

TOWN OF SUDBURY

Town Manager Newsletter

March 2015

Message from the Town Manager

Though it's hard to tell from looking outside, spring is just around the corner. And just as the season (and hopefully weather!) is changing, Town Offices are seeing change as well. My first few weeks as Interim Town Manager have been eventful, with preparations for Annual Town Election and Annual Town Meeting well underway, along with finalizing our budgets.

First up will be Annual Town Election, scheduled for March 30. Newly elected officials will fill the seats of the Town Moderator and at least one Board of Selectmen position, as Moderator Myron Fox and Selectman Larry O'Brien are not seeking re-election in 2015. Those who were unable to attend the Candidates' Night debate sponsored by the League of Women Voters on March 5th may wish to [watch the debate on demand via Sudbury TV](#). To view a [specimen ballot](#) or for information about [absentee voting](#), please visit the [Town website](#).

At the end of March, we will say farewell to Finance Director and Treasurer Collector Andrea Terkelsen, as she begins a new position with the Town of Dedham as their Finance Director. We will miss Andrea's extensive expertise and great sense of humor, and wish her much success in her new position. Assistant Treasurer/Collector Melinda Connor will fill the role of Acting Treasurer/Collector, starting on March 18th and contractor Suzanne Marchand will be Interim Finance Director while we search for a full-time replacement. In addition, Wayne Walker, my predecessor as Director of Human Resources, has resumed his former role during my tenure as Interim Town Manager. Wayne has received a warm welcome upon his return as we are grateful for his willingness to take a break from retirement and assist during the busy lead up to open enrollment period for Town employees.

Maureen Valente's departure last month was marked with a beautiful celebration worthy of the many contributions she made to Sudbury during her 18 years with the Town.

Show right, senior staff members Jim Kelly, Bill Place, Scott Nix, Bill Miles, Jody Kablack, myself and Andrea Terkelsen say goodbye to Maureen.





Heartfelt speeches made by Selectmen, current and former Town staff, municipal colleagues and state officials had a common theme: Maureen is an exceptional leader and Sudbury is fortunate to have benefitted from her guidance for so many years. While Maureen's presence is very much missed, I want to thank everyone for the many well wishes during the transition and for their continued support.

I'd like to close by mentioning that the call for Sudbury Cleanup Day volunteers will be made soon. I hope we'll see the Cleanup Day regulars pitching in alongside fresh faces as folks take the opportunity to get outside and help beautify our streets and parks – they could certainly use some TLC after this past winter! Your efforts are a big part of what makes Sudbury such a civic-minded and pristine community.

Sincerely, Maryanne Bilodeau, Interim Town Manager

From the Selectmen's Office

The Board has held two meetings since the last edition of this newsletter, one at the end of February and the other in early March.

On February 24th, lengthy discussion took place regarding Sudbury's membership in the Minuteman High School District as the Vocation Education Options Committee presented a report of their findings. Several articles regarding vocation school education for Sudbury residents have been proposed for Annual Town Meeting. The [Vocation Education Options Committee report](#) can be found on the Town website.

On March 10th, the [Town Hall Blue Ribbon Committee](#) mission statement was voted, establishing the committee, and volunteers are now being sought for two at-large seats which will be tasked with helping to determine Sudbury Town Hall's future use. Applications for membership will be accepted through March 23rd. Please see the Facilities Department section of this newsletter or visit the Town website for more details.

The Board has issued a Request for Proposals (RFP) for a Town Manager Search Firm to conduct the recruitment process for Sudbury's next Town Manager. The RFP's are due in by April 2nd and the Board plans to interview the firms in April, with the goal of having the successful firm start by May 11th. The process should take several months, but we hope to have someone appointed by the end of September.

A training session on Open Meeting Law to be conducted by town Counsel Barbara Saint Andre was voted by the Board to be held on Wednesday, April 15th at 7 p.m. at Lincoln Sudbury Regional High School Lecture Hall. The training will be open to all interested Board and Committee members and Department Heads.

As always, the Board made a number of votes such as approving appointments, special events and contracts. For more information, please see the Board's [agendas](#) listing these items.

Over the next few weeks, the Board will discuss and vote on various warrant articles for the upcoming town Meeting. Please tune into their meetings to learn more about these articles.

