, except by a court order. There is nothing regarding this in either the former or the revised Minuteman Agreement. That is another reason that we won’t need to compute the results by precinct, since a recount would not be required to be done by precinct. In the unlikely event that a recount is required by court order in one or more communities, then it would not be done by precinct.
4. As for the number of voting booths to set up at the polling place, Michelle advises that we use our best judgment in determining the number of booths to set up at the one polling place. We won’t be required to use the normal elections formula that is based on the number of registered voters.

Attachment9.a: Memo from Town Clerk\_Minuteman\_Election (1904 : Minuteman Election Polling Location)

Based on these decisions by Michelle Tassinari, I recommend that we hold this election in the Lower Town Hall. This would cause the least amount of disruption for residents who utilize the Fairbank facility during the day and evening and provide the best accessibility to the Town Clerk's Office. Michelle has indicated that we are not required to vote by precinct or to report the results by precinct, so we will compile the results at the end of the night as Town of Sudbury totals only.

I plan to use two check-in tables, two check-out tables and two voting machines but will pre-test three machines, so that I will have a spare. This election has one question on the ballot, so it won't take voters long to fill in the circle of choice and move on from the booth to the check-out table. The estimated turnout I have been provided with from Minuteman is 5 -10% based on other turnouts in other school district elections. We are allowed to set up the number of booths we deem necessary based on the expected turnout to avoid lines at the polls.

Please let me know if you have any questions or concerns regarding this information. Thanks very much.

Regards,

Rosemary

*Rosemary B. Harvell , CMC, CMMC*  
*Town Clerk*  
*322 Concord Road, Sudbury, MA 01776*  
*Tel. (978) 639-3359 Fax: (978) 639-3340*  
*Email: [harvellr@sudbury.ma.us](mailto:harvellr@sudbury.ma.us)*

When writing or responding, please be advised that the Massachusetts Secretary of State considers e-mail to be a public record, and therefore subject to public access under the Massachusetts Public Records Law, M.G.L. c. 66 § 10.



# ELECTION WARRANT

The Commonwealth of Massachusetts

## MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

Middlesex, ss.

To the registered voters of the Towns of Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland and Weston,

### GREETINGS:

You are hereby notified and warned that the inhabitants of the Towns of Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland and Weston registered to vote in any of said Towns, said Towns being the member towns of the Minuteman Regional Vocational Technical School District, are to meet at their respective polling places, to wit,

In the TOWN OF ACTON at the \_\_\_\_\_, located at \_\_\_\_\_ in said Town, in the TOWN OF ARLINGTON at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF BELMONT at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF BOLTON at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF BOXBOROUGH at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF CARLISLE at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF CONCORD at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF DOVER at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF LANCASTER at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF LEXINGTON at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF LINCOLN at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF NEEDHAM at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF STOW at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF SUDBURY at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, in the TOWN OF WAYLAND at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town, and in the TOWN OF WESTON at the \_\_\_\_\_ located at \_\_\_\_\_ in said Town

on \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, 2016 at \_\_\_\_\_ o'clock [a.m.] [p.m.] to vote by BALLOT on the following question:

“Do you approve of the vote of the Regional District School Committee of the Minuteman Regional Vocational Technical School District on June 27, 2016, to authorize the borrowing of \$144,922,478 to pay costs of constructing a new district school, which vote provides, in relevant part, as follows:

Attachment9.b: DRAFT Warrant v1 6.22.16 (003) (1904 : Minuteman Election Polling Location)

VOTED: That the Minuteman Regional Vocational Technical School District (the “District”) hereby appropriates the amount of \$144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, Massachusetts, and for the payment of all other costs incidental and related thereto (the “Project”), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of the School Building Committee. To meet this appropriation the District is authorized to borrow said amount, under and pursuant to Chapter 71, Section 16(n) of the General Laws and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty-four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, and (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA. ”

Yes \_\_\_\_\_ No \_\_\_\_\_

The polls will be open from \_\_\_\_\_ o’clock [a.m.] [p.m.] to \_\_\_\_\_ o’clock in the evening.

The District Secretary is hereby directed to serve this Warrant by posting an attested copy thereof in at least one public place in each of the Towns of Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland and Weston, and by publishing a copy thereof at least once in a newspaper of general circulation in the District, said posting and publication to occur at least ten days before the day of election as aforesaid.

The District Secretary shall make due return of this Warrant with his or her doings thereon to the office of the District Secretary on or before the day of the election aforesaid.

Attachment9.b: DRAFT Warrant v1 6.22.16 (003) (1904 : Minuteman Election Polling Location)

Given under our hands and the seal of the Minuteman Regional Vocational Technical School District this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Minuteman Regional Vocational Technical School District Committee

A True Copy Attest:

\_\_\_\_\_  
District Secretary

DATE:

RETURN OF SERVICE

The undersigned, Secretary, of the Regional District School Committee of the Minuteman Regional Vocational Technical School District, certify that at least 10 days prior to \_\_\_\_\_, \_\_, 2016, I posted or caused to be posted, a true and attested copy of this warrant in the Town Clerk’s office in each of the Towns of Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland and Weston (collectively, the District’s “Member Towns, and in addition, that I caused a copy of the within warrant to be published in a newspaper of general circulation within the Member Towns of the District on \_\_\_\_\_, 2016, which date was also at least 10 days prior to \_\_\_\_\_, \_\_, 2016, all as required by Chapter 71, Section 16(n) of the General Laws.

\_\_\_\_\_  
District Secretary

DATE: \_\_\_\_\_

AM 58177589.1

Attachment9.b: DRAFT Warrant v1 6.22.16 (003) (1904 : Minuteman Election Polling Location)





By [Nick Greenhalgh](#)

Print Page

June 27, 2016 9:57PM

## Minuteman School Committee calls for district-wide vote on building

Voters in the 16 member towns will get to decide in September if the proposed Minuteman High School building will get the money it needs to go forward.

At a special meeting June 27, Minuteman Regional School Committee members voted 12-1 to approve a district-wide election in an attempt to secure permission to borrow money to build a new school. The committee decided to go this route after Belmont Town Meeting rejected the request to borrow the money in May.

