

IN BOARD OF SUDBURY SELECTMEN
TUESDAY, OCTOBER 24, 2017

Present: Chairman Robert C. Haarde, Selectman Susan N. Iuliano, Selectman Patricia A. Brown, Selectman Daniel E. Carty and Town Manager Melissa Rodrigues

Absent: Vice-Chairman Leonard A. Simon

The statutory requirements as to notice having been complied with, the meeting was convened at 7:35 p.m. in the Lower Town Hall.

Opening Remarks

At 7:35 p.m., Chairman Haarde opened the meeting, and he announced Vice-Chairman Simon would be absent tonight, due to a family emergency. Due to this absence, he stated agenda items for the Public Dog Hearing and the interviews of Community Preservation Committee candidates would be postponed.

Reports from the Town Manager

Town Manager Rodrigues stated the Town is actively seeking snow plowers.

Selectman Iuliano reminded residents property taxes are due November 1, 2017 and the Hazardous Waste Day will be held October 28, 2017, from 8:00 a.m. to 12 noon. She also stated Board of Selectmen's Office Hours will be held on October 31, 2017 at 9:00 a.m. at the Flynn Building, with Chairman Haarde and Selectman Brown in attendance. Selectman Iuliano stated the Planning Board is seeking an Associate Member and information is available on the Town website about this and other committee/board vacancies. She also noted the Melone property online survey will be available until October 30, 2017. Selectman Iuliano stated she and Selectman Carty attended a meeting of the three School districts regarding diversity and inclusion.

Selectman Carty congratulated Town Manager Rodrigues and her staff for coordinating a successful Special Town Meeting, and he thanked Elizabeth Quirk for volunteering to be the Temporary Town Moderator. He also thanked the Senior Center for inviting him to speak at a recent breakfast, and he encouraged residents to attend the Center's Repair Café on October 28, 2017, from 9:00 a.m. to 12 noon. He also encouraged residents to support the Hopesudbury Telethon on November 4, 2017 and to attend a Livable Sudbury Assessment session through the Senior Center on November 8, 2017, from 3:00 - 4:00 p.m. or from 7:00 - 8:00 p.m. Selectman Carty thanked Sudbury's Public Safety Departments for reaching out to the Suau family during their difficult time.

Chairman Haarde thanked the residents who attended the Special Town Meeting, noting attendance was excellent and participants were engaged for the evening's proceedings.

Citizen's Comments

At 7:42 p.m., Chairman Haarde recognized Sudbury resident Marty Greenstein, 9 Brookdale Road.

Mr. Greenstein asked if the Hazardous Waste Drop-Off times could be extended. Town Manager Rodrigues stated the Town contracts for these services and Sudbury partners with other towns. She noted information is available online with additional drop-off locations and times.

Chairman Haarde thanked Mr. Greenstein for this feedback for improving the process.

Sudbury Cable Access Corporation - Discussion and Annual Performance Update

Present: Sudbury Access Corporation (SAC) President Jeff Winston, Executive Director Lynn Puorro, Board of Director members Marty Greenstein, Terry Lockhart and Nancy Brumback

At 7:45 p.m., Chairman Haarde welcomed Sudbury Access Corporation (SAC) President Jeff Winston and Executive Director Lynn Puorro to the meeting to update the community on the activities of the Sudbury Cable Access Corporation (SAC). The Board was previously in receipt of copies of the "Sudbury Access Corporation FY 2017 Financial & Operating Reports dated October 19, 2017," which provide details on notable accomplishments during the past year, the "Sudbury Access Corporation Reviewed Financial Statements for the Years Ended June 30, 2017 and 2016 (with Independent Accountants' Report)."

SAC President Jeff Winston introduced Ms. Puorro and the SAC Board Members in attendance. Mr. Winston stated SAC initiated many technical advances in recent years which helped operations run smoothly during the past year. He noted a few highlights of the past year, including wiring the Police Station Meeting Room and adding remote cameras to the High School Auditorium. Mr. Winston also stated SAC expanded the number of committees it tapes meetings for to include the Sudbury Historic Districts Commission, the Park and Recreation Commission, Conservation Commission, Fairbank Community Center Study Task Force and the Bruce Freeman Rail Trail Design Task Force. He stated SAC has the ability to track how many people are watching, noting there were 1,500 hours of live-stream viewing last year, and there are about 350-400 viewers on average per month watching programming. Mr. Winston stated SAC will be covering the Hopesudbury Telethon in two weeks and it needs assistance from volunteers.