Please note: The above description reflects the agenda items that received the most time at Board meetings. They are not meant to be exhaustive of materials received by the Board or all comments on agenda items. For further meeting details, please go to SudburyTV.org to replay the meeting or view the Board of Selectmen meeting minutes, found at <https://sudbury.ma.us>.



Board of Health

American Diabetes Association Alert Day®

Americans are urged to take the Diabetes Risk Test on American Diabetes Association Alert Day® and to share it with everyone they care about to find out if they are at risk for developing type 2 diabetes.

American Diabetes Association Alert Day® is a "wake-up call" asking the American public to take the Diabetes Risk Test to find out if they are at risk for developing type 2 diabetes. This year, during the Association's 75th anniversary, the theme is: Take it. Share It. Step Out.

The Diabetes Risk Test asks people to answer simple questions about their weight, age, family history and other potential risk factors for prediabetes or type 2 diabetes. Preventive tips are provided for everyone who takes the test, including encouraging those at high risk to talk with their health care provider, eating more healthfully and getting active.

Alert! Day Risk Assessments

Sudbury Senior Center
Tuesday, March 24, 2015
8:30 a.m.-10:30 a.m.



Phyllis Schilp, the Sudbury Board of Health Nurse, will be offering the Diabetes Risk Test during the weekly Blood Pressure Clinic on March 24th. Please come by, take the risk assessment and find out how you can prevent diabetes.

Submitted by: Bill Murphy, Board of Health Director

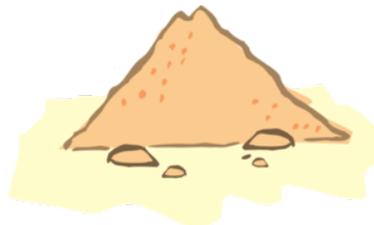
Department of Public Works

2015 Snowstorms by the Numbers

Since January 24th, we have received over 87 inches of snow. We used over 1,032 tons of salt and 1,528 tons of sand. The total cost of the last four storms was \$537,491. Below are the total sand, salt and cost figures for this winter, so far. Needless to say, it has been a long and expensive winter.



2,570 Tons of Salt



5,296 Tons of Sand



\$826,531 Cleanup Cost

Submitted by: Bill Place, Director of Public Works



Facilities Department

Town Hall Blue Ribbon Committee

The Board of Selectmen has established the Town Hall Blue Ribbon Committee to provide a mechanism for thoughtful and public review of the best alternative for the future use of Sudbury Town Hall. The Blue Ribbon Committee will evaluate and report on options to the Board of Selectmen and is expected to develop a draft report by October 1, 2015. This report will provide a recommended solution that could be the basis of an article to be submitted by the Board of Selectmen for consideration at 2016 Annual Town Meeting.



The Blue Ribbon Committee will evaluate and report on options for the future of Sudbury's Town Hall. For more information, please view the [Town Hall Blue Ribbon Committee Mission Statement](#).

Town Hall is centrally located within the Sudbury Center Historic District, a National Register District and a local Historic District. Town Hall is surrounded by several historic, municipal, religious and institutional buildings. It is at the crossroad of a highly used intersection, and shares parking with several other buildings. The building is approximately 14,700 gross square feet, 2 stories, and was built in 1932. The building exterior is in poor condition, including the 83 year old slate roof, single pane double hung windows that do not seal, and flashings and envelope deterioration. The interior of the building is also in poor condition and is not up to building code or accessibility requirements, rendering the second floor closed to the public, and all major systems need replacement (HVAC, plumbing, electrical).

The Committee will be comprised of representatives from various boards across Town as well as two at-large members. If you are interested in volunteering for this committee, please complete the [Volunteer Application](#) and return it to the Planning and Community Development office no later than noon on March 23, 2015.

All Committee members shall be expected to educate themselves as necessary to address issues associated with the current condition of Town Hall as well as the current municipal space needs and current reports documenting those needs that are integral pieces of the long term solution. Most importantly, the Board is looking for people with an open mind and willingness to work diligently to develop the best possible study of this important issue. All appointments are until June 2016.

