

IN BOARD OF SUDBURY SELECTMEN  
TUESDAY, NOVEMBER 1, 2016

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

Absent: Town Manager Melissa Rodrigues

The statutory requirements as to notice having been complied with, the meeting was convened at 7:31 p.m. in the Police Station Conference Room.

**Opening Remarks**

At 7:31 p.m., Chairman Iuliano opened the meeting. She announced Early Voting began in Town on October 24, 2016, and it will continue to be available at Town Hall until November 4, 2016 at 12:30 p.m. She recognized the work done by Town Clerk Rosemary Harvell and her staff and the Election Officers to coordinate this option. She reported that, as of today, 3,200 residents have already voted, representing approximately 25% of registered voters. Chairman Iuliano highlighted on November 8, 2016, voting will also be available at the regular polling locations.

Chairman Iuliano stated there were some issues at the last Board Meeting, regarding discussion veering inappropriately into personal comments. She emphasized it is important to keep in mind that the Board is elected to do its best for the interests of the Town. Chairman Iuliano stated that, even if one disagrees with another's position, it is important to have multiple perspectives heard and respected. In an effort to improve the Board's debate, she stated she would implement tonight a different format by asking that Board members wait to be recognized before speaking. She also suggested reviewing the Board's Code of Conduct at a future meeting.

Chairman Iuliano welcomed Assistant Town Manager Maryanne Bilodeau to the Meeting to cover duties for Town Manager Rodrigues, who is on vacation.

**Reports from the Assistant Town Manager**

Assistant Town Manager Maryanne Bilodeau announced the Board of Selectmen's Office Hours are scheduled for November 15, 2016 from 9:00 a.m. to 10:00 a.m. in the Silva Conference Room of the Flynn Building, with Vice-Chairman Woodard and Selectman Simon in attendance. She also reminded residents to save the date for a Bruce Freeman Rail Trail (BFRT) Design Project Meeting to be held on November 16, 2016, at 7:00 p.m. at Town Hall. Ms. Bilodeau also stated the portable crosswalks signs will be removed on November 3, 2016 for the winter season. She further stated there is an opening on the Sudbury Historical Commission, and applications are available on the Town website.

**Reports from the Board of Selectmen**

Selectman Brown stated the new Public Records law will become effective January 1, 2017. She suggested this should be a future agenda item for the Board to discuss items such as having a Records Access Officer.

Selectman Simon stated the Vocational Education Guidance Committee visited with Assabet Regional High School, and an understanding has been reached for this School to welcome Sudbury students to apply

for the 2017-2018 academic year. He further stated the Committee will meet on November 7 at 3:30 p.m. in the Silva Conference Room at the Flynn Building, and the Meeting is open to the public.

**Citizen's Comments**

At 7:40 p.m., Chairman Iuliano announced no citizens have requested comment time tonight.

**Fairbank Community Task Force – Update and Plan for Sudbury Public Schools' Administration Committee**

At 7:41 p.m., Chairman Iuliano opened a discussion regarding an update on the Fairbank Community Center Study Task Force and plans for the future office needs of the Sudbury Public School (SPS) administration.

Selectman Brown stated the Task Force has met three times since it was reconstituted, and it is undergoing a transition of knowledge for new members. She noted the next meeting will be on November 3, 2016. Selectman Brown stated discussions to date indicate that the Senior Center and SPS administration seem to be clear about their individual needs and how to achieve them. However, she further stated Park & Recreation is still working on reaching consensus about its needs. Selectman Brown stated the Task Force is trying to reach a point where it has a single idea for how to move forward to get to a single design, and where Park & Recreation can clearly identify its needs. She also stated the Task Force would like to develop a survey to gather input from the community about what is wanted/needed and how much funding people are willing to support. Selectman Brown stated the two Finance Committee representatives on the Task Force are currently working on compiling figures.

Chairman Iuliano stated the Board had previously discussed planning for SPS administration and it had decided SPS should be included in a rebuilt Fairbank building. However, there have been some concerns recently raised regarding whether the Task Force has been mandated to only consider that option and whether it is open to considering other options for SPS.

