

IN BOARD OF SUDBURY SELECTMEN  
TUESDAY, DECEMBER 9, 2008

Present: Chairman Lawrence W. O'Brien, Vice-Chairman William J. Keller, Jr., Selectman John C. Drobinski, and Town Manager Maureen G. Valente

The statutory requirements as to notice having been complied with, the meeting was convened at 7:36 p.m. in the Lower Town Hall, 322 Concord Road.

**Opening Remarks**

At 7:36 p.m., Chairman O'Brien opened the meeting. He announced that this is the Board's last meeting in 2008, and he wished everyone a happy holiday season ahead.

On behalf of the Board, Chairman O'Brien offered condolences to the family and friends of Dr. Richard Payne, who died last weekend. Dr. Payne's wake was attended by Selectman Drobinski and Chairman O'Brien.

Chairman O'Brien announced that flu shots are available tonight at the free medical clinic at Temple Beth El, 105 Hudson Road.

Chairman O'Brien encouraged citizens to "Shop Sudbury" and give business to local merchants before traveling elsewhere. He also encouraged citizens to visit the annual tree sale conducted by local Boy Scouts.

**Community Preservation Committee - Project Submission Proposals**

Present: Director of Planning and Community Development Jody Kablack

At 7:44 p.m., Director of Planning and Community Development Jody Kablack was welcomed to provide the Board with a brief summary of the 16 Project Submission Forms received for consideration by the Community Preservation Committee (CPC) for recommendation to receive Community Preservation Act (CPA) FY10 funding. Ms. Kablack reported that the CPC has conducted two public hearings and will vote on proposal recommendations on December 17. Three Open Space-Recreation requests have been submitted, eight Historic requests, four requests related to housing and one request for administrative funds. Ms. Kablack noted that three proposals are private requests. It was the consensus of the Board that, if recommended for CPA funding, the private request applicants should be invited to a future meeting to further explain their proposals.

Ms. Kablack and the Board briefly reviewed each proposal as follows:

**Project Submission Form - CSX Rail Corridor Acquisition**

Ms. Kablack briefly described the project request application, for re-submittal and re-vote of the CSX land purchase for \$700,000. Unfortunately, last year, this article did not reflect the entire purchase price, which is required for the Town's application for the State Drinking Water Grant Program. Thus, the article needs to be re-voted and the Town will need to reapply for the grant at its next round, which is anticipated in June 2009.

Ms. Kablack noted that the project has not been jeopardized by this delay, and that communications are ongoing with CSX. Ms. Kablack stated that, if the grant is awarded to Sudbury, the actual amount of CPA funds needed will be decreased from the requested \$700,000 to approximately \$420,000.

**Project Submission Form - Rail Trail Concept Plan**

Ms. Kablack stated that the Town Manager, Selectmen and Town staff have recommended that Town staff develop a concept plan to further define the status of the Bruce Freeman Rail Trail project in Sudbury. She noted this request asks that up to \$25,000 of leftover, previously appropriated, funds from Article 24 of the 2007 Annual Town Meeting be used to pursue a concept plan. Ms. Kablack opined that the \$25,000 would likely be used to fund graphics and schematics to help further delineate this project for the community, and could possibly include funding for consultants, if needed. Ms. Kablack will work with Conservation Coordinator Debbie Dineen and Department of Public Works Director William Place throughout the next year to assess information amassed to date and critical design aspects and best next steps in the process, with particular attention to the sensitive environmental issues inherent to the project.

Selectman Drobinski noted that the Rail Trail Conversion Advisory Committee (RTCAC) members are excited to be included in the upcoming process. Ms. Kablack assured the Board that RTCAC expertise will be sought as appropriate throughout, including the public process to come.

**Project Submission Form - 79 Lincoln Lane**

Ms. Kablack presented the project request for \$48,600 of FY10 CPA funds for the purpose of purchasing land at 79 Lincoln Lane as Open Space. The Conservation Commission has been working with the property owner, who has offered a fully conforming lot of 1.2 acres to the Town. It was noted that this parcel has been identified as an important Town asset within the Town's Open Space and Heritage Landscape Plans.

