

IN BOARD OF SUDBURY SELECTMEN  
TUESDAY, APRIL 4, 2017

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

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

**Opening Remarks**

At 7:30 p.m., Chairman Iuliano opened the meeting. She announced tonight is Vice-Chairman Woodard's last Selectmen's Meeting. She also announced agenda item #3 regarding the Fairbank Community Center Task Force will be postponed to the Board's April 25, 2017 Meeting.

**Reports from the Town Manager**

Town Manager Rodrigues announced Board of Selectmen's Office Hours will be held on April 26, 2017 from 9:00 a.m. to 10:00 a.m. at the Flynn Building, with Selectmen Haarde and Simon in attendance. She also announced the Board of Health will hold a Public Hearing on tobacco at 8:00 p.m. on April 11, 2017 in the Silva Conference Room of the Flynn Building. Town Manager Rodrigues advised residents the Town's pavement management program has commenced. She also reminded residents of the Town Meeting on May 1, 2017 and the Special Town Election on May 9, 2017. Town Manager Rodrigues thanked Vice-Chairman Woodward for his work on behalf of herself and the Town.

**Reports from the Board of Selectmen**

Selectman Brown stated she is actively reviewing the Conflict of Interest decision she received from Town Counsel and she has been in contact with the State's Ethics Board. She stated she will communicate again after she has obtained and reviewed more information.

Selectman Simon stated he attended the Civics Competition last weekend at the Curtis Middle School. He stated Sudbury's team did a superb job making it to a double overtime, when they were defeated by Wayland. Selectman Simon stated he has been fortunate to work with Vice-Chairman Woodard for the past four years, and he will miss him as a friend and as a colleague.

Vice-Chairman Woodard stated leaving Sudbury and his Board position is a bittersweet experience. He stated he has considered serving Sudbury as a Selectman as both an honor and a challenge.

**Citizen's Comments**

At 7:35 p.m., Chairman Iuliano recognized resident Stan Kaplan, 98 Victoria Road.

Mr. Kaplan presented prepared remarks to the Board regarding Eversource's clearing of all the vegetation along 160 feet of the street crossing in the Stock Farm Road area to install new towers. He believes Eversource should be compelled to replant the six-foot high screening, which was previously there, along the 160 feet. Mr. Kaplan stated he broached this same issue with the Board on September 20, 2016 and the issue is not new. He also stated Town Manager Rodrigues wrote to Eversource, and he and Vice-Chairman Woodard met with Eversource representatives, but nothing has been done to improve the situation. Mr. Kaplan stated he would like to receive a planting plan for this year from Eversource.

Town Manager Rodrigues stated she has been working on this issue with Town Counsel and she will update Mr. Kaplan accordingly.

At 7:38 p.m., Chairman Iuliano recognized resident Bob Stein, 7 Thompson Drive.

Mr. Stein stated he spoke to the State Ethics Board regarding the Conflict of Interest issues which have been a topic on social media. He stated the Ethics Office informed him that, for all the examples he provided, it would be advised for Selectman Brown and Selectman candidate Dan Carty to recuse themselves, or they may be subject to a possible \$10,000 fine.

Mr. Stein urged the Board to reconsider having a menu option for the ballot tax override question. He noted the two candidates who recently won election for the Sudbury Public School (SPS) Committee stated they were opposed to the override. Mr. Stein fears that, if the SPS override is grouped with the public safety override requests, he believes the requests of the Police and Fire Departments will fail. He emphasized the public safety requests are critically important and provide support which can be the difference between life and death for a resident.

Mr. Stein stated he served with Vice-Chairman Woodard on the Finance Committee, and, although they did not always agree, he respected Vice-Chairman Woodard's opinions, and he will miss him.

At 7:40 p.m., Chairman Iuliano recognized resident Dan DePompei, 35 Haynes Road.

Mr. DePompei stated he would appreciate a clarification from Town Counsel regarding the definition for conflict of interests and whether it includes abutters to proposed projects.