Selectman Iuliano stated the expansion of services and live options is great for the Town. Mr. Winston stated Board member Terry Lockhart has been instrumental in helping to make live options a focus in the past year.

Executive Director Lynn Puorro stated SAC can now broadcast on both channels at the same time from two remote locations.

Selectman Iuliano asked how long it usually takes for a taped event to be posted online. Ms. Puorro stated it depends on how the event has been recorded and how much editing and uploading to the system is needed. She stated the soonest something could be online would be in 24 hours, but timing could vary. Mr. Winston stated they try to prioritize what events need to be posted quickly.

Mr. Winston stated SAC has been trying to increase programming and he provided some recent examples.

Selectman Carty thanked the SAC team for its flexibility, noting he has accessed the information easily online.

Selectman Brown stated it is very helpful to view a meeting when one is unable to attend in-person.

Mr. Winston stated SAC is a 501C3 corporation, which has a contract with the Town. He further stated this contract is renewed every three years. He noted this is a renewal year, and he asked if the Board could renew the contract tonight. Town Manager Rodrigues stated she would like the opportunity to review the contract first, and she noted such a vote was not listed on tonight's agenda. The consensus of the Board was that Town Manager Rodrigues should contact SAC tomorrow and prepare to post the renewal possibly on the Board's November 7, 2017 Meeting agenda.

It was on motion unanimously

VOTED: To accept the “Sudbury Access Corporation FY17 Financial & Operating Reports, as required by its contract.

Public Hearing: Update on Compliance – Update To Determine if Lisa Burke, 39 Poplar Street has Complied with a Previous Board Order to Restrain a Dangerous Dog

At 8:00 p.m., Chairman Haarde opened a Public Hearing regarding whether Lisa Burke, 39 Poplar Street, has complied with the Board’s June 14, 2017 order to restrain the Dangerous Dog owned and/or kept by Ms. Burke in the Town of Sudbury, and he stated, at the request of Vice-Chairman Simon, the Hearing would be immediately closed and scheduled for a future Meeting.

It was on motion unanimously

VOTED: To close the Public Hearing pursuant to M.G.L. c. 140, s.157 to determine whether Lisa Burke of 39 Poplar Street, Sudbury, has complied with the Board’s June 14, 2017 order to restrain the Dangerous Dog owned and/or kept by Ms. Burke in the Town of Sudbury, and/or to determine whether all or any portion of said order should be modified or withdrawn or if any additional conditions should be imposed.

CPC Committee Member Vacancy – Interview Candidates

At 8:01 p.m., Chairman Haarde stated the discussion regarding two candidates who have submitted applications for the CPC at-large member vacancy would be postponed to a future Board Meeting agenda, as per the request of Vice-Chairman Simon.

Possible Special Town Election – Discussion and Vote to Call

At 8:01 p.m., Chairman Haarde opened a discussion regarding calling a possible Special Town Election. The Board was previously in receipt of copies of a handout entitled, “Schedule for Special Town Election if called on Monday, December 11.”

It was on motion unanimously

VOTED: To call a Special Town Election on Monday, December 11, 2017.

Special Town Election – December 11, 2017 - Give Notice of Proposed Ballot Question & Request Written Arguments

At 8:03 p.m., Chairman Haarde opened a discussion regarding giving notice of the proposed ballot question and requesting written pro and con arguments for the Special Town Election on December 11, 2017. The Board was previously in receipt of copies of a handout of a draft Ballot Question, and copies of a revised draft Ballot Question were distributed tonight.

In response to a question from Selectman Brown regarding the proposed timeline, Town Manager Rodrigues stated the Board would likely review the candidates who offer to write the pro and con arguments at its November 7, 2017 Meeting,

It was on motion unanimously

VOTED: To submit and give notice of the proposed ballot question for the Special Town Election on December 11, 2017, as reviewed tonight, and to request written pro and con arguments.

Town Manager Rodrigues stated she would post this information on the Town website tomorrow.

Financial State of the Town and Three-Year Financial Forecast- Presentation

At 8:05 p.m., Chairman Haarde opened a discussion regarding financial forecasting. Copies of tonight's PowerPoint slide presentation by the Town Manager were previously distributed.