Ms. Kablack further stated that the trustees of the Nyanza NRD Trust Fund have responded favorably to the proposal and have visited the site. Conservation Coordinator Debbie Dineen is optimistic that, if the Town expresses its interest in preserving the parcel with a small amount of funding, such as the proposed \$48,600, then it is likely that the Nyanza NRD Trust Fund will favorably fund the remaining \$352,000.

Selectman Drobinski noted that this property abuts U.S. Fish and Wildlife land, Town-owned conservation land and land owned by the Sudbury Valley Trustees. Ms. Kablack stated that, although eventual ownership has yet to be determined, the property will likely be preserved for conservation use by at least one of these entities. Ms. Kablack noted that the land is not conducive to recreation or as a public access for the river. However, Ms. Kablack emphasized that the scenic vista and surrounding wildlife habitats will be protected.

**Project Submission Form - Loring Parsonage**

The Board was somewhat familiar with this project, since a lesser amount of funding had been previously requested for exterior restoration work. However, Ms. Kablack clarified that this request, submitted by the Sudbury Historical Commission, is for an amount to be determined at a later date, to complete a larger restoration project on the Loring Parsonage. An architectural consultant has been hired with CPC Administrative Funds to assess the project, prepare a Request for Proposal and review construction bids so that an actual price can be voted at Town Meeting. Ms. Kablack noted that proposed repairs include providing handicap access to the first floor, as well as external repairs to the siding, roofing and windows.

In response to a question from the Board, Ms. Kablack stated it is difficult to provide a cost estimate at this time. However, she further stated that the CPC might consider setting expense parameters for this article, if it chooses to recommend the project for funding.

**Project Submission Form - Town Clerk Document Preservation**

Ms. Kablack briefly described the Town Clerk's project request, in the amount of \$165,175 for the restoration and preservation of 16 historic Town volumes of records. She further explained that the records would be restored and also scanned and digitized for future posting on the Town website. She also explained that these records have been chosen to be restored because they are most frequently accessed for information, research or genealogy purposes by Town staff and citizens. As part of the project submission, the Town Clerk provided a few photographic exhibits and additional information regarding the status of each of the 16 volumes and the recommended restoration treatments and costs.

**Project Submission Form - Historic Properties Survey - Part 3**

Mr. Kablack briefly reviewed a Project Submission Form, submitted by the Sudbury Historical Commission, requesting \$10,000 of FY10 CPA funds for the purpose of completing an anticipated Part 3 of the Historic Properties Survey. She clarified that the first phase covered 150 homes, the second phase covered 33 homes, and this phase will complete the remaining 40 applicable residential properties. Ms. Kablack noted that Parts 1 and 2 of the Historic Properties Survey are utilized often by Town staff.

**Project Submission Form - Gravestone Restoration at Mt. Pleasant and Old Town Cemeteries**

Ms. Kablack briefly reviewed a Project Submission Form, submitted by the Sudbury Historical Commission, requesting \$7,620 for the purpose of completing restoration work on 18 gravestones at the Mt. Pleasant and Old Town Cemeteries. Ms. Kablack reported that the contractor, who has done a superb job with the Revolutionary Cemetery restoration work, was consulted regarding this proposal.

**Project Submission Form - Hearse House Extension**

Ms. Kablack noted that this Project Submission Form, submitted by the Sudbury Historical Commission, requests an extension, requiring no FY10 CPA funds, to complete the work on the Hearse House relocation, due to the expiration of a previously-voted sunset clause.

**Project Submission Form - Sudbury Valley Trustees Barn Reconstruction**

Ms. Kablack noted that this Project Submission is a private request from the Sudbury Valley Trustees, requesting \$38,000 of FY10 CPA funds for the purpose of reconstructing the ramp at the rear of the barn at the Wolbach Farm, which is located in an historic district. Ms. Kablack also highlighted that the Sudbury Historical Commission supports this proposal, since the ramp is an integral feature of the barn, which has been deemed as an historic resource.