"Every delay costs not just money, but also faith in the district and credibility in the district," Concord representative Carrie Flood said. "Having approval is to me essential, and having it sooner rather than later is essential."

Sudbury representative David Manjarrez was the only dissenting vote and Wayland representative Mary Ellen Castagno abstained. Both Sudbury and Wayland Town Meetings voted earlier this year to leave the district in 2017.

The district-wide vote will take place on Sept. 20 from noon until 8 p.m. across the 16-town district. For the vote to pass, a majority of all ballots cast across the district must support the borrowing, regardless of individual town results. The six towns that voted to leave the Minuteman School District in February -- Boxborough, Lincoln, Carlisle, Wayland, Weston and Sudbury -- will not officially depart the district until 2017 and thus will also vote in any district-wide election.

"We tried the traditional Town Meeting route and won by overwhelming margins just about everywhere," Minuteman Superintendent Edward Bouquillon stated after the meeting. "But we were unable to make the case properly in one town and, given the rules of this process, that was enough to require going directly to citizens through a formal referendum."

Voters will have to decide whether to let the school district borrow \$144.5 million for the project, of which the MSBA will be reimbursing approximately 32 percent of the overall cost of the school, or \$46.4 million. The 10 towns, which will remain members after July 1, 2017, will be responsible for paying back the loan by the school district. The district and the state Department of Elementary and Secondary Education have also established rules so non-member towns will be charged a portion of the cost for each student they send to the high school.

The scheduling of this vote comes one week after a meeting between representatives of the leadership of 16 member towns on June 20. Following that meeting, Dover's Minuteman School Committee member, Ford Spalding, said it became abundantly clear that Belmont's leadership was considering withdrawing from the district.

Belmont representative Jack Weis said the town never intended to leave the district when this discussion began months ago.

"It was never our first choice to leave the district," Weis said. "Our town officials firmly expected more resistance to the building project from other communities. When that resistance did not materialize, the decision for town officials was that nine communities want this, we're the impediment. How do we get out of the way to let the school be built that the other nine communities clearly want?"

Arlington representative Sue Sheffler said she was disheartened to hear that Belmont was considering leaving the district at this stage.

"I want to express my disappointment, as an Arlington taxpayer, that Belmont decided after the period where they could easily withdraw to go through this process," she said.

If a special Belmont Town Meeting votes to leave the district by a two-thirds majority within 60 days of the district-wide vote, residents would not be obligated to pay the town's share of the building project debt. However, that vote would also trigger special Town Meetings in the 15 other Minuteman member districts to decide whether Belmont would be allowed to leave the district.

### Funding the election

Assistant Minuteman Superintendent Kevin Mahoney estimated the district-wide vote will cost approximately \$100,000. In order to cover the costs of the vote, committee members voted to transfer \$100,000 from the district's budget into an election expense fund.

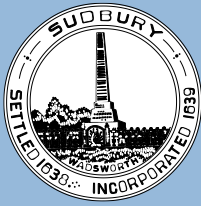
Mahoney said each of the 16 towns will be reimbursed in full for the costs of the election.

The district is looking into the potential of having voting take place at only one polling location in each town in order to keep costs down. After speaking with town clerks, Bouquillon said some agreed that one polling location would allow for easier and quicker vote tabulation.

<http://sudbury.wickedlocal.com/article/20160627/NEWS/160626784>

Print Page

Attachment9.c: minuteman-school-c (1904 : Minuteman Election Polling Location)



SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**10: Citizen's Comments (Cont)**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Citizen's Comments (Cont)

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

07/12/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**MISCELLANEOUS (UNTIMED)**

**11: Future agenda items**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss future agenda items

Recommendations/Suggested Motion/Vote: Discuss future agenda items

Background Information:

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

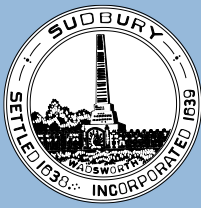
Representative(s) expected to attend meeting:

Review:

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

07/12/2016 7:30 PM





SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**CONSENT CALENDAR ITEM**  
**12: Constable Reappointment**

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Vote on whether to re-appoint William E. Pickett, Jr of Framingham as a Constable in Sudbury for a term to expire May 31, 2019, as recommended by Police Chief Nix. Also vote to accept Bond #BON8232303 of Constable William E. Pickett, Jr., in the amount of \$5,000, and place same on file with the Town Clerk, as required by M.G.L. Ch. 41, sec. 92- Service of Civil Process.

Recommendations/Suggested Motion/Vote: Vote on whether to re-appoint William E. Pickett, Jr of Framingham as a Constable in Sudbury for a term to expire May 31, 2019, as recommended by Police Chief Nix. Also vote to accept Bond #BON8232303 of Constable William E. Pickett, Jr., in the amount of \$5,000, and place same on file with the Town Clerk, as required by M.G.L. Ch. 41, sec. 92- Service of Civil Process.

Background Information:

Attached application and letters of recommendation from Police Chief Nix and Attorney Cipriano.

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

07/12/2016 7:30 PM



TOWN OF SUDBURY  
Office of Selectmen  
www.sudbury.ma.us

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
2016 JUN 20 P 12:56  
Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756  
Email: BOSadmin@sudbury.ma.us

APPLICATION FOR APPOINTMENT AS CONSTABLE

Persons interested in serving as a constable in the Town of Sudbury must complete and submit this application. This is a three-year appointment which is made by the Board of Selectmen at the recommendation of the Town Manager and Police Chief. Each applicant's background review will include a criminal records check, residency and any court actions involving 209A Domestic Relations Protective Orders. Please allow one month for the processing of this application.

Name: William E. Pickett, Jr

Address: 9 Willow Brook Drive

Town/City: Framingham State: MA Zip Code: 01702

Email Address: [REDACTED]

Home phone: [REDACTED]

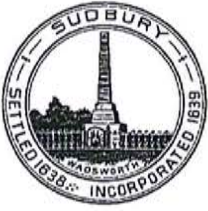
Reason for interest in serving: I HAVE BEEN SERVING SUDBURY, MASS AS A CONSTABLE FOR OVER TEN YEARS, AND WISH TO CONTINUE IN THIS SERVICE.