Town Manager Rodrigues stated the Town Charter describes the financial responsibilities of the Town Manager as including, preparing a financial forecast of the Town revenue, expenditures and the general financial condition of the Town each year, and preparing and submitting an operating and capital budget. She noted she will also present this information to the Finance Committee on October 30, 2017. She proudly announced the S&P Global Rating for Sudbury was assigned a rating of AAA/Stable, noting the letter the Town received commented on the Town's strong management, strong economy, and its strong budget performance and flexibility.

Selectman Iuliano asked what is meant by budget flexibility. Town Manager Rodrigues stated the rating agencies like to see that a town has various revenue pots and reserves from which to draw.

Town Manager Rodrigues provided the following fund balances: Stabilization Fund \$4,574,462.59, Melone Stabilization Fund \$1,100,000, Free Cash \$1,783,347, and the OPEB Trust \$5,880,200 as of July 1st. She also announced the Town received the Excellence in Financial Reporting Award in 2016. In response to a few questions from the Board, she clarified the Free Cash balance includes the holdback, and she briefly explained the genesis of the Melone Stabilization Fund.

Chairman Haarde highlighted the OPEB Trust balance, noting the Town has made progress to put aside some funds. He asked how these funds are invested. Town Manager Rodrigues stated the Town has a committee which reviews investments

Town Manager Rodrigues stated a financial forecast can be a useful management and policy-making tool. She described a forecast as being comprised of educated estimates based on past experience, and that it is a conservative estimate, which is most effective when done for a three-year period. However, she emphasized a forecast does not protect the Town from financial emergencies. Town Manager Rodrigues stated revenue projections identify funds available for the budget, and revenues from previous years are reviewed. She noted tonight's estimates have been derived early in the budget process. She highlighted the four major categories of Town revenues as follows: real estate and personal property taxes (accounts for 86% of all yearly revenues and it is raised 2.5% annually as per the limits of Proposition 2 1/2), intergovernmental aid (accounts for 8% of all yearly revenues and it is comprised of Chapter 70 funds of \$4.8 million, MSBA payments and unrestricted general government aid of approximately \$1.4 million), local receipts (accounts for 5% of all yearly revenues, and is based on a conservative estimate of local fees, fines, and other charges), and other available funds (accounts for 1% of all yearly revenues and it is comprised of actual revenues already received and it can vary greatly from year to year). Town Manager Rodrigues stated a Town can raise more than the Proposition 2 1/2 amount through a debt/capital exclusion, an override or through new growth. She noted the Town is likely to see more new growth funds in the future from the new construction currently underway. She further noted the Town has not always taxed up to its allowable levy limit since approximately 2008. Town Manager Rodrigues displayed a slide depicting Revenue Projections for FY18 (\$96,126,645) through FY21 (\$104,841,411), and she emphasized these are early projections and should not be relied upon.

Selectman Carty stated it seems odd to him to see Free Cash reflected as revenue. Town Manager Rodrigues stated the Town has used Free Cash as a budget source in FY18, and she plans to propose using it

in FY19 and FY20 to increase the Town Manager's operating budget. Selectman Iuliano noted the use of these funds is subject to appropriation.

Chairman Haarde noted the forecast holds flat the projected intergovernmental revenue.

Town Manager Rodrigues reviewed the expense categories included in the expense projections. She provided examples of items which drive budget increases, including fixed costs (insurance), personnel (step increases and collective bargaining agreements), contracts for services, and the need for increased services. Town Manager Rodrigues stated the Town strives to maintain conservative budget increases while also providing high-quality services. Town Manager Rodrigues displayed a slide depicting an Expenditure Forecast (excluding Schools) for Budgeted FY18 (\$35,750,166) through Projected FY21 (\$39,287,484), and she emphasized these are early projections and should not be relied upon. She explained the expenditure projections reflect known contractual increases available for services and personnel, and educated estimates for all other expenditures. A slide depicting a pie chart of the projected Town expenditures reflected 62% of expenditures for Education, 13% for Employee Town and School Benefits, 8% for Public Safety, 6% for Public Works, 4% for Town Debt Services, 3% for General Government, 2% for Other, OPEB Normal Cost and the Town Manager's Capital Budget, and 1% each for Human Services and Culture and Recreation.

Selectman Iuliano asked if any assumptions were made regarding health insurance costs. Town Manager Rodrigues stated Assistant Town Manager Bilodeau reviews information throughout the year, and she believes a 5% increase was used. In response to another question from Selectman Iuliano, Town Manager Rodrigues also stated the Town debt service figures assume no new projects.

