

IN BOARD OF SELECTMEN
MONDAY, JANUARY 28, 2002

Present: Chairman John C. Drobinski, Lawrence W. O'Brien and Kirsten D. Roopenian, Selectmen.

The statutory requirement for notice having been met, the meeting was convened at 7:30 p.m. in the Town Hall, 322 Concord Road.

Chairman's Opening Remarks

Chairman Drobinski informed the public the Town is going through the budgetary process and noted it was a difficult process this year. He encouraged residents to educate themselves about the \$5 million budget gap and to participate in Finance Committee meetings. He stressed the importance of learning the issues, voting in the Annual Town Election and attending the Annual Town Meeting.

Minutes

It was on motion unanimously

VOTED: To approve the minutes of the regular and executive sessions of January 7, 2002, and the special meeting of January 16, 2002.

Council on Aging Donations

It was on motion unanimously

VOTED: To accept \$149.00 in miscellaneous donations, to be deposited into the Van Donation Account, and to authorize the Council on Aging to expend said funds for the purpose of operating and maintaining the Council on Aging vans.

Cheri-Anne Cavanaugh Fund – Donation

It was on motion unanimously

VOTED: To accept a donation of \$502.51 from the Sudbury United Methodist Church Rebecca Circle to the Cheri-Anne Cavanaugh Fund, to be expended under the direction of the Board of Health in accordance with the purpose of said fund, and to send a letter of appreciation therefor.

Fire Department Donations

It was on motion unanimously

VOTED: To accept donations for the Fire Department Gift Account, to be expended by the Fire Chief: \$500 from the Plunkett Family, 4 Stagecoach Drive, and \$56 from a raffle held at Mill Village, and sending letters of thanks therefor.

D.A.R.E. Donation

It was on motion unanimously

VOTED: To accept a donation of \$1,000 from the Sudbury Rotary, to be deposited in the D.A.R.E. Account and expended for said program under the direction of the Police Chief, and to send a letter of appreciation to the members of the Sudbury Rotary.

The Charcuterie Restaurant – Change in Hours

It was on motion unanimously

VOTED: To approve a change in hours for The Charcuterie restaurant, 525 Boston Post Road, to 6:30 a.m. to 5:00 p.m. Monday through Friday; Saturday hours of 9:00 a.m. to 3:00 p.m. are unchanged. Note: the Entertainment License for background music shall be appropriately amended.

Site Plan 01-361, Sudbury Research Center

Selectman Lawrence O'Brien and Selectman Kirsten Roopenian signed Site Plan 01-361, Sudbury Research Center, 142 North Road. Chairman John Drobinski has abstained from all discussions and votes on this matter, and therefore did not sign the site plan.

Land Use Priorities Committee – Appointments

It was on motion unanimously

VOTED: To appoint the following individuals to the Land Use Priorities Committee, each for a term to expire on April 30, 2002:

David G. Berry	Ex-officio
Saul M. Bloom	Citizen at large
William G. Braun	Sudbury School Committee
Parker L. Coddington	Conservation Commission
Richard H. Davison	Citizen at large
Deborah M. Dineen	Ex-officio
Elizabeth D. Eggleston	Planning Board
Kelley A. French	Sudbury Housing Authority
Jody A. Kablack	Ex-officio
Donald C. Kern	Ex-officio
Francis W. Logan	Park and Recreation Commission
Nicholas J. Palermo, Jr.	Chamber of Commerce
Sigrid L. Pickering	Citizen at large
I. William Place	Ex-officio
Charles R. Schwager	Lincoln-Sudbury Regional High School District
Robert H. Sheldon	Sudbury Water District
Sheila A. Stewart	Finance Committee
Carole R. Wolfe	Land Owner
Kenneth A. Zito	Citizen at large

HOPEsudbury

Selectman Roopenian announced a new community project called HOPEsudbury would host a function in Town Hall on Saturday, February 2, and Sunday, February 3, for the purpose of making colorful flags that would “send our hopes and wishes around the world”. She encouraged all residents to stop by to add their own touches to flags that will be hung around Town in honor of the victims of September 11th.

