

IN BOARD OF SUDBURY SELECTMEN
TUESDAY, JULY 31, 2012

Present: Chairman Lawrence W. O'Brien, Vice-Chairman Robert C. Haarde, 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 7:37 p.m. in the Lower Town Hall, 322 Concord Road.

Opening Remarks

At 7:35 p.m., Chairman O'Brien opened the meeting. He announced the Sudbury Water District is currently working on system upgrades and flushing water lines. It is possible residents may see discolored water for a 12-18 hour period of time until it clears. Chairman O'Brien encouraged citizens to join the Water District list serve, which will notify residents in advance of work planned, or to contact the Sudbury Water District with questions and/or concerns.

Chairman O'Brien reminded residents the last day to register to vote or change party affiliation in the State Election Primary is August 17, 2012. The Town Clerk's Office will alter its schedule in the week prior to the deadline to accommodate registrations. Absentee ballots may be obtained on the Town website or at the Town Clerk's Office.

Chairman O'Brien also announced Governor Patrick signed the Sudbury Senior Tax Relief Bill H4062, allowing the Town to establish a means tested senior citizen property tax exemption. Copies of the approved bill were previously provided to the Board. He noted the law will need to be approved by Sudbury voters at a later date.

Reports from the Town Manager
Sudbury Senior Tax Relief Bill H4062

Town Manager Valente updated the Board on the process ahead for staff to prepare for implementation of the law, if it is voted by Sudbury residents. She stated staff thought the vote could be added to the November Presidential Election ballot to allow for adequate time for administrative changes and to educate the public. However, the State's initial response seems to indicate another date for a Special Election should be planned. Ms. Valente asked the Board to consider this issue, and she suggested it be added to the Board's August 15, 2012 meeting agenda for discussion. She further suggested the Board consider inviting the Town Clerk and/or State Representative Tom Conroy to the meeting, and to also ask the bill proponents, Ralph Tyler and Senior Tax Advisor David Levington, for their opinions.

Selectman Drobinski stated it is disappointing the senior tax relief vote cannot occur in November. However, he agreed with Town Manager Valente that it is important voters not be confused by multiple ballots.

Chairman O'Brien asked Town Manager Valente to invite Town Clerk Rosemary Harvell and Representative Conroy to the August 15, 2012 Board meeting for further discussion.

Regional Assessors' Services

Town Manager Valente stated Sudbury is evaluating the use of a regional assessors' service, particularly in light of the pending retirement of Director of Assessing Maureen Hafner. She stated contracts are being reviewed, and she requested, and the Board concurred, the topic be placed on the Board's August 15, 2012 agenda to authorize her to sign a contract for this service, if deemed appropriate.

Minuteman Regional Vocation Technical School – Update

Town Manager Valente suggested, and the Board concurred, Minuteman Regional Vocational High School's plans to move forward with a feasibility study for its proposed renovations be added to the Board's August 15, 2012 meeting for discussion.

Board of Health – Mosquito EEE Virus - Update

Town Manager Valente announced the Board of Health has posted information on the Town website regarding a recent positive test of a bird in Town for the EEE virus, which ordinarily effects birds and not humans.

Chairman O'Brien asked if Sudbury is participating in a mosquito spraying program. Town Manager Valente stated the Town does not have its own program, but is part of a regional program which provides spraying.

Massachusetts School Building Authority – Nixon School Roof Project - Update

Town Manager Valente reported Sudbury has been officially accepted into the Massachusetts School Building Authority (MSBA) Repair Program for the Nixon School roof project. She thanked everyone who helped to make this opportunity possible for the Town to obtain outside funding, in particular the Permanent Building Committee and Sudbury's newly-appointed Combined Facilities Manager Jim Kelly. Town Manager Valente highlighted the numerous hours devoted by Town staff and volunteers to seeking grants and outside funding.

