

SUDBURY BOARD OF SELECTMEN
AGENDA
TUESDAY, JUNE 12, 2012
7:30 p.m., Town Hall, 322 Concord Road

1. 7:30 Opening remarks
Vote/Sign Read and vote to sign a proclamation for USMC Lance Corporal David W. Poirier, acknowledging his safe return of recent tours of duty at Guantanamo Bay, Cuba, and Camp Rota, Spain; and proclaiming Friday, June 15, 2012 as LCpl David Poirier Day in Sudbury.
2. 7:35 Reports from the Town Manager
3. 7:40 Report from Selectmen
4. 7:45 Discussion of the Rt. 20 Corridor Study
(VHB, Don Cooke consultant, DPW Dir. Bill Place and Jody Kablack, Dir. of Planning and Community Development)
5. 8:10 **Vote** Question of setting the Tax deferral annual interest rate for FY13
(Andrea Terkelsen, Finance Director, will attend.)
6. 8:30 Interview applicants Barry S. David and Phyllis Bially for possible appointment to the
Vote/Sign Council on Aging with terms to expire May 31, 2015.
7. 8:45 Discussion with NStar regarding vegetation maintenance in the NStar right of way.
(Annemarie Walsh, NStar Community Relations, and other NStar representatives will attend.)
9:15 Take up the “**Consent Calendar**” items and a discussion of the “**Miscellaneous**” items
8. 9:30 Discussion regarding the Chief of Police letter warning Lavender Asian Cuisine about an after-hours violation.

Consent Calendar:

9. **Vote** Vote to approve the Regular and Executive session minutes of March 29 and the Regular Session minutes of May 2, May 8 and May 22, 2012.
10. **Vote** Vote to approve the placement of six signs announcing the July 4th Road Race: two signs facing north and south on Concord Road at Featherland Park, one each at the Corner of Fairbank and Hudson Rd., Peakham and Old Lancaster Road, Fire Headquarters, 77 Hudson Road, and 50 Union Ave. (Johnston Paving), from June 24th to July 5th, 2012, as requested by Graham R. Taylor, 221 Goodman’s Hill Road, in a letter dated June 11, 2012.
11. **Vote** Vote to grant a special permit to Myke Farricker, Coordinator, to hold a “Positive Spin for ALS” bike ride on Sunday, September 9, 2012, from 9:00 a.m. through approximately 4:00 p.m., following the same route as in previous years, subject to Police Dept. safety requirements, proof of insurance coverage and the assurance that any litter will be removed at the race’s conclusion.
12. **Vote** To grant a special permit to Liz Strawn, Senior Development Mgr., National Multiple Sclerosis Society, Greater New England Chapter, for Bike MS: Minuteman Ride on

Saturday, July 14, 2012, from 9:30 a.m. to Noon, following the route outlined and subject to Police Dept. safety requirements, proof of insurance coverage and the assurance that all litter will be removed at the race's conclusion.

13. **Vote/Sign** Vote to accept the Planning Board's interim designee, Jody A. Kablack, Director of Planning and Community Development, to the Rt. 20 Sewer Steering Committee for a term to expire June 30, 2014, replacing Eric Poch in this capacity, as requested by Michael C. Fee, Chair of the Planning Board, in a letter dated May 31, 2012.

Miscellaneous (untimed items):

14. **Vote** Question of approving an exemption under MGL, C268A, s. 20(d) to allow the Town Manager to sign a contract for stormwater management review services with a Special Municipal Employee
15. Discussion with Jody Kablack regarding the Pantry Brook Farm LAND Grant Application.
16. **Vote** Question of establishing an *ad hoc* selection committee for the purpose of reviewing proposals and selecting a consultant to determine the highest and best use of the Melone Gravel Pit.
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3.3 Route 20 at Raytheon/Sudbury Plaza driveways

Problem: In the evening peak hour, it is difficult to turn onto Route 20 from Raytheon and from the Sudbury Plaza driveways. There is an excessive rate of crashes in this area (38 crashes over 3 years). The Police Officer present in the evening effectively assists Raytheon employees, however, this temporarily causes operational problems on Route 20. Signal warrant analyses conducted for the Raytheon and Sudbury Plaza driveways indicated that while a signal is not warranted when the driveways are assessed separately, if the driveways were combined, a signal would meet warrant criteria.

Potential Solution: Reconfigure the Sudbury Plaza driveway so that it aligns directly opposite the Raytheon driveway and provide a traffic signal that is coordinated with the adjacent signals at Nobscot Road, Union Avenue, and Concord Road. This is depicted conceptually on Figure 10, which was developed by MDM Transportation Consultants, the consultant representing the Raytheon campus and Sudbury Plaza. MDM's efforts were coordinated with the Route 20 Corridor Study to ensure consistency between recommendations along the corridor.

Potential improvements include:

- Consolidate the primary Sudbury Plaza and Raytheon campus driveways to into a single signalized four-way intersection. To improve vehicle progression and minimize delays, coordinate the signals along this stretch of Route 20 from the proposed new signal at Sudbury Plaza/Raytheon extending to Nobscot Road, Union Avenue, and Concord Road. The proposed signal would include emergency vehicle pre-emption. This improvement would eliminate the need for Police Officer control of the Raytheon driveway during peak hours.
- Discontinue use of the westerly Raytheon driveway as an exit during the evening peak hour and convert the westerly Sudbury Plaza driveway to enter-only.
- Eliminate left-turns onto Route 20 from the easterly Sudbury Plaza driveway.
- Widen Route 20 to provide exclusive eastbound and westbound left-turn lanes at the consolidated main driveway.
- Pedestrian improvements would include sidewalks, ADA compliant ramps, and pedestrian-activated signal control at the proposed consolidated driveway. A dedicated pedestrian pathway between the Raytheon campus and the Sudbury Plaza is also recommended.

year, the interest charge at a minimum covers the filing fees required to maintain these special tax liens at the Registry of Deeds. While some participants actually pay more towards the annual program administration than others, this being commensurate with property asset value for future payment is considered reasonable and consistent with how all other non-qualifying taxpayers are charged interest.

- ✓ This rate provides some parity between the needs and special consideration afforded one group of taxpayers with the many other taxpayers who have no choice but to pay their taxes every year regardless of financial hardships or incur a statutory 14-16% interest charge, title and legal fees, as well as foreclosure proceedings.

How does the Board of Selectmen determine what the interest rate should be each year?

At or near the beginning of each fiscal year the Town Treasurer provides the Board of Selectmen with one or more recommendations for an interest rate for the coming year. The Treasurer provides a report that includes Program's current status and other information considered useful in their decision-making process.

TIMELINE FOR SENIOR TAX DEFERRAL PROGRAM

Governances – M.G.L. Chapter 59, Section 5 (Clause 41A) and all updates relative thereto from Legal Acts, general or special.

1993 Sudbury's *first long-term tax deferral* is granted. Program administered under regular State criteria; mandated interest rate of 8%.

1998 Sudbury's senior tax deferrals increase to *two*. Program administered under regular State criteria; mandated interest rate of 8%.

2002 Town successfully submitted special legislation to expand the existing eligibility parameters for senior tax deferrals. This allows the Board of Selectmen to set the deferral rate at their discretion annually, not to exceed statutory 8%. Sudbury has *5 senior tax deferrals*.

2003 Town lowers interest rate from 8% to 4%. Participation in program doubles again from *5 to 10 senior tax deferrals*.

2005 Town sets interest rate at 2.5% primarily based on 1-year Constant Maturity Treasury Bill rates. Participation in program continues to increase; *quadruples to 20* since passing special act 2002.

2006 State allows all communities to lower interest rate based on Town Meeting vote to anything between 8% and zero. This does not affect the Town's program under special act 2002. *49 senior tax deferrals*.