Vice-Chairman Woodard stated he recalls the Board stated it wanted SPS to be included in plans for the Fairbank building, and he believes the Task Force needs to know this.

Chairman Iuliano asked if the Board wants to let the Task Force know that it can consider broader options for planning for SPS.

Vice-Chairman Woodard stated the Task Force should know sooner rather than later as to whether SPS is to be included in Fairbank plans. He suggested the Board should revisit this discussion soon and give the Task Force direction on this issue and on the amount of capital and operating funding requests to pursue.

Selectman Brown stated Task Force members have asked what the rationale is for keeping SPS in the building. She noted the Task Force is currently in the position of possibly having too many choices to consider rather than not enough.

Selectman Simon stated he agrees with much of what Vice-Chairman Woodard stated. He believes the Board set the position of including SPS at Fairbank, and that the Board should set cost guidelines for the building. He suggested the Board may need to meet again with the SPS School Committee, and possibly the Task Force, to review the Mission Statement and to resolve these issues soon.

Selectman Haarde stated he does not believe the Board should mandate where SPS goes, but if SPS wants to be in the Fairbank building, and if it makes sense to be there, then it should be an option.

Selectman Brown stated there is currently no charge back to SPS for occupying Fairbank. She believes this should be reviewed and possibly reconsidered to charge an allocation for occupying the space. Chairman Iuliano suggested this is a separate issue which should not determine where SPS administration is housed.

Vice-Chairman Woodard stated he believes it would be difficult to decide on a design for a building without knowing who the occupants/tenants are. He believes this is a key piece of information for achieving a successful conclusion and design.

Selectman Brown stated she hopes to be able to share the Board's perspective with the Task Force at Thursday's Meeting.

Vice-Chairman Woodard suggested the Task Force should be told to consider the lowest cost option for SPS administration, and that the Task Force can recommend whatever it wants, as long as cost is considered as the top priority.

Selectman Simon stated he did not recall making it a charge for the Task Force in the Mission Statement to determine where SPS should be located. He believes this makes the work of the Task Force more difficult. Selectman Simon stated the Board met jointly with SPS and, afterwards, the Board voted to include SPS in planning for Fairbank. He questioned if another group should decide on the best location for SPS.

Chairman Iuliano stated the goal is to facilitate the work of the Task Force. She summarized that the Task Force should be told the Board will review these issues again more formally, and that the Task Force should not be constrained at considering other options for SPS.

Finance Committee Chair Susan Berry urged the Board for some group to make a determination of what the anticipated costs are for moving SPS to Nixon or another location as soon as possible so a more informed decision can be made. She emphasized the issues are all connected to those for the Fairbank building.

Selectman Brown stated she will tell the Task Force that the Board will work to provide more direction. She encouraged the Board to give the Task Force guidance on the maximum capital and operating costs for consideration as soon as possible.

At 8:08 p.m., Chairman Iuliano stated the consensus of the Board is that the location option(s) for SPS should be reconsidered by the Board so it can provide the Fairbank Task Force with further direction soon, and she concluded the discussion.

#### **Bruce Freeman Rail Trail – 25% Design Update**

Present: Environmental Planner Beth Suedmeyer, VHB representative Tracie Lenhardt and Director of Planning and Community Development Meagen Donoghue

At 8:08 p.m., Chairman Iuliano opened a discussion regarding an update on the Bruce Freeman Rail Trail (BFRT) 25% Design, and she welcomed Director of Planning and Community Development Meagen Donoghue, Environmental Planner Beth Suedmeyer and VHB representative Tracie Lenhardt to the Meeting. The Board was previously in receipt of copies of a memorandum from Ms. Suedmeyer and Ms. Donoghue dated October 27, 2016, a memorandum from Ms. Lenhardt dated October 26, 2016, the BFRT Schedule as of October 26, 2016, a VHB Parking Lot Locations Map, a VHB Traffic Count Locations Map, and VHB

Amendment No. 3 Client Authorization and Scope of Services” dated October 10, 2016, and a “Structural Design Fee- Task Breakdown” spreadsheet dated June 14, 2016. In addition, Selectman Simon distributed copies of a memo he drafted to the Board dated November 1, 2016, regarding BFRT rail trail parking availability.