Selectman Drobinski noted that members of the CPC have conducted a site visit to observe the deterioration of the ramp.

Chairman O'Brien asked if the barn produced revenue. Ms. Kablack responded that, although that might be a future consideration, at this time, the structure is a basic barn.

**Project Submission Form - Frost Farm House**

Ms. Kablack stated that a private request was submitted by Sudbury resident William Braun, requesting \$33,166 of FY10 CPA funds for the purpose of restoring the Frost Farm House. The proposal specifies work not contemplated in the rehabilitation agreement between the Town and the applicant.

Mr. Kablack reported that the Sudbury Historical Commission unanimously voted to support all of the historic proposals except for the Frost Farm Restoration project proposal. The Commission could not justify the Frost Farm House as a historic structure, and thus the proposal will not be eligible for CPA funding. In response to a question from the Board, Ms. Kablack stated that the home is presumed to have been built between 1929 and 1939.

Selectman Drobinski opined that there seems to be an inconsistency with what dates of construction constitute an historic structure. He noted that the Historic Properties Survey is expected to include structures built through the 1950s, yet the Frost Farm House is not considered to be historic.

**Project Submission Form - Radar Survey at the Revolutionary War Cemetery**

Ms. Kablack described the Project Submission Form received from the Sudbury Historical Commission, requesting \$20,000 of FY10 CPA funds for the purpose of identifying unmarked graves at Sudbury's historic Revolutionary War Cemetery, located within an historic district. She explained that there is an open area in the Cemetery where bodies are presumed to be buried, but where the gravestones have either sunk into the ground or disintegrated. A new technology utilizing a ground-penetrating radar process has been recommended to help locate the missing graves.

**Project Submission Form - Sudbury Housing Trust Fund Allocation**

Ms. Kablack described the request from the Sudbury Housing Trust (SHT) for \$230,000 for the FY10 10% Community Preservation Act housing allocation to be appropriated to the Sudbury Housing Trust for the purposes of preservation and creation of affordable housing in Sudbury for low and moderate-income households.

Chairman O'Brien noted that this request has been made annually by the Sudbury Housing Trust.

**Project Submission Form - Sudbury Housing Trust - Housing Buy down - Home Preservation Program - Production of Affordable Housing Units**

Ms. Kablack noted that the Sudbury Housing Trust (SHT) has requested \$400,000 from CPA FY10 funds for the purpose of purchasing permanent, affordable restrictions on single or multiple-family units in Sudbury, for homeownership or rental, in accordance with affordability guidelines set forth by the Department of Housing and Community Development and other guidelines established by the Sudbury Housing Trust, to make units available to residents earning less than 100% of the Boston area median income. She further noted that the SHT wants to continue the home preservation program, and hopes to be able to purchase two homes, since it is a good time to be purchasing real estate at economical prices.

**Project Submission Form - Woods Walk**

Ms. Kablack stated that a complex proposal has been submitted to the CPC from Sudbury resident Judith Rhome, requesting \$600,000 from CPA FY10 funds for the purpose of creating a group home for four residents of varying abilities who need constant support in a residential low income-housing environment. The project also includes the creation of a universally-accessible nature trail to be located on Ms. Rhome's property at 161 Dutton Road.

Ms. Kablack stated that research is continuing as to whether these units will be income eligible now and in perpetuity as Town-credited affordable housing units.

**Project Submission Form - Sudbury Housing Authority Buy-Down Extension of Article 43 of 2006 Town Meeting**

Ms. Kablack noted that this Project Submission from the Sudbury Housing Authority (SHA) requests no funds, since it is solely for a five-year extension to use the \$360,000 of CPA funds approved under Article 43 of the 2006 Annual Town Meeting. The extension has been requested due to the economic slowdown, resulting in no condominiums completed and sold to the SHA and because a previously-voted sunset clause is set to expire.

