



Town of Sudbury  
Town Manager Newsletter  
April 2013

**Message from the Town Manager**

We are less than three weeks from Annual Town Meeting now, and staff in the Selectmen's office has just finished preparing the Town Meeting Warrant and sending it off to the printers. Meanwhile, you can find a copy of it on the Town's web site.

On Thursday April 4th, the Board of Selectmen, Finance Committee, Capital Improvement Planning Committee, Sudbury Public School Committee and the Lincoln-Sudbury Regional School Committee met to receive and discuss a report from Town, SPS and L-S staff called "Strategic Financial Planning Report". In this 90 page report, staff focus on three key financial challenges facing Sudbury policy-makers over the next 15 years: (1) Establishing and maintaining reserves; (2) addressing the unfunded OPEB (primarily health insurance for retirees) liabilities; and (3) developing a funding plan for Town and School facilities, rolling stock, capital equipment and infrastructure needs. The Report notes that each of these challenges will have an impact on the Town's ability to continue offering the level of educational and Town services desired by residents, or required by federal, state or local mandates.

In some areas, Sudbury is doing much better than our peer communities. For example, Sudbury's schools are in good condition; and although a number of replacement type projects (e.g. replacing HVAC systems) will be needed over the next 15 years, none of the schools are projected to need major renovation or replacement efforts. Debt costs are going down significantly – in FY02 the cost of debt was approximately \$1200 on the average tax bill, by FY14 it will be less than \$600 on the average tax bill. If Town Meeting approves a request to vote \$2 million in Free Cash into the Town's Stabilization Fund, Sudbury will meet the 5% reserve level set as a goal to achieve by the Board of Selectmen and viewed favorably by credit rating agencies and the Department of Revenue. And given that the Town pays the state-set minimum 50% of Town/SPS retiree health insurance costs, our unfunded OPEB costs are on the lower side among our peer towns and were decreased even further by the Town/SPS joining the GIC (Group Insurance Commission) last year.

On the other hand, we have three Town buildings (Police Station, Town Hall, and the Fairbank Center) that have significant inadequacies; the schools will need technology upgrades in the near future; and a good number of the DPW trucks and Fire Department apparatus will need replacing in the near future. And the Town and L-S need to develop an overall plan to address their OPEB liability (each entity has legal obligations separately for the retirement costs of its employees, including health insurance).

I encourage residents to review the report to become more familiar with the issues. Check for this document on the town's web at <http://sudbury.ma.us> and go to Strategic Financial Planning Report. Under the Selectmen's leadership, policymakers of the Town will begin addressing these challenges. I'll keep you posted in this newsletter on these efforts.

Sincerely, *Maureen G. Valente, Town Manager*

### **From the Selectmen's office**

The Selectmen met three times since the last newsletter. One of those meetings focused on Strategic Long Term Planning issues (see above). March 27th saw an abbreviated meeting due to the absence of one Selectman. However, one important item of note occurred at this meeting – the Board of Selectmen approved a Memorandum of Agreement with the public safety dispatchers and the firefighters unions, so now contracts are completed with all six Town unions. This has been a very time consuming process over the past twelve months as the Assistant Town Manager/HR Director and Town Manager, along with the department heads of each work group, met with unions to develop updated contracts, following the policy directives of the Board of Selectmen. With the settlement of the contract with the firefighters union, the Fire Chief is now moving forward with the many steps needed for the Town to receive a license to run an advanced life support emergency medical service.

On April 9, the Board voted support for a proposal to create a reflection area at the Willis Lake park area in honor of 1Lt. Scott Milley, who grew up in this neighborhood. Private fundraising will provide the money for this beautifully-designed memorial area, and the Board indicated their support of the design and the concept, which will be an enhancement of the lakeside area. The Board also voted support for a proposal from the Sudbury Military Support Network to begin development of a memorial in Heritage Park recognizing those who served in the Afghanistan/Iraq wars.

After conferring with Town Clerk Rosemary Harvell, the Board voted to schedule a Special Election to elect two new Selectmen on June 25th, 2013. This is the date of the Special Election to vote for a new US Senator, so the Board discussed the details of having both elections on the same date with Ms. Harvell. The Board also had preliminary discussions of how they want to proceed with Town Counsel services in FY14, as the current Town Counsel appointment ends on June 30, 2013. An opinion from Labor Counsel to the Board indicated that under the Town's charter, the Board of Selectmen has discretion for the process it may want to follow in making a Town Counsel appointment. To assist them in making that determination, they asked the Town Manager to obtain information on how surrounding and peer towns procure legal services and what they pay for such services. They will resume discussion of this topic after Town Meeting.

The Board voted to approve a number of contracts, recognition of achievements, and special occasions, and approved continuing the Town's agreement with the City of Marlborough to share the services of a Veteran's Agent.

The Board hosted a Town Meeting Article Review so that members of the public could ask questions regarding articles on the Annual Town Meeting warrant. Articles 25 through 37 were reviewed, and article 37 regarding upgrading of softball fields at Lincoln-Sudbury Regional High School received the most questions and comments. Chairman O'Brien indicated he will work to continue the process of getting all parties into agreement on the terms of this project before it is presented to Town Meeting.