Selectman Carty asked about Lincoln-Sudbury Regional High School's (L-SRHS) employee benefits. Town Manager Rodrigues explained L-SRHS handles its own benefits.

Selectman Brown highlighted the forecasted OPEB figures only reflect the Town and Sudbury Public Schools' (SPS) Normal Costs.

Town Manager Rodrigues displayed information regarding the tax bills from 2013 (\$11,596.35) through 2017 (\$12,524.44) for an average home on Rice Road and the historical tax rate from 2013 through 2017, noting the tax bill has increased by less than \$1,000 in five years. She stated the Town Charter also requires the Town Manager to prepare operating and capital budgets by January 31st each year for the entire Town. Town Manager Rodrigues referenced the schedule established to meet this deadline. Town Manager Rodrigues stated tonight's presentation does not include a capital forecast, noting Town staff members are meeting this week to finalize a draft five-year capital plan, including needs, potential funding sources and funding policies, which will also be shared with the Strategic Financial Capital Planning Committee.

Selectman Iuliano stated it would be helpful to include with the capital forecast some of the historical context for how the Town got to where it is currently. Selectman Carty concurred, noting projections for debt service project information would also be helpful to have.

Selectman Brown stated she appreciates the work put into developing this forecast. She highlighted financial policies are the Selectmen's responsibility and she believes they should be discussed at a future Board Meeting after the draft capital plan is received.

Selectman Iuliano asked if any other inflationary factors for expenses were taken into account for the forecast. Town Manager Rodrigues stated the Town has many multi-year contracts for services, and thus it is able to rely on some contract numbers for projections. She emphasized there is not a lot of flexibility in the

budget and the Town tries to work within its capacity without reducing services. Town Manager Rodrigues stated actual expenses are evaluated closely on a monthly basis as compared to what was budgeted.

Selectman Carty stated a five-year capital plan would be helpful to see, and he asked that it include all large projects/replacements. Town Manager Rodrigues stated the Town has a five-year plan and a fifteen-year plan, which includes a lot of rolling stock.

Chairman Haarde stated tonight's forecast presentation is the result of a lot of good work, and he thanked the Town Manager for the information. He noted the Town has several committees which review capital items. He suggested the Board should schedule for a future agenda item a discussion regarding whether capital-related committees should be integrated.

Town Manager Rodrigues stated she would post tonight's presentation on the Town website and she encouraged anyone with questions to contact her.

Community Preservation Committee – Request of CPA Funds as a local contribution to the Coolidge at Sudbury (Phase 2) Project - Discussion and Vote

At 8:40 p.m., Chairman Haarde opened a discussion regarding whether to authorize the Town Manager to submit a Community Preservation Committee (CPC) project form requesting \$150,000 in Community Preservation Act (CPA) community housing funds to offer as a local contribution to the Coolidge at Sudbury (Phase 2) project. The Board was previously in receipt of copies of a memorandum from the Sudbury Housing Trust dated January 28, 2016. It was noted the Board discussed funding for the Coolidge at Sudbury (Phase 2) project at its last Meeting.

Selectman Brown stated the Coolidge project needs a local contribution to be eligible for possible State funding, and it is possible the Town could assist with Community Preservation Act (CPA) funds. She stated the deadline to apply to the Community Preservation Committee (CPC) for CPA funds is November 6, 2017. Selectman Brown suggested it might be prudent for the Town Manager to submit a project application to the CPC prior to the deadline.

Selectman Iuliano stated the consensus of the Board at its last Meeting was that it was in the collective best interests of the Town to support the Coolidge project's funding request to the WestMetro Home Consortium and to support a local contribution. The hoped for local contribution had been noted as approximately \$250,000. She stated the Sudbury Housing Trust (SHT) has committed \$100,000, and the hope is to receive \$150,000 from the Consortium. Selectman Iuliano expressed concern regarding submitting a CPA funding request as proposed because she believes designating the funds instead to the SHT might allow the Town more flexibility to provide funds when needed, especially if needed prior to the May 2018 Town Meeting, when CPA funds would be appropriated. Selectman Iuliano stated she believes it is important not to undermine the potential for success from the WestMetro funding request, and she would rather pursue other funding options than to commit more Town funds which might not eventually be needed. Chairman Haarde asked when the Town would know how much money the Coolidge project would need, and Selectman Iuliano stated it might not be until next spring. Selectman Iuliano stated the SHT plans to submit its usual CPA funding request for the 10% affordable housing CPA revenues, but the Board might want to suggest that the SHT request be for more than the 10%.