**Project Submission Form - GIS Mapping**

Ms. Kablack stated that Sudbury Technology Administrator Mark Thompson and the Town Manager have submitted a request for \$30,000 of FY10 CPA funds for the purpose of creating a wetlands layer for the GIS Mapping system to enhance open space and historic Town projects. Ms. Kablack noted that this information would be useful for many Town departments. She further noted that the proposal calls for \$10,000 of the \$30,000 to be spent on additional data layers to be used by the CPC, its staff and training.

Chairman O'Brien stated that Ms. Kablack's information indicates that, if all the proposals presented are approved for funding, the total expenditure will be approximately \$2,307,561. Although the Loring Parsonage project amount is undetermined, it will likely be offset by the reduction in cost for the CSX project, if and when the Town is awarded the reimbursement grant. Ms. Kablack noted that the expenditures this year would be nearly equal to the expected total CPA revenue received from the local tax and the 71% State match of funds. Ms. Kablack reported that an additional \$800,000 in debt service for CPA-approved projects from the past will also need to be appropriated. Sudbury has over \$6,000,000 in CPA-fund reserves to be used for any applicable CPA projects.

Vice-Chairman Keller noted that any interest earned on the CPA reserve funds is added to the CPA fund balance or the Sudbury Housing Trust balance as appropriate for its allocation funds. Town Manager Valente clarified that revenues remain in the CPA fund until actually spent.

Selectman Drobinski reported that the CPC has looked favorably upon most of the proposals during its preliminary review and public hearings processes. However, Mr. Drobinski further stated that, due to the state of the economy, the CPC may choose to prioritize projects this year.

Town Manager Valente emphasized that projects she sponsored support the goals established by the Selectmen for the Town.

It was on motion unanimously

VOTED: To communicate to the Community Preservation Committee (CPC) the Board's endorsement of the CSX, Rail Trail Concept Plan, Town Clerk Document Preservation and GIS Mapping project submissions for Community Preservation Act FY10 funding by sending tonight's meeting minutes to the CPC.

Vice-Chairman Keller emphasized that the support of the Board to only support certain projects this evening should not be interpreted as the Board's unwillingness to support additional projects in the future.

It was also on motion unanimously

VOTED: To communicate to the Community Preservation Committee the Board's endorsement of the Sudbury Housing Trust's Housing Allocation and Buy-Down Program project submissions for Community Preservation Act FY10 funding by sending tonight's meeting minutes to the CPC.

**Traffic Safety Committee - Powder Mill Road Traffic Restrictions Recommendations**

Present: Director of Planning and Community Development Jody Kablack

At 8:30 p.m., Chairman O'Brien introduced a discussion regarding recommendations made by the Traffic Safety Committee regarding traffic restrictions related to Powder Mill Road. He explained that, throughout the past year or so, Town staff members have worked with many residents from North Sudbury regarding the potential impacts to their neighborhood from pending development and traffic situations. In response to many concerns expressed, the Board asked the Traffic Safety Committee to assess relevant issues. Chairman O'Brien reported that, in a meeting he attended with Town Manager Valente and Director of Planning and Community Development Jody Kablack with representatives of the Concord Alexan Development company of Trammel Crow, the Town officials secured \$92,000 of funds to be used for traffic safety mitigation.

Given the current real estate market conditions, Selectman Drobinski asked if the project is still planned to proceed. North Sudbury resident Robert Jacobson, 99 Cranberry Circle, stated he has heard that project approvals are in order. However, funding has not been secured. Selectman Drobinski also asked if those approvals have been granted with sunset provisions. Ms. Kablack responded that such decisions usually carry multiple-year deadlines of two or three years.

Ms. Kablack briefly reviewed the Traffic Safety Committee's response to the request from the North Sudbury residents' group that a traffic exclusion be implemented for Powder Mill Road. Ms. Kablack stated that the Committee reviewed the Massachusetts General Laws and regulations regarding exclusions that cross town boundaries, and determined that written concurrence regarding the exclusion is required from all relevant abutting towns. Ms. Kablack noted that reaching such consensus may be difficult, given that the relevant neighborhoods in Concord, Acton and Maynard are more commercially-oriented versus the neighborhood in Sudbury, which is entirely residential. Vice-Chairman Keller later asked if an exception could be granted regarding the abutting town concurrence. Ms. Kablack responded that the Massachusetts Highway Office has also confirmed that any temporary or permanent restriction between two towns requires concurrence.