Massachusetts Green Communities and Energy Projects - Update

Town Manager Valente distributed copies to the Board of a handout indicating 103 communities are now participating in the State's Green Community Designation program, noting over 40% of communities have earned this status. She recognized the work done by Jim Kelly and Energy and Sustainability Green Ribbon Committee Chair Bill Braun and several volunteers to help Sudbury be a participant and recipient of early funding. She suggested, and the Board concurred, Mr. Kelly and Mr. Braun be invited to a future meeting to update the Board on energy-saving efforts and awards.

Monadnock Living – Feature Article on Florence Hosmer

Town Manager Valente displayed a copy of the recent issue of *Monadnock Living*, which features an article on Florence Hosmer. She thanked Sudbury Historical Commission Chair Lyn MacLean for bringing the article to her attention.

Reports from the Board of Selectmen

Selectman Drobinski attended Sudbury's Truck Day with his grandchildren. He stated the event was well run and a great success with the Town's youngsters.

Vice-Chairman Haarde stated there is a lot happening regarding the Minuteman Regional renovation plans, and Sudbury should stay informed. He also reported collective bargaining discussions continue with the Sudbury Public Schools. Vice-Chairman Haarde also stated the Route 20 Sewer Steering Committee is meeting next week to discuss funding models.

Sudbury Housing Trust – Appointment

Present: Applicants Robert Morrison and Mara Huston

At 7:54 p.m., Chairman O'Brien welcomed Sudbury residents Robert Morrison and Mara Huston to the meeting to discuss their interests in serving on the Sudbury Housing Trust (SHT). The Board was previously in receipt of applications from the two candidates and an email message from Community Housing Coordinator Beth Rust dated July 17, 2012.

Mara Huston, 578 Peakham Road, stated she believes affordable housing is a human right. Ms. Huston was the community outreach person for Sudbury's successful Habitat for Humanity project, and she enjoyed this experience. She stated she would like to help raise the affordable housing profile in Sudbury in a positive way. Ms. Huston highlighted her previous marketing and outreach experience, along with her technology expertise, as talents which could be useful to the Trust.

Robert Morrison, 16 October Road, stated he is a self-employed energy engineer with a mechanical engineering background, and he believes his work experience could benefit the Trust. Mr. Morrison believes in the mission of the SHT, and he believes he can add technical value.

Selectman Drobinski stated he knows both applicants, and he believes them both to be excellent candidates for the position. He asked if there is a creative way the Trust could get both individuals involved. Selectman Drobinski also asked if the SHT has an Associate member position.

SHT Chairman Michael Buoniconti, 66 Puffer Lane, stated he would like to discuss the possible options for the candidates with the other Trustees.

Selectman Drobinski stated he believes both candidates are committed to affordable housing and either one would be an excellent choice. He stated it is difficult to choose between two worthy applicants.

Chairman O'Brien also knows both candidates and believes either would be excellent. He suggested the Board postpone its appointment, subject to receiving feedback from the SHT. Chairman O'Brien asked Mr. Buoniconti to pursue this topic with the SHT, and to discuss if an Associate Member position could be created.

Selectman Drobinski stated that, to not utilize the talents of both applicants would be a disservice to the community. He also noted how difficult it is to find volunteers to come forward, and when they do, they should be given the opportunity to contribute.

Vice-Chairman Haarde stated he served with Mr. Morrison on the Energy and Sustainability Green Ribbon Committee, and he also knows Ms. Huston. He believes they are both well qualified and it would be great if both candidates could serve.

It was on motion unanimously

VOTED: To continue the discussion regarding an appointment to the Sudbury Housing Trust, filling a vacancy occasioned by the term expiration of Joel Guillemette, for a term to expire April 30, 2014, to the Board's August 15, 2012 meeting, pending feedback to be received from the Sudbury Housing Trust related to this matter.

Town Forum

Present: Finance Director Andrea Terkelsen and Assistant Town Manager Maryanne Bilodeau

At 8:30 p.m., Chairman O'Brien convened Town Forum to hear reports given by Finance Director Andrea Terkelsen and Assistant Town Manager Maryanne Bilodeau.