Ms. Suedmeyer stated a lot of progress has been made in recent months, which will be summarized tonight. She also stated the hope is to solicit input from the Board regarding identification of parking locations on the trail corridor and for alternative routes to consider. Ms. Suedmeyer stated there is also a contract amendment request from VHB, which will be considered for approval at another time.

Ms. Lenhardt stated the ANRAD was prepared and submitted to the Conservation Commission and a field walk was held. She noted ANRAD approval may be issued at the next Commission meeting on November 7, 2016, and she also noted the recent drought conditions have impacted some of the work for the Commission. Ms. Lenhardt stated traffic analysis has begun and VHB has looked at parking options during the fall sports season. She also stated they have done some work on sight distances at crossings, and they have looked at alignments based on wetlands’ information received from meetings with the Conservation Commission. She noted a Public Project Information Meeting is scheduled for November 16, 2016, and it is hoped to receive more public input and to discuss alignment.

Ms. Suedmeyer stated the VHB contract included analysis of one alternative alignment, but comments from previous public meetings have suggested two others to be considered. She stated it might be better to delay the alternative analysis, noting she has asked Ms. Lenhardt how this might impact the project schedule. Ms. Lenhardt stated VHB would like clarification regarding what location(s) should be considered. Ms. Suedmeyer stated VHB will not be asked to initiate alternative route analysis yet.

Vice-Chairman Woodard asked if the alternative route analysis will be shared first with the Board. Ms. Suedmeyer stated this could be done, if it is the Board’s preference. Vice-Chairman Woodard suggested the Board should be part of the solicitation of public input, and the Board concurred.

Vice-Chairman Woodard referenced information noting the 25% design should be completed by August 2017. Ms. Lenhardt stated this appears to be accurate based on the Department of Transportation (DOT). Vice-Chairman Woodard asked how much time was lost due to the Abrams’ lawsuit and how that situation occurred. Ms. Lenhardt provided some background about the Notice of Intent application, the Order of Conditions issued by the Conservation Commission and the appeals which occurred. She estimated that one year was lost due to the lawsuit, which challenged an order of conditions written and issued by the Conservation Commission.

Selectman Simon stated the next agenda item tonight is to vote on a Community Preservation Act request for funding for the BFRT 75% design. He asked how soon the 75% design could commence after completion of the 25% design. Ms. Lenhardt stated it is usually ten days after the Public Hearing. Selectman Simon asked if there was an estimated cost for the 75% design. Ms. Lenhardt stated it is a bit early for an estimate because there are challenging factors needing to be addressed. Ms. Suedmeyer stated a preliminary cost estimate was prepared based on a worst-case scenario, which is approximately \$480,000. In response to a few questions from Selectman Simon, Ms. Lenhardt explained the cost could range from over \$200,000 to up to \$480,000 depending on how much structural work is included for items such as bridges and crossings.

Selectman Haarde asked what the timeframe is for discussions on different design options. Ms. Lenhardt stated they could occur this month, if so requested. In response to a question from the Board, Ms. Lenhardt stated there are challenges with wetlands, and options will need to be assessed.

Selectman Brown asked how many discussions VHB has had with the Conservation Commission regarding alignment issues. Ms. Lenhardt stated they have been trying to coordinate a meeting for a preliminary discussion. Selectman Brown asked that the Board be kept abreast of any significant changes to the cost estimate provided for the 75% design.

Vice-Chairman Woodard suggested having maps available for the Board when it has the discussion regarding alternative routes could be very helpful.

Selectman Simon asked if the 25% design could still continue and be submitted to the DOT, if the ANRAD decision were to be appealed. Ms. Lenhardt stated VHB could continue the work as long as the Town wishes the project to go forward.

Selectman Simon suggested it would be important to ask residents for ideas regarding alternative routes at the November 16, 2016 meeting to be considered and to help inform the Board. Chairman Iuliano stated there is not a firm deadline for Nov. 16<sup>th</sup> to receive alternative route options. Ms. Suedmeyer stated that, at some point, there will need to be a deadline to receive this information so as not to negatively impact the project schedule. Selectman Simon stated he believes it is important to make it clear for residents with a date certain by which alternative routes need to be submitted.