Office attention is currently focused on completion of the 2012 Annual Town Report, which will be available for pickup on April 19<sup>th</sup> at the usual locations: Town Clerk's Office, the Goodnow Library and the Selectmen's Office.

Further, the 2013 Annual Town Meeting Warrant was signed by the Board of Selectmen at its meeting on April 9<sup>th</sup>, and the on-line version is now available on the Town's home page. Paper copies are scheduled for delivery to residents no later than April 29<sup>th</sup> – one week in advance of Town Meeting's opening night, Monday, May 6<sup>th</sup>.

April and May are also the months that Board and Committee term expirations are addressed. In April, notices are sent to Board and Committee Chairs who work with volunteers; and they are asked for their feedback regarding re-appointments of their members whose terms are expiring. Then, the volunteers are asked: 1) if they would like to be re-appointed to continue serving; 2) do not wish to be re-appointed or 3) if they would continue to serve until a replacement is found. Appointed Board and Committee positions – with very few exceptions – begin and end on May 31<sup>st</sup>. The term expirations of elected officials are tied in with the end of Town Meeting – they either begin or end at the conclusion of Town Meeting. Therefore, anyone currently serving on a Board or Committee serves through one of these deadlines.

### **Assistant Town Manager**

The BOS voted to support the Sudbury Military S Network working on an Iraq/Afghanistan Memorial.

The following proclamation was signed to designate May 2013 as Military Appreciation Month:

### **Military Appreciation Month Proclamation**

WHEREAS, The freedom and security that citizens of the United States enjoy today are direct results of the bloodshed and continued vigilance given by the United States Armed Forces over the history of our great nation; and

WHEREAS, the sacrifices that such members of the United States Armed Forces and of the family members that support them, have preserved the liberties that have enriched this nation making it unique in the world community; and

WHEREAS, the United States Congress, in two thousand and four, passed a resolution proclaiming May as National Military Appreciation Month, calling all Americans to remember those who gave their lives in defense of freedom and to honor the men and women of all of our Armed Services who have served and are now serving our Country, together with their families; and

WHEREAS, the months of May and June were selected for this display of patriotism because during these months, we celebrate Victory in Europe (VE) Day, Military Spouse Day, Loyalty Day, Armed Forces Day/Week, National Day of Prayer, and Memorial Day;

NOW, THEREFORE, WE, the Selectmen of Sudbury, Massachusetts do hereby proclaim the period May 1, through May 30, 2013 as a special time to show appreciation for our Military and proclaim it as

## **NATIONAL MILITARY APPRECIATION MONTH**

We encourage all Sudbury citizens to join us in showing our gratitude by the appropriate display of flags and ribbons during the designated period.

*Submitted by: Maryanne Bilodeau, Assistant Town Manager*

## **Building Department**

May 2013 is Building Safety Month and the International Code Council has made available Public Safety Tips for each week in May. Week 1 – Fire Safety & Awareness. Week. 2 Disaster Safety & Mitigation. Week. Week 3 Backyard Safety. Week 4 Green Sustainable buildings. I have posted these safety tips on the Building Departments web site under news and Building departments' bulletin board. Thank you.

*Submitted by: Mark Herweck; Interim Building Inspector*

## **Facilities Department**

The Police Station Headquarters project will be presented at Town Meeting for a vote for construction funding, estimated appropriation \$7.5 million. More information on this project can be found on the front page of the Town's website at <http://sudbury.ma.us/> under the Town Meeting heading.

## **Proposed Police Headquarters Frequently Asked Questions**

Answers to many questions about the proposed Police Station headquarters have been compiled into an FAQ on the project, which can be found at <http://sudbury.ma.us/documents/download.asp?id=8617>

\*\*\*\*\*

The Energy Committee received a Green Community Grant last year of \$250,000 for the replacement of the Natatorium (pool) rooftop HVAC system. Last week we removed the 25 year old unit and lifted the new unit onto the roof. Attached is the new unit being craned into place. The project also includes the replacement of the 25 year old EPDM roof membrane with new a PVC roof, and insulation was added to meet stretch energy code requirements.

*Submitted by: Jim Kelly, Director of Facilities*



## **Department of Public Works**

As result of the amount of snow we received this past winter we are about two weeks behind in our annual street clean up.

Currently all the walkways have been swept. Portable cross walk signs have been put out and sand barrels have been picked up. Street sweeping will begin in earnest the week of School Vacation where the parking lots will be swept first.

This year the sweepers will begin in south Sudbury and head north to the Concord Town Line.

Walkway construction has begun on Old Framingham Road and Peakham Road south of Robert Best Road.

*Submitted by: I. William Place, Director of Public Works*

## **Library**

### **Celebrate Goodnow Library's Sesquicentennial at an Open House Kickoff Event**

Featuring Fun for All Ages

Hop on the hay wagon! Add your brushstroke to history by participating in the "Off the Wall" mural project! Stroll through the library on guided tours and discover fun facts about the library's art, architecture, and history from local experts! Enjoy delicious food and great music!