2008 State allows all communities to further increase qualifying gross receipts limitation by a fixed amount or as a percentage of circuit breaker level to increase annually. This does not affect the Town's program under special act 2002. *65 senior tax deferrals*.

2010 Town maintains 2.5% interest rate based on longer-term Constant Maturity Treasury rates. Longer horizon for rate setting chosen to bypass volatility of short-term economic markets and realize a reasonable rate of return for receivable payoff horizon of 10-20 years. *77 senior tax deferrals. Total of 92 parcels in deferral, total receivable increases to \$1.74M.*

2012 Town's Special Act of STM 2011 for Senior Tax Exemption is still being considered by Massachusetts' Legislature. Town maintains 2.5% interest rate based on longer-term Constant Maturity Treasury rates. *71 senior tax deferrals issued in FY12. Total of 90 parcels in the program, total receivable increases to \$2.35M.*

RECENT USAGE OF SUDBURY SENIOR EXEMPTIONS AND DEFERRALS

Sudbury has enacted many local options over the years in order to expand on tax relief opportunities for its seniors. These options include lowering age and income requirements for certain programs in addition to increasing the actual dollar amounts given on various exemptions. Sudbury has also significantly reduced the interest rate for Senior Deferrals from the State mandated 8%.

Sudbury's current senior tax relief options (relating strictly to age and income factors) are as follows:

1. Clause 41C. Elderly person over age 64. Exemption of \$1,000.
2. Clause 17E. Elderly person over age 70 or surviving spouse. Exemption of \$273.56
3. CPF Surcharge Exemption. Exemption up to 100% of surcharge. (Automatic 100% exemption for Senior Deferral program participants).
4. Clause 41A. Senior Tax Deferral. Deferral allowance up to 100% of tax. 2.5% simple interest. Payback only at sale or transfer of property.
5. Clause 18. Hardship Exemption. Exemption amount given at discretion of Board of Assessors.
6. Clause 18A Deferral. Temporary Hardship Deferral. Deferral allowance up to 100% of tax for 3 years. 8% statutory interest. 2 year grace period before payback.
7. Tax Work-Off Program. Relief of \$750 property tax per year. May be combined with other program benefits.
8. Pending legislation for a local Senior Tax Exemption meant to reduce property tax liability based on income.

Table 1 Sudbury's History of Age/Income Restricted Exemptions and Deferrals

The following table provides a five-year history of all age-based tax relief options provided.

	2008	2009	2010	2011	2012	5-YRS	5-YR AVG
Exemptions:							
41C	60,026	53,264	56,833	58,044	59,198	287,365	57,473
17D/E	7,401	4,758	4,572	4,578	4,449	25,759	5,152
CPF	23,643	35,033	38,195	38,353	33,920	135,224	33,829
18	20,895	15,500	16,752	11,670	10,061	74,878	14,976
Work-Off	36,094	33,343	36,236	35,104	34,133	174,909	34,982
	148,059	141,898	152,588	147,749	141,760	698,134	146,411
Deferrals:							
18A Temp Hardship Deferral	19,589	33,427	12,870	13,040	-	78,926	15,785
Senior Deferral	322,677	343,617	435,354	466,071	436,999	2,004,718	400,944
	342,266	377,044	448,224	479,111	436,999	2,083,644	416,729

Note that exemptions are applied against the Town's tax Overlay Reserve account. **Overlay Reserve** is an account established annually to fund anticipated property tax abatements, exemptions and uncollected taxes in that year. The overlay reserve is not established by the normal appropriation process, but rather is raised on the tax rate recapitulation sheet. The Town uses Overlay to budget for less than the total amount of taxes levied. Overlay represents a potential write-off of taxes levied very much like an allowance for uncollectible receivables in the private sector. What is budgeted for in Overlay represents tax dollars that we commit every year but will not receive. Tax deferrals on the other hand represent tax dollars that we will eventually collect at some point in the future.

(including those secured by tax deferral agreement) automatically puts the Town's right to collect taxes or foreclose on a property in front of any other parties regardless of any underlying debts, liens or legal proceedings.

Chart 1 Senior Tax Deferral Receivable Aging of June 2012.

Sudbury's current tax deferral receivables include balances across 19 fiscal tax years generating from **90 different parcels**. History shows that once someone has entered the deferral program they will continue to defer for several years. The chart below shows the duration of all parcels in the program as of June 2012. The average duration of the program increased from 4.41 to 5.02 years in FY12. Current estimates suggest that the likely maximum range for a deferral could be anywhere from 18 -22 years.

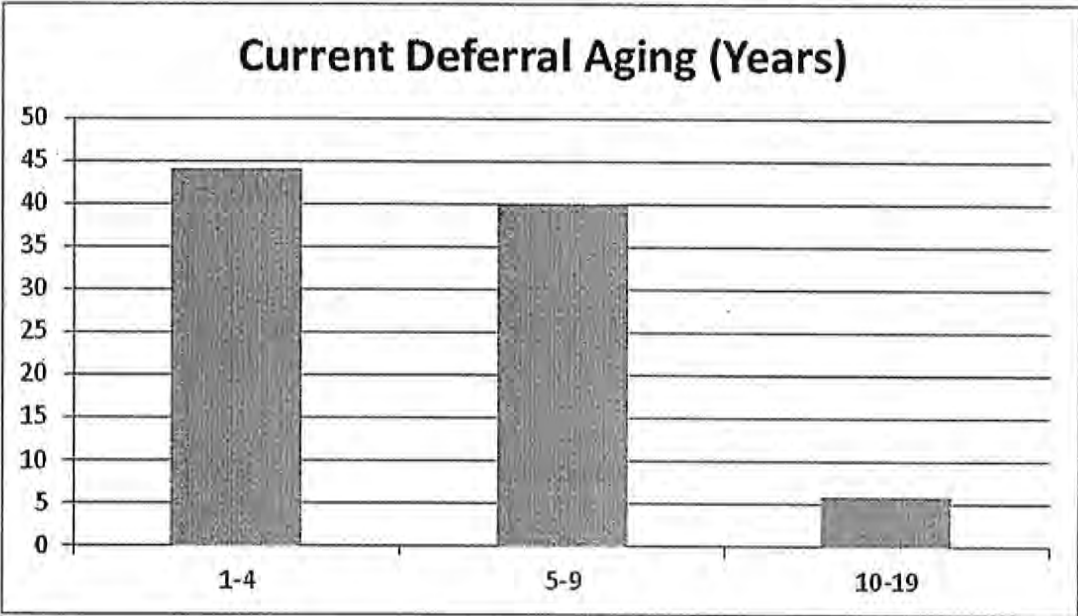


Chart 2 Deferral Receivable Balance Information as of June 2012.

The Town continues to experience a steady growth in total tax deferral receivables. The current net increase of \$258 thousand in deferrals and accumulated deferral receivable balance of \$2.42 million represents .42% and 3.86% of the FY12 total residential tax levy, respectively. The total number of new deferrals went 76 in the prior year to 72. The \$95K decline in net additions this year can be attributed to the larger amount of payoffs and a couple of longtime deferrers opting out in FY12 due to deed or mortgage restrictions. Lastly, the Town did not have anyone qualifying for temporary hardship deferrals for the first time since 2007. The chart on the next page provides a snapshot of the Town's total current tax deferral balance as of June 2012.

It may be interesting to note here that the bulk of our tax deferral receivables balance has come about in recent years during a prolonged period of economic difficulties and budgetary constraints.