Selectman Brown stated she asked in June for a schedule of VHB public meetings in order to set aside dates. She believes there has not been enough notice given for upcoming meetings for people to arrange their schedules accordingly. Ms. Suedmeyer stated they are working to improve this, and she hopes to identify a series of dates for the team to review and to be shared with the Board, which then could be promoted five or six weeks in advance. However, Ms. Suedmeyer highlighted this is sometimes dependent on project progress actually made. She also stated the preliminary alignment information will be available on the Town website and in the Planning Office.

Selectman Brown stated there are seven bridge crossings, and the Pantry Brook trestle was destroyed and needs to be rebuilt. She asked how Pantry Brook would affect costs. Ms. Suedmeyer stated this work is the primary focus of the contract amendment to be reviewed at a later date. Chairman Iuliano clarified there are two contract amendments totaling approximately \$21,000.

In response to a question from Chairman Iuliano regarding funding for FY18, Ms. Lenhardt estimated that in August 2017 the Town could start its 75% design, which she described as closer to a 90% design by DOT. She anticipated the 75% design process to take approximately six to nine months.

Vice-Chairman Woodard reviewed that \$480,000 appears to be needed for FY18, and that \$150,000 was already appropriated for FY17 for the 75% design, leaving a balance of \$330,000 needed for FY18.

Selectman Simon suggested VHB should hold a meeting in December as a deadline for alternative alignments routes to be submitted. He also suggested allowing submissions online or at the Planning Office for anyone unable to attend the meeting. Selectman Simon asked how long the other two alternative routes mentioned in previous public meetings were. Ms. Lenhardt stated the Station to Hudson Road route is possibly more than a mile, and she estimated the Morse Road to Haynes Road is approximately one mile. Selectman Simon stated he has concerns that DOT would not consider either route seriously because they present such a large modification to the alignment.

Selectman Simon stated he had concerns regarding the traffic study. He referenced the Scope of Services Attachment A Section C4h of the VHB contract, and he asked why the Town should have to fund the traffic study. Ms. Suedmeyer referenced her version of the contract and clarified that the Town was to provide

traffic counts for VHB. She stated she spoke with Police Chief Nix regarding traffic counters. Ms. Suedmeyer explained the contract amendment for the traffic study is approximately for \$3,500, and the balance of the total for the contract amendments of \$21,000 is to rebuild the Pantry Brook trestle.

Selectman Simon asked if a modification from the right-of-way is anticipated from the ANRAD work done to date. Ms. Lenhardt stated she anticipates reaching agreement with the Conservation Commission regarding boundaries, and she is not sure if the Commission will issue conditions. She noted the current drought conditions, and she stated she is unsure if they will have the stream and vernal pool information by March 2017. Ms. Suedmeyer stated it may be that assumptions will need to be made at that time. Selectman Simon encouraged VHB to work closely with the Conservation Commission, as called for in the contract.

Selectman Simon asked if, at this time, VHB foresees any reason, notwithstanding wetlands, to modify the alignment from the right-of-way. Ms. Lenhardt stated she does not see any reason, but she noted there are challenging areas of wetlands.

Selectman Brown asked for information from presentations given at previous public meetings to be put back on the website. Ms. Suedmeyer stated she would follow-up on this. Selectman Brown stated she is aware of routes being altered from the right-of-way because they encroached on businesses. She referred to Selectman Simon's memo on parking, which suggests a few commercial areas to be used. Selectman Brown stated it should not be assumed that commercial property owners will give permission for parking on their property for a number of reasons. She also stated that former consultants stated Featherland should not be considered because it is used for parking overflow for the High School.

In response to a question from Selectman Simon, Ms. Lenhardt stated they have looked at Featherland, Davis and Parkinson Fields for parking options. Selectman Simon noted there is public parking available behind Town Hall. He also noted much of rail-trail use is on weekends and holidays, when it could possibly be coordinated with commercial properties. Selectman Simon emphasized public parking should be available for all recreation-users on a first-come, first-served basis, even if it is near ball fields.