Times when you would be available (days, evenings, weekends): 24 HOURS PER DAY - 7 DAYS PER WEEK

Do you or any member of your family have any business dealings with the Town? If yes, please explain: YES  
William E. Pickett, Jr. Presently serving as Sudbury Town Constable. NO OTHER BUSINESS DEALINGS WITH TOWN.

Have you been appointed or elected as constable in another municipality? If so, please list location and date(s) or term(s) below: YES - I AM CURRENTLY SERVING AS  
ADDITIONAL MAJOR WEST TOWNS - PLEASE SEE ATTACHED LIST  
ADDITIONAL RESUME FOR ADDITIONAL INFORMATION

Have you ever been denied appointment as a constable? If yes, please provide the municipality, date and explanation for the denial: NO



### 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: [BOSSadmin@sudbury.ma.us](mailto:BOSSadmin@sudbury.ma.us)

#### INVESTIGATION

MGL Chapter 41, Section 91B requires the appointing authority to conduct an investigation into the character and reputation all applicants for appointment to the position of constable. Consequently, all applicants shall be required to submit to the Sudbury Police Department such information, as the Police Chief shall reasonably require conducting that investigation on behalf of the Board of Selectmen. In addition, all applicants recommended for appointment by the Police Chief after his/her investigation may be required to appear personally before the Board of Selectmen for an interview.

#### FIREARMS

No individual appointed to the position of Sudbury Constable shall carry or be in possession of any firearm while in the exercise and performance of the powers, duties, and responsibilities of Constable, while acting in such capacity in Sudbury.

#### MORAL CHARACTER REFERENCES

The undersigned Residents of Sudbury and Attorney at Law certify that William G. Pickett, Jr. (the applicant) is of good moral character and reputation for the position of Constable in the Town of Sudbury.

Name (please print legibly)	Residential Address	Phone No.	Signature
			<i>6/16/2016</i>
			<i>CHIEF WIX</i>
<i>NOT</i>			
<i>Robert F. Dilus, Jr.</i>	<i>111 Plympton Road</i>	<i>978-443-6301</i>	<i>[Signature]</i>
Name of Attorney at Law (please print legibly)	Residential Address	Phone No.	Signature





**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: [BOSSadmin@sudbury.ma.us](mailto:BOSSadmin@sudbury.ma.us)

PLEASE ENCLOSE WITH THIS APPLICATION:

- Authorization for Release of Information/CORI Acknowledgement *ATTACHED*
- Resume, including background and pertinent municipal experience *ATTACHED*
- f*  Letter from Sudbury Police Chief affirming the applicant's character *VIA POL CHIEF NY 6/16/2016*
- \**  3 Letters of Professional Recommendation *VIA POL CHIEF NY 6/16/2016*

PLEASE NOTE: If your application is approved, you will be asked to furnish a Constable Bond in the amount of \$5,000. *NOTE: NEW BOND SUBMITTED 4/2016 COPY ATTACHED EXPIRES 4/30/2019*

*I hereby apply for appointment to the position of constable. I agree that if appointed, I will conduct my activities pertaining to my appointment in a manner which is compliant with all relevant State and Local laws, bylaws, regulations and policies. I certify that all the answers I gave in this application are complete, true and correct, to the best of my information, knowledge and belief. Signed under the penalties and pains of perjury.*

Signature of Applicant *William E. Pickett*

Date *6/17/2016*

**Please submit completed application to:**  
Sudbury Selectmen's Office  
278 Old Sudbury Rd  
Sudbury, MA 01776  
[BOSSadmin@sudbury.ma.us](mailto:BOSSadmin@sudbury.ma.us)



LIST OF MASSACHUSETTS CITIES AND TOWNS WHERE WILLIAM E. PICKETT, JR. IS CURRENTLY SERVING  
AS AN APPOINTED / BONDED CONSTABLE

ASHLAND, MA	2014 to PRESENT
FRAMINGHAM, MA	2004 to PRESENT
HOLLISTON, MA	2004 to PRESENT
HOPKINTON, MA	2004 to PRESENT
MARLBOROUGH, MA	2004 to PRESENT
MAYNARD, MA	2012 to PRESENT
SOUTHBOROUGH, MA	2004 to PRESENT
SUDBURY, MA	2004 to PRESENT
WAYLAND, MA	2004 to PRESENT



William E. Pickett, JR.

6/17/2016

**WILLIAM E. PICKETT, JR.**  
**9 Willow Brook Drive**  
**Framingham, Massachusetts 01702**

**Telephone (508) 872-2891 Cell (508) 395-2223 Fax (508) 872-0054**  
**wepickett@yahoo.com**

**EDUCATION:** Northeastern University, Boston, Massachusetts B.S.  
Degree with Honors in Law/Law Enforcement.

**EXPERIENCE:** Over forty five years of successful and productive experience in the Military Service, and in the State and Federal Law Enforcement Field. Received numerous commendations, and awards for superior performance and outstanding criminal investigative accomplishments. I have a strong background in management, and proven capability in planning, directing and supervising people in sensitive overt and covert civil and criminal investigations at both the state and federal level.

**11/2008 COMMONWEALTH OF MASSACHUSETTS DEPARTMENT OF STATE**  
**PRESENT POLICE LAW ENFORCEMENT OFFICERS SAFETY ACT COURSE**  
**(LEOSA) INSTRUCTOR**

Certified by the Colonel of the Massachusetts Department of State Police to teach approved firearms courses statewide to Qualified Retired Federal, State, County and Municipal Law Enforcement Officers residing in the Commonwealth of Massachusetts. Under the Federal Law Enforcement Officers Safety Act, (LEOSA). This training qualifies retired law enforcement officers to carry concealed firearms nationwide.