Submitted by: Jim Kelly, Combined Facilities Director



Fire Department

New Ambulance

Our new 2015 Ford Ambulance was delivered on Monday February 23, 2015. The vehicle was built by Horton Emergency Vehicles in Grove City, Ohio. We have been purchasing Horton Ambulances for a number of years and find them to be high quality products. It was designed by a committee of Fire Department members and includes additional features to enhance our Advanced Life Support Program. After spending a few days stocking it with medical equipment, applying the lettering, and getting it registered and inspected, it was placed into service on Friday, February 27, 2015. We traded in our 2003 Ford Ambulance and will move our 2008 Ford Ambulance to reserve service. Once again, I thank the citizens and businesses for their financial support in keeping our apparatus up to date.



New Paramedic

Firefighter Daniel Wells recently passed the state examination to be certified as a Paramedic. Dan started on the Sudbury Fire Department as an EMT and worked diligently to attain this certification attending classroom instruction, spending time in the emergency room, riding on a Paramedic Ambulance to hone his skills, then passing the practical and written exams administered by the State. Dan will now bring his enhanced skills to our Advanced Life Support Program. Congratulations to Dan on a lot of hard work!



Firefighters at the Academy

Recently hired Firefighter/Paramedic Nicholas Navarrett trained with us for a few weeks and is now attending the nine week recruit program at the Massachusetts Firefighting Academy. Nick will join us again upon his graduation on May 1, 2015

and will be assigned to Fire Headquarters. Firefighter/Paramedics Michael Kilgallen and William Francis are attending Academy classes to become certified as Hazardous Material Technicians.

Spring Ahead and Change Your Batteries

The Sudbury Fire Department reminds you to change your smoke and carbon monoxide detector batteries when you change your clocks. According to the National Fire Protection Agency, almost two thirds of home fire deaths resulted from fires in homes with no smoke alarms or no working smoke alarms.



FEMA Storm Reimbursements

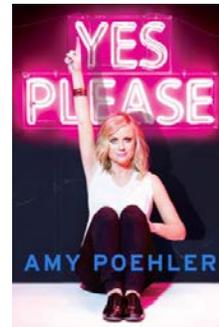
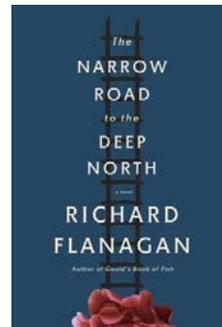
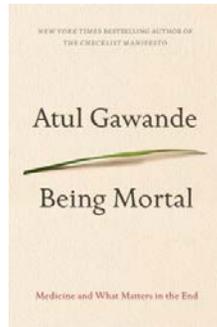
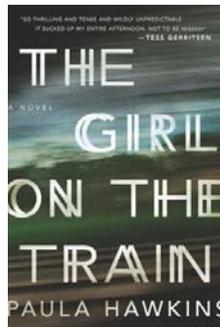
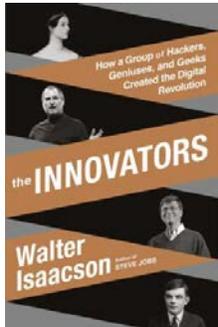
We have started the process to attempt to recoup funds from The Federal Emergency Management Agency (FEMA) for costs related to the recent snow storms. This arduous journey begins with a form called the Initial Damage Assessment Report. The IDA asks for all storm related costs incurred by the Town such as Fire and Police overtime, DPW overtime and contractor costs, salt and sand expenditures, and roof shoveling and snow removal overtime costs at the Sudbury Public and Lincoln Sudbury High Schools. Sudbury's IDA was submitted with approximately \$620,000 in expenditures for the four major storms from January 26 through February 15, 2015. Our next step is to wait for FEMA to evaluate the damage amounts in the region. If they decide the amounts meet the criteria to warrant reimbursement, a second set of forms reflecting more precise data will be required. FEMA will then evaluate those forms and may adjust or dis-allow some of our reported costs. Once they approve a number, FEMA will pay 75 % of those approved costs back to the Town. Some are under the false impression that these reimbursements from the federal government are somehow "automatic". We are at the beginning of a slow and somewhat unpredictable process, so I would recommend against counting the chickens before they hatch. We will follow the FEMA guidelines closely and hope for the best outcome. I will keep you posted on our progress.