The Board was previously in receipt of responses to the recommendations from Acton public safety officials (Fire and Police Chiefs, Town Planner and Department of Public Works Director), all opposing any traffic exclusions on Powder Mill Road. The Board asked Town Manager Valente to discuss the issue further with Acton's Town Manager.

Ms. Kablack stated that the Committee assessed the volume of traffic on Powder Mill Road, using vehicle counts conducted by the Sudbury Police Department.

Vice-Chairman Keller asked if Acton or Maynard want anything from Sudbury for which concurrence could be bartered. He also asked if the road could be completely closed. Ms. Kablack responded that the road can not be closed. She suggested that the Selectmen from the abutting towns be invited to visit Powder Mill Road to better assess the options available.

Selectman Drobinski opined that a creative engineering solution will be required, which addresses the concerns of residents, while at the same time does not impede the ability of public safety vehicles to service the area. Ms. Kablack noted that funding for potential solutions is a consideration, since \$60,000 of the available funds are earmarked for sidewalks on Powder Mill Road.

Town Manager Valente suggested that regional groups and forums be used as a means to reach out to the abutting communities to further discuss the issues of concern.

Chairman O'Brien asked if discussions could be broached to redesign the development project in ways which will discourage trucks using Powder Mill Road. Ms. Kablack responded that it is unlikely that the developer would revisit such discussions.

Lawrence Chiango, 77 Powder Mill Road, briefly described his neighborhood observations of traffic patterns over the past 15 years. He opined that, as a result of previous Town decisions to widen and straighten Powder Mill Road, Sudbury has actually engineered a more dangerous situation than existed 15 years ago. He believes taxpayer dollars have been spent to implement changes to the area, which allow for, and encourage, easier and more frequent use of the Road. Mr. Chiango further stated that clear-cutting trees for an area of 15 feet from the road, also provides a more wide-open feeling, which encourages increased speeds. He believes the trees should remain closer to the road to encourage a sense of a country road, which must be traveled slowly. Mr. Chiango further opined that he thought the trees which were clear-cut were to be replaced, however, that has not occurred. In addition, Mr. Chiango later stated that low-salt signs were removed during recent construction and have not been replaced.

Mr. Chiango thanked the Board for the attention given to these issues, and he urged the Board to continue to pursue traffic modifications for Powder Mill Road. He suggested that the Board research a similar situation in Westwood, wherein the Town was able to designate a street as a dead-end, after many years of failed attempts to do so.

Chairman O'Brien requested that Ms. Kablack review the Town files with Department of Public Works Director Bill Place and provide the Board with a summary of work done previously on Powder Mill Road. Selectman Drobinski requested that Town Counsel Kenny be requested to further research the Westwood situation referenced by Mr. Chiango.

Kenneth Pastel, 76 Cranberry Circle, noted that there is an area of Powder Mill Road, near the Town line, which had never flooded in previous years, but is now pooling water. He suggested that avenues be pursued to enlist State interventions to mitigate area environmental issues.

Cindy Kennelly, 26 Tavern Circle, stated that she has also observed the recent flooding referenced by Mr. Pastel.

Selectman Drobinski reiterated that the Town will need to pursue creative engineering designs for area road improvements and will need to expand the discussion of these issues with surrounding towns.

Chairman O'Brien responded that, following a review of the summary of work completed on Powder Mill Road, he and Town Manager Valente will develop a strategy for discussing key issues with the abutting communities and with appropriate regional groups. Chairman O'Brien will also pursue a discussion with a Maynard Selectman and Selectman Drobinski will pursue a discussion with a Selectman from Acton. Chairman O'Brien also suggested that relevant material be sent to the Massachusetts Highway Office to further demonstrate the need for traffic/road modifications. Ms. Kennelly suggested that the photo book assembled by neighborhood residents be included in the materials sent to the State.