As mentioned earlier some other states the legislature has established (in the State Treasury) a senior property tax deferral revolving account to be used for the purpose of making the payments to municipal tax collectors of property taxes as amounts are deferred. Upon payment of the deferred receivables the tax liens are redeemed and the amounts collected including interest are transmitted back to the State Treasury. The State of Oregon for example has been running its deferral reimbursement program for several decades paying out in upwards of \$14-\$15 million in annual reimbursements to the various counties where the tax deferrals range anywhere from 3 to 1,900 accounts. In all cases the State charges interest on deferrals presumably to help pay for program administration as well as borrowing costs, where necessary. Washington, Minnesota and Idaho are also among the list of other States taking an active *financial* role in advancing senior tax deferral programs by providing local property tax authorities with what amount to very low cost loans to qualifying homeowners so that municipalities do not have to; thereby are not forced to suffer any cash flow crises in an effort to help seniors.

INTEREST ON DEFERRALS

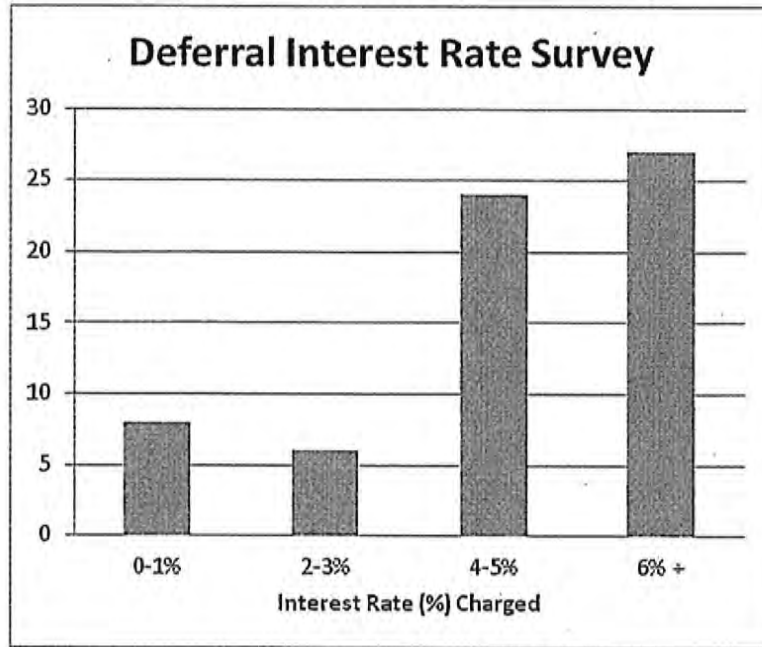
Table 3 Deferral and Market Rate History

Participation Year	Deferral Rate	15-yr FMR*	New or Ongoing Deferrers
2002	8.00%	6.86	14
2003	4.00%	6.21%	23
2004	2.00%	4.84%	26
2005	2.50%	5.81%	33
2006	2.50%	5.35%	49
2007	2.50%	6.35%	62
2008	2.50%	6.41%	65
2009	2.50%	6.38%	66
2010	2.50%	5.41%	77
2011	2.50%	4.02%	76
2012	2.50%	3.32%	71

*Source: HSH Associates Financial Publishers

We continue to offer our seniors an exceptional alternative to any consumer-based borrowing opportunities available. Sudbury's deferral program remains very popular in comparison to all other communities surveyed in FY11, including those charging little or no interest.

It has been suggested that we should further lower or even eliminate charging interest as a means of increasing participation in the deferral program. While taxpayers that defer would most likely prefer not to pay any interest there is no evidence indicating that what we are charging is unreasonable or poses any undue financial hardship when paid. Instead what we have heard time and again from taxpayers that may qualify for the program is that they simply do not want to take on any principal debt against their home's future equity. Reducing or eliminating an interest charge completely would be somewhat beneficial to existing participants but would not serve to encourage others to take advantage of the deferral program when taking on debt at any cost is unacceptable. Instead, if the Town wishes to increase participation in its senior deferral program (rather than further benefitting those already included at a very reasonable



APPENDIX 2: MARKET INTEREST RATE REFERENCES

Rate Type	Current	1 Year Ago
MMDT	.28%	.20%
6 mo. CD's	.47%	.28%
State & Local Bonds	3.81%	4.49%
Bank Prime	3.25%	3.25%
1 yr CMT	.21%	.18%
5 yr CMT	.76%	.72%
10 yr CMT	1.76%	3.00%
20 yr CMT	2.44%	3.89%
15 yr FRM	3.74%	3.62%
30 yr FRM	4.55%	4.38%
10 yr COFI (Federal Cost of Funds) index	3.2-3.9%	6.0-6.8%
10 yr MTA (Federal Cost of Funds) index	3.1-3.8%	5.8-6.6%

TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT TO
COUNCIL ON AGING

BOARD OF SELECTMEN
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectmen@sudbury.ma.us

Name: Phyllis Bially

Brief resume of background and experience:

Have attended Learning in Retirement Programs in Virginia, Oregon, Concord + Sudbury.
Worked with the Board in Virginia to create and implement programs for Learning In Retirement

Address: 30 Nobscot Rd #3, Sudbury Home phone: 978-443-3246
Work phone:

Years lived in Sudbury: ~ 45 yrs E-Mail Address: greenphec@verizon.net

Municipal experience (If applicable):
None

Educational background:

BA: English from Boston College (CUNY)
MA: English from Northeastern University (Boston)

Employment and/or other pertinent experience:

Retired software consultant, formerly curriculum developer + instructor in software
English teacher (1 year)

Reason for your interest in serving:

I would like to engage more men in the Sr. Center, and ^{increase the level of} ~~make~~ the programs. ^{Also, I would like to} ~~introduce more~~ ^{crafts-type classes.}

Times when you would be available (days, evenings, weekends):

All

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

No

tb (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement as adopted by the Board of Selectmen and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature: Phyllis Bially

Date: 3/13/12



One NSTAR Way
Westwood, Massachusetts 02090

June 8, 2012

Mr. Lawrence W. O'Brien, Chairman
Sudbury Board of Selectmen
278 Old Sudbury Road
Sudbury, MA 01776

Dear Chairman O'Brien:

On May 23, NSTAR Project Manager Brian McDevitt, Senior Arborist William Hayes and I met with you and Town Manager Maureen Valente to review the work NSTAR planned for the transmission right-of-way in the Stock Farm Road area. This work was necessary and did not require town approval; therefore we did not attend the selectmen's meeting on May 22.

Due to intense community/abutter reaction, NSTAR attended selectmen's meetings in Framingham and Wayland to emphasize the importance of this type of vegetation management. Work along the transmission right-of-way in these communities had been ongoing prior to NSTAR attending the meetings.

We are scheduled to attend the selectmen's meeting on Tuesday, June 12.

Sincerely,

Annemarie Walsh

Community Relations Representative

cc: Maureen Valente, Town Manager



800 Boylston Street Boston, Massachusetts 02199

Jeffrey N. Stevens
Assistant General Counsel

Tel: 617-424-2141
Fax: 617-424-2733
E-mail: Jeffrey.Stevens@nstar.com

May 22, 2012

**VIA FIRST CLASS MAIL
AND EMAIL (kennyp@town.sudbury.ma.us)**
Paul L. Kenny, Esq.
Town of Sudbury
Flynn Building, 278 Old Sudbury Road
Sudbury, MA 01776

Re: NSTAR Electric Company's Right to Perform Vegetation Management

Dear Attorney Kenny:

Beginning in June, NSTAR Electric Company contractors (NSTAR or the Company) will be performing necessary vegetation maintenance along our Transmission Right-Of-Way located in the Town of Sudbury. This work will consist of tree trimming, tree removal and the mowing of undesirable growth. This maintenance is performed to remove uncontrolled brush and trees in the Right-of-Way that have the potential to interfere with, or damage the electric lines. The work is necessary to ensure system reliability and is contained to NSTAR easements.