Saturday, April 27, 2013

10 AM- 4 PM

Goodnow Library

21 Concord Road

<http://library.sudbury.ma.us>

(978)443-1035

## **Park and Rec Department**

Please join the Sudbury Park and Recreation Department on Monday, April 29<sup>th</sup> from 7:00 p.m.-8:15 p.m. when we offer a presentation on Blurred Lines: Understanding Concussions in Youth Sports. This is a great presentation for athletes and parents alike! Hope you can make it.

Spaulding Outpatient Center Framingham  
Blurred Lines:  
Understanding Concussions in Youth Sports

Parents and Athletes welcome



**Presented by:**

**Beth Grill, PT, DPT, NCS, Spaulding Framingham**

**Maria Cole, OTR/L, CKTP, Spaulding Framingham**

Monday April 29<sup>th</sup> 7:00 p.m. – 8:15 p.m.

Sudbury Pines Room at the Sudbury Senior Center Sponsored by Sudbury Park and Rec

*Submitted by: Nancy McShea, Park & Recreation Director*

**Public Safety**

**Fire Department**

The Sudbury Fire Department Ambulance Service recently underwent the annual inspection performed by the State Office of Emergency Medical Services. In addition to checking the condition and cleanliness of our two ambulances, Inspector Bud McDonough's review also insures the proper types and amounts of medical supplies and equipment are carried on each vehicle. He also inspects the training records and certifications of all department personnel to be sure they meet the current State standards. Inspector McDonough found all of the reviewable items to be in good order with proper documentation and was particularly complimentary toward the Ambulance Policies and Procedures developed by Assistant Fire Chief John Whalen. Medically-related incidents comprise roughly half of our call volume so I was very pleased to hear Bud's favorable comments. They reflect well upon the efforts of all of our personnel here at the Sudbury Fire Department.

*Submitted by: Bill Miles, Fire Chief*

**Police Department**

*See Facilities Director information*

**Planning and Community Development**

Demolition of the house on the 15 Hudson Road property was completed, and the property will be graded and seeded. Over the next several months the Town will work on a landscape plan for the property in order to make it fully usable as a public park.

Construction of a walkway on Peakham Road near Robert Best Road has commenced. Trees are being removed, and the walkway will be rough graded in the next few weeks. Paving of this walkway, as well as the Old Framingham Road walkway, will be completed this spring.

In preparation for Town Meeting, a brochure on the Town Center intersection project has been prepared and can be found at: <http://sudbury.ma.us/departments/PCD/news4143/>. This project requires a vote of Town Meeting, as well as a ballot vote for the funding.

On April 10<sup>th</sup> the Planning Board approved the Green Company's application for a new 26 home senior community on Tall Pine Drive. Construction will likely begin in the next few months, beginning with the demolition of the existing office building on the property.

The Planning Board is continuing to receive responses to the Route 20 zoning survey. Follow up with businesses has been on-going and we now have 28 responses (14%). If you received a survey and have not sent it back in, please do so at your earliest convenience.

*Submitted by: Jody Kablack/Director Planning and Community Development*

## Town Clerk

### **Special State Primary**

To view the April 30, 2013 Election Specimen Ballot, click here: [Specimen Ballot Special State Primary April 30, 2013](#)

Polls open on Election Day at 7:00 a.m. and close at 8:00 p.m.

The deadline to apply for an absentee ballot is Monday, April 29 at 12:00 p.m. For absentee ballot information, click here: [Absentee Ballot Information](#)

### **Two Positions Available for Special Town Election**

There will be two official positions open for election at the June 25, 2013 Special Town Election. Nomination Papers are available at the Town Clerk's office. Interested candidates must file their intentions and take out nomination papers on or before Friday, May 3, 2013, and return their nomination papers on or before Tuesday, May 7, 2013. The open positions are:

**Board of Selectmen** - One for a term to expire at the end of the 2015 Annual Town Meeting

**Board of Selectmen** - One for a term to expire at the end of the 2016 Annual Town Meeting

Nomination papers and packets for town offices will be available on Friday, April 12 at the Town Clerk's office. The packets cannot be mailed and must be picked up in person by the candidate. Please call the Town Clerk's office at 978-639-3351 or email at [clerk@sudbury.ma.us](mailto:clerk@sudbury.ma.us) with questions.

### **Voter Registration: Town Meeting and Elections**

In order to vote in an upcoming election, qualified voters must register 20 days prior to the election or Town Meeting. The Town Clerk's office will offer extended hours (9am-8pm) on the last days to register to vote in time for each election as well as Town Meeting.

### 2013 SCHEDULED TOWN MEETINGS AND ELECTIONS

<b>Election/Meeting</b>	<b>Election Date</b>	<b>Voter Registration Deadline</b>
Special State Primary	4/30/2013	4/10/13
Annual Town Meeting	5/6/2013	4/16/2013
Dual Elections: Special State Election and Special Town Election	6/25/2013	6/5/2013

*Submitted by: Leila Frank for Town Clerk*