At 9:18 p.m., Chairman O'Brien announced that additional ideas and information can be submitted to the Board of Selectmen's Office or to the designated neighborhood contact person, Robert Jacobson, and he closed the discussion.

**FY10 Town Budget - Discussion**

Town Manager Valente distributed to the Board, for review and discussion purposes, copies of her FY10 Draft Municipal Budget and a chart depicting the FY07 Non-School & School Per Capita Spending. Ms. Valente stated that the three cost centers, namely the Town and the two school systems, have been preparing budgets. The deadline is December 31, 2008 for submission to Town Finance Director Andrea Terkelsen, who will synthesize the information into a consistent final document. Ms. Valente reported that she has conducted hearings with Town Department Heads to create three budgets according to guidelines provided by Sudbury's Finance Committee. She further noted that budgets have been prepared in anticipation that State local aid will be reduced by 5-10% in FY10.

Town Manager Valente briefly reviewed the budget outlook. She stated that the FY09 budget is nearly \$500,000 lower than needed to provide somewhat level services, and is over \$100,000 lower than FY08. Ms. Valente noted that the FY09 budget resulted in 7.05 position reductions. She further stated that benefit costs are increasing by 3% and are a primary influence on the budget. Reductions in utilities costs are needed, however, funds are needed to implement improvements.

Town Manager Valente summarized the three prepared budget proposals. A non-override budget allows for a 2.1% increase, but would still eliminate 5.40 positions. A fixed-growth budget, capped annually at 4.5% over the previous year, including all costs of benefits, would result in the elimination of 3.40 positions. A needed/requested budget, including all costs of benefits, was also prepared as requested by Town Department Heads for proper staffing to fulfill and service the Town's Mission.

In the coming days, Ms. Valente stated that she will need to revisit department needs so as to reduce the non-override budget proposal by an additional \$98,091. Ms. Valente emphasized the difficulty in reducing funds by nearly another \$100,000, while still maintaining the over 30 functions the Town currently provides to the community. Ms. Valente highlighted that the "FY07 Non-School & School Per Capita Spending" chart reflects sharply how efficiently the Town is run, having the fourth lowest per capital spending rate out of 30 communities studied.

Town Manager Valente opined that Cost of Living Adjustments will need to be kept low in order to secure jobs. Ms. Valente will review the budget again with her Senior Management Team this Friday to discuss further budget reduction options. Ms. Valente reiterated her previously stated position to the Board that she does not want to further reduce the Department of Public Works budget and risk jeopardizing public safety. The Board concurred and supported Ms. Valente's conclusion.

Chairman O'Brien noted that the Budget Review Task Force will present its cost reduction recommendation on December 15th to a joint meeting of this Board and the Sudbury Finance Committee. He opined that the direction of the coming budget season will begin to unfold more clearly in the upcoming weeks. The Town may need to question whether it will choose to utilize the Stabilization Fund to maintain job positions. However, it was noted that by doing so, another problem is created as to how the Stabilization Fund will become replenished. Town Manager Valente stated that potentially losing the Town's AAA rating needs to be considered when deciding whether or not to use the Stabilization Fund to cover other expenses.

Ms. Valente will continue to work with Superintendent John Brackett to standardize the budget information provided by their respective cost centers. She will also post tonight's presentation on the Town website as soon as possible.



**Boy Scout Troup 63**

It was on motion unanimously

VOTED: To enter into the Town record and sign letters of congratulations to Bryce C. Boothby III, 49 Bridle Path, and Jonathan Starr, 33 Mary Catherine Lane of Boy Scout Troop 63 on achieving the high honor of Eagle Scout at a Court of Honor ceremony to be held on December 21, 2008.

**Minutes**

It was on motion unanimously

VOTED: To approve the regular and executive session minutes of November 25, 2008.