Selectman Brown stated her main concern is the timing and it is not clear to her when the Coolidge project will need the local contribution. Selectman Iuliano stated she believes just a commitment of a local contribution is needed in FY18, and not the actual funds.

The consensus of the Board was that the SHT should be asked if it would be supportive of increasing its commitment to the project so the Selectmen can consider this feedback at its November 7, 2017 Meeting. In addition, the Board asked the Town Manager to draft a CPC project submission form for review, which incorporates tonight's discussion as appropriate. Town Manager Rodrigues stated she would share her draft with Selectmen Brown and Iuliano for additional input.

Board of Selectmen 2018 Meeting Calendar – Discussion and Possible Vote

At 8:55 p.m., Chairman Haarde opened a discussion regarding the Board's 2018 Meeting Schedule. The Board was previously in receipt of copies of a draft Board of Selectmen 2018 Meeting Schedule for review.

It was on motion unanimously

VOTED: To approve the draft Board of Selectmen Meeting Schedule for 2018, as reviewed tonight.

Strategic Financial Planning Committee for Capital Funding – Amend Mission Statement Regarding Membership Composition – Discussion and Possible Vote

At 8:55 p.m., Chairman Haarde opened a discussion regarding whether to amend the Strategic Financial Planning Committee for Capital Funding's Mission Statement to add two members from the Community Preservation Committee (CPC). The Board was previously in receipt of copies of the current Mission Statement, last amended on July 28, 2015.

Selectman Dan Carty stated the Strategic Financial Planning Committee for Capital Funding met on October 12, 2017, and the question of whether there should be representation from the Community Preservation Committee (CPC) on the Committee was mentioned. He stated perceived process flaws from the October 2017 Special Town Meeting were the impetus for this discussion, specifically the SPS Playground article.

Selectman Brown highlighted the CPC is comprised of members from other committees/boards. She asked for clarification regarding from what groups the Capital Funding Committee would like representation. Selectman Brown stated there seems to be some confusion about whether projects must go before the CPC if they are CPA-eligible for funding, and it would be good to clarify this. She explained the CPC is accustomed to having project proponents apply and it has not considered CPA funds as a capital funding source for the Town.

Selectman Iuliano stated she is confused about why CPC representation would be helpful on the Strategic Financial Planning Committee for Capital Funding when the CPC does not decide which projects are funded.

Chairman Haarde asked if the Strategic Financial Planning Committee for Capital Funding should be combined with the Capital Improvement Advisory Committee (CIAC) and then adding members from the CPC could be considered.

Selectman Iuliano asked if there is information from other communities regarding how involved the CPC is and in which processes. She and Selectman Brown stated the CPC has not historically weighed in on capital planning goals and capital funding.

Chairman Haarde suggested, and the Board concurred, that the CPC be asked if it would like to be represented on either the CIAC or the Strategic Financial Planning Committee for Capital Funding.

Selectman Brown stated she would take this question back to the CPC at its next Meeting on November 15, 2017.

Board of Selectmen's Quarterly Newsletter – Review

At 9:08 p.m., Chairman Haarde opened a discussion regarding the Board's next Quarterly Newsletter. The Board was previously in receipt of copies of a draft "Board of Selectmen Newsletter Town of Sudbury." In addition, copies of a revised "Board of Selectmen Newsletter Town of Sudbury," which included Chairman Haarde's article on Fire Station #2, were distributed tonight.

Selectman Carty noted the word "Ned" should be replaced with "Need" on Page 2 above Selectman Brown's byline for her article on the Fairbank Community Center. He also stated he may have additional information to add to the end of his article on the Town's transportation needs, which he will email to the Town Manager tomorrow.

Potential Superintendent Unification – Discussion

At 9:10 p.m., Chairman Haarde opened a discussion regarding the potential Superintendent unification for Sudbury Public Schools (SPS) and Lincoln-Sudbury Regional High School (L-SRHS).

Selectman Carty stated he asked for this agenda item because there are a lot of options and possibilities being discussed regarding the SPS superintendent vacancy, including sharing a superintendent with Lincoln-Sudbury Regional High School (L-SRHS). He thinks it is important for the Board to discuss what its perspective is. Selectman Carty stated he believes the Board should let the SPS School Committee do its work, and the Board should provide support only if needed and asked to do so.