NSTAR's easement rights provide the Company with the right to install and maintain its electric facilities, including the right to keep the Right-Of-Way clear of vegetation and structures. NSTAR's easement rights also allow for unimpeded access to its facilities. Typical easement language is as follows:

"This conveyance includes also the perpetual right and easement, at any time and from time to time, and without other or further payment than that herein provided, to clear and keep clear said strip or any part thereof of trees, underbrush, buildings and other structures...."

Landowners and/or residents who reside directly along our Right-of-Way have been notified of this planned work.

All work is being done in response to established guidelines that the Federal Energy Regulatory Commission (FERC), the North American Electric Reliability Corporation (NERC) and the Independent System Operator – New England (ISO-NE) have issued after the blackout of 2003 for maintaining transmission system reliability, including vegetation management. The 2003 blackout, which affected states from Ohio



One NSTAR Way
Westwood, Massachusetts 02090

June 12, 2012

Ms. Erika Paulhus
Constituent Services Official
Office of Senator Scott Brown
2400 JFK Federal Building
55 New Sudbury Street
Boston, MA 02203

Dear Ms. Paulhus,

I am writing in response to your constituent inquiries about vegetation management activities in Framingham, Sudbury and Wayland. While we understand the concerns of neighbors and town officials regarding our Right-of-Way maintenance program, NSTAR has a responsibility to provide safe and reliable electricity service to our customers. The northeast blackout that occurred during the summer of 2003 was caused by a tree coming in contact with a transmission line in Ohio. So, like utilities across the nation, NSTAR now operates under much stricter federal guidelines (FERC) regarding keeping Rights-of-Way clear. To meet these new guidelines, NSTAR uses clearance and maintenance standards deemed to be best-practice in the utility industry.

An investigation recently conducted by the Federal Energy Regulatory Commission and North American Electric Reliability Corp. found that downed trees, rather than transmission system outages, were the cause of nearly three-quarters of transmission line outages during last October's historic snow storm.

As we move forward, our goal along our transmission corridor is to maintain low growth shrubs and grasses under the lines. This will eventually return the area to a meadowlands type of environment. Under the lines we only allow a height of 0-3 feet. In the outside border zone we will only allow a maximum height of 15 feet.

As you requested in your letter, we are committed to meeting with town officials before we resume work. (I have attached our presentation) In those meetings we will present our plans and work cooperatively to address the town's needs and those of abutters through follow up meetings and mitigation on a case by case basis. We want to ensure that we speak with customers whose yards are affected by our work and offer mitigation in the form of removing debris, stump grinding and compatible replacement trees.

As you requested, Summary of NSTAR Actions in Framingham, Sudbury and Wayland:

Framingham

May 30th, attended public Town Meeting
Met with town officials on June 4th.
Met with town officials on June 6th.
Attended Conservation Commission meeting on June 6th.



One NSTAR Way
Westwood, Massachusetts 02090

NSTAR agrees to:

- Mitigation plan for Reardon Park
- Limited tree removal in Saxonville beach area in coordination with town officials within next two weeks.
- Delay in completion of work near beach until after season and develop a mitigation plan with town.
- Notification to customers about mitigation plans for recreation areas.

Wayland

Met with town officials on Monday, June 4th.

Follow up meeting with Wayland town officials will take place on Friday, June 8th.

Sudbury

Met with town officials on May 11th.

We are meeting with town officials on June 11th.

We are scheduled to attend the June 12th selectmen's meeting.

I will keep you informed of further activities and developments.

Sincerely,

Mark L. Reed



TOWN OF SUDBURY
Office of the Chief of Police

Richard J. Glavin
Chief of Police

415 Boston Post Road
Sudbury, Massachusetts 01776
Tel: (978) 443-1042
Fax: (978) 443-1045
E-mail: glavin@sudbury.ma.us

May 10, 2012

Tim Fong
Lavender Restaurant
519 Boston Post Rd.
Sudbury, MA 01776

Mr. Fong,

It has recently come to my attention that your establishment was in violation of the Rules and Regulations of the Sudbury Board of Selectmen relative to your license for the sale of alcoholic beverages. On May 8th at 1:47a.m. Sergeant Espinosa witnessed approximately 10 individuals gathered in your establishment well after closing. While there was no evidence that alcohol was being served or consumed at the time, allowing patrons to remain in your establishment 47 minutes after closing hour is a clear violation. I strongly urge you to familiarize yourself and your employees with the rules and regulations associated with your license for the sale of alcoholic beverages. It is the responsibility of the licensee to be in compliance with all local and state laws associated with the sale of alcohol. I have provided the rules and regulations of the Board of Selectmen for your review. If you have any questions or require further clarification please do not hesitate to contact me. Thank you for your anticipated cooperation in addressing this issue.

Respectfully,

Richard J. Glavin
Chief of Police

McCormack, Mary

*Myke
5/22 ✓*

From: Myke Farricker <mykefarricker@gmail.com>
Sent: Tuesday, May 22, 2012 2:52 PM
To: McCormack, Mary
Subject: 2012 Positive Spin for ALS bike ride
Attachments: 2007 Cue Sheets(1).xls; Map of 3 Routes.jpg

Dear Mary -

It's that time again. Hope you're doing well.

Here is the info for this year's 2012 Positive Spin for ALS bike ride to raise money for research and patient care for those afflicted with ALS, or Lou Gehrig's disease. The ride will take place on Sunday, September 9th. Our ride is sponsored again this year by the Massachusetts Chapter of the National ALS Association. It begins and ends at The Longfellow Club in Wayland, with starting times of 9:00 a.m.(65 miles), 10:00 am (50 miles), 10:30 am (25 miles), and 11:00 am (10 miles). The rides are the same as last year. I've attached a cue sheet for all the rides, as well as a map outlining each of the routes.

Thank you for your help again this year and in the previous years. I will contact the Massachusetts Chapter of the ALS Association and ask them to forward you a copy of their Certificate of Insurance. I've talked with Sergeant John Harris to provide a police detail on that date. Please let me know if you need anything else from me.

Take care,
Myke Farricker
General Manager
The Longfellow Clubs
Wayland & Natick, MA

www.longfellowclubs.com

Find us on FaceBook
www.facebook.com/Longfellowclubs

Positive Spin for ALS - May 20, 2007

65 Mile Route -

Follow route signs with "65" label only

On-road assistance available from SAG vehicles with flags on antennae

In an emergency, or to call a SAG vehicle, Dial 339-225-1008

Mile	Description	Town
0.1	R onto Rte 20 - CAUTION follow cones	Wayland
0.2	R into Papa Gino's Parking Lot	Wayland
0.3	R onto Old County Road - Becomes River Road	Wayland
1.0	L onto Water Row	Wayland
1.3	L onto Rte 27 (Maynard Road) - CAUTION	Sudbury
2.7	Straight at traffic light, Sudbury Center	Sudbury
3.1	Straight on Hudson Road (don't follow Rte 27 which bears right)	Sudbury
9.8	Straight at traffic light, Rte 62	Hudson
10.8	Straight at traffic light, Tower Street	Hudson
10.9	Tropic Sun Tanning Salons - Pit Stop & Water, bathrooms available in Paradise Gym	Hudson
11.1	Straight at traffic light, (Toohey Pharmacy - Manning/Broad Street)	Hudson
11.4	R onto Rte 62 West at circle	Hudson
11.5	Bear R onto Rte 85 (Lincoln Street)	Hudson
11.7	Straight at traffic light, Lincoln Street becomes Hudson Road	Hudson
13.4	L on Century Mill Road	Bolton
14.7	Cross Under Rte 495	Bolton
15.4	S at Stop Sign	Bolton
16.0	R at yield sign onto Watoquadoc Road (Nashoba Winery on left)	Bolton
16.2	R onto Rte 117 at stop sign	Bolton
17.2	Cross Under Rte 495	Bolton
19.1	L onto East End Road	Bolton
19.4	Bear R staying on East End	Bolton
21.0	R onto Eldridge	Harvard
21.5	Stay straight heading onto Garner Road (don't bear left!!!)	Stow
22.1	Hard L at "No Name" sign	Stow
22.2	Bear R back onto Taylor (up hill)	Stow
24.3	Bear R onto Boxboro Road	Stow
24.8	Straight across West Acton Road onto South Acton Road (careful not to take right!!!!)	Stow
27.1	L at Rte 27 sign (Martin Street)	Acton
27.2	Jones Field - Pit Stop & Water	Acton
27.4	Cross Railroad	Acton
27.5	R onto Central at "Y"	Acton
27.8	Bear R onto Main (Rte 27) at STOP sign	Acton
27.9	L at traffic light onto school	Acton
28.3	L onto Piper Road	Acton
29.2	Cross Rte 2, Piper becomes Taylor	Acton
29.7	R onto Minot Avenue	Acton
30.3	R onto Concord Road @ "T"	Acton
31.0	R onto Great Road, (Rte 119), at STOP sign	Acton
31.2	L onto Pope Road	Acton
32.5	R onto Strawberry Hill Road	Acton
34.5	L onto Barretts Mill Road at stop sign	Concord
35.2	R onto Lowell Road at STOP sign	Concord
36.1	R onto Keyes	Concord