**Comprehensive Annual Financial Report - Town Auditors - Audited Financial Statements FY ending June 30, 2016, including the CAFR Financial Statements**

Present: Finance Director Dennis Keohane, CliftonLarsonAllen Principal Dan Sullivan and CliftonLarsonAllen CPA Thomas Ventullo

At 7:45 p.m., Chairman Iuliano welcomed Dan Sullivan and Thomas Ventullo from the Town auditing firm, CliftonLarsonAllen, LLP to the meeting along with Town Finance Director Dennis Keohane. The Board was previously in receipt of copies of the "Town of Sudbury, Massachusetts Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2016," the "Town of Sudbury, Massachusetts GAO and OMB Reports for the Year Ended June 30, 2016," a governance letter from CliftonLarsonAllen dated January 26, 2017 and accompanying "Town of Sudbury GAAP Financial Statement Adjustments FY16 Audit."

Vice-Chairman Woodard asked if there is a Management Letter this year. Mr. Sullivan stated no significant deficiencies were found this year to merit a Management Letter, and all of last year's comments had been satisfactorily addressed. However, he did summarize the findings from the Federal Awards Program report regarding the SPED Cluster major grant tested. Mr. Sullivan stated nine of the sixteen vendor transactions tested did not contain the documented evidence of proper review and approval prior to payment. It has been recommended that the procedures be strengthened to provide the proper documentation prior to payment.

Mr. Sullivan explained the audit was performed by CliftonLarsonAllen, LLP, and he provided a brief review of the audit reports. He noted the Town completed its fifth Comprehensive Annual Financial Report (CAFR), which was also submitted for a Government Financial Office Association (GFOA) award. He noted the Town has received the prestigious GFOA Award four times in the past, and he recognized the significant amount of work done by the Town's finance and management team to produce the CAFR Report.

Mr. Sullivan referenced pages 26 and 27 of the CAFR Report as he summarized some of the Financial Statements. He stated the Statement of Net Position was approximately \$48.7 million, which is an increase of \$257,000 from the previous year. Mr. Sullivan stated the net investment in capital assets was \$76.8 million, which was an increase of \$1.7 million from the previous year, and the Restricted Net Position was \$19.2 million, which increased by \$900,000 from the previous year. He also noted the Unrestricted Deficit of -\$47 million is comprised primarily of the Other Post-Employment Benefits (OPEB) and pension liabilities. Mr. Sullivan explained the Net OPEB Obligation was \$20.3 million, and the Net Pension Liability was \$51.9 million.

Vice-Chairman Woodard summarized the Net Position is the cost of assets minus the Town's liabilities. He highlighted the approximate \$71 million of unfunded obligations for benefits for retirees, for which funds have not been put aside. Mr. Sullivan confirmed Vice-Chairman Woodard's observations to be accurate. In FY18, Mr. Sullivan stated the GASB #75 rule will be implemented to report the total unfunded OPEB liability, which will impact this report significantly. Vice-Chairman Woodard emphasized the OPEB issue is not unique to Sudbury, and it is a concern across the State and nation.

In response to a question from Selectman Brown, Mr. Keohane clarified the actuarial formulas are amended every two years. He stated tonight's report was based on the July 1, 2013 information, and the next budget report will utilize the July 1, 2015 figures.

Mr. Sullivan noted pages 30-32 of the CAFR Report focusing on the General Fund and Community Preservation Funds. The General Fund balance was approximately \$17.8 million, and the restricted balance was approximately \$5.6 million. He noted there were approximately \$2.4 million Committed funds and \$1 million of assigned encumbrances. Mr. Sullivan stated the unassigned fund balance of the General Fund totaled approximately \$8.7 million, which included approximately \$4.3 million of the general Stabilization Fund, or 9.7% of total revenues, compared to a ratio of 8.1% last year. He stated the goal is to keep the ratio around 10%. Referencing page 32 and pages 72-81 of the CAFR Report, Mr. Sullivan noted there was a General Fund net increase in the Fund Balance of approximately \$1.2 million, and he provided a summary of its components.

Mr. Sullivan briefly reviewed page 30 of the CAFR Report, noting the Community Preservation Act (CPA) Fund balance was approximately \$5.4 million, which increased by \$289,000 from the previous year. He stated surcharges were approximately \$1.76 million, intergovernmental was approximately \$535,000, investment income was approximately \$27,000 and there were \$1.8 million in expenditures, noting this was primarily for \$1.2 million in debt service. Mr. Sullivan also briefly reviewed the Enterprise Funds' balances and he provided comparisons to last year. He stated the Swimming Pool Enterprise Fund Net Position was approximately \$249,000, which decreased by \$38,000, the Transfer Station Enterprise Net Position was approximately \$328,000, which decreased by \$82,000 due to increases in costs of services and a decrease in charges for services, and the Recreation Field Enterprise Fund Net Position was approximately -\$85,000, which reflected a decrease from last year of \$97,000.