Submitted by: William L. Miles, Fire Chief

Goodnow Library

E-books

You may not realize it, but the library has a regular line item in its book budget for e-books, and titles are added all the time. Some recent purchases include: *All the Light We Cannot See* by Anthony Doerr, *Before I Go To Sleep* by S.J. Watson, *Being Mortal* by Atul Gawande, *Big Little Lies* by Liane Moriarty, *The Boston Girl* by Anita Diamant, *The Boys in the Boat* by Daniel Brown, *Everything I Never Told You* by Celeste Ng, *The Girl on the Train* by Paula Hawkins, *The Innovators* by Walter Isaacson, *Lila* by Marilynne Robinson, *The Narrow Road to the Deep North* by Richard Flanagan, *The Rosie Project* by Graeme Simsion, and *Yes Please* by Amy Poehler.



You can find e-books much the same way you can find printed books—they all appear in the Minuteman catalog. To download an e-book, you will want to get the Overdrive app in iTunes or in the Play Store. For help getting started [click here](#). To browse, [click here](#).

For more information about all library services, please visit our website at www.goodnowlibrary.org

Submitted by: Esmé Green, Library Director



Information Systems

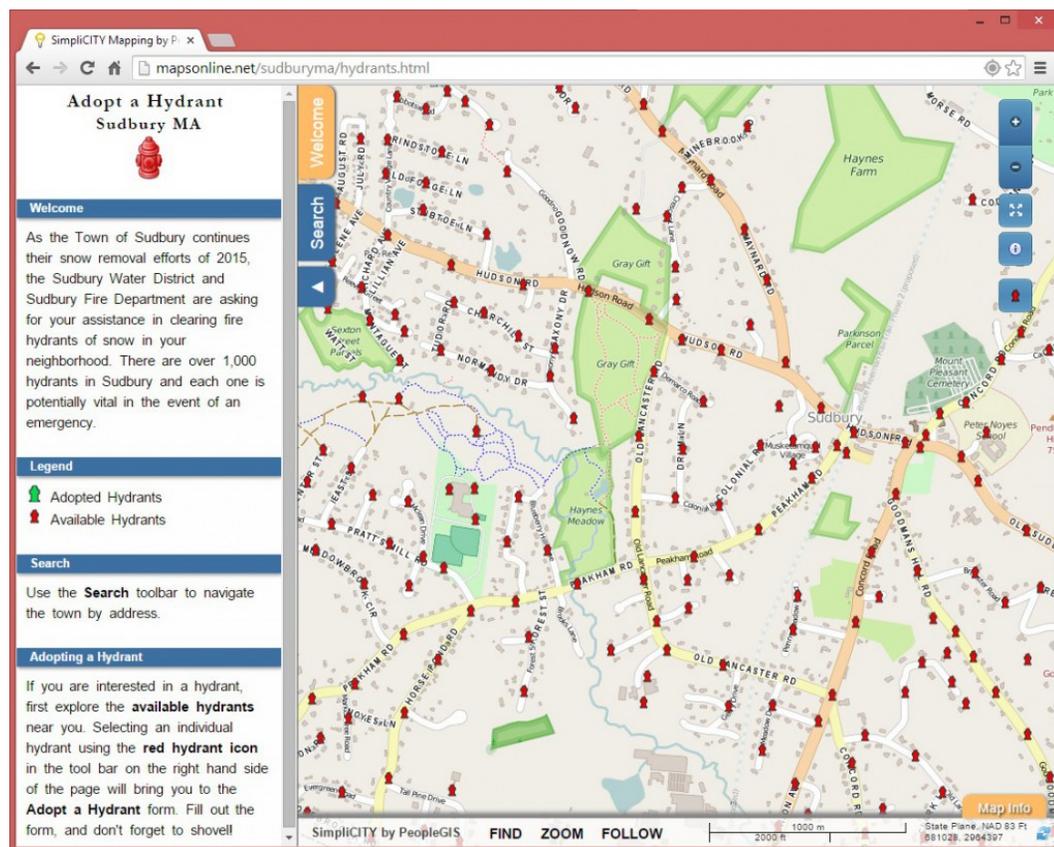
Adopt a Hydrant

A new interactive Adopt a Hydrant map has been created to assist residents with locating hydrants near their properties. The process of adopting a hydrant allows residents to be responsible for keeping their chosen hydrant clear throughout the winter season. There are over 1,000 hydrants in Sudbury and each one is potentially vital in the event of an emergency.