**06/2007 LICENSED PRIVATE INVESTIGATOR IN THE STATE OF FLORIDA**  
**PRESENT**

Authorized to perform various types of investigative and executive protection services throughout the State of Florida. License Number C2700289. Also licensed to carry and utilize concealed firearms statewide under Florida Firearms Statutes.

**09/2004      CONSTABLE FOR THE FOLLOWING NINE CITIES AND TOWNS IN  
PRESENT      THE MIDDLESEX AND WORCESTER COUNTY AREAS OF THE  
COMMONWEALTH OF MASSACHUSETTS:**

Sworn and Bonded Constable for Ashland, Framingham, Holliston, Hopkinton, Marlborough, Maynard, Sudbury and Wayland, Massachusetts County of Middlesex and Southborough, Massachusetts County of Worcester.

Constables in the Commonwealth are Municipal Officials appointed for a term of one to three years and serve judicial process (Both civil and criminal) in the cities and towns where they are elected or appointed under Massachusetts General Law.

**10/2004      MEMBER; VICE PRESIDENT OF THE MASSACHUSETTS  
PRESENT      BAY CONSTABLES ASSOCIATION, INC.**

This is the largest Statewide Professional Association of Sworn, Bonded and Active Serving Constables in the Commonwealth of Massachusetts.

**04/2004      FIREARMS CONSULTANT FOR THE OFFICE OF THE ATTORNEY  
06/2009      GENERAL, COMMONWEALTH OF MASSACHUSETTS**

Contract Firearms Consultant for the Consumer Protection and Antitrust Division, Office of the Attorney General, Commonwealth of Massachusetts.

**09/2003      LICENSED PRIVATE INVESTIGATOR, IN THE COMMONWEALTH  
PRESENT      OF MASSACHUSETTS**

Owner/Operator of North Atlantic Investigative Services a Private Investigative Agency, License Number LP-0063A. Authorized to conduct various types of investigations throughout the state. Also licensed to carry and utilize concealed firearms statewide under the General Laws of the Commonwealth of Massachusetts.

**10/1998      COMMONWEALTH OF MASSACHUSETTS, DEPARTMENT OF STATE  
PRESENT      POLICE CERTIFIED BASIC FIREARMS SAFETY COURSE  
INSTRUCTOR**

Certified by the Colonel of the Massachusetts Department of State Police to teach approved courses in Basic Firearms Safety statewide in the Commonwealth of Massachusetts. This training qualifies Massachusetts Residents to obtain a License to Carry Concealed Firearms throughout the Commonwealth.



03/1997 **FIREARMS SPECIALIST AND DIRECTOR OF THE**  
10/2003 **FIREARMS RECORD BUREAU OF THE MASSACHUSETTS**  
**CRIMINAL HISTORY SYSTEMS BOARD**  
(Retired October 1, 2003)

Responsible for the statewide overall operation and official functioning of all aspects of the Firearms Record Bureau. Work closely with the Massachusetts House and Senate Committees on Public Safety researching various questions for them on firearms licensing and firearms sales issues. Work on a daily basis with the 361 Massachusetts Chiefs of Police, the Executive Office of Public Safety, the Massachusetts State Police, the various statewide District Attorneys, the Massachusetts Attorney Generals Office, the United States Attorneys Office, and with over 400 Massachusetts State and Federal Licensed Firearms Dealers and with the federal law enforcement agencies stationed in the Commonwealth assisting them with various firearms related issues, including the investigation of illegal firearms transactions, and crime gun traces.

When required, testify in federal and state court relative to these issues. In the capacity of Director of the Firearms Record Bureau, I also served as a member and vice chairman of the Governors Gun Control Advisory Board.

This is a seven member board that has the responsibility of advising the Executive Office of Public Safety on various matters relating to the implementation of the Massachusetts Gun Control Act of 1998. I was appointed to the Gun Control Advisory Board on April 12, 1999 by former Governor Paul Cellucci.

During my tenure as Director of the Firearms Record Bureau all operational activities were conducted within budget constraints and the Firearms Record Bureau received the following state and national level commendations and awards:

Governor Paul Cellucci commended the Firearms Record Bureau on May 11, 1998, for capturing two top national awards for the innovative use of information technology to track and retrieve data on firearms sales and firearms licenses statewide.

The Firearms Record Bureau won both the prestigious Vision Award and the Vertical Market Solution Award in the Government category. The Vision Award is national in scope, and encompasses a social dimension that no other technology award addresses.



The Firearms Record Bureau was awarded two Certificates of Recognition under the Massachusetts Performance Recognition Program, for Outstanding Performance in Servicing the Law Enforcement Community and the General Public in September, 1999 and in September, 2000.

The Firearms Record Bureau was also awarded the Distinguished Law Enforcement Service Award, For Outstanding Service and Assistance to the Law Enforcement Agencies of the Commonwealth. This award was received from the Massachusetts Association of Italian American Police Officers, Inc. in October, 2000.

**08/1969     UNITED STATES TREASURY DEPARTMENT, BUREAU  
03/1997     OF ALCOHOL, TOBACCO AND FIREARMS LAW ENFORCEMENT  
              BRANCH**

**SPECIAL INVESTIGATOR, SPECIAL AGENT, SENIOR SPECIAL AGENT,  
RESIDENT AGENT IN CHARGE, GROUP SUPERVISOR, REGIONAL OPERATIONS  
OFFICER, SENIOR OPERATIONS OFFICER, PUBLIC INFORMATION OFFICER.  
(Retired March 1, 1997)**

During my service with the Bureau , I held almost every existing Field Division criminal investigative and management rank in both the Boston and New York Field Divisions.

Primary responsibilities have included the supervision of major investigations involving criminal violations of the Federal Firearms, Explosives, Arson, Alcohol, and Tobacco Laws in the Northeast Region of the United States, and along the eastern seaboard.

In these various field investigative and management positions, the duties have involved the preparation of clear and concise reports, the conduct of regular and undercover operations, raids, surveillances, the execution of search and arrest warrants, the seizure, gathering and presentation of evidence for federal and state courts, the supervision and coordination of major joint criminal investigative efforts and the mediation of disputes arising from overlapping state and federal jurisdictions.