Selectman Iuliano stated she does not believe the Board has a role in who is hired as Superintendent or if the decision is made to share a Superintendent with L-SRHS and that these decisions are in the purview of the School Committees. However, Selectman Iuliano stated she believes the Board has a role in reaching out to the Lincoln Selectmen to discuss if broader options, including structural and Agreement changes, are desired. She stated she views these discussions as separate from the Superintendent search discussions, and she emphasized there have been topics for the two groups of Selectmen to discuss long before the Superintendent vacancy arose.

Chairman Haarde noted Selectman Iuliano is a liaison to SPS and L-SRHS and Selectman Carty is a liaison to the Lincoln Selectmen and SPS. He suggested establishing a Board subcommittee comprised of Selectmen Iuliano and Carty to reach out to work with the Lincoln Selectmen.

Town Manager Rodrigues stated timing may be good for these efforts because there are currently grants available for these types of regionalization activities and school systems are eligible. She also stated she has had discussions with Lincoln's Town Administrator.

Selectman Carty stated he believes communication with Lincoln at this time would be premature. He reiterated his belief that the School Committees should be allowed to do their work.

Chairman Haarde stated communication is always beneficial, and he believes Lincoln needs to be included in the process, if Sudbury expects Lincoln to eventually buy-in to decisions. Selectman Iuliano concurred, stating that, for years, there have been issues the two groups could discuss.

Selectman Carty stated he wants to ensure that nothing is done which would interrupt the Superintendent search process. The consensus of the Board was that this is not the intent of the Board.

Chairman Haarde stated he believes establishing a subcommittee comprised of Selectmen Iuliano and Carty to reach out as liaisons to the Schools and the Lincoln Selectmen would be a good thing. Selectman Carty asked what the goal would be for these discussions. Selectman Iuliano stated just to explore options, and she noted there are a lot of misunderstandings which could be clarified. Town Manager Rodrigues stated she believes reaching out to Lincoln would be helpful.

Selectman Carty stated he was elected to do what is best for Sudbury's children and taxpayers. He stated he wants the School Committees to make their decisions and come to the Board if, and when, they need help.

Chairman Haarde stated Lincoln needs to be involved in the process because ultimately it will be impacted. In response to a question from Selectman Brown, Chairman Haarde clarified Lincoln would not be involved in the Superintendent search process.

SPS School Committee Chair Christine Hogan was in attendance tonight, and she noted Selectmen Iuliano and Carty are already liaisons to the Schools and she asked if having two Selectmen also acting as a subcommittee would present any conflicts. Chairman Haarde stated the subcommittee would post open meetings and keep minutes, and the School Committee meetings are open meetings, so there should not be a problem.

Selectman Brown clarified the subcommittee would have the same powers as liaisons, but the role would be more formalized as a subcommittee.

Ms. Hogan questioned what the purpose of the subcommittee would be.

Selectman Iuliano emphasized the subcommittee would not be interfering with what the SPS School Committee is doing.

It was on motion unanimously

VOTED: To establish a Board of Selectmen's subcommittee, comprised of Selectmen Iuliano and Carty, to act as a liaison for communication with the School Committees and the Lincoln Board of Selectmen regarding administrative and structural options.

Citizen's Comments

At 10:31 p.m., Chairman Haarde announced no citizens have requested comment time tonight.

Future Board of Selectmen Agenda Items - Discussion

At 9:35 p.m., Chairman Haarde opened a discussion regarding future agenda items.

Town Manager Rodrigues stated Chairman Haarde has asked for Director of Planning and Community Development Meagen Donoghue to provide a presentation regarding the survey results and next steps for the Melone property. She also stated the Dog Hearing and the interviews of candidates for the CPC vacancy would both be rescheduled for a future meeting.

Selectman Carty suggested future agenda topics, including a post-mortem discussion regarding the October 2017 Special Town Meeting, space needs for SPS Administration and re-prioritization of Town projects and goals.

Selectman Brown stated she believes the Board should discuss the Town Manager's goals and then the Board's goals. Chairman Haarde stated he hopes to discuss fewer Board goals, which are strategic to the Town, and to also blend this with discussion of the Town Manager's goals, which will be more operational.

Selectman Iuliano stated a future agenda item should be discussion of moving the October Town Meeting to be later in the fall.

Selectman Brown stated she would like to discuss whether zoning issues should be considered prior to the State accepting recreational marijuana applications on April 1, 2018. It was suggested this could be discussed with the Planning Board at the Joint Meeting planned for November 28, 2017 and possibly also the Master Plan process. Town Manager Rodrigues stated she is in the process of trying to obtain information regarding the State's plans for recreational marijuana.