Chairman Iuliano suggested concluding this discussion and moving to the next agenda item, since it is related to this discussion, and the Board concurred.

### **Community Preservation Committee- Request for Bruce Freeman Rail Trail Design Funding Proposal**

Chairman Iuliano opened a discussion regarding submitting a Community Preservation Committee (CPC) project request for funds for the Bruce Freeman Rail Trail (BFRT) 75% Design.

Vice-Chairman Woodard suggested a motion to submit a project funding request to the CPC for a FY18 appropriation to complete the BFRT 75% design for \$330,000, which was seconded.

Selectman Brown asked who would submit the project request to the CPC. Chairman Iuliano stated this could be discussed at a later time.

Ms. Suedmeyer asked if any flexibility could be built into the request for further 25% design funding, if needed.

Selectman Brown read aloud last year's Town Meeting article for \$150,000, which was appropriated for the 75% BFRT design.

Vice-Chairman Woodard amended his motion to submit a project funding request for \$330,000 to the CPC for a FY18 appropriation for design of the BFRT, which was seconded. He also asked VHB to advise the Board promptly if it believes more funds are needed to complete the 25% design. Vice-Chairman Woodard suggested a Town Meeting article could later be amended if some funds are needed to be used for the 25% design. He emphasized funding should not hold up the project.

It was on motion unanimously

VOTED: To initiate and submit a Community Preservation Committee FY18 funding request for \$330,000 for the design of the Bruce Freeman Rail Trail.

### **Draft Budget Calendar – Discussion**

At 9:13 p.m., Chairman Iuliano opened a discussion regarding the FY18 draft Budget Calendar. The Board was previously in receipt of copies of a “Draft Preliminary Budget Hearings Calendar.” In addition, copies of the Board of Selectmen Meeting Schedule for 2017 were distributed tonight.

Chairman Iuliano stated the Finance Committee is considering the possibility of an operating override budget to be submitted for FY18 at the May 2017 Town Meeting. She explained that, if this is the case, the Selectmen will need to decide whether to place the Proposition 2 ½ override ballot question on the March Town Election Warrant, and thereby, accelerate the budget schedule. Chairman Iuliano stated the Budget Strategies Task Force discussed this issue at its October 21<sup>st</sup> Meeting, and the draft Budget Calendar in tonight’s agenda packets reflects the process required to meet the February 20, 2017 date for submission of the Warrant for the March Town Election. Given that February 20, 2017 is a holiday, the Board would need to meet the week before to meet the Warrant deadline.

Finance Committee Chair Susan Berry suggested the Finance Committee should also be at the meeting to decide on the Warrant for the Town Election. The consensus of the Board of Selectmen was that a meeting should be targeted for February 15, 2017 to facilitate the Warrant budget process for the Town Election.

Chairman Iuliano also highlighted February 28, 2017 and March 6, 2017 have been targeted for Joint Meetings with the Finance Committee to prepare for the May 2017 Town Meeting to review the Community Preservation Act articles and capital-related articles. She also noted the Budget Strategies Task Force will consult further with its respective cost center representatives and then discuss this matter again at its November 10, 2016 Meeting, in order to provide the Selectmen with feedback. The Selectmen will then discuss the scheduling for an Election on their November 15, 2016 agenda.

### **Community Preservation Committee Funding Proposal - Wayside Inn – Conservation Restriction Offer - Discussion**

At 9:20 p.m., Chairman Iuliano opened a discussion regarding submitting a Community Preservation Committee (CPC) project request for funds for a Conservation Restriction Offer from the Wayside Inn Board of Trustees.

Vice-Chairman Woodard stated the draft Conservation Restriction (CR) language was reviewed and revised by all relevant parties and counsels during the summer. He and Chairman Iuliano clarified the CR details are still under discussion in Executive Sessions. Vice-Chairman Woodard noted a price has not yet been agreed upon because additional appraisal work had to be done regarding soil compatibility for development. He stated the additional appraisal information is anticipated the week prior to Thanksgiving,

and it will likely be discussed in December meetings and with the Sudbury Valley Trustees (SVT) to determine a price.

