

IN BOARD OF SELECTMEN
DRAFT MINUTES
MAY 23, 1963

Called to order: 4:15 p.m.

Present: E.F. Moynihan, Chairman; E.E. Kreitsek, and C.F. Giles, Executive Secretary R.C. Venne joined the meeting later.

1. Mr. Moynihan and Mr. Kreitsek met with the Town Hall employees to discuss the plans and working relationships between the Selectmen, Executive Secretary and the employees. Meeting with the Selectmen were: Mrs. Vera Presby, Office Supervisor, Mrs. Lois Rawson, Mrs. Phyllis Sampson, Mrs. Gloria Peterson, Mrs. Miriam Giles, and Mrs. Sally Jones. Items considered included a study of improved use of office space, needs for office equipment, (typewriters and typewriter tables, adding machines, desks, chairs, and a file for the Board of Health). It was established that the Selectmen have responsibility for overall activity in the Town Hall, and that the Executive Secretary, Mr. Clifton F. Giles, represents the Selectmen and will advise the employees of the policies or decisions reached by the Selectmen. Scheduling and assignments will continued to be handled by the Office Supervisor, Mrs. Vera Presby, including the providing of help (when available) to other departments.
2. Met with Mrs. Presby, Office Supervisor, to consider specific questions. Mrs. Presby will continue to handle issuance of licenses and permits that are under the jurisdiction of the Selectmen. Specific delegation of responsibility is being considered by the Selectmen on three important functions: (1) Budgets, (2) Town Reports, (3) Town Meeting Warrants, regular and special.
3. The Selectmen will review the content, and authorize the printing, of a letter to be issued by the Welcome Wagon hostess.
4. Met with Mr. Alton Clark, Mr. Garrahan, his attorney, mr. Robert Wellman, Incinerator Committee, to review an offer covering a sanitary landfill operation on the Clark land. Mrs. Maude Clark is to see if she can obtain a variance from the Zoning Board of Appeals if the Selectmen propose to contract to use this site. Mrs. Clark also is to endeavor to secure approval of the contract on May 28.
5. Minutes of the meetings of May 9 and May 16 unanimously accepted.
6. The names of two jurors were drawn: Fred H. Hitchcock, Jr. for the Superior Court at Lowell and Albert Caruso for the Superior Court at Cambridge.
7. Lord's Day license for the bowling alley was signed with Easter Sunday excluded and with the stipulation that the alleys would not be open on Christmas Day.
8. The Board received an invitation from the Sudbury Historical Society, Inc. to a reception Monday, May, 27, at the Wayside Inn in honor of Dr. Sumner Chilton Powell. Representations of the Board of Selectmen will attend.
9. Approved the request of the Wayside Inn to serve alcoholic beverages one hour after midnight, May 24.
10. Request to Finance Committee for transfer of \$319.56 to the account "Printing Town Reports" was signed.
11. The Board voted to have the Executive Secretary notify the Federal Insurance Company that they may terminate the bond, issued on behalf of Raytheon Company, by reason of permission granted by the Sudbury Board of Appeals in 1961 for the erection of a mobile antenna on the property owned by Harvey N. Fairbank on Old Sudbury Road. This antenna has now been removed.

12. In response to a letter from Marion G. Mugar, dated May 13, 1963, voted to allow one additional year for the completion of the site plan of August 8, 1962, entitled "Proposed Shipping Center for Marion G. Mugar, Sudbury, Mass., Star Market Rental Stores." This will mean the completion of all buildings called for by the plan. If, for any reason, the petitioner feels that completion cannot be made within that time, he must file a new revised site plan for approval.
13. Noted the report of the Building Inspector on violations at the Mullen Lumber Company. Mr. Mullen will be requested to meet with the Board of Selectmen on June 13 with an outline as to how he may conform with the bylaws.
14. Received a letter from the Planning Board suggesting that a plan to handle traffic around the new Junior High School be started. Action deferred on this until next meeting of Board of Selectmen.
15. Received a request from the School Committee for a ruling on school bus contracts with relation to the Contract of Interest law. The Board approved the action taken by the Executive Secretary in referring this matter to the Attorney General's office by the way of John C. Powers, Esq.
16. The Highway Surveyor has reported to the Selectmen that it will take between \$400 and \$450 to complete the traffic island at Sudbury Center. Selectmen to request transfer of \$450, as the previously appropriated money for this job had been transferred to E & D before the job was completed.
- 16A. The Highway Surveyor has suggested that permanent repairs to the traffic island at the corner of Hudson and Maynard Roads wait until Route 27 has been repaired and rebuilt for its entire length. The Selectmen agreed with this thinking, except that they feel that the island should be temporarily required at this time.
17. The Board took note of a letter from the Executive Secretary of the Town of Weston in relation to abandoned automobiles. The point was brought out that unregistered cars may be assessed as personal property. The Board of Assessors in Weston is considering this matter for 1963 in the interests of encouraging disposition of old and junk cars. Selectmen to urge the Board of Assessors of Sudbury to consider similar action.
18. The Selectmen received the plot plan of Mr. and Mrs. T.A. Brown for approval. This first needs the approval of the Department of Public Works on the entrance driveways. Executive Secretary to follow.
19. Inasmuch as the regular meeting date this week falls on Memorial Day, the meeting date has been changed to Tuesday, May 28.

Meeting adjourned 7:45 p.m.

Respectfully submitted,

Clifton F. Giles
Executive Secretary