36.5	R onto Main Street	Concord
36.5	Bear R staying on Main Street (Rte 62)	Concord
36.8	Straight at traffic light	Concord
37.0	Bear L staying on Main Street (Rte 62)	Concord
37.3	Bear L staying on Main Street (Rte 62) - Cross under railroad bridge	Concord
37.7	L on Old Road to Nine Acre Corner	Concord
37.8	Cross Rte 2	Concord
39.6	R onto Sudbury Road	Concord
39.7	Verrill Farm - Pit Stop & Water	Concord
40.3	Straight at traffic light across Rte 117, Sudbury becomes Concord Road	Sudbury
42.7	R at stop sign, turning onto Pantry Road	Sudbury
43.5	Cross Rt 117 onto Dakin - CAUTION - fire station on right	Sudbury
44.2	Concord becomes Old Pickard Road	Concord
44.8	L onto Old Marlboro Road	Concord
45.4	Sudbury becomes Powers Road	Sudbury
46.3	L onto Powder Mill at STOP	Sudbury
46.4	Cross Rte 117 onto Mossman at STOP - CAUTION	Sudbury
47.0	R onto Willis	Sudbury
48.4	R onto Marlboro at STOP	Sudbury
48.8	R onto Rte 27 (Maynard Road) - CAUTION	Sudbury
49.3	L onto Fairbanks	Sudbury
50.0	Atkinson Pool on left - Pit Stop & Water	Sudbury
50.1	R onto Hudson	Sudbury
50.3	L onto Dutton	Sudbury
51.8	Bear L onto Old Garrison - stone marker	Sudbury
52.3	L Staying on Old Garrison at STOP	Sudbury
52.4	L onto Peakham at STOP	Sudbury
53.9	L onto Horse Pond Road then immediate L onto Pratts Mill Road at STOP and DOUBLE ISI	Sudbury
55.0	R onto Dutton at STOP	Sudbury
55.6	R onto Hudson at STOP - CAUTION	Sudbury
55.8	L onto Fairbanks	Sudbury
55.9	Atkinson Pool on right - Pit Stop & Water	Sudbury
56.6	R onto Rte. 27 (Maynard Road) at STOP - CAUTION	Sudbury
56.7	L onto Marlboro	Sudbury
57.1	Straight on Marlboro at 4-way STOP	Sudbury
57.7	Bear L staying on Marlboro at STOP intersection with Morse	Sudbury
58.2	R onto Haynes	Sudbury
58.4	R onto Pantry	Sudbury
58.6	Straight - becomes Concord Road	Sudbury
59.5	L onto Lincoln Street at Lincoln Sudbury High School	Sudbury
60.3	R onto Water Row	Sudbury
62.3	Cross Rte 27 (Maynard Road) - CAUTION	Wayland
62.5	R onto River Road - becomes Old County Road	Wayland
63.3	L into Papa Gino's parking lot	Wayland
63.4	L onto Rte. 20 - CAUTION - follow cones	Wayland
63.6	L into Longfellow	Wayland
63.7	Finish - CONGRATULATIONS!	Wayland



**National
Multiple Sclerosis
Society**
Central
New England
Chapter

RECEIVED
BOARD OF SELECTMEN
SUDBURY, MA

2012 APR 27 P 12: 20

*Agenda
6/12*

April 25, 2012

Town Manager
Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776

Dear Town Manager:

The National Multiple Sclerosis Society, Greater New England Chapter is excited to host the 4th annual Bike MS: Minuteman Ride on July 14, 2012. Bike MS is a fundraising campaign that raises vital dollars to move the National MS Society closer to a world free of MS. With these dollars, the Greater New England Chapter supports 19,000 people in Maine, Massachusetts, New Hampshire and Vermont living with multiple sclerosis.

Our route will take us through Sudbury. We expect approximately 100 cyclists to be riding through your town in small groups. Enclosed is a cue sheets for street by street directions of the route.

Cyclists will be instructed to ride single file on the right side of the road, and to observe all rules of the road. Our own support vehicles will travel the route to ensure the safety of all.

If you could complete the enclosed form and mail or fax it back to me at 508-759-0379, that would be great. I will be forwarding a letter to the police department to notify them of this event and the route. If you have any questions regarding this event please feel free to contact me at (508)759-0402.

Sincerely,

Liz Strawn
Senior Development Manager

Miles	Direction	Description	Go	Town:
0.00	L	Walden St	0.70	Concord
0.70	X	Rt. 2 / Continue on Rt. 126	0.58	
1.28	S	Continue on Rt 126 past Walden Pond	0.54	Lincoln
1.82	L	Baker Bridge Rd.	1.15	
2.97	R	Sandy Pond Rd. (not marked)	0.64	
3.61	X	Lincoln/Bedford Rd, Cont on Weston Rd.	0.80	
4.41	R	Silver Hill Rd., cont. on Weston Rd.	1.14	
5.55	X	Route 117, Continue on Merriam St.	1.71	
7.26	R	Concord Rd.	0.78	
8.04	BL	Sudbury Rd.	0.72	
8.76		Continue on Glezen Rd.	1.24	
10.00	R	Route 126/Concord Rd.	1.60	
11.60	L	Oxbow Rd.	1.80	
13.40	R	Sherman Bridge Rd.	1.40	Sudbury
15.80		REST STOP #1 - Lincoln-Sudbury H.S.		
	R	out of rest stop	0.20	
16.00	BL	Concord Rd.	0.30	
16.30	R	Morse Rd.	1.30	
17.60	L	Marlboro Rd.	1.00	
18.60	R	Route 27/Maynard Rd.	0.10	
18.70	L	Fairbanks Rd.	0.80	
19.50	R	Hudson Rd.	2.00	
21.50	BR	Sudbury Rd.	2.10	Hudson
23.60		Continue on Boon Rd.	0.60	
24.20	X	Route 62/Gleasondale Rd.	0.10	Stowe
24.30	BR	Randall Rd.	0.50	
24.80	S	Edison St.	0.30	
25.10	R	Hudson Rd.	1.20	
26.30	L	Route 117/Great Rd.	0.32	
26.62	BR	Lantern Ln.	0.32	
26.94	R	Hiley Brook Rd.	0.30	
27.24	BL	Harvard Rd.	1.22	
28.46	BL	Continue on Finn Rd.	0.96	
29.42	R	Stow Rd.	2.36	
	X	Under Route 495		
31.78	R	Slough Rd.	0.61	
32.39	L	Oak Hill Rd.	0.30	Harvard
32.69	R	Old Littleton Rd.	3.18	
35.87	X	Route 2, Continue on Oak Hill Rd.	1.41	Littleton
37.28	BL	Sanderson Rd.	0.11	
37.38		REST STOP #2 - Fallons Fine Liquor	0.01	
	X	Railroad Tracks		
37.39	R	Harwood Ave.	2.72	