Adopting a hydrant is as simple as 4 easy steps:

1. Adopt a Hydrant map is located at <https://sudbury.ma.us/maponline/hydrants>.
2. Expand the **Search** tab  and enter your street and number in the space provided to zoom to your neighborhood.
3. Click on the Adopt a Hydrant button  and then click any **RED** hydrant to adopt it.
4. Enter your information in the pop-up form and click “**Update**”

Please be careful and aware of roadway traffic when cleaning a hydrant, and thank you for volunteering to keep our neighborhoods safe!



Submitted by: Mark Thompson, Technology Administrator



Park and Recreation

Meet Your Park & Recreation Director

Come to the Atkinson Pool and share some coffee and conversation with the Park, Recreation and Aquatic Director, Nancy McShea. Share your concerns, suggestions and feedback about recreation programs, park issues and aquatics. This hour is dedicated to having your voice heard and having some great conversation.

Coffee & Conversation with Nancy McShea

Atkinson Pool Lobby, 40 Fairbank Road

Tuesday March 24, 2015

10:00 – 11:00 am

Free and open to the public!



Don't forget to join us on May 16th for our youth triathlon or May 17th for our adult triathlon, more information on both can be found online at the Park and Recreation Department website.

Peter C. O'Brien Humanitarian Award

Nancy McShea, CPRE received the Peter C. O'Brien Humanitarian Award at the 2015 MRPA Conference. This award was established by the Massachusetts Recreation and Park Association's Executive Board in 1980, in memory of Peter C. O'Brien of M.E. O'Brien & Sons, Medfield, MA, and a longtime member of our association. The Peter C. O'Brien Humanitarian Award is the highest honor bestowed by MRPA. To be considered, recipients must have been a member of the state association and have furthered the leisure services field in this region. Broadly developed criteria for this award indicate that the MRPA Board wants to recognize leaders, friends, suppliers, professionals and advocates in the recreation movement across the Commonwealth.

New Professional of the Year

Amber Comeau, CPRP also received the award for the New Professional of the Year at the 2015 MRPA Conference. She was recognized by MRPA as a new professional who has made outstanding contributions to the profession in the past year. This award is given to a candidate who demonstrated outstanding service to the field this past year, making a contribution to her community, organization, or the MRPA.

Spring Programming

The Spring Brochure will be available and in mailboxes in the middle of March. Be sure to check out all of the exciting programs that are new this Spring!

Recreation Registration: 9:00AM, Wed., April 1st

Pool Member Registration: 9:00AM, Tues., April 7th

Non-Member Registration: 9:00AM, Thurs., April 9th

Submitted by: Nancy McShea, Park, Recreation, and Aquatics Director



Planning and Community Development Department

The Planning and Community Development office has been working on a number of projects in February. On February 26, 2015 the Town purchased a significant portion of the Johnson Farm property from seller, Madison Place Sudbury LLC for the price of \$2.9 million, preserving in perpetuity 33.48 acres of the original farm property. The property was approved for purchase at the December 3, 2015 Special Town Meeting, and ratified for funding at the December 9, 2015 Special Town Election. Funding sources included \$1,834,000 from a Proposition 2 1/2 Debt Exclusion, \$1 million from Community Preservation Act funds and a gift of \$66,000 from the Sudbury Valley Trustees and their contributors.

The Planning Board, with the assistance of the Cecil Group, has completed their analysis of the Route 20 commercial corridor. The study provides a visual understanding of the potential development improvements to business properties that may be expected if the sewer project is implemented and new zoning initiatives passed. The Cecil Group intends to make a final presentation of their findings at an upcoming Planning Board meeting. Check the Town website for public notice or call the office for more information.



The minutes of the January Rails to Trails Forum can now be found on the town's website. The Bruce Freeman Rail Trail 25% Design has slowed during the snowy months but data collection and survey intend to ramp back up in March. To join the Sudbury Rail Trails email list, please send your preferred email to pcd@sudbury.ma.us with the subject heading "Rail Trails".