Finance Director Andrea Terkelsen briefly summarized the various Town roles she fills for Sudbury, noting she enjoys the many duties she and her colleagues perform. Ms. Terkelsen explained she oversees five offices: the Town Clerk, Technology, Assessors, Treasurer/Collector and Accounting. She stated tonight's report would focus on the three offices, referred to as the Town's Municipal Finance Group.

Ms. Terkelsen stated anyone interested in learning more about the functions of these offices should refer to the Town website and the Town's Consolidated Budget documents. She explained that much of the responsibilities can be categorized into two broad areas of compliance and reporting. Ms. Terkelsen reviewed pending goals for each of these areas. She described efforts the Town has made to develop and implement a Town-wide Fraud Policy in FY12. Ms. Terkelsen reported a Town-wide Internal Controls Questionnaire was also developed in FY12, which will be implemented in FY13. She also stated the questionnaires would be updated every three-years, unless a significant event requires a review sooner.

Ms. Terkelsen further reported a site review of the Town Clerk's Office was completed in FY12 by external auditors to evaluate the systems in place related to processing cash receipts. She explained that, each year, one or more departments which process cash receipts are subject to review by the external auditors. Ms. Terkelsen stated there is a goal in FY13 to correct system-wide a potential control weakness which was identified in FY12, regarding deposit turnovers not being signed by supervisory personnel. She further reported an external audit was successfully completed by the Town in FY12 regarding FY11 information.

Ms. Terkelsen stated the Town's Finance Department plan to review all departmental policies and procedures in FY13. In addition, a goal has been set to develop a Town-wide Procurement Policy and Procedures document to be used in conjunction with existing guidelines for M.G.L. Chapter 30B regulations. She stated the primary purpose will be to assist all personnel involved with procurement and to centralize compliance recording and reporting.

Ms. Terkelsen stated the work of the finance offices is governed by Federal, State and local rules, regulations and authorities. She thanked her colleagues in the municipal finance group offices for being so dedicated to their work. In particular, she thanked Director of Assessing Maureen Hafner for her years of service, since Maureen plans to retire at the end of August 2012.

In regard to external filing and reporting, Ms. Terkelsen reported the Town completed all compliance reporting for all jurisdictions, including the tax rate setting certification process, in FY12. She emphasized all that occurs between the Town and State can be accessed online. Ms. Terkelsen stated time will be devoted in FY13 to the goal of a successful transition in the Assessor's Office. She further stated details related to this process will be discussed in the future with the Board. In addition, Ms. Terkelsen stated the Town will complete the three-year triennial re-evaluation and tax rate certification process.

Ms. Terkelsen stated Finance staff members will be very busy in FY13, preparing for a FY14 implementation of the newly passed Senior Tax Exemption law, subject to Sudbury voters supporting the pilot program at the polls. She noted staff spent considerable time this past year, during the legislative approval process, providing various parties with information. Ms. Terkelsen further noted the Town will

also need to work with the Department of Revenue and the Department of Local Services through this process.

Ms. Terkelsen stated the Town continues to make progress adding financial documents and reports to the Town website. She reported the Town continues to work on the "As Appropriated" Consolidated Budget document, noting one was issued for FY12, and the FY13 report will be published soon.

For the FY12 audit cycle, Ms. Terkelsen stated the Town would upgrade its financial reporting package to the Certificate of Achievement for Excellence in Financial Reporting Program (CAFR).

Selectman Drobinski thanked Ms. Terkelsen for the report, noting the fine work done by the Town's Finance offices is reflected in Sudbury's AAA bond rating.