**Annual Renewal of Licenses**

It was on motion unanimously

VOTED: To renew the Alcoholic Beverages, Common Victualer, Entertainment and Motor Vehicle - Classes 1, 2, and 3 licenses, which expire December 31, 2009, for calendar 2009, as shown on the "Licensee List 2009," attached and incorporated herein; and to forward the appropriate renewal forms to the Alcoholic Beverages Control Commission where applicable; said licenses to be held subject to payment of the required license fees, compliance with the Selectmen's Alcohol Training Policy, correction of any/all outstanding health, safety or zoning violations, receipt of verification of Workers' Compensation Insurance for the licensing period, and the payment of all outstanding personal property taxes, real estate taxes and state taxes; said licenses shall also be subject to all previous restrictions.

**Holders of Package Store, Restaurant and Club Alcoholic Beverages Licenses - New Year's Eve Hours**

It was on motion unanimously

VOTED: To grant permission to holders of Restaurant and Club Alcoholic Beverages Licenses to extend serving hours on December 31, 2008, New Year's Eve, to 2:00 a.m. on January 1, 2009 on the condition that the kitchen remain open and food is served.

**Holders of Package Store, Restaurant and Club Alcoholic Beverages Licenses - Election Hours**

It was on motion unanimously

VOTED: To grant permission to holders of Package Store, Restaurant and Club Alcoholic Beverages Licenses to sell alcoholic beverages during the polling hours of the Annual Town Election on March 30, 2009, in accordance with Massachusetts General Laws c. 138, s.33.

**Discretionary Fund - Donation**

It was on motion unanimously

VOTED: To accept, on behalf of the Town, a \$100 donation into the Discretionary Fund to be expended under the direction of the Town Social Worker and to send a letter of appreciation to the donor family.

**Constable Nelson H. Goldin - Acceptance of Bond**

It was on motion unanimously

VOTED: To accept Bond #BON- 1719128, for Constable Nelson H. Goldin, in the amount of \$5,000, and place same on file with the Town Clerk.

**Passport Agency Revolving Fund - Establishment**

It was on motion unanimously

VOTED: To establish a new Passport Agency Revolving Fund, under Massachusetts General Laws Chapter 44, sec. 53E1/2, with a spending limit of \$10,000, as requested by Andrea Terkelsen, Finance Director/Treasurer-Collector, and Barbara Chisholm, Town Accountant, in a memo dated November 21, 2008.

**Frugal Flower - Reduction in Performance Bond**

It was on motion unanimously

VOTED: To release the Frugal Flower Site Plan # 07-001 Performance Bond in the amount of \$15,000 cash on the recommendations of Director of Planning and Community Development Jody Kablack and Department of Public Works Director I. William Place, as requested in a memo dated December 5, 2008.

**Feasibility Report on Town-Owned Small Parcels**

Present: Sudbury Housing Specialist Beth Rust

Sudbury Housing Specialist Beth Rust distributed to the Board feasibility reports performed for the Pinewood Avenue and Hudson Road properties considered for transfer from the Town to the Sudbury Housing Trust (SHT). Based upon the promising feasibility reports for both parcels, the SHT recommends that the Board sponsor two Town-Meeting articles to transfer these parcels from Town ownership to ownership by the Sudbury Housing Trust.

It was on motion unanimously

VOTED: To sponsor the submission of the following two warrant articles, with the reports, to be presented for the Annual 2009 Town Meeting: Transfer Land off Hudson Road to the Sudbury Housing Trust and Transfer Land off Pinewood Avenue to the Sudbury Housing Trust.

**Annual 2009 Town Meeting Warrant Articles and Reports**

Town Manager Valente briefly reviewed a few other bookmark articles under consideration.

It was on motion unanimously

VOTED: To approve submission of the following articles for Annual 2009 Town Meeting, together with the reports presented: Hear Reports, FY09 Budget Adjustments, Stabilization Fund, Rental Property Revolving Fund, Transfer Land off Hudson Road to the Sudbury Housing Trust, Transfer Land off Pinewood Avenue to the Sudbury Housing Trust, and Cable Television Revolving Fund.