Additionally, these duties have involved the supervision and planning of all criminal investigative work conducted in specific geographical areas of the United States, from small "Posts of Duty" to large "District or Division Offices".

As assigned, I have independently conducted investigations, or supervised and coordinated the joint activities of groups of special agents and assigned local or state law enforcement officers involved in the investigation of violent criminals and the solving of crimes which are typically the most difficult to prove and which encompass the full range of criminal violations under the laws enforced by the Bureau of Alcohol, Tobacco and Firearms. My official United States Government Security Clearance was at the Top Secret Level.

While detailed to the United States Secret Service by the Bureau of Alcohol, Tobacco and Firearms, I provided physical protection and security for Presidents Ford, Carter and Reagan, as well as numerous other presidential candidates and dignitaries.

I also coordinated Secret Service Protective Details and Special Agent Assignments for the Boston District Office of the Bureau of ATF throughout New England during the entire 1988 campaign. As a result of these activities I received an award for outstanding support from the Director of the United States Secret Service.

In addition to supervisory and investigative duties performed during the period of September, 1980 to November, 1993 I also served as the ATF New England Coordinator of the Federal Interstate Contraband Cigarette Smuggling Program.

This program involved the interdiction of contraband, smuggled or "hi-jacked" cigarettes throughout the six New England states, and along the entire eastern seaboard by a special task force comprised of federal agents and special criminal investigators from the various states. During its tenure the Cigarette Smuggling Task Force was responsible for the identification of twelve to seventeen million Dollars worth of contraband cigarette smuggling, and the apprehension and conviction of numerous criminal violators.

During the period of June, 1985 to February, 1990 I performed numerous other major supervisory, managerial and administrative duties as the Senior Operations Officer for the Boston District Office. In the capacity of Senior Operations Officer, I was responsible for reporting to top management and coordinating all ATF operational, training and administrative activities relative to criminal investigative and law enforcement issues throughout the six New England States.



In addition I was responsible for maintaining extensive records of all ATF owned equipment and property as well as coordinating the GSA auctioning of excess and seized vehicles and other property on an annual basis.

I also served as the Boston District Supervisor of the ATF Semi-Annual Firearms Qualification and Special Weapons Training Program. This training included official United States Treasury Department Firearms Policy relative to the actual on duty utilization of all firearms, use of deadly force, firearms safety, familiarization and tactical range firing of rifles, shotguns, full automatic weapons, revolvers and semi-automatic pistols, utilized in all regular and undercover criminal investigative activities, by ATF Special Agents throughout New England.

From August, 1985 to March, 1997 I performed other specialized assignments as a United States Treasury Department Expert on the Interstate Nexus of Firearms. These duties involved the ability to classify firearms, and the qualifications necessary to testify as an "Expert Witness for the United States Government on Interstate Nexus Matters" in the federal court system. To date I have prepared Expert Witness Statements in over one hundred separate federal criminal cases.

During this period I also served as the Bureau of ATF Massachusetts representative to the Federal Emergency Management Agency (FEMA) and the United States Justice Department (DOJ) in formulating a coordinated federal law enforcement response in the event of nuclear attack, major acts of terrorism or natural disasters. As a result of these activities, I received a national level letter of appreciation for exemplary efforts from the Attorney General of the United States.

From January, 1989 to March, 1997 I also served as the ATF New England Coordinator of the Victim and Witness Assistance Program. This program was enacted under the Federal Victim and Witness Protection Act to enhance and protect the necessary role of crime victims and witnesses in the criminal justice system and ensure their safety during the course of ongoing criminal investigative activities by the Bureau of Alcohol, Tobacco and Firearms.

From February, 1990 to March, 1997 I served as the first Public Information Officer for the Boston Field Division. I was responsible for all local and national news media liaison, news media presentations and public relations activities for the Boston Field Division, throughout New England and sections of New York State.

In this capacity, I was also responsible for the development and production of professional media presentations and public service announcements which were New England wide and national in scope and resulted in significant television and other media exposure.

I also served as the principal spokesperson and personal representative of the Special Agent In Charge. In addition I served as the Recruiting Officer for the Boston Field Division, and have served as the primary lecturer on the duties of ATF and the various criminal investigative functions of the Bureau, and conducted an extensive number of state and local law enforcement training classes on firearms investigations and identification techniques at the Massachusetts State Police Academy, the Boston Police Academy, the Worcester County Corrections Academy, the Northeast Regional Police Training Institute and at various Local Police Training Schools, Colleges and Universities in the New England area.

From September, 1992 to March, 1997 I also served as the ATF New England Coordinator of the Gang Resistance Education and Training Program (G.R.E.A.T.)

This is a national program designed to select, train and place qualified police officers in local school systems in an effort aimed at educating our nations youth on the dangers of gang membership, gang involvement in violent crimes and unlawful drug activity.

During my tenure with the Bureau of ATF, I received six United States Treasury Department Awards, and numerous Letters of Commendation, and Meritorious Promotions for various significant accomplishments. These awards and commendations ranged from solving two major national level bombing cases, murder, bank robbery, burglary, armed robbery, arson, and illegal drug cases, to the perfection of numerous undercover explosives and illegal firearms cases involving violent street level criminals and organized crime members, to the outstanding conduct and the completion of an extensive number of administrative, training, supervisory and management assignments.



In March, 1997 I received the Albert Gallatton Award for over twenty years of honorable service in the United States Treasury Department.

**MASSACHUSETTS LAW ENFORCEMENT POSITIONS HELD 1963 TO 1969**

**07/1967 WAYLAND, MASSACHUSETTS POLICE DEPARTMENT - DETECTIVE**  
**08/1969 SERGEANT/DETECTIVE LIEUTENANT AND YOUTH OFFICER**

Responsible for the supervision of all major criminal investigations, community wide juvenile crime prevention as well as all related criminal prosecutions and anti-crime programs conducted by the Wayland, Massachusetts Police Department.