Vice-Chairman Haarde asked about the possibility of moving towards a system which would post the Town's checkbook on the Town website. Ms. Terkelsen stated this idea is being considered in many locations nationally. She referenced the State's website, which seems to be moving in this direction. Ms. Terkelsen emphasized the feasibility of controlling and updating the information needs to be considered. She also noted there would need to be discussion with both of Sudbury's school systems to ascertain if their information could also be presented. Ms. Terkelsen highlighted there is a significant cost attached to providing such information, and the Town would need to determine if the personnel and financial resources exist to bring the idea to fruition. She emphasized strides are made each year in providing more information to the public. Vice-Chairman Haarde stated it would be good to have this happen someday, noting it might free up staff time, if the public could access more information online.

Chairman O'Brien asked what types of financial services can be done online by residents. Ms. Terkelsen explained tax payments can be made with credit card options. She noted the Town's online payment system does not incur a cost for the Town.

On behalf of the Board, Chairman O'Brien also thanked Ms. Hafner, who was in attendance, for her years of service to Sudbury.

Maryanne Bilodeau, Assistant Town Manager, briefly summarized the several roles she fulfills for the Town, including acting as the Human Resources Director, working with the Library, Park and Recreation and Council on Aging Directors and Sudbury's Veterans' Agent. Ms. Bilodeau stated her presentation would focus on a review of the health plan conversion the Town made to the Group Insurance Commission (GIC) this year, information regarding the Town's dental plan, its participation in the Municipal Incentive Rewards Program, how Sudbury supported its military families and veterans and handicapped parking violations. She also distributed copies to the Board of a handout of highlights of her presentation remarks.

Ms. Bilodeau reported the Town will realize approximately \$1,960,267 in overall savings from its transition to the GIC in FY13. She explained the Town would account for \$1,812,621, and the Town employee savings would account for \$147,646. Ms. Bilodeau explained the mitigation plan for distribution of monies to those employees who were covered on a Town health plan as of July 1, 2012. She stated Medicare-eligible retirees would each receive \$400, and active employees/non-Medicare retirees would each receive \$1,280. Ms. Bilodeau noted these funds were offered to help offset the possible increased costs of co-pays and deductibles employees incurred with the GIC plans.

Ms. Bilodeau provided statistics regarding the plan types chosen by active employees, i.e., HMO, PPO, or opting out, for FY13 in comparison to FY12. The enrollment in PPO plans increased from 4.6% to 38.0%. Ms. Bilodeau highlighted the percentage of active employees who opted out of coverage by the Town

increased from 0.9% to 11.1%. She stated the GIC plans go out to bid in the fall, and there could be more health plan options made available to employees next year.

Ms. Bilodeau reported Sudbury enrolled the highest percentage of employees in HMO plans in the GIC's history. She presented additional information regarding the financial monthly and annual impact for employees who chose HMO and PPO health plans. Ms. Bilodeau also provided information for the percentage of employees who are paying the various contribution rates negotiated by the Town. She briefly reviewed the health insurance cost containment initiatives the Town implemented since July 1, 2009 to help realize today's savings. Ms. Bilodeau provided a cost history of health insurance for Sudbury from FY00 through FY13. She highlighted the 2013 estimated cost of \$6,123,650 will be the lowest amount appropriated since 2006.

Ms. Bilodeau reviewed a flow chart of the Health Insurance Cost Comparison of the Town's Old Plan Design, Plan Design Changes made in recent years, and of the GIC program. She noted that, if Sudbury had joined the GIC prior to this year, the Town's cost would have been higher than it was with the plan changes it had independently initiated. Thus, Ms. Bilodeau concluded Sudbury joined the GIC at the right time this year. She thanked the Town and School employees for their support in making the transition to the GIC program as successful as it was.

Selectman Drobinski stated the figures presented tonight speak for themselves, and for the Town to save nearly \$2 million, is a significant accomplishment. He further stated the GIC plans offer good health plan coverage for the Town/School employees, while producing cost savings. Thus, he believes joining the GIC is a win-win situation.

Vice-Chairman Haarde noted the percentage of employees who availed themselves of the opt-out benefit represents a 1300% increase in one year, which he views as a great benefit of the program.