**Reports From the Board of Selectmen**

Selectman Drobinski reported he was traveling last week, and thus missed the second Community Preservation Committee public hearing. He did attend the opening of the *Lavender* restaurant last night.

Vice-Chairman Keller attended an Executive Session meeting of the Lincoln-Sudbury Regional High School Committee tonight regarding collective bargaining. Although unable to discuss details of the meeting, he reported that Committee members are diligently working through the difficult and challenges issues before them

On December 11, 2008, Chairman O'Brien will speak with ten mayors who will travel to Sudbury to learn more about the Town's affordable housing process and programs. Chairman O'Brien will attend the Sudbury Housing lottery for the Habitat for Humanity project on December 11, 2008. He will also participate in the Hosmer House annual holiday festivities on December 11th. Last week, Chairman O'Brien represented the Board at the Lincoln-Sudbury Regional High School Martin Luther King Action Project Luncheon and at the Girl Scout Gold Star Ceremony.

**Reports From the Town Manager**  
**Community Policing Grant**

Town Manager Valente distributed to the Board copies of a Community Policing Grant for approval.

It was on motion unanimously

VOTED: To accept, on behalf of the Town, a Community Policing Grant in the amount of \$13,734.29 to be used to fund R.A.D. courses and equipment, said funds to be expended under the direction of the Police Chief.

**Executive Office of Public Safety 2009 Equipment Grant**

Town Manager Valente distributed to the Board copies of a Executive Office of Public Safety 2009 Equipment Grant for approval.

It was on motion unanimously

VOTED: To accept, on behalf of the Town, an Executive Office of Public Safety 2009 Equipment Grant in the amount of \$7,792 to fund the purchase of a generator to provide emergency power to the newly-installed radios on Nobscot Mountain, said funds to be expended under the direction of the Fire Chief.

**Massachusetts Managers' Association**

Town Manager Valente asked the Board to endorse the testimony she provided to the Special Municipal Relief Commission, chaired by Senator Rosenberg, urging that legislation be enacted reducing the barriers to regionalization and more efficient management.

It was on motion unanimously

VOTED: To endorse the testimony of the Town Manager to the Special Municipal Relief Commission.

It was also on motion unanimously

VOTED: To authorize Town staff, on behalf of the Board, to draft a letter to be signed by the Board's Chairman, to be sent to former State Senator Pam Resor expressing Sudbury's gratitude for her years of service.

**Concord - Local Income Tax Request for Support**

Town Manager Valente informed the Board that Concord has requested that other communities join in its study of the idea of filing a petition to the State legislature to consider a local income tax option.

Chairman O'Brien suggested, and the Board concurred, that Concord forward further information to the Board's attention for consideration.

**Hosmer House Holiday Celebration**

Town Manager Valente encouraged the community to visit Hosmer House during its holiday festivities. She commended the countless volunteers who coordinate the events each year.

**Town Manager Search Committee - Hopkinton**

Town Manager Valente participated in a meeting last week with three colleagues to assist the Town of Hopkinton in its search for a new Town Manager. She encouraged Town officials to also enlist the advice of Selectmen in their process.

**Annual Renewal of Liquor Licenses**

Town Manager Valente noted that the annual renewal of liquor licenses generates approximately \$50,000 of revenue. However, she also noted that the process is extremely time consuming. She commended Mary McCormack and Patricia Golden for the numerous hours spent coordinating the renewals.

**Executive Session**

At 10:11 p.m., Chairman O'Brien announced the close of the regular meeting and it was on roll call unanimously

VOTED: To go into Executive Session for the purpose of discussing expenditures from the Discretionary Fund, collective bargaining and litigation.

Chairman O'Brien announced regular session would not reconvene following Executive Session.

There being no further business, the meeting adjourned at 10:11 p.m.

Attest: \_\_\_\_\_  
Maureen G. Valente  
Town Manager-Clerk