



The Town of Sudbury, Massachusetts
Town Manager's EMAIL Newsletter – January 2, 2007

Town staff and committees are constantly working to improve the quality of life in Sudbury. This email is designed to share information with Town staff and committee members about the many programs and efforts that are underway.

Happy New Year!



To all employees and volunteers serving the Town of Sudbury, I send my best wishes for a healthy and satisfying 2007. I have high hopes for all that we can accomplish together this year. There are many projects and efforts underway, and although we may have different ideas on how each should turn out, I believe everyone is committed to following the Sudbury tradition of respecting each other's opinions, keeping an open mind and working toward what is best for the entire Town. For this I am very grateful. I saw a quote from Cicero recently: "Gratitude is not only the greatest of virtues, but the parent of all the others." You all give so much of yourselves to the Town – it's a privilege to continue to work with you.

2006 Employee of the Year is Elaine Jones

I'm very pleased to announce that Elaine Jones, legal assistant in the Town Counsel's office, has been named *Town of Sudbury Employee of the Year for 2006*. I asked senior department heads to help nominate employees for this award, and while they named several people as representing the ideal of teamwork and overall dedication to the Town, again and again I heard how much everyone valued the assistance provided by Elaine this year. Nearly every project or major effort we do needs assistance in complying with some legal requirement. We are fortunate to have Elaine's expertise and dedication – she is actually retired from the Town, but came back to work on a part-time basis to keep helping us out. Elaine's name will be engraved on the plaque in the Selectmen's Office.



Speaking of the Town Counsel's office, please note an important milestone – Paul Kenny just passed his 30th anniversary as Town Counsel. That's many years of providing advice and fighting legal battles for the Town. Congratulations Elaine and Paul, and thanks for all your hard work.

December Madness

There are so many high priority deadlines in December, and for many Town staff it's a very stressful time. What has to be done by the end of the year? Consider this list:

1. The budgets for the Town, Sudbury Public Schools and L-S have to be developed and voted/recommended.
2. An omnibus budget document with all budget requests and revenue estimates must be created for consideration by the Finance Committee and Board of Selectmen.



3. Town Meeting Warrant articles must be drafted and submitted to the Selectmen's office.
4. All Common Victualler, Entertainment and Alcohol licenses have to be prepared, voted and issued by Town for restaurants and package stores to be open in 2007
5. The Assessor's office has to complete the triennial valuation work and have their work certified by the Department of Revenue
6. The Board of Selectmen must hold a classification hearing and determine the amount of the tax levy that will be borne by the residential class
7. The Treasurer-Collector's Office must get the tax file ready for bill printing. The bills must be mailed by December 31st in order to have a due date of February 1, 2007.
8. The Capital Improvement Planning Committee must study all the capital budget requests and vote a capital budget and submit capital articles to the Selectmen's office by the end of the year.
9. The Community Preservation Committee must hold a public hearing on projects they are considering for funding and submit their Town Meeting articles to the Selectmen's office by the end of the year.



Two particular offices to thank for making sure we meet all these deadlines. First, the Finance Department – staff in the Assessors and Collectors offices stayed until very late the Friday before Christmas to get everything set and tied out. The bills did get mailed on time. And although no one likes to pay tax bills, I just want to point out the average residential tax bill is going up 2.9% this year – less than many of the Towns around us and one of the lowest rate of increases in the last 7 years.

I also want to specially recognize Mary McCormack in my office. With the appointment of Rosemary Harvell as Town Clerk months ago, Mary has been covering two jobs during the busiest time of the year. We have been looking for just the right person to fill this vacancy, and hopefully we'll have the position filled soon.

Getting Ready for Snow Operations

Hats off to Gretna Schubert in the Public Works Department - she developed a comprehensive brochure explaining DPW's snow plowing and snow removal operations. An electronic version of the brochure is on the Town's website, and printed versions are available at Town offices. This brochure provides information on how the DPW responds to snow storms, and offers tips on driving while snow operations are in progress.



Paula Adelson steps down as Assistant Dog Officer

After 17 years, Paula resigned her work as Assistant Dog Officer. Paula was always willing to help resolve any dog problems that arose in the Town, either by backing up Betsy Wallace, who is the Dog Officer, or on her own if Betsy was unavailable, and gave far beyond the few hours a month covered by her contract. Paula will continue her work for the Board of Health, with whom she has a contract for general animal control duties. The Board of Selectmen and I wish to thank Paula for her many years of service to the Town of Sudbury.

My thanks to all the staff and volunteers who work hard to make these things happen. You make Sudbury such a special place.

Maureen Valente, Town Manager