Chairman O'Brien stated the information is very good, and it represents work done by many Town and School employees over the past four years to reach this point. He emphasized the savings do not happen overnight, but that this has been a work in progress for a long time. Chairman O'Brien suggested tonight's presentation slides be posted on the Town website, which Ms. Bilodeau stated she would do.

Ms. Bilodeau noted 19% of the Town/School employees are paying higher contribution rates towards health insurance because they were hired after July 1, 2009. She also reported the Town would reap a 1.7% savings on dental insurance premium costs in FY13. Ms. Bilodeau stated the Town participates in the Massachusetts Interlocal Insurance Association (MIIA) Rewards Program. Sudbury earned \$9,881 in credits from the program by conducting several seminars and meetings. In addition, the Town received \$15,000 in loss control grants.

Ms. Bilodeau reported the Town helped to welcome home 14 soldiers this past year, and it proclaimed May 2012 as Military Appreciation Day in Sudbury. She further stated a Veterans Appreciation Luncheon was held in November 2011, and a flagpole, donated by HOPEsudbury, was dedicated at the Goodnow Library in May 2012. Ms. Bilodeau reported the Town's Military Album at the Library continues to grow, and she encouraged the public to add items to it at any time.

Ms. Bilodeau took the opportunity tonight to apprise the community of the need to comply with handicapped parking regulations. She reported 24 hearings regarding violations were requested last year, of which 16 appeals were denied. Ms. Bilodeau displayed a photograph of a handicapped parking spot, which includes the area marked with diagonal lines next to it. This lined area allows the handicapped person

adequate access to their vehicle, and thus it cannot be impeded. She will post additional information on the Town website to help educate the public.

Ms. Bilodeau also stated she will be working on a strategic plan with the newly-appointed Combined Facilities Director Jim Kelly in the coming year.

Selectman Drobinski thanked Ms. Bilodeau for her report, and he stated he looks forward to receiving strategic plan information for review.

There were no further questions from the Board, and Chairman O'Brien concluded Town Forum at 9:03 p.m.

Friends of the Bruce Freeman Rail Trail – Donation Proposal

At 9:05p.m., Chairman O'Brien opened the discussion regarding next steps related to the Bruce Freeman Rail Trail and the proposal presented to the Board of Selectmen from the Friends of the Bruce Freeman Rail Trail to raise funds for the 25% design phase of construction for the northernmost portion of a rail trail in Sudbury. The Board was previously in receipt of copies of a memorandum from Town Manager Valente summarizing requested information from the Board's last meeting, a memorandum regarding concept planning from Director of Planning Jody Kablack, Department of Public Works (DPW) Director Bill Place and Conservation Coordinator Debbie Dineen dated July 25, 2012, and a memorandum from Park and Recreation Director Nancy McShea dated July 19, 2012.

Town Manager Valente summarized the Town staff memo regarding concept study planning. She stated staff would prepare a concept study for a trail which is right for Sudbury to then be discussed with the State's Executive Office of Transportation (EOT) to determine the extent of deviations it might accept from its current trail design standards. Ms. Valente met with staff, and their consensus was to initially look at a concept plan for the EOT portion of a trail. As part of this process, staff will also review the proposed project to design only the northern portion of the trail corridor. Town staff will review abutter issues and major expenses, i.e., bridges and permitting issues. In addition, staff will consult with peers in other towns which have worked on trail design and/or construction.

Town Manager Valente stated staff anticipates utilizing a portion of the \$25,000 already approved for concept development in 2009 for a consultant. Staff will prepare more detailed information for the Board's review at the August 15, 2012 meeting and hope to complete the final concept plan by the end of November 2012.

Town Manager Valente reported the consultant working with the Park and Recreation Commission met with user groups on July 25, 2012 to gather information to include in the Field Use Master Plan Update. The Commission expects to complete this study by August, and to issue a final report in early September.