Miles	Direction	Description	Go	Town:
40.11	L	Newtown Rd.	0.11	
40.22	R	Nashua Rd.	0.63	
40.85	R	Nagog Hill Rd.	0.56	
41.41	R	Fort Pond Rd.	0.68	Acton
42.09	L	Newtown Rd.	1.60	
43.69	X	Route 27, Continue on Concord Rd.	0.00	
43.69	BL	Concord Rd.	1.30	
44.99	R	Route 2A/Great Rd.	0.10	
45.09	L	Pope Rd.	2.50	Concord
47.59	BL	West St.	1.70	Carlisle
49.29	R	Acton St.	0.90	
50.19	R	Route 225/Westford St.	1.40	
51.49		REST STOP #3 - Carlisle Town Hall	0.10	
51.59	R	Concord St.	1.30	
52.89	R	South St.	1.30	
54.19	BL	West St.	0.50	
54.86	R	Pope Rd.	0.23	Concord
54.69	L	Spencer Brook Rd.	0.40	
55.09	BR	Westford Rd.	0.70	
55.79	BR	Lowell Rd.	1.50	
57.29	L	Barnes Hill Rd.	0.40	
57.69	R	Eastbrook Rd.	0.20	
57.89	L	Liberty St.	0.20	
58.09	R	Monument St.	0.90	
58.99	L	Lexington Rd.	0.30	
59.29	R	Heywood St.	0.10	
59.39	L	Walden St.	0.30	
59.69	L	Concord District Court		
		Congratulations! You made it!		
Route closes at 4:00PM				

Miles	Direction	Description	Go	Town:
0.00	R	Walden St.	0.30	Concord
0.30	R	Heywood St.	0.10	
0.40	L	Lexington Rd.	0.30	
0.70	R	Monument St.	0.90	
1.60	L	Liberty St.	0.20	
1.80	R	Estabrook Rd.	0.20	
2.00	cont.	Barnes Hill Rd.	0.40	
2.40	cont.	Barretts Hill Rd.	0.80	
3.20	R	Strawberry Hill Rd.	1.90	Acton
5.10	R	Pope Rd.	1.30	Carlisle
6.40	L	West St.	1.70	
8.10	L	Acton St.	0.40	
8.50	cont.	Carlisle Rd.	0.70	
9.20	R	Rt. 27 / Main St.	1.60	Westford
10.80	cont.	Bruce Freeman Rail Trail @ 225/27 intersection	2.30	Chelmsford
13.10	R	Lakeside Ave.	0.00	
13.10	R	Rt. 27 / Acton Rd.	0.00	
13.10	L	Elm St.	1.00	
14.10	cont.	Fiske Rd.	1.50	Carlisle
14.70	R	Curve St.	2.30	
15.60	L	Rt. 225 / Westford St.	1.40	
17.00	L	REST STOP #3 - Carlisle Town Hall		
	L	Out of Rest Stop	0.10	
17.10	R	Concord St.	1.40	
18.50	R	South St.	1.30	
19.80	BL	West St.	0.10	
19.90	R	Pope Rd.	0.40	Concord
20.30	L	Spencer Brook Rd.	0.40	
20.70	BR	Westford Rd.	0.70	
21.40	BR	Lowell Rd.	1.50	
22.90	L	Barnes Hill Rd.	0.40	
23.30	cont.	Eastbrook Rd.	0.30	
23.60	L	Liberty St.	0.20	
23.80	R	Monument St.	1.00	
24.80	L	Lexington Rd.	0.20	
25.00	R	Heywood St.	0.10	
25.10	L	Walden St.	0.30	
25.40	L	Concord District Court		
		Congratulations! You made it!		
		Route closes at 4:00PM		



Town of Sudbury

Planning Board

planningboard@sudbury.ma.us

<http://www.sudbury.ma.us/services/planning>

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776
978-639-3387
Fax: 978-443-0756

✓ Agenda
6/12

May 31, 2012

Mr. Lawrence W. O'Brien, Chairman
Sudbury Board of Selectmen
278 Old Sudbury Road
Sudbury, MA 01776

RE: Planning Board designee to Route 20 Sewer Steering Committee

Dear Board Members,

At its meeting on May 22, 2012 the Planning Board designated Jody Kablack, Director of Planning and Community Development, as the interim Planning Board designee to the Route 20 Sewer Steering Committee. She will replace Eric Poch in this capacity, however we note our pleasure that Eric will continue his duties on the committee as an at-large member.

We believe that Jody will be a productive member of the committee, as she has knowledge and a deep understanding of the project.

If you need anything further, please advise.

On behalf of the Planning Board,

Michael C. Fee, Chairman



Town of Sudbury

Planning and Community Development Department

Jody A. Kablack, Director

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776
978-639-3387
Fax: 978-443-0756

<http://www.sudbury.ma.us/services/planning>
kablackj@sudbury.ma.us

*Agenda
6/12*

TO: Maureen Valente, Town Manager
Paul Kenny, Town Counsel
FROM: *gak* Jody Kablack, Dir. of Planning and Community Development
RE: Contract for Stormwater Management Review Services
DATE: June 5, 2012

I am attaching an Agreement for Technical Services between the Town of Sudbury and Elizabeth D. Eggleston for peer review services of Stormwater Management permit applications. The funds for payment under this contract will be from application escrow funds deposited with the Town by applicants for these permits. I have reviewed MGL c. 30B and this contract does not need to go out to bid as it is exempt due to the nature of the contract with Architects, Engineers and related professionals. However I did advertise a Request for Quotations for these general services on March 9, 2012, and Ms. Eggleston was the only respondent to submit a proposal. She has been deemed qualified to provide these services (see attached RFQ and Ms. Eggleston's response) and I recommend award of the contract to her.

As Ms. Eggleston is a Special Municipal Employee by virtue of her appointment on the Route 20 Sewer Technical Advisory Committee, she will need a voted exemption from MGL c. 268A, s. 20d from the Board of Selectmen to allow her to provide services to the Town for payment. This advice has come from the State Ethics Commission after an inquiry. I have attached the guidance on this exemption for the Board's review, as well as the completed disclosure form prepared by Ms. Eggleston. Ms. Eggleston has not held elected office for over one year, and the subject of her contract with the Town (stormwater) will not be of a particular matter that she works on as a Special Municipal Employee (wastewater).

Please execute this contract at your earliest convenience once the exemption vote is taken.

attachments

AGREEMENT FOR TECHNICAL SERVICES

The Town of Sudbury, acting by and through its Town Manager (the "Town") hereby agrees to pay for and Elizabeth D. Eggleston, dba Eggleston Environmental (the "Contractor") hereby agrees to provide stormwater management peer review services related to the review of Stormwater Management permit applications submitted to the Town of Sudbury, in accordance with the following terms and conditions.