In this capacity I was responsible for the detection of all significant criminal trends and criminal acts perpetrated in the community by adult and juvenile offenders. The position of Youth Officer was the first appointment of its type in the history of the Commonwealth of Massachusetts and involved a vast array of duties and responsibilities. These ranged from implementing the administrative policies of the Chief of Police and monthly reporting of accomplishments to the heads of town government, to leading the police department investigations of all major criminal matters occurring within the town.

During my service with the Wayland Police Department, I received two superior performance awards from the Board of Selectmen, and a National Award for the capture of one of the most wanted criminal fugitives of that time from the American Federation of Police.

**07/1963 FRAMINGHAM, MASSACHUSETTS POLICE DEPARTMENT -**  
**07/1967 PATROLMAN**

Responsible for patrol functions and the prevention of crime in the Town of Framingham, Massachusetts. These duties involved traffic control, routine patrol, civil and criminal police investigations and arrests which resulted from complaints, report writing, preservation of evidence and state court testimony in civil and criminal cases.

During my service with the Framingham Police Department, I received two department commendations for outstanding law enforcement work and was named Officer of the Month for solving a series of felony crimes in Framingham and in the Town of Southborough, Massachusetts.

07/1958 UNITED STATES MARINE CORPS - RIFLEMAN - FIRE TEAM AND -  
03/1962 SQUAD LEADER.

Responsible for the supervision of a Squad of United States Marines on active military duty in the Fleet Marine Force (FMF) at various Posts of Duty in the United States and in the Far East. Responsibilities involved the full range of leadership functions relative to the training of a Marine Rifle Squad and Platoon for possible combat duties and assignments throughout Southeast Asia.

During my service with the United States Marine Corps, I received three meritorious promotions, two commendations and two service decorations for meritorious conduct and national defense.

#### ADDITIONAL INFORMATION

##### **Other Federal Appointments, Clearances, Commissions and**

**Memberships Held:** 1973 - 1997 Official United States Government Security Clearance Top Secret; 1975 - Present Member Federal Law Enforcement Officers Association; 2000 - 2002 Contract Special Investigator conducting background investigations for the Bureau of Alcohol, Tobacco and Firearms, United States Treasury Department.

**Other Massachusetts State, County and Municipal Appointments, Commissions, Certifications and Memberships Held:** Official Police Certification 1963 - 2005 Certified Police Officer (Under a Grandfather Exemption) by the Massachusetts Criminal Justice Training Council; 1986 - Present Certified Notary Public for the Commonwealth of Massachusetts; 1997 - 2004 Member of the Massachusetts Chiefs of Police Association; 1997 - 2004 Member of the Massachusetts Chiefs of Police Firearms Committee; 1998 - Present Life Member of the Massachusetts Law Enforcement Firearms Instructors and Armorers Association; 1998 - Present Full Sworn Deputy Sheriff Middlesex Sheriffs' Office (Appointed Not Employed); 1999 - 2003 Member and Vice Chairman of the Governors Gun Control Advisory Board; 2003 - 2013 Special Police Officer, Town of Southborough, MA; 2004 - Present Member Massachusetts Association of Italian American Police Officers; Current Massachusetts LEOSA Firearms Certification 2009 - Present Successfully Completed the Law Enforcement Officers Safety Act Annual Firearms Training and Qualification Course for Pistols and Revolvers in accordance with 515 CMR, 6.05.



**COLLEGES, LAW ENFORCEMENT ACADEMIES, AND  
SPECIALIZED TRAINING SCHOOLS ATTENDED****OUT OF BUREAU TRAINING:**

1. Bureau of Narcotics and Dangerous Drugs School - United States Department of Justice Washington, D.C.
2. Framingham State College - Massachusetts Department of Probation Training for Certified State Juvenile Officers, Framingham, Massachusetts.
3. New England Chiefs of Police Command Training Institute, Babson Institute of Business Administration, Wellesley, Massachusetts.
4. Northeastern University - Boston, Massachusetts. B.S. Degree with honors, Law and Law Enforcement Program.
5. 1975 - 1976 Attended Clark University, Worcester, Massachusetts (Masters Degree in Public Administration Program) with a Major in English and a Minor in Law Enforcement under an LEAA Scholarship Grant.
6. Office of Personnel Management - Supervision and Group Performance, Federal Regional Training Center, New York, New York.
7. Office of Personnel Management - Independent Study Course, Equal Employment Opportunity (EEO), Federal Regional Training Center, New York, New York.
8. Office of Personnel Management - Employee Counseling Services, Federal Regional Training Center, Boston, Massachusetts.
9. Office of Personnel Management - Advanced Management, Federal Regional Training Center, Boston, Massachusetts.
10. Office of Personnel Management - Equal Employment Opportunity (EEO) Training for Supervisors, JFK Federal Building, Boston, Massachusetts.
11. IBM Personal Computer Introductory Training - IBM Training Center, Boston, Massachusetts.



12. Practical Search Techniques Course - (By West Haven, Connecticut SWAT TEAM), University of New Haven, West Haven, Connecticut.
13. Sturm Ruger Armorers Training School - (Hand Guns) Revolvers, Semi-Automatic Pistols Newport, New Hampshire.
14. Sturm Ruger Armorers Training School - (Long Guns) Rifles, shotguns, machineguns Newport, New Hampshire.
15. Office of Personnel Management - Introduction to Micro - Computers, Federal Regional Training Center, Boston, Massachusetts.
16. Remington Armorers Training Seminar - (Shotguns) Manchester, New Hampshire.
17. Federal Emergency Management Agency and United States Department of Justice - Special Security and National Defense Training, Maynard, Massachusetts.
18. Federal Bureau of Investigation, Regional Training School - Organized Crime/Narcotics, Needham, Massachusetts.
19. United States Secret Service Uzi Machinegun Training Course - Fort Devens, Massachusetts.
20. Federal Protective Service / GSA Police - American Heart Association (CPR) Cardiopulmonary Resuscitation and Emergency Cardiac Care Course - Boston, Massachusetts.
21. Fraser Seitel's Training Course - Improving Your Public Relations, Boston, Massachusetts.
22. National Law Enforcement Institute, Inc. Advanced Gang School - Braintree, Massachusetts.
23. Lou Williams Training Course Improving Your Media Relations - Boston, Massachusetts.
24. Effective Communications Group Feature Writing Seminar - Boston, Massachusetts.
25. National Information Officers 1995 Annual Training Course - Nashville, Tennessee.