Town Manager Valente further reported Ms. Kablack will attend a webinar on August 2, 2012, regarding the new revisions made to the Community Preservation Act. Ms. Kablack will provide the Board with relevant information at a later date.

Selectman Drobinski stated he looks forward to the report to be issued by Park and Recreation, and he is pleased progress is being made on this topic.

Vice-Chairman Haarde also noted the topic is moving forward, and he hopes it is in the right direction.

Chairman O'Brien asked if the Park and Recreation consultant's report will include an analysis of the use of Davis Field and what would be the suggested parking capacity for this area, if a rail trail were built. Vice-Chairman Haarde stated he attended a Park and Recreation meeting wherein the consultants stated they planned to include this information in the report. The consensus of the Board was that this question should be brought to the attention of Park and Recreation again to discuss with the consultants. Chairman O'Brien further stated this information could help develop potential trail layouts which could be acceptable to the Department of Transportation (DOT).

The Board asked Town Manager Valente if staff could provide for the Board's August 15, 2012 meeting more information about their next steps regarding concept plans for the trail. Town Manager Valente stated there is a lot of information which needs to be collected and evaluated. She also noted staff will need to determine how best to work with members of the Rail Trail Conversion Advisory Committee (RTCAC) and to utilize the substantial information the Committee has already amassed.

Vice-Chairman Haarde asked if Town staff plan to meet with the RTCAC or just the Board of Selectmen. Town Manager Valente stated she is not sure at this time how the two groups will work together. She will ask staff if a report for the Board can be prepared for the August 15th meeting, or if more time is needed.

Minutes

Vice Chairman Haarde asked for the second sentence of the third paragraph on page 2 of the June 12, 2012 Board meeting minutes to be revised to read as follows: "Vice Chairman Haarde stated he had not yet responded to Mr. Fee, since it's on tonight's agenda, and a member of the Route 20 Sewer Advisory Committee has been assigned to reach out to the Planning Board."

Vice-Chairman Haarde also presented corrections to the July 10, 2012 Board meeting minutes, which will be revised and resubmitted to the Board for review at its August 15, 2012 meeting.

It was on motion unanimously

VOTED: To approve the amended Regular Session minutes of June 12, 2012, as revised tonight, and the Regular and Executive Session minutes of June 26, 2012, with Chairman O'Brien voting only on the portion of the meeting minutes up to the point which he recused himself from the meetings, and with only Vice-Chairman Haarde and Selectman Drobinski voting on the balance of the meeting minutes following Chairman O'Brien's recusals.

Post-Issuance Tax Compliance Procedures – Acceptance

It was on motion unanimously

VOTED: To accept the Post-Issuance Tax Compliance Procedures as provided by the current Bond Counsel, Edwards Wildman Palmer LLP, to be maintained by the Town Treasurer as the primary bond compliance officer.

Ace Restoration, Inc. – Bid Award

It was on motion unanimously

VOTED: To approve the bid award by the Town Manager for the Chimney Repair Project at the Hosmer House to Ace Restoration, Inc. of Medford, MA pursuant to bid dated July 12, 2012, for the sum of \$17,900; and to authorize the signing of any relevant documents by the Town Manager.

The Sudbury Foundation – Grant

It was on motion unanimously

VOTED: To accept a grant in the amount of \$15,000 from The Sudbury Foundation to support a website redesign for the Goodnow Library, as outlined in a letter dated July 10, 2012 from Marilyn Martino, Executive Director of the Foundation.

Department of Energy Resources Green Communities - Grant

It was on motion unanimously

VOTED: To accept a Green Communities Grant in the amount of \$250,000 from the Department of Energy Resources to offset the cost of the Atkinson Pool rooftop-mounted Heat Recovery Ventilation (HRV) unit as requested in an Energy & Sustainability Green Ribbon Committee grant application dated March 28, 2012; and to authorize the Town Manager to execute documents related to said project inclusive of the Grant Contract.