1. COST OF SERVICES (check applicable option)
 - a) For performance of the services described in the Attachment A, the Town shall pay the fixed sum of _____. Any additional services shall be paid on a time and materials basis in accordance with the hourly rates submitted by the Contractor, subject to approval by the Town.
 - b) The Town shall pay for the services on a time and materials basis in accordance with the hourly rate schedule of \$120/hour. An estimated cost of service per application shall be submitted by the Contractor, and each application shall be awarded by the Town on an individual basis.
2. PAYMENT The Contractor shall submit invoices to the Town on a monthly basis according to the percentage of work completed, and the Town shall make payment within thirty (30) days after receipt of an invoice.
3. TIME The Contractor shall complete performance of its services hereunder on or before May 31, 2014, unless extended by the Town.
4. CONTRACTOR RESPONSIBILITIES The Contractor represents that it can and shall perform the services hereunder in a competent and professional manner, as proposed in the Proposal, and in accordance with the standards generally accepted for the performance of such services. The Contractor shall at all times be acting as an independent contractor and not as an agent for, partner or joint venturer with the Town.
5. ASSIGNMENT The rights and obligations of the Contractor hereunder may not be assigned without the written consent of the Town.
6. ENTRY ONTO PROPERTY If performance of the services described in The Proposal requires the Contractor to make entry onto land or other property,

**DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(d)**

SPECIAL MUNICIPAL EMPLOYEE INFORMATION	
Name of special municipal employee:	Elizabeth D. Eggleston
Put an X beside one statement.	<p>I am a special municipal employee because:</p> <p><input type="checkbox"/> I am a selectman in a town with a population of 10,000 or fewer people;</p> <p><input checked="" type="checkbox"/> I am not a mayor, alderman or city councilor, and</p> <p><input type="checkbox"/> I serve in a municipal position for which no compensation is provided, or</p> <p><input type="checkbox"/> I earned compensation for fewer than 800 hours in the preceding 365-day period, or</p> <p><input checked="" type="checkbox"/> By the classification of my position by my municipal agency or by the terms of a contract or my conditions of employment, I am permitted to have personal or private employment during normal business hours.</p> <p><input type="checkbox"/> I work for a company or organization which has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular, and the contract states that I am a special municipal employee or indicates that I meet one of the three requirements listed above.</p>
Title/ Position	Member of the Route 20 Wastewater Technical Advisory Committee (TAC)
Fill in this box if it applies to you.	If you are a special municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Municipal Agency/ Department:	This is "my Municipal Agency." Town of Sudbury, Board of Selectmen
Agency Address:	278 Old Sudbury Rd. Sudbury, MA 01776
Office phone:	978-639-3381
Office e-mail:	boardofselectmen@sudbury.ma.us
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a special municipal employee.	July 26, 1999



PART IV CRIMES, PUNISHMENTS AND PROCEEDINGS IN CRIMINAL CASES
(Chapters 263 through 280)

TITLE I CRIMES AND PUNISHMENTS

CHAPTER 268A CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

Section 17 Municipal employees; gift or receipt of compensation from other than municipality; acting as agent or attorney

Section 17. (a) No municipal employee shall, otherwise than as provided by law for the proper discharge of official duties, directly or indirectly receive or request compensation from anyone other than the city or town or municipal agency in relation to any particular matter in which the same city or town is a party or has a direct and substantial interest.

(b) No person shall knowingly, otherwise than as provided by law for the proper discharge of official duties, directly or indirectly give, promise or offer such compensation.

(c) No municipal employee shall, otherwise than in the proper discharge of his official duties, act as agent or attorney for anyone other than the city or town or municipal agency in prosecuting any claim against the same city or town, or as agent or attorney for anyone in connection with any particular matter in which the same city or town is a party or has a direct and substantial interest.

Whoever violates any provision of this section shall be punished by a fine of not more than \$10,000, or by imprisonment in the state prison for not more than 5 years, or in a jail or house of correction for not more than 2 1/2 years, or both.

A special municipal employee shall be subject to paragraphs (a) and (c) only in relation to a particular matter (a) in which he has at any time participated as a municipal employee, or (b) which is or within one year has been a subject of his official responsibility, or (c) which is pending in the municipal agency in which he is serving. Clause (c) of the preceding sentence shall not apply in the case of a special municipal employee who serves on no more than sixty days during any period of three hundred and sixty-five consecutive days.

This section shall not prevent a municipal employee from taking uncompensated action, not inconsistent with the faithful performance of his duties, to aid or assist any person who is the subject of disciplinary or other personnel administration proceedings with respect to those proceedings.

This section shall not prevent a municipal employee, including a special employee, from acting, with or without compensation, as agent or attorney for or otherwise aiding or assisting members of his immediate family or any person for whom he is serving as guardian, executor, administrator, trustee or other personal fiduciary except in those matters in which he has participated or which are the subject of his official responsibility; provided, that the official responsible for appointment to his position approves.

**INSTRUCTIONS FOR DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
UNDER G. L. c. 268A, § 20(d)**

FINANCIAL INTEREST IN A MUNICIPAL CONTRACT

SUMMARY

You are a special municipal employee, as described below. You wish to have a financial interest, directly or indirectly, in a contract made by a municipal agency of the same city or town which you already serve'. You participate in or have official responsibility for the activities of the municipal agency that made the contract. To be eligible for an exemption under § 20(d) of the conflict of interest law, you must fill out a § 20(d) disclosure, and the city council, aldermen, selectmen or town council must approve the exemption. The approved disclosure must be filed with the city or town clerk.

WHO CAN USE A § 20(d) DISCLOSURE

You are an **elected or non-elected special municipal employee**, as defined by G.L. c. 268A, § 1(n).

- You are a **selectman in a town with a population of fewer than 10,000 people**; OR
- You are **NOT a mayor, alderman or city councilor**, and the **city council or board of aldermen (if there is no city council) or board of selectmen has expressly classified your position as a special municipal employee position** because:
 - You serve in a municipal position for which **no compensation** is provided; OR
 - You receive **compensation for fewer than 800 hours in the preceding 365-day period**; OR
 - By classification by your municipal agency or by the terms of a contract or the conditions of your employment, you are **permitted to have personal or private employment during normal working hours**, and disclosure of such classification or permission has been filed with the city or town clerk.

You also are a **special municipal employee** if:

- A **municipal agency has made a contract with the company or organization where you work**, and
 - o You are a **"key employee"** because the contract names you or makes it clear **the municipal has contracted for your services in particular**; AND
 - o The contract states that you are a **special municipal employee** or indicates that you meet one of the eligibility requirements above.

If you need advice about whether you are a special municipal employee, please contact the State Ethics Commission.

WHEN TO USE THE § 20(d) DISCLOSURE FORM

Section 20 of the conflict of interest law prohibits you from having a **financial interest, directly or indirectly, in a contract made by an agency of the same city or town which you serve**. This financial interest may be:

- A **non-elected, compensated municipal position**, or
- A direct financial interest in a **contract between a municipal agency and you**; or
- An indirect financial interest in a municipal contract – in other words, you have a **financial stake in a contract or transaction between a municipal agency and someone else**, such as a company or organization.

You may be able to use an **exemption under § 20(d)**, however, to keep or add such a financial interest in a municipal contract.



Planning & Community Development Sudbury, Massachusetts

[Town of Sudbury](#) → [Services](#) → [Planning & Community Development](#)

Town Issues RFQ for Stormwater Review Services

Planning & Community Development (posted: Thursday, March 08, 2012)

TOWN OF SUDBURY, MA

Request For Qualifications

STORMWATER MANAGEMENT CONSULTING SERVICES

March 9, 2012

The Town of Sudbury, through its Town Manager, seeks the services of an engineering consultant(s), consulting firm or firms, with specialized discipline in stormwater management to assist the Town in any aspect of stormwater management assessment, engineering review or design, including but not limited to review of development proposals by private developers, review and/or design of development proposals by the Town, design and/or review of Town or State roadway, rail trail or other construction projects which require design or approval of stormwater management systems and compliance with the EPA Phase 2 MS4 Permit. Duties under contract by the Town may include review of projects for compliance with the Town of Sudbury Stormwater Management Bylaw/Regulations and DEP Stormwater Regulations, review of the Town of Sudbury Stormwater Management Bylaw/Regulations for consistency with the state regulations and amendments thereto, assistance with writing bylaws in conjunction with stormwater management or other DEP requirements and compliance with the Town's requirements under the EPA Phase 2 MS4 Permit.