In response to a question from Vice-Chairman Woodard, Town Manager Rodrigues stated Enterprise Funds try to match revenues to expenses. Vice-Chairman Woodard suggested fees should be boosted to cover costs for retirees. Town Manager Rodrigues stated she has been reviewing this carefully in order to make recommendations which will not shock users. She also stated her long-term thought is that Enterprise Funds should be self-sufficient, and they should cover direct and indirect costs.

Mr. Sullivan referenced pages 58 and 59 of the CAFR Report regarding the Town's long-term debt, noting it is approximately \$32.9 million, of which the Massachusetts School Building Authority (MSBA) is expected

to reimburse the Town for approximately \$8 million. He stated the Town's percentage of debt service to its General Fund expenditures is 4.2%, which is a fairly low debt ratio.

In response to a question from Selectman Haarde, Mr. Sullivan explained the timing of some grants is from September to August, and that some do not fall into the July to June fiscal year. However, from year-to-year, the total grant allocations tend to be similar.

Mr. Keohane thanked the auditing firm for its work and responsiveness, and he thanked the members of the Finance Department.

It was on motion unanimously

VOTED: To accept the audited financial statements for the Town of Sudbury for the fiscal year ending June 30, 2016. Said statements include Sudbury's Comprehensive Annual Financial Report (CAFR), Governance Letter, and GAO and OMB A-133 (single audit) reports.

#### **May 9, 2017 Special Town Election Ballot Question – Discuss and Finalize Wording**

At 7:44 p.m., Chairman Iuliano took this agenda item out of order, and she opened a discussion regarding finalizing the wording for the May 9, 2017 Special Town Election Ballot Question. The Board was previously in receipt of copies of an email from Town Manager Rodrigues dated March 27, 2017 including the draft Ballot Question language. She suggested, and the Board concurred, that the three words "Sudbury Public Schools" should be capitalized in the Ballot Question.

It was on motion unanimously

VOTED: The final ballot question wording for the Special Town Election May 9, 2017 to be as follows: "Shall the Town of Sudbury be allowed to assess an additional \$1,077,270 in real estate and personal taxes for the purposes of funding the Sudbury Public Schools and Sudbury public safety operating budgets for the fiscal year beginning July first, two thousand and seventeen? Yes \_\_\_\_\_ No \_\_\_\_\_"

#### **Council on Aging – Request Regarding Fairbank Community Center Study Task Force – Discussion and Potential Vote**

At 8:23 p.m., Chairman Iuliano took this agenda item out of order regarding a discussion of the Council on Aging's (COA) request regarding the Fairbank Community Center Study Task Force. The Board was previously in receipt of copies of a letter from Council on Aging Chairman Jack Ryan dated March 15, 2017 and the Fairbank Community Center Task Force Mission Statement. She explained the COA has agreed to postpone this discussion until the Board's April 25, 2017 Meeting to allow time for a staff working group to report its recommendations.

#### **Bruce Freeman Rail Trail Design Task Force – Discussion and Potential Vote Regarding Recommendations**

Present: Bruce Freeman Rail Trail (BRFT) Design Task Force Member Charles Russo and Environmental Planner Beth Suedmeyer

At 8:24 p.m., Chairman Iuliano opened a continuation of the discussion regarding the recommendations of the Bruce Freeman Rail Trail (BFRT) Design Task Force held at the Board's last Meeting, and she welcomed Bruce Freeman Rail Trail (BFRT) Design Task Force Member Charles Russo and Environmental Planner Beth Suedmeyer to the Meeting. The Board was previously in receipt of copies of the PowerPoint

slides for the Board's March 21, 2017 Meeting presentation, an aerial view of possible alternative routes and spreadsheets reflecting an "Alternative Ranking Matrix" for BFRT Off-Trail Alternatives, a spreadsheet regarding "Considerations for Various Trail Treatments along the Rail Road Alignment," and a handout entitled, "Bruce Freeman Rail Trail Design Task Force Rail Corridor Treatment Options in Wetlands Challenge Areas."