Vice-Chairman Woodard stated funding for this project would likely be a combination of Community Preservation Act funds, fundraising by SVT and an override by the Town for bonding. He noted the CPC project submission deadline is November 7, 2016. Vice-Chairman Woodard recommended that the Town or the Wayside Inn should submit a placeholder project funding request to the CPC before the deadline.

Chairman Iuliano asked how much the CPC recommended for approval last year. Selectman Brown stated the CPC approved bonding for this project of \$1 million.

Chairman Iuliano suggested the Board should defer to Vice-Chairman Woodard and Town Manager Rodrigues to work with the Wayside Inn Trustees to submit a request. Selectman Brown urged Vice-Chairman Woodard to work with Director of Planning and Community Development Meaghan Donoghue and CPC Chairman Chris Morely to be sure the CPC has adequate information when it deliberates project submissions at its Public Hearings.

In response to a few questions from the Board, Ms. Donoghue referenced last year's CPC request for this project, noting the amount was "TBD" and the submission was from the Wayside Inn Trustees,

Selectman Haarde asked if the Wayside Inn Trustees can go straight to the CPC to request funding, and he was told they could.

It was on motion unanimously

VOTED: To authorize the Town Manager to submit a Community Preservation Committee FY18 funding request submission for a Wayside Inn Conservation Restriction by the November 7, 2016 deadline, if the Wayside Inn Trustees prefer the Town to do so.

Later in the Meeting, Selectman Simon urged Vice-Chairman Woodard and Assistant Town Manager Bilodeau to remind the Town Manager, when she returns from vacation, to be sure the CPC project funding requests are submitted prior to the November 7<sup>th</sup> deadline.

#### **Board of Selectmen's Newsletter - Discussion**

At 9:31 p.m., Chairman Iuliano opened a discussion regarding a Board of Selectmen's Newsletter.

Vice-Chairman Woodard stated he looked at an example of a Lincoln's Selectmen's Newsletter, which he described to the Board. He suggested deciding on topics to include, assigning writers for four or five items, and he would proofread copy to eventually be approved by the Board for quarterly distribution.

Selectman Simon stated he thinks this a good idea, which he endorses. He believes it could be useful to residents to know what the Town's policy makers are working on and thinking about.

Chairman Iuliano stated the Board should check the proposed process with Town Counsel to be sure the information is issued correctly.

Selectman Brown asked if the articles would be written from the perspective of the Board or individual Selectmen, and she asked how long they would be and in what format. Vice-Chairman Woodard stated he assumed the articles would be written from the Board as a whole. He stated he will make suggestions for

topics, format and length as the first issue is prepared and review his thoughts with the Board at a future meeting.

**Town Manager Evaluation Subcommittee - Discussion and Possible Vote**

At 9:38 p.m., Chairman Iuliano opened a discussion regarding Board representatives for the Town Manager Evaluation Subcommittee. The Board was previously in receipt of a handout entitled, "Town of Sudbury Evaluation Process for the Town Manager Approved 4/5/16."

Chairman Iuliano explained Selectmen Simon and Brown were chosen at the Board's last Meeting to represent the Board on the Town Manager Evaluation Subcommittee. However, Selectman Simon has since decided that, in order to have a well-functioning subcommittee, he should either be replaced or serve with an alternative Selectman. Selectman Simon stated he is open to either option. Chairman Iuliano stated she would be willing to serve, if no one else is interested in doing so.

Selectman Haarde also stated he would be willing to serve, if Chairman Iuliano has too many other commitments.

Selectman Brown stated she believes the purpose of the Subcommittee is important, and she is willing to work with whomever is on the Subcommittee.

Selectman Simon stated Chairman Iuliano works closely with the Town Manager, and it might make sense for her to fill the position.

Vice-Chairman Woodard stated the Chairman's plate is rather full, and he thinks it would be good if Selectman Haarde could serve.

It was on motion unanimously

VOTED: To remove Selectman Simon from serving on the Board of Selectmen's Town Manager Evaluation Subcommittee, and to designate Selectmen Haarde to serve in this capacity.

**Citizens' Comments – Continuation**

At 9:42 p.m., Chairman Iuliano recognized Sudbury resident Dan DePompei, 35 Haynes Road.