West Concord Development LLC – Mitigation Funds

It was on motion unanimously

VOTED: To accept \$94,250 in mitigation funds from West Concord Development LLC resulting from the development of Concord Mews on the town borders of Sudbury and Concord towards development of pedestrian improvements along Powdermill and nearby roads and the design of a traffic signal or other improvements at the intersection of Route 117 and Powdermill Road as agreed to in a letter dated June 12, 2008 and expended under the direction of the DPW Director.

Park and Recreation's Summer Concert Series – Donations

It was on motion unanimously

VOTED: To accept \$2,900 in miscellaneous donations to support Park and Recreation's Summer Concert Series, said funds to be deposited into the Park and Recreation Revolving Account, and expended under the direction of the Park and Recreation Director.

Mill Village – Donation

It was on motion unanimously

VOTED: To accept \$80 into the Walkway Account from Kirsten Van Dijk on behalf of the Mill Village business participants in the July 4th Window Display Contest, and expended under the direction of the DPW Director.

State Primary Election – Service of Warrant

It was on motion unanimously

VOTED: To sign the Service of Warrant for the September 6, 2012 State Primary Election, which must be posted no later than Thursday, August 30, 2012, as requested by the Town Clerk.

Energy and Sustainability Green Ribbon Committee – Resignation

It was on motion unanimously

VOTED: To accept the resignation of Jennifer Dudgeon, 148 Nobscot Road, as a member of the Energy and Sustainability Green Ribbon Committee, as requested in an email dated July 16, 2012, and to send a letter of appreciation for her service to the Town.

MetroWest Regional Transportation Authority – Designee Re-appointment

It was on motion unanimously

VOTED: To re-appoint Deborah Galloway, Council on Aging Director, as the MetroWest Regional Transit Authority designee by the Chief Elected Officer.

Chapter 39, Sec. 23D – Remote Participation – Discussion - Open Meeting Law – New Regulations Allowing Remote Participation

The Board was previously in receipt of copies of a memorandum from Town Manager Valente dated July 25, 2012, a summary entitled “Basics of Remote Participation,” the relevant section of the official website of the Attorney General of Massachusetts and a relevant section of Sudbury’s Planning Board Meeting Minutes of November 30, 2011, supporting adoption of the remote participation regulations, while encouraging in-person participation as the preferred option.

Town Manager Valente summarized the option for the Board.

Selectman Drobinski asked what the criterion is for geographical distance being a reason to participate remotely. He also asked how one handles handouts distributed at a meeting, which the person participating remotely would not have for reference or be able to view. Town Manager Valente stated she could try to obtain more specific information for the Board, and she noted other communities have also noted these concerns.

Selectman Drobinski stated the concept is good, but he would not want to see its practice abused. He believes it is important for the public to be able to interact in person with board/committee members.

Selectman Drobinski further stated board/committee members should be in the same room where the meeting is scheduled. He believes the intimacy of a meeting venue allows citizens the opportunity to engage in meaningful discussion. Although, Selectman Drobinski appreciates advances in technology, he believes local government should continue to be conducted in person as much as possible.

Chairman O'Brien concurred, noting it has not occurred in recent memory that the Board was not able to arrange its schedule to accommodate a member's schedule. He also stated he does not believe there is an urgency for the Board to decide on adopting this option at this time.

Vice-Chairman Haarde agreed that remote participation is not as effective as in-person interactions, noting conference calls, while useful, are often not as effective as meetings.

Town Manager Valente reported Town Counsel Paul Kenny has stated the Board could decide at any time when, if and how it wanted to adopt this option, but does not have to do so now.

The consensus of the Board was that there were not enough compelling reasons to take action on this option at this time, and that Sudbury should continue to recommend in-person participation by members on committees and boards.