Ms. Suedmeyer summarized the Task Force recommendations for the two challenge areas close to the rail embankment, which were identified as priorities for minimizing potential impacts. For Challenge Area #1, south of Hudson Road (650 feet), a recommendation was made by the Task Force for a 14-foot elevated boardwalk, and for Challenge Area #2, south of North Road (1,200 ft.), a recommendation was made for reduced width and retaining walls and a ten-foot paved path and one-foot shoulders.

Selectman Brown asked if the bump-outs mentioned for Challenge Area #2 have been definitively decided, noting she thinks they are a good idea. Ms. Suedmeyer stated the bump-outs have been discussed as being needed to facilitate access for emergency vehicles, but they have not yet been quantified.

In response to a question from Selectman Simon, Ms. Suedmeyer provided some information regarding the State's Wetlands' Protection Act's permitting requirements, noting a 5,000 square-foot variance threshold. She stated treatment options have been discussed with the Massachusetts Department of Transportation (DOT). Ms. Suedmeyer stated the recommendation made was considered to have the least number of potential impacts.

Selectman Simon asked if an emergency vehicle would be able to access the entire rail trail. Ms. Suedmeyer responded affirmatively, stating this was an important factor highlighted by the Town's Public Safety Departments, and it was a priority for the Task Force to have VHB implement this into the design for further review.

Selectman Brown stated she had a few minor suggestions for the PowerPoint slides distributed which she would share with Ms. Suedmeyer at a later date. She asked with whom Ms. Suedmeyer and the consultants have been communicating at DOT, and Ms. Suedmeyer provided some information regarding individuals and departments they have worked with. Selectman Brown asked if the traffic projections for the 129 Parker Street development planned for Maynard have been taken into consideration. Ms. Suedmeyer stated she could bring this to VHB's attention.

It was on motion unanimously

**VOTED:** To approve the recommendations of the Bruce Freeman Rail Trail Design Task Force for adoption regarding the two challenge areas as follows: for Challenge Area #1, south of Hudson Road (650 feet), a 14-foot elevated boardwalk, and for Challenge Area #2, south of North Road (1,200 ft.) reduced width and retaining walls and a ten-foot paved path and one-foot shoulders.

A brief discussion ensued regarding the recommendations of the Task Force presented on pages 42-45 of tonight's agenda packet regarding roadway intersections and additional investigations.

Selectman Brown asked if the Board is being asked to approve the 75% design. Ms. Suedmeyer clarified that it would be helpful to have the Board's support for only what has been recommended by the Task Force. Selectman Brown stated she has concerns, and she is not sure what she is voting on because she does not believe enough information has been provided regarding certain features such as traffic.

Selectman Simon stated he believes it would be helpful to vote to support the recommendations to help VHB continue its design work, with the knowledge that there will be further review later in the process.

Mr. Russo stated the additional investigations recommended were intended by the Task Force to highlight future issues to be considered so there are no surprises which arise.

It was on motion unanimously

VOTED: To support the recommendations of the Bruce Freeman Rail Trail Design Task Force in order to provide direction to VHB and facilitate its work.

### **Town Manager Performance Evaluation – Discussion**

At 8:50 p.m., Chairman Iuliano opened a discussion regarding the Town Manager's performance evaluation, and she asked Evaluation Subcommittee members Selectmen Brown and Haarde to update the Board. The Board was previously in receipt of copies of a self-review by Town Manager Rodrigues dated February 28, 2017, a composite matrix of the evaluations submitted by each Selectman and each Selectman's evaluation form submissions. In addition, copies of a handout entitled, "Summary Town Manager Evaluations Sudbury Town Manager Melissa Rodrigues March 2017" were distributed tonight.

Selectman Brown reviewed the materials received to date, noting it was difficult to summarize all of the Selectmen's narratives. She stated the handout distributed tonight is a 50-word or less summary of each Selectmen's narrative.

The Selectmen each recognized the high quality of work produced by Town Manager Rodrigues in her first year, noting her open, accessible and creative work approach.

Town Manager Rodrigues thanked the Board for its feedback, and she stated she is enjoying the position.

Selectman Brown stated an area for a Selectman's name and date should be included on the forms in the future. She also noted the Board should consider whether specific goals should be set for the Town Manager in future years.