26. Emergency Management Institute's Advanced Public Information Officers Course - at the National Emergency Training Center Emmitsburg, Maryland.
27. National Information Officers 1996 Annual Training Course - Virginia Beach, Virginia.
28. Commonwealth of Massachusetts 1998 LEAPS/CJIS Policies and Procedures Training Course - Chelsea, Massachusetts.
29. Commonwealth of Massachusetts 2000 Ethics in State Government Training Course - Chelsea, Massachusetts.
30. Commonwealth of Massachusetts 2000 Family and Medical Leave Act Training Course - Chelsea, Massachusetts.
31. Monthly Training Meetings 2004 - 2016 Massachusetts Bay Constable's Association, Inc. Woburn, Massachusetts.
32. Joint Interagency Training and Education Center 2007 Terrorism Awareness, Vehicle Inspection, Security and Random Anti-Terrorism Measures Course - Boston, Massachusetts.
33. U.S. Department of Homeland Security and Massachusetts Emergency Management Agency 2008 Weapons of Mass Destruction Training Course - Natick, Massachusetts.
34. U.S. Department of Homeland Security and Massachusetts Emergency Management Agency 2008 Incident Command System (ICS-100) Training Course - Framingham Police Department, Framingham, Massachusetts.
35. American Heart Association - 2009 Adult Cardiopulmonary Resuscitation / Automated External Defibrillator /First Aid And First Responder Training Course - Framingham, Massachusetts.
36. U.S. Department of Homeland Security and Massachusetts Emergency Management Agency 2010 Incident Command System (ICS - 200) Training Course - Memorial Building, Framingham, Massachusetts.
37. U.S. Department of Homeland Security and Massachusetts Emergency Management Agency 2010 Incident Command System (ICS - 300) Training Course - Intermediate ICS For Expanding Incidents - Wellesley Police Department Wellesley, MA.



38. U.S. Department of Homeland Security and Massachusetts Emergency Management Agency 2010 Law Enforcement Prevention and Deterrence of Terrorist Acts Training Course - American Medical Response Training Facility, Natick, Massachusetts.
39. U.S. Department of Homeland Security, Executive Office of Public Safety and Massachusetts Emergency Management Agency 2010 Incident Command System (ICS - 400) Advanced Command and General Staff Complex ICS Incidents Training Course - Wellesley National Guard Wellesley, MA.
40. Massachusetts Bay Constables Association, Inc. 2011 Methods and Service of Legal Process Seminar - Woburn, Massachusetts
41. The Federal Bureau of Investigation 2012 Officer Safety and Street Survival Training Course - Natick, Massachusetts
42. Commonwealth of Massachusetts 2014 Conflict of Interest Law Online Training Program - Framingham, Massachusetts

**IN BUREAU TRAINING:**

1. United States Treasury Department, Law Enforcement Officers Training School - Washington, D.C.
2. ATF Basic Investigator School - Arlington, Virginia.
3. Explosives Control Training School - Bordentown, New Jersey.
4. Bomb Scene Investigation School - Waltham, Massachusetts.
5. The Federal Wagering Course (Investigation of Organized Crime Gambling Activities) - Hyannis, Massachusetts.
6. Advanced Agent School - Federal Law Enforcement Training Center, Glynco, Georgia.
7. Criminal Enforcement Supervisors School - Alexandria, Virginia.
8. Advanced Conspiracy School - Federal Law Enforcement Training Center, Glynco, Georgia.
9. Interstate Contraband/Cigarette Smuggling Course - Federal Law Enforcement Training Center, Glynco, Georgia.



10. United States Secret Service Training, (Secret Service New England Command Center) - Wakefield, Massachusetts.
11. ATF Arson-For-Profit Investigation Course - Wellesley College, Wellesley, Massachusetts.
12. Advanced Firearms Investigative Techniques School - Federal Law Enforcement Training Center, Glynco, Georgia
13. First Line Supervisory Training School - Arlington, Virginia.
14. Instructor/Coordinator - Undercover Investigative Techniques School - Federal Law Enforcement Training Center, Glynco, Georgia.
15. ATF National Academy, Link Analysis Instructor Training Course - Federal Law Enforcement Training Center, Glynco, Georgia.
16. ATF Public Information Officers Media Training Course - ATF Bureau Headquarters Training Center, Washington, D.C.
17. ATF/Phoenix Police Department Gang Resistance, Education and Training Course (G.R.E.A.T.) - ATF/Phoenix Police Training Complex, Phoenix, Arizona.
18. ATF Blood Borne Pathogen Training Course - O'Neill Federal Office Building Complex Boston, Massachusetts.
19. ATF Ethics Training Course - O'Neill Federal Office Building Complex Boston, Massachusetts.
20. ATF Expandable Baton Training Course - Northeastern University Boston, Massachusetts.
21. ATF Public Information Officers Media Training Course at the U.S. Treasury Executive Institute, Washington, D.C.



William E. Pickett, Jr.



**Scott Nix**  
*Chief of Police*

# Sudbury Police Department

## Office of the Chief of Police

75 Hudson Road  
Sudbury, MA 01776  
Business (978) 443-1042  
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nixs@sudbury.ma.us

June 22, 2016

To: Melissa Rodrigues, Town Manager  
From: Scott Nix, Chief of Police  
RE: Recommendation for Appointment

Melissa,

We have conducted a background check of Mr. William E. Pickett, Jr. who submitted an application for reappointment as a Constable for the Town of Sudbury. His attached resume is quite impressive. He has been a Constable for various jurisdictions since 2004, prior to which he held positions at both the state and federal level. His background check was exemplary with nothing prohibiting him from reappointment. In speaking with your staff, they indicate Mr. Pickett has been cordial, professional and responsive during their dealings with him. I had the opportunity to speak with Mr. Pickett via phone regarding his continued interest in representing the town. I related our concern to maintain Constables who reflect the expectations of both the staff and residents of Sudbury. He assured me he understood and would continue those representing in a positive manner. Therefore, I would recommend Mr. Pickett be reappointed to the position of Constable for the Town of Sudbury. If any information or future incidents come to light, I will inform you forthwith. Thank you for your consideration.