At 9:45 p.m., Selectman Iuliano excused herself from the remainder of the evening and she exited the Hall.

Minutes

Selectman Brown had previously submitted two typographical errors to be corrected on the September 26, 2017 Meeting Minutes.

It was on motion unanimously

VOTED: To approve the Regular Session Meeting Minutes of September 26, 2017, as amended by Selectman Brown.

"Gobble Wobble for SMILE MASS"

It was on motion unanimously

VOTED: To grant a Special Permit to SMILE Mass, to hold the "Gobble Wobble for SMILE MASS" on Saturday, November 18, 2017, from 9:00 a.m. through approximately 12:00 p.m., subject to Police Department safety requirements, proof of insurance coverage and the assurance that any litter will be removed at the race's conclusion.

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: 29 Sudbury, 29 Hudson Road; 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 22, 2017, (Thanksgiving Eve) and Sunday, December 31, 2017 (New Year's Eve) on the condition that the kitchen remains open and food is served.

Fire Department - EPMG Fire Reimbursement Grant

It was on motion unanimously

VOTED: To accept, on behalf of the Town, a 2016 EPMG fire reimbursement grant of \$4,460, as requested by Fire Chief Bill Miles.

HOPEsudbury – Donation to Fire Department

It was on motion unanimously

VOTED: To accept, on behalf of the Town, a donation of \$2,500 from HOPEsudbury to the Fire Department toward the purchase of new firefighting gloves for each member of the Department.

Park and Recreation’s Halloween 5K/Fun Run and Fall Fest - Donations

It was on motion unanimously

VOTED: To accept, on behalf of the Town, various donations totaling \$650 to support Park and Recreation’s Halloween 5K/fun Run and Fall Fest, to be deposited in the Program Contributions and Donations Account (191448/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.

Park and Recreation’s Pool Account - Donation

It was on motion unanimously

VOTED: To accept, on behalf of the Town, a \$1,000 donation from Lucinda Lagasse to the Pool Donations Account (191748/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.

Grant of Easement- Maynard Road – HP, LLC

It was on motion unanimously

VOTED: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, to accept the Grant of Easement set forth in the document entitled “DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM” granted by Maynard Road – HP, LLC, for stormwater system maintenance purposes upon the property shown as “Definitive Flexible Subdivision “Livermore Estates” Plan of Land in Sudbury, MA” by Connorstone Engineering, Inc., dated: May 16, 2017 that is recorded with the Middlesex South Registry of Deeds as Plan No. 842 of 2017.

Grant of Easement- Pulte Homes of New England LLC

It was on motion unanimously

VOTED: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, to accept the Grant of Easement set forth in the document entitled “DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM” granted by Pulte Homes of New England LLC, for

stormwater system maintenance purposes upon the property shown as “Subdivision Plan of Land in Sudbury, Massachusetts” prepared by VHB, Inc., dated: May 6, 2016 that is recorded with the Middlesex South Registry of Deeds as Plan No. 1005 of 2016.

There being no further business, the meeting adjourned at 9:58 p.m.

Attest: _____
Melissa Murphy-Rodrigues
Town Manager-Clerk

Documents & Exhibits

1. Discussion and question of voting to accept Sudbury Access Corp (SAC) FY17 Financial and Operating Reports as required by their contract. Lynn Puorro and Jeff Winston to attend.

Attachments:

- 1.a SAC_FY2017 report
- 1.b SAC_TaxReturns&Audit_2017

2. Update on compliance with June 14, 2017 Notice of Decision and Order, re: Boomer the Dog, which was updated by vote of the Board of Selectmen on August 8, 2017. (Update from 9/12/17 meeting)

Attachments:

- 2.a Dangerous Dog Supplement for 9-12-17
- 2.b Aug 2 Cert Hearing Notice Letter
- 2.c Aug_10_dog_ltr

3. Interview two candidates, Scott Smigler, 125 Plympton Road, and Taryn Trexler, 253 Concord Road, and potentially vote to select a candidate to fill a vacancy on the Community Preservation Committee (CPC) for a term ending 5/31/20.