The consensus of the Board was that no vote would be taken regarding the Town Manager's evaluation tonight and that the Board's summary narrative would be refined by the Subcommittee for review at a future Board meeting.

### **May 2017 Annual Town Meeting Articles - Take Positions and Assign Presentations**

At 9:02 p.m., Chairman Iuliano took this agenda item out of order, and she opened a discussion regarding the 2017 May Annual Town Meeting and the assignment of presentations and the taking of any remaining positions on articles. The Board was previously in receipt of copies of a revised draft list of articles submitted for the 2107 May Annual Town Meeting Warrant dated March 16, 2017.

Town Manager Rodrigues highlighted the Board's April 25, 2017 Meeting will be its last one scheduled before Town Meeting.

The Board reviewed the list of articles and made the following determinations:

It was on motion unanimously

VOTED: To support Article 4 – FY18 Capital Budget, and to have Town Manager Rodrigues make the Town Meeting presentation. .

It was also decided Town Manager Rodrigues would present Articles #12, #13, #17 and #18 at Town Meeting.

It was further decided Environmental Planner Beth Suedmeyer would present Article #14 at Town Meeting and that Selectmen Simon might assist her with the presentation. It was noted a funding source for Article #14 needs to be indicated.

A brief discussion ensued regarding Article #19 – Amend Town Bylaws, Art. XXVII.4 – In-Ground Irrigation Systems. Vice-Chairman Woodard stated he expects some initial opposition to be expressed at Town Meeting, but he believes people will eventually support the article once they understand the potential consequences in rare drought conditions. Selectman Brown stated she expects opposition to be expressed by property owners who invested in private wells. She questioned whether the Federal or State definitions for the levels of drought conditions should be used. Town Manager Rodrigues stated she would research this.

It was on motion unanimously

VOTED: To report at Town Meeting the Board's position on Article #19.

It was also on motion unanimously

VOTED: To support Article #25 – Wireless Technology Infrastructure Improvements – Sudbury Public Schools.

It was further on motion unanimously

VOTED: To report at Town Meeting the Board's position on Article #26 – Sudbury Public Schools Playground Improvements.

(NOTE: There was a brief discussion regarding whether Articles #25 and #26 were previously supported by the Board in a vote as reflected in the draft March 7, 2017 Meeting Minutes. The Recording Secretary later noted that tonight's list of articles had been renumbered since March 7, 2017 and that Articles #25 and #26 being reviewed on the list used on March 7, 2017, which were different than tonight's #25 and #26, had been supported with a vote on March 7, 2017.)

It was also decided Town Manager Rodrigues or Finance Director Dennis Keohane would present Article #27 – Stabilization Fund.

Town Manager Rodrigues mentioned Article #28 – Lyons Pride/S.M.I.L.E. Playground may be indefinitely postponed.

It was further on motion unanimously

VOTED: To support Article #34 – FY18 Community Preservation Fund General Budget and Appropriations.

A brief discussion ensued regarding Petition Articles #35 and #36. Selectman Simon believes the Board should vote to support the two Petition Articles because they are pro-environment and he believes it is the right thing to do and it sends a positive message to the community. Chairman Iuliano stated she would rather report the Board's position at Town Meeting because she is concerned about impacts on local businesses and she would like to hear more information. Vice-Chairman Woodard concurred, stating the Board should be business-friendly and hear first what the perceptions are about the articles.

Selectman Simon made a motion to take positions on Petition Articles #35 and #36, but the motion was not seconded. Thus, it was decided the Board would report its position on Articles #35 and #36 at Town Meeting.

### **Special Town Election Warrant/Annual Town Meeting – Sign Warrant**

At 9:01 p.m., Chairman Iuliano took this agenda item out of order, and she opened a discussion regarding the Special Town Election and Annual Town Meeting Warrant. The Board was previously in receipt of copies of the "2016 Official Warrant Annual Town Meeting May 1, 2017 and the Special Town Election, Tuesday, May 9, 2017." In addition, copies of an email from Superintendent Anne Wilson dated April 4, 2017 regarding a change to the pro argument for the override ballot question were distributed tonight.

It was on motion unanimously

VOTED: To sign the Special Town Election/Annual Town Meeting Warrant, which must be delivered to residents by April 24, 2017.