Respectfully,

Scott Nix  
Chief of Police

Attachment12.b: Pickett\_Recommendation\_Nix (1876 : Constable Reappointment)

**ALDO A. CIPRIANO**  
ATTORNEY AND COUNSELLOR AT LAW

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June 20, 2016

Board of Selectmen  
Susan N. Iuliano, Chairperson  
c/o Melissa Murphy-Rodrigues, Town Manager  
Town of Sudbury  
27 Old Sudbury Road  
Sudbury, MA 01776

**Re: Letter of Recommendation, Constable Services, William Pickett, Jr.**

Dear Madam Chairperson, Board Members and Town Manager,

I have been asked to write a letter of recommendation for William Pickett of Framingham who apparently is a candidate for Constable for the Town of Sudbury. In this regard, please note that we are Town Counsel for the Towns of Hudson and Southborough and Special Counsel to the City of Marlborough and in the several regulatory enforcement matters for Southborough and Marlborough, which also include tax foreclosure proceedings, we have found Constable Pickett to have outstanding competency in proper service of legal process to the benefit of the Town's position in enforcement litigation.

We do not hesitate to recommend him to the Town of Sudbury based upon his proven professional performance in the City of Marlborough and the Town of Hudson.

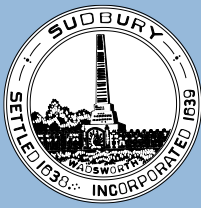
Respectfully submitted,

  
Aldo A. Cipriano, Esq.

AAC/fc

2016 JUN 22 A 10: 25  
BOARD OF SELECTMEN  
SUDBURY, MA





SUDBURY BOARD OF SELECTMEN  
Tuesday, July 12, 2016

**CONSENT CALENDAR ITEM**

**13: Minutes approval**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the regular session minutes of 6/14/16 and 6/28/16.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of 6/14/16 and 6/28/16.

Background Information:

Attached drafts

Financial impact expected:

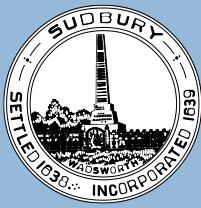
Approximate agenda time requested:

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

07/12/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, July 12, 2016

**CONSENT CALENDAR ITEM**

**14: Goodnow Library Cleaning Contract**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

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

Background Information:

The Facilities Department has an Invitation to Bid for Cleaning and Light Maintenance Services at the Goodnow Library for the period August 1, 2016 through June 30, 2017, with options for renewal.

Financial impact expected: budgeted

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

07/12/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, July 12, 2016

**CONSENT CALENDAR ITEM**

**15: Budget Strategies Task Force Appointments 2016**

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Vote to appoint the following individuals to the Budget Strategies Task Force for a term ending 6/30/17, as recommended by their respective boards and committees: •Board of Selectmen (2 members) – Patricia Brown and Charles Woodard • Finance Committee (2 members) – Susan Berry and Joan Carlton • Sudbury Public Schools Committee (2 members) – Lucie St. George and Richard Tinsley • Lincoln-Sudbury Regional School Committee (2 members) – Radha Gargeya and Patricia Mostue LSRHS Alternate Member: Elena Kleifges • Sudbury Town Manager – Melissa Murphy Rodrigues, Esq. • Sudbury Public Schools Superintendent – Anne Wilson, PhD. • Lincoln-Sudbury Regional High School Superintendent – Bella Wong

Recommendations/Suggested Motion/Vote: Vote to appoint the following individuals to the Budget Strategies Task Force for a term ending 6/30/17, as recommended by their respective boards and committees:

•Board of Selectmen (2 members) - Patricia Brown and Charles Woodard; • Finance Committee (2 members) - Susan Berry and Joan Carlton; • Sudbury Public Schools Committee (2 members) - Lucie St. George and Richard Tinsley; • Lincoln-Sudbury Regional School Committee (2 members) - Radha Gargeya and Patricia Mostue, LSRHS Alternate Member: Elena Kleifges; • Sudbury Town Manager - Melissa Murphy Rodrigues, Esq.; • Sudbury Public Schools Superintendent - Anne Wilson, PhD.

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

07/12/2016 7:30 PM



## Frank, Leila

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**From:** Elena Kleifges <Ekleifges@verizon.net>  
**Sent:** Saturday, July 02, 2016 6:40 AM  
**To:** Frank, Leila  
**Cc:** Frances Zingale  
**Subject:** Re: Appointees to Budget Strategies Task Force

The same two from last year, Radha Gargeya and Patty Mostue. We would like to add an alternate member, in case one of the others is unable to attend. Can you add me, Elena Kleifges to the task force. Thanks,  
 Elena

Sent from my iPhone

On Jul 1, 2016, at 12:54 PM, Frank, Leila <[FrankL@sudbury.ma.us](mailto:FrankL@sudbury.ma.us)> wrote:

Hi Elena and Francy,

The (re)appointment of members to the Budget Strategies Task Force is scheduled for the next Board of Selectmen meeting.

Could you please let me know who the LSRHS Committee designated as their 2 representatives?

Have a great 4<sup>th</sup>!

Thank you,  
 Leila

Leila S. Frank  
 Town Manager/Board of Selectmen's Office  
 Office Supervisor/Information Officer  
 Town of Sudbury  
 278 Old Sudbury Road  
 Sudbury, MA 01776  
 978-639-3380  
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*When writing or responding, please be aware the Secretary of State has determined that e-mail is a public record and thus not confidential.*