Attachments:

- 3.a PCD_memo_CPC_applicants
- 3.b Smigler_Appl_rev

4. Discuss possible Special Town Election; vote to call Election for Monday, Dec. 11, 2017.

Attachments:

- 4.a specialelectionschedule

5. Give notice of proposed ballot question(s), for Dec. 11 Special Town Election, and request written arguments pro/con.

Attachments:

- 5.a Ballot Q by TMgr 10-24 rev 2

6. Presentation of financial state of the Town and three-year financial forecast.

Attachments:

- 6.a 2017 Financial Condition of the Town 10.23

7. Discussion authorizing the Town Manager to apply to the Community Preservation Committee (CPC) for \$150,000 in community housing funds, to offer as a local contribution to the Coolidge at Sudbury (Phase 2) project.

Attachments:

- 7.a Sudbury HPP - Project Introduction to BOS PB
 - 7.b Sudbury-SHI-11.17.16
8. Discussion and possible vote to approve draft 2018 BOS meeting schedule

Attachments:

- 8.a Copy of 2018 Board of Selectmen meeting schedule_draft
9. Discussion and possible vote to amend Strategic Financial Planning Committee for Capital Funding mission statement to add two members from Community Preservation Committee (CPC).

Attachments:

- 9.a StrategicFinancialPlanning_CapitalFundingCommitteeMissStatement_updated5.20.14
10. Review Selectmen's newsletter

Attachments:

- 10.a BOS Newsletter 10-26-17_REV
11. Discussion on potential Superintendent unification
12. Citizen's Comments (cont)
13. Discuss future agenda items

Attachments:

- 13.a POTENTIAL UPCOMING AGENDA ITEMS_10_24_17
14. Vote to approve the regular session minutes of 9/26/17.

Attachments:

- 14.a BOS_9-26-17_draft_min_wBrown_edits
15. Vote to Grant a Special Permit to SMILE Mass, to Hold the "Gobble Wobble for SMILE MASS" on Saturday November 18, 2017, from 9:00 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race's conclusion.

Attachments:

- 15.a GW 2017 town application_BOS
 - 15.b SMILE Mass Gobble Wobble 2017 Approvals
16. Vote to approve a one-hour extension of the licensed closing hour and serving of alcoholic beverages for licensees who make application in advance to the Town Manager's Office: 29 Sudbury, 29 Hudson Rd; Bullfinchs, 730 Boston Post Rd, and for Lavender, 519A Boston Post Road, (1AM to 2AM) on Wednesday, November 22, 2017 (Thanksgiving eve) and Sunday, December 31, 2017 (New Year's Eve), on the condition that the kitchen remains open and food is served.

Attachments:

- 16.a 29SudLiqLic2017
 - 16.b Serving Hours Extension_Lavender
17. Vote to accept, on behalf of the Town, a 2016 EPMG fire reimbursement grant of \$4460, as requested by Fire Chief Bill Miles.
18. Vote to accept, on behalf of the Town, a donation of \$2500 from HOPEsudbury to the Fire Department toward the purchase of new Firefighting Gloves for each member of the department.

Attachments:

18.a HopeSudbury_FF_donation_emails

19. Vote to accept, on behalf of the Town, various donations totaling \$650 to support Park and Recreation's Halloween 5K/Fun Run and Fall Fest, to be deposited in the Program Contributions and Donations Account (191448/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.

Attachments:

19.a Park_Rec_Donation_5K

20. Vote to accept, on behalf of the Town, a \$1,000 donation from Lucinda Lagasse to the Pool Donations Account (191748/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.

Attachments:

20.a Park_Rec_Donation_pool_no_check

21. Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, vote to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by Maynard Road – HP, LLC, for stormwater system maintenance purposes upon the property shown as "Definitive Flexible Subdivision 'Livermore Estates' Plan of Land in Sudbury, MA" By Connorstone Engineering, Inc., dated: May 16, 2017 that is recorded with the Middlesex South Registry of Deeds as Plan No. 842 of 2017.

Attachments:

21.a BOS Memo SW Covenant and Easement Livermore and Highcrest

21.b Livermore Estates Covenant and Easement Final Draft 9.22.17

22. Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, vote to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by Pulte Homes of New England LLC, for stormwater system maintenance purposes upon the property shown as "Subdivision Plan of Land in Sudbury, Massachusetts" prepared by VHB, Inc., dated: May 6, 2016 that is recorded with the Middlesex South Registry of Deeds as Plan No. 1005 of 2016.

Attachments:

22.a BOS Memo SW Covenant and Easement Livermore and Highcrest

22.b FinalDraft_Pulte_Covenant_Easement_Highcrest