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

At 10:37 p.m., Chairman Iuliano took this item out of order, and she opened a discussion regarding the Board of Selectmen's Quarterly Newsletter. She asked if the Board thinks a June newsletter is possible, and if so, whether there are suggestions for article topics.

The consensus of Board members was that they would think about possible article topics and discuss this again at the April 25, 2017 Board Meeting.

Selectman Brown stated she is inclined to think submission of a June article might be difficult.

### **Citizens' Comments – Continuation**

At 9:30 p.m., Chairman Iuliano announced no citizens had requested time for comments tonight.

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

At 9:30 p.m., Chairman Iuliano opened a discussion regarding future agenda items. It was noted the Request for Proposal for Town Counsel, the Council on Aging's request regarding the Fairbank Community Center Task Force, and the Board's Newsletter would be discussed at the April 25, 2017 Board Meeting. Town Manager Rodrigues stated she would also like to discuss the draft testimony for the Proposed Legislative Bills.

Selectman Brown asked if the Town's auditors will be evaluated. Town Manager Rodrigues stated she has asked Finance Director Dennis Keohane to solicit quotes, and she will share this information with the Board when it is available.

The Board briefly discussed its Meeting schedule. It was noted it will not meet on May 9, 2017 and that a second meeting in May will only be scheduled if it is deemed necessary by Town Manager Rodrigues.

### **Minutes**

Copies of edits made to the March 7, 2017 Meeting Minutes and the March 21, 2017 Meeting Minutes by Selectman Brown were distributed tonight. In addition, Chairman Iuliano submitted a correction to a typographical error on page 2 of the March 21, 2017 Meeting Minutes tonight.

It was on motion unanimously

VOTED: To approve the Regular Session Meeting Minutes of March 7, 2017 and March 21, 2017, as both were amended tonight.

### **Friends of Sudbury Park and Recreation Inc. – Donation**

Town Manager Rodrigues asked for this agenda item to be removed from tonight's Consent Calendar and added to the April 25, 2017 agenda.

### **Sudbury Housing Trust – Sign Certificate of Appointment Trustee and Acceptance**

It was on motion unanimously

VOTED: To sign the Certificate of Appointment of Trustee and Acceptance for Cynthia Howe, 38 Birchwood Avenue, to be recorded at the Middlesex South District Registry of Deeds, as requested by Elizabeth Rust, Regional Housing Services Office.

### **Executive Session**

At 9:35 p.m., Chairman Iuliano announced the Board would now vote to enter into Executive Session and that the Regular Session meeting would resume at the conclusion of the Executive Session.

It was on motion and on roll call unanimously

VOTED: To go into Executive Session to discuss strategy with respect to potential litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the Chair so declares (Frost Farm) pursuant to General Laws Chapter 30A, Section 21 (a) (3), Selectman Patricia A. Brown, aye, Selectman Robert C. Haarde, aye, Selectman Leonard Simon, aye, Vice-Chairman Charles C. Woodard, aye, and Chairman Susan Iuliano, aye.

### **Regular Session Resumed to Discuss the Proposed Use and Occupancy Agreement for the Frost Farm House - Review and Potential Vote**

At 9:40 p.m., it was on motion and on roll call unanimously

VOTED: To resume the Regular Session Board Meeting, Selectman Patricia A. Brown, aye, Selectman Robert C. Haarde, aye, Selectman Leonard Simon, aye, Vice-Chairman Charles C. Woodard, aye, and Chairman Susan Iuliano, aye.

Chairman Iuliano announced the Board would now resume its Regular Session Meeting to discuss the proposed use and occupancy agreement for the Frost Farm House. She stated the Board has had several Executive Session Meetings discussing a new Use and Occupancy Agreement for the Frost Farm. Chairman Iuliano explained the Town had an agreement with William Braun which was set to expire in October 2017. A proposed agreement has been drafted for 15 months beyond the current expiration date, which includes the terms of the new Agreement, the use of the premises and allows for occupancy for an additional 15 months.

It was on motion unanimously

VOTED: To approve the Use and Occupancy Agreement for the Frost Farm as reviewed tonight.

There being no further business, the meeting adjourned at 9:44 p.m.

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

Melissa Murphy-Rodrigues  
Town Manager-Clerk