Annual Town Meeting Action

a) Town Manager Valente recommended the Board withdraw the article entitled “**DPW Furnishings**”. She stated an amount is included in the project budget for minimal furnishings, telephones, etc. but noted the existing furniture will be used as much as possible. She stated her belief that the current fiscal situation did not allow expenditure at this time; necessary expenses will be addressed as need arises. Ms. Valente stated the article can be resubmitted in the future. The Board concurred.

Town Manager Valente stated the Board received a memo, dated January 25, 2002, from Patricia Savage, Park and Recreation Director, withdrawing the proposed article on the **Featherland Land Swap** regarding the transfer of Town-owned land for privately-owned land to rectify the placement of a shed on Town land. On the advice of Town Counsel, the Park and Recreation Commission will instead offer other options with the owner of the shed. The Board agreed.

It was on motion unanimously

VOTED: To withdraw the articles known as DPW Furnishings and Featherland Land Swap from the 2002 Annual Town Meeting Warrant.

- b) Town Manager Valente stated a petition article has been submitted to grant an easement to the Sudbury Water District on Nobscot Road. In return, the Water District is to grant an easement to the Town over Water district property in order to lay utilities to provide electrical power to a celltower on the Melone property. This facility would increase revenues to the Town.

It was on motion unanimously

VOTED: To accept the Water District Easement petition article for the 2002 Annual Town Meeting Warrant.

Town Manager Valente stated another article concerns the **Annual Town Report**. She stated the cost of producing this publication is approximately \$9,000. As a cost-saving measure, she stated alternative ways of making this available to public are being explored. A petition article amending the Sudbury Bylaws accordingly was distributed. Chairman Drobinski emphasized the importance of publicizing the efforts to discover other less expensive ways to get the information distributed.

It was on motion unanimously

VOTED: To approve and sign the petition article to amend the Annual Town Report bylaw.

Additional signatures will be obtained as required by the Town Manager.

c) Ordering Warrant. The Board and Town Manager briefly discussed the draft order prepared by Jan Silva, using alphabetical identification instead of numerical. Ms. Valente opined the number becomes associated with the article, making it difficult later to place it elsewhere on the Warrant. Ms. Valente stated the Board has time to consider speaker assignments and Board position on each article at a future meeting.

Selectman O'Brien suggested alternating the “big” articles and the more moderate ones to allow attendees an opportunity to relax. Ms. Valente stated this ordering had received input from the Town Planner. Chairman Drobinski asked the Town Manager to ask the Moderator for his input as well. Ms. Valente stated the Board needed to decide who would speak to the Finance Committee on particular articles. Discussion followed and assignments were made.

With regard to the Cutting Property Article -- Town Manager Valente stated property owner John Cutting would like an idea of what the Board's position on this matter might be. The following reports were received in this matter: (1) the Water District replied it is not interested in the property for itself as it would not furnish enough water, but noted it could furnish enough to provide irrigation for recreation fields, should the Town purchase the property; (2) the Conservation Coordinator recommended an appraisal be done to determine value and provided "pros" and "cons" for the property; (3) the Town Engineer noted the availability of approximately 20 acres of upland area and that approximately 12 acres would be needed for 4 soccer fields, 1 practice field and associated parking, and provided sketch showing proposed layout of fields; (4) the Recreation Director stated the Park and Recreation Commission has not taken a formal vote on the possible acquisition and offered pros and cons for such acquisition; and (5) Sudbury Valley Trustees (SVT) representative Brian Kibbe stated a Conservation Restriction is an effective way of keeping a piece of property under private ownership, the pros and cons of such a Restriction, suggesting use of the front portion for recreational fields and the back portion for conservation land or considering the entire portion as conservation land, and also suggesting the possibility of securing a Right of First Refusal. Mr. Kibbe opined SVT could be interested in the parcel, but could not shoulder the entire cost; support would be needed from the Town.

Town Manager Valente opined Mr. Cutting's offer to be very generous with respect to playing fields, and urged the Board to consider it carefully while making a final decision. She opined, however, that a decision is difficult due to the Town's current fiscal situation. If the Community Preservation Act passes at Town Meeting, it may provide a way to accomplish this. Discussion followed. It was agreed to place this item on the next meeting agenda for further discussion with the hope that additional information will also be available.

d) The Board briefly discussed their speaker assignments and agreed to the draft list without change. Town Manager Valente reminded the Board additional articles will be coming in.

e) After discussion, the Board had no objection to the wording of the Reports for Municipal Facilities Article and Amend Bylaws, Double Utility Pole Removal. On the latter, the Board suggested adding the words "fines will be levied in accordance with the bylaw".