Goodnow Library Foundation – One-Day Liquor License

The Board was previously in receipt of copies of several emails from Goodnow Foundation President Jill Browne dated June 5, 2012, July 2, 2012 and July 24, 2012, an email from Sue Shapiro dated July 24, 2012, copies of six TIPS Certificates of Completion, a letter from Town Counsel Paul Kenny dated July 6, 2007, clarifying issues regarding the use of alcoholic beverages in Town facilities, email messages from Sudbury's Police Chief, Fire Chief and Building Inspector, noting no objections to the request.

Selectman Drobinski stated he sees no problem with the request.

Town Manager Valente referenced the communications from the Police and Fire Departments, noting they do not have objections to the request.

Vice-Chairman Haarde asked if the TIPS certificates provided are for all who will be serving at the event. He also asked if the Goodnow Foundation has insurance coverage. Town Manager Valente stated the appropriate insurance coverage for this type of request is required by the Town.

It was on motion unanimously

VOTED: As the Licensing Authority for the Town of Sudbury, to grant a one-day All Alcoholic Beverages License to Jill W. Browne, 80 Woodmere Drive, representing the Goodnow Library Foundation, to accommodate a fundraising event at the Goodnow Library, 21 Concord Road, on Saturday, October 20, 2012, from 6:30 p.m. to 10:00 p.m., subject to receipt of a Certificate of Liability for insurance secured by the Goodnow Foundation which names the Town as an additional insured and receipt of TIPS certificates for each individual who will work as servers at the event.

NStar – Proposed Planting Plan – Stock Farm and Pelham Island Roads

The Board was previously in receipt of copies of a memorandum from Town Manager Valente dated July 27, 2012 and copies of quotations, including planting plans from Weston Nurseries dated July 5, 2012, which were provided by NStar.

Town Manager Valente stated DPW Director Bill Place, Tree Warden Scott Taylor and Conservation Coordinator Debbie Dineen have reviewed the proposed planting plan for street crossings on Town right of way at Stock Farm and Pelham Island Roads, in accordance with NStar's commitment to maintain screenings. She noted the proposed plan goes beyond the right of way, and she would like to have communication, in writing, from NStar, regarding what its requirements are for the right of way.

Selectman Drobinski asked who owns a certain area, and whether the Town should consult with U.S. Fish and Wildlife, as an abutter, regarding what screening it would prefer.

Town Manager Valente stated she would research ownership of the relevant area. She also stated there had been no issues with the screening which had been in place prior to it being cut by NStar. Town Manager Valente will also share relevant information with abutters.

Recommendations have been made for the Board's consideration to require NStar to provide funding to the Town to maintain the plantings for three years (\$10,000 per year suggested), and that the proposed invasive plant forsythia be replaced with a native species. Chairman O'Brien suggested the entire amount of \$30,000 be initially collected with which to contract a landscaper, and that it be placed in an escrow account.

It was suggested, and the Board concurred, that formal approval of the plans be considered by the Board at its August 15, 2012 meeting.

Teamsters Local Union No. 25 – Memorandum of Agreement - Ratification

The Board was previously in receipt of copies of a Memorandum of Agreement (MOA) between the Town of Sudbury and Teamsters Local Union No. 25 on Behalf of Town of Sudbury Civilian Dispatchers for Combined Dispatch dated June 14, 2012 and a Side Letter of Agreement. Chairman O'Brien announced the Board voted to approve the MOA earlier tonight in Executive Session, and now must also vote to ratify it in Regular Session.

Town Manager Valente briefly explained the Agreement is limited impact bargaining regarding combined dispatch. She thanked the dispatchers for their cooperation, noting the group is committed to Sudbury and the Town's public safety.

It was on motion unanimously

VOTED: To ratify the Memorandum of Agreement between the Town of Sudbury and Teamsters Local Union No. 25 on behalf of the Town of Sudbury Civilian Dispatchers for Combined Dispatch, as executed by the Union and Town Manager.

There being no further business, the meeting adjourned at 9:55 p.m.

Attest: _____
Maureen G. Valente
Town Manager-Clerk