A joint letter from the Board of Selectmen and the Planning Board has been sent to Raytheon summarizing the goals that the Town has for the future private development of that site. The Raytheon property is slated for sale and vacancy by the end of 2016. Desired development on the property has been identified by the Boards and includes rental housing, age-restricted housing and retail uses. Reuse of the site as large scale office or manufacturing is not anticipated.

The Sudbury Housing Trust's proposed 3 unit affordable housing project at 278 Maynard Road intends to break ground this spring. This development will produce 3 units of affordable housing for households earning less than 80% of the area median income. Occupancy is expected in the fall of 2015.

Residents interested in any of these issues are welcome to attend the various meetings at which these projects are discussed. Check the Town's website calendar for a listing of meeting dates and times.

Submitted by: James S. Kupfer, Assistant Town Planner



Police Department

With the arrival of milder weather, for which we are grateful, we remind motorists increased pedestrian and bicycle traffic has begun therefore it is imperative to use caution when driving.

Student Officer Graduation

Student Officers Kimberly Walch and Timothy Dasilva commenced the Reading Police Academy on March 9th.



Domestic Dispute at Boston Post Road Residence

<http://sudbury.wickedlocal.com/article/20150224/NEWS/150228406/1998/NEWS>

Credit Card Scammer Sentenced

Sudbury Police assisted in the successful investigation of a credit card scam. For details, please visit the US Department of Justice website: <http://www.justice.gov/usao/nh/press/2015/Patton.html>

Submitted by: Scott Nix, Chief of Police

Town Clerk's Office

The snowbanks are slowly shrinking, blades of grass are beginning to emerge sporadically, and the sun lasts a little longer into the evening commute, but the surest sign of impending spring in the Town Clerk's Office is that preparations for the Annual Town Election are in full swing!

To view the March 30, 2015, [Election Specimen Ballot](#), please see our website.

Polls open on Election Day at 7:00 a.m. and close at 8:00 p.m. Precincts 1, 1A, 2, & 5 vote at the Fairbank Community Center (40 Fairbank Road) and Precincts 3 & 4 vote at the Town Hall (322 Concord Road).

The deadline to apply for an absentee ballot is Friday, March 27, at 5:00 p.m. More information can be found online: [Absentee Ballot Information](#).



Dog Licensing

March 31 is the last day to obtain a dog license without incurring a late fee.

Applications for dog licensing can be found inside the census packet, at the Town Clerk's Office, or on our [website](#). All dogs aged six months or older must be licensed.

Beginning April 1, a late penalty fee of \$25 will be assessed for each unlicensed dog, in addition to the regular licensing fee.

Census

More than 5500 returned census forms have been received and processed by the Town Clerk's Office since they were sent to residents in January. There is still time to send back completed forms.

Residents should verify or correct all information, sign, and return the census for processing by the Town Clerk's Office. The data from the census is used to compile the Sudbury voter list, Sudbury school



planning, and other reports required by Massachusetts General Law, therefore all members of the household should be included. If a resident needs a replacement census form, or has any questions, please contact the Town Clerk's Office at clerk@sudbury.ma.us or 978-639-3351.

A completed census can be returned by mail or hand-delivered to drop-off boxes located outside the Town Clerk's Office (322 Concord Road) and the Flynn Building (278 Old Sudbury Road).

Office Hours

Please note that beginning on March 17, 2015, the regular business hours for the Town Clerk's Office will be Monday – Friday, 8:30 a.m. – 4:30 p.m. There are two evenings in March when the Office will remain open until 8:00 p.m.: Monday, March 30, and Tuesday, March 31.

Town Meeting

The Annual Town Meeting is scheduled for May 4-6, 2015. Please note that the last day to register to vote in order to be eligible to vote at Town Meeting is Tuesday, April 14, 2015. The Town Clerk's Office will be open until 8:00 p.m. that evening in order to receive voter registrations.

Submitted by: Veronica W. Craven, Asst. Town Clerk

Cleanup Day 2015

Each year, Sudbury civic groups, businesses and residents volunteer their time and energy to pick up litter all over town as part of Cleanup Day during Earth Week. Due to historic amounts of snow this year, Cleanup Day will take place in May.

The Town is grateful for the work all those who have volunteered and are hoping for another great turnout in 2015. Please stay tuned for details on the new date and the user-friendly new street assignment process.