The Board held their approval of the Report on Special Act -- Frost Farm Housing Fund until they receive clarification on how the fund is to be administered. Clarification on what the credits might be was requested as well. The following reports were reviewed: (1) Planning Board supported the concept and suggested adding these funds to those created by the Community Preservation Act; (2) Sudbury Housing Task Force stating it supports this fund to act as a revolving fund for affordable housing; (3) Council on Aging supported the article and also asks who would administer the fund; and (4) Sudbury Housing Authority stating it supports this article and that the monies should be in a revolving fund used toward affordable housing.

f) Taking positions on articles -- In order for Town Forum to proceed on time, this item will be discussed after Town Forum has concluded.

Town Forum

At 8:40 p.m. Chairman Drobinski convened the Town Forum. Reports were presented by Barbara Siira, Acting Town Clerk; Jim Kelly, Acting Building Inspector; Peter Lembo, Police Chief; Michael Dunne, Fire Chief; I. William Place, Town Engineer/DPW Director; Wayne Walker, Assistant Town Manager. Highlights of their presentations follow.

Acting Town Clerk -- Ms. Barbara Siira stated approximately 6,000 households were sent census information questionnaires which received a high rate of return. There is still opportunity to pull nomination

papers for a variety of positions in Town government. The Board expressed its appreciation for Ms. Siira and the staff for doing an excellent job of running the Town Clerk's office in the absence of a Town Clerk.

Acting Building Inspector – Jim Kelly, Assistant Building Inspector, and Acting Building Inspector during Jack Hepting's leave of absence. A 7-year Sudbury resident, Mr. Kelly stated he learned of the many duties Jack performs while he was on his own contractor job. For the year 2001, 42 new home permits were issued, 281 additions and renovations, 35 non-residential, 13 pools, and 52 shed and/or wood stove permits. A total of approximately 1,500 permits were issued, including wiring permits, housing, etc., each permit requiring several inspections. \$270,000 in fees were collected. Current projects include Frost Farm, Star Market, and the proposed Lincoln-Sudbury Regional High School. With regard to the school, inspections will be ongoing as different stages will be at inspection points at different times.

Police Chief – Peter Lembo, Police Chief, stated one officer just started academy training, three officers have retired, and a dispatcher is serving in the Air National Guard. There were 13,867 calls for service, including 533 accidents, 54 arrests, and 138 larcenies. Approximately \$136,000 was collected in traffic fines. Chief Lembo stated there has been significantly less road rage and animosity since the September 11th tragedy.

Fire Chief – Michael Dunne, Fire Chief, stated a recent house fire almost put itself out when a basement fire melted connections on water pipes, causing leaks. Smoke detectors aided the family in getting out safely. There have been several personnel changes, vehicle maintenance costs are higher this year, and he has been attending educational seminars regarding terrorism. Chief Dunne anticipates a busy brush fire season this spring if rain or snow does not come soon. He encouraged residents to do their open burning now; permits are available at the Fire Stations. Burn season usually runs until early May, but he stated he may cut the burn season short if conditions do not improve.

Town Engineer/DPW Director – I. William Place, DPW Director, stated resurfacing and repair was done on 15 miles of roadway, in addition to walkway construction on a number of streets. Two thousand feet of walkway can be accomplished annually, with a crew of 5 men. He briefly described upcoming projects. Mr. Place stated 6.5 acres of trees were cleared to make way for Haskell field improvements as well as dying and diseased trees removed from the sides of streets. The transfer station is running at a profit right now, though recycling is costing the Town money.

Assistant Town Manager – Wayne Walker, Assistant Town Manager, updated the Board on personnel changes and current job openings, as well as changes in health insurance premiums and coverage. He announced the recent resignation of the Park and Recreation Director, and stated the position of Town Clerk is still open. He stated a draft of the Facilities Report has been received from the consultant handling this matter. Once the draft has been reviewed by the committee, a public meeting will be scheduled to get public input. Mr. Walker continues to work with the No Place for Hate program and briefly described current activities.