Mr. DePompei stated he believes the Town is creating its own problems regarding the rail trail design. He stated he attended the Conservation Commission's ANRAD meeting, but the alternative route proposed in the contract was not presented. Mr. DePompei stated previous studies recommend alternate routes be considered and the State's Wetlands' Protection Act also states alternative routes should be evaluated. He believes the 25% design cannot be adequately finished without knowing the route alignment. Mr. DePompei also stated other trails have gone off of the State's right-of-way.

At 9:48 p.m., Chairman Iuliano recognized Sudbury resident Dick Williamson, 21 Pendleton Road.

Mr. Williamson reminded the Board that the first \$58,000 for parking and traffic assessments were provided as a donation from the Friends of the Bruce Freeman Rail Trail. He stated parking at Featherland will be controversial, and a path would be needed from the trail to the Field. Mr. Williamson urged the Board

to not miss another Metropolitan Planning Organization deadline to get this project on the State's Transportation Improvement Plan (TIP) list. He also emphasized that alternate alignments need to be safe for all users on a shared-use path. Mr. Williamson stated he hopes Sudbury does not repeat the same process delays as were experienced in Concord.

**Future Board of Selectmen Agenda Items - Discussion**

At 9:56 p.m., Chairman Iuliano opened a discussion regarding future agenda items.

Selectman Brown suggested the Board should discuss at a future meeting how to get the BFRT Task Force moving. She also suggested discussing the need for a Records Access Officer for the new Public Records law. Assistant Town Manager Bilodeau stated these State regulations have not yet been released. It was noted Frost Farm may be discussed at the Board's November 15, 2016 Meeting.

Selectman Simon asked to discuss at a future meeting sign boards in the Route 20 business district.

**HOLDERS OF RESTAURANT AND CLUB ALCOHOLIC BEVERAGES LICENSES - SERVING HOUR EXTENSION – BULLFINCH'S AND LAVENDER**

It was on motion unanimously

VOTED: To approve a one-hour extension of the licensed closing hour and the serving of alcoholic beverages for licensees who make application, in advance to the Town Manager's Office: Bullfinch's, 730 Boston Post Road, and for Lavender, 519A Boston Post Road, (1:00 a.m. to 2:00 a.m.) on Wednesday November 23, 2016, (Thanksgiving Eve) and Saturday, December 31, 2016 (New Year's Eve) on the condition that the kitchen remains open and food is served. Following the close of the full menu, licensees must provide, at a minimum, five (5) assorted items up until thirty (30) minutes before closing

**Election Officers - Appointments**

It was on motion unanimously

VOTED: To appoint unenrolled registered voter, Linda Wallace of 15 Hilltop Road and Myisha S. Majumder of 18 Tavern Circle, student, 17 years of age, both of Sudbury, as Election Officers for terms to expire on August 14, 2017, as recommended by the Town Clerk.

**September 11 Memorial Garden Oversight Committee - Appointment**

It was on motion unanimously

VOTED: To appoint Heather Halsey, 19 Sylvan Way, and Deborah Gordenstein, 208 Marlboro Road, to the September 11 Memorial Garden Oversight Committee, for a term ending May 31, 2019, as recommended by Beth Farrell, Committee Chair.

**Park & Recreation Halloween 5K - Donation**

It was on motion unanimously

VOTED: To accept, on behalf of the Town, a \$250 donation from *Launch Watertown* to the Program Contributions and Donations Account, to support the Park & Recreation Halloween 5K, as requested by

Kayla McNamara, Director of Parks, Recreation and Aquatics, said funds to be expended under the direction of Kayla McNamara.

**Minutes**

Copies of revised draft Board of Selectmen Meeting Minutes for October 18, 2016 were distributed tonight along with notes of the edits made previously by Selectman Brown.

It was on motion unanimously

VOTED: To approve the Regular Session Meeting Minutes of October 18, 2016, as amended.

There being no further business, the meeting adjourned at 10:01 p.m.

Attest: \_\_\_\_\_  
Maryanne Bilodeau  
Assistant Town Manager-Clerk