On behalf of the Board, Selectman Roopenian stated the reports this evening represent a small percentage of the duties performed by these individuals. She complimented them on their hard work to make Sudbury a better place to live.

Reports concluded at 9:25 p.m. Refreshments were served to those present.

Annual Town Meeting Action (continued)

f) Board positions on articles – The Board briefly discussed their position on the Warrant articles.

After discussion, it was on motion unanimously

VOTED: To SUPPORT the following 2002 Annual Town Meeting articles: A, C, E, F, J, K, L, M, N, O, P, Q, R, S, T, U, B1, C1, D1, E1, F1, and G1.

It was further on motion unanimously

VOTED: To TAKE NO POSITION on the following 2002 Annual Town meeting articles at this time: B, D, G, H, I, V, W, X, Y, Z, and A1.

FY03 Operating Budget

Town Manager Valente briefly described the status of the budgetary process and cuts which may need to be made. She stated she had updated Town employees earlier today with the same information. Many people were concerned about possible position eliminations or layoffs, whether it was for themselves or a co-worker.

Highlights of Ms. Valente's presentation are as follows:

- * Last year new revenue was \$2,509,440, including \$1 million in override
- * This year, ZERO new revenue available
- * Property taxes have increased \$2.6 million but other revenues decreased \$2.6 million
- * State aid leveled off, previously increasing at least \$400K per year
- * Investment income and other receipts are down
- * Health insurance up nearly \$1 million
- * Utilities up \$110K
- * Have to live with what we had this year, and still cut \$974K
- * Cannot cut benefits or utilities
- * Dept heads cut \$450K
- * Town Manager cut \$200K more in expenses
- * This leaves \$323K left to cut, so focus turned to staff positions
- * Looked at newer positions, and currently vacant positions
- * Looked at largest cost centers – DPW, Police and Fire
- * Make recommendations to Finance Committee during budget meetings

Ms. Valente stated the seriousness of the problem was not known until late December , when 1) the State Budget was set, and 2) the school budgets were submitted. She has been meeting with department heads regularly ever since to find solutions and make the hard decisions. She met with the affected individuals on January 22.

Ms. Valente stated she promised employees she would keep all department heads informed of any news and encourage them to share any news with their subordinates. She assured them she and the Board of Selectmen value the work of Town departments and employees. She stressed the importance of keeping lines of communication open during this time.

The Board complimented the Town Manager on the professionalism and grace with which she has dealt with this situation, given its seriousness and uncertainty.

MetroWest Growth Management Committee

Town Manager Valente informed the Board that Mr. John Schneider is resigning from that organization to accept a position with MASSInc. Ms. Valente spoke with Mr. Schneider who indicated there was some consideration to combining MWGMC with MAGIC. The big difference between the two is the availability of office staff for MWGMC; very little for MAGIC.

Constituent Letter Against Override

Town Manager Valente informed the Board of a letter, dated January 18, 2002, from Mr. Paul J. Marotta, 71 Pelham Road, in which he expressed opposition to an Override in FY03. A response letter had been prepared. As correspondence is not signed by only one person, Chairman Drobinski received the approval of Selectmen O'Brien and Roopenian to sign the letter on behalf of the Board of Selectmen.

Proclamation – HOPEsudbury

Town Manager Valente asked the Board if they would issue a proclamation for this project and read the proclamation at noon on Saturday, February 2. The Board agreed.

Selectman Roopenian stated families of local September 11th victims will be invited to the event, as well as elected officials.

Representative Pope's List of Projects

Town Manager Valente asked the Board for suggestions on projects to recommend to Representative Susan Pope for her attention in the coming year. The Board suggested the Hosmer House, transportation for Youth Commission activities, and the Town Clock.

Letter to Editor

Selectman Roopenian encouraged residents to ask questions and to keep up with events going on in Town. She distributed a draft Letter to the Editor from the Board regarding the FY03 Budget process intended for the newspaper and asked for the Board and Town Manager's input. The Board approved the sending of the letter to *The Town Crier*.

There being no further business, the meeting adjourned at 10:45 p.m.

Attest: _____
Maureen G. Valente
Town Manager-Clerk