Qualifications must include extensive experience in designing, reviewing and permitting stormwater projects with the Mass. Department of Environmental Protection; experience working for Massachusetts municipalities which have adopted local stormwater management bylaws; staff certified registered professional engineers with specializations/affiliations in stormwater management and wetland protection. No less than 2 references must be submitted.

Night meetings may be required. The successful consultant will provide guidance to all Town Boards under the supervision of the Director of Public Works and the Planning and Community Development Director.

The consultant will be paid on an hourly basis for services rendered, consisting of on-site inspections, plan review, report writing, and meeting attendance. Any services required to be performed by the consultant will be detailed in writing and must be mutually agreed upon by the consultant and the Town.

To review the criteria of the [RFQ Stormwater Management Services](#), click this link.

All proposals are due by Monday, April 9, 2012 at 2:00 p.m. Email submissions are encouraged.

Respond to:

Director of Planning and Community Development, Jody Kablack
Flynn Building
278 Old Sudbury Road

TOWN OF SUDBURY, MA
RFQ for
STORMWATER MANAGEMENT CONSULTING SERVICES
March 9, 2012

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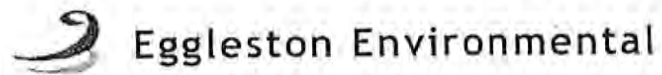
Respond to:

Director of Planning and Community Development, Jody Kablack
Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776

Email: kablackj@sudbury.ma.us
Phone: (978)639-3387

Rec. 4/9/12

TAC = Special
Municipal
Employee



April 9, 2012

Director of Planning and Community Development, Jody Kablack
Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776

RE: Proposal for Stormwater Management Consulting Services

Dear Jody:

In response to your recent RFQ, I am pleased to provide you with this proposal for stormwater management consulting services for the Town of Sudbury.

I am a sole proprietor doing business as Eggleston Environmental, a fully insured, SOMWBA-certified woman owned business enterprise (WBE). I am a registered professional Civil Engineer in the Commonwealth of Massachusetts and have more than thirty years of experience in the field, specializing in the areas of water quality, stormwater management, wastewater disposal and environmental monitoring. Throughout my graduate studies and my professional career I have had a particular interest in issues associated with stormwater management, and much of my work has been focused in this area. As you will see from my attached resume, my project experience includes responsibility for Phase I NPDES stormwater permitting and stormwater monitoring for the City of Boston, providing assistance to a number of Massachusetts communities with NPDES Phase II permit compliance, conducting stormwater discharge investigations and management planning for four regional airports in New England, and stormwater management planning for the Boston Museum of Fine Arts Master Plan. I have also had extensive experience conducting peer reviews of both private and public development projects in a number of Massachusetts communities and have helped to prepare stormwater-related bylaws and regulations in several.

Since 2002, I have conducted technical peer reviews of more than 100 public and private development projects for the Town of North Andover's Conservation Commission and/or Planning Board with respect to stormwater management. I have conducted similar reviews for the Towns of Dedham, Shirley, Wayland, Wellesley and, most recently, Westwood and Marblehead. Current projects include a new retail bank on a former gas station property North Andover, a commercial healthcare facility in Dedham, and condominium projects in Westwood and Marblehead. My typical scope of work for these peer reviews is to conduct an engineering review of the permit application and accompanying documentation, including plans, stormwater report and drainage calculations; assess completeness of the application, suitability of the stormwater management approach and design concepts used in the project, and its compliance with

32 Old Framingham Rd Unit 29 Sudbury MA 01776 tel 508.259.1137 fax 866.820.7840



EDUCATION: M.S. Civil Engineering, University of New Hampshire, 1981
BA, Biology, Smith College, 1979

REGISTERED PROFESSIONAL CIVIL ENGINEER (Massachusetts License #33154)

PROFESSIONAL EXPERIENCE: Lisa Eggleston is an independent environmental engineering consultant with over 30 years of professional experience; her work has focused on issues related to water quality and wastewater engineering, environmental permitting, stormwater management, and environmental impact analyses. Ms. Eggleston has co-authored several papers on stormwater and CSO impacts and lectured on water quality issues for a number of professional organizations. Relevant project experience is summarized below:

- *Peer Reviewer, MA Towns.* Provided technical peer review of more than 200 public and private development projects before the Planning Boards and/or Conservation Commissions in the towns of North Andover, Shirley, Dedham, Wayland, Leominster, Westwood, Marblehead and Wellesley MA relative to stormwater management and site engineering. Assessed compliance with state and local regulations and made recommendations for improvement.
 - *Stormwater Regulations, MA Towns.* Assisted Towns of Sudbury, North Andover and Wayland MA with the development and/or updating of local regulations pertaining to stormwater management and drainage design requirements.
 - *NPDES Phase I Permit and Stormwater Monitoring, Boston Water & Sewer Commission.* Responsible for preparation of two-phased Phase I NPDES Permit application and development of a Stormwater Management Plan for the City of Boston identifying measures to minimize discharge of pollutants to receiving waters. Since 1997 have served as Technical Specialist in the conduct of a series of stormwater monitoring programs aimed at characterizing separated stormwater discharges from representative drainage areas of the city, conducted as part of their Phase I NPDES permit requirements. Responsibilities included sampling program planning and design, quality control, data evaluation and preparation of technical memoranda.
 - *Hydrology Handbook for Conservation Commissioners, Massachusetts Department of Environmental Protection.* Served as technical consultant on the preparation of an updated guidance manual aimed at helping Conservation Commissioners understand hydrologic and hydraulic data and calculations under the Massachusetts Wetlands Protection Act.
 - *North Coastal Watershed NPDES Phase II Stormwater Permit Compliance, MA DEP.* Worked with VHB, Inc. providing assistance to 15 Massachusetts communities in Phase II stormwater planning. Conducted workshops presenting an overview of the Phase II program and regulations, assisted towns in assessing existing practices and data needs, and provided guidance in the development of their stormwater management plans, including measurable goals and concepts for implementation over the initial 5-year Phase II permit term.
 - *Museum of Fine Arts Master Plan.* Conducted stormwater management planning and analysis for the MFA's proposed Master Plan expansion. Assisted Epsilon Associates with preparation of the Final Environmental Impact Report (FEIR) on the project.
-



Town of Sudbury

Planning and Community Development Department

Jody A. Kablack, Director

<http://www.sudbury.ma.us/services/planning>

kablackj@sudbury.ma.us

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776
978-639-3387
Fax: 978-443-0756

TO: Maureen Valente, Town Manager
FROM: *JAK* Jody Kablack, Director of Planning and Community Development
RE: Pantry Brook Farm Update
DATE: June 6, 2012

I am in the process of preparing the LAND Grant application for the above project for a July 3, 2012 submittal date to the Executive Office of Energy and Environmental Affairs. The final LAND application will need a vote of the Board of Selectmen at their June 26, 2012 meeting authorizing Lawrence W. O'Brien, Chairman and Chief Executive Officer under the Town Manager Act, to sign the application and to authorize me as the manager for the grant. The Conservation Commission also signs the grant application and the CR application, and I am copying them on this memo as well. The Town Meeting vote authorized all of these actions (see attached vote).

For your information, I am enclosing the draft application completed to date, including the Proposed Project Budget, Project Description and various maps. A review appraisal of the property has been commissioned, as required in the grant application, which I hope to receive by June 25.

The draft Conservation Restriction is being prepared by SVT, but is not in a final draft state and therefore I will need to discuss that document with the Selectmen at the June 26th meeting. For the LAND application, all we need to submit is a draft CR and I anticipate that being ready for submittal by July 3. The basic provisions as discussed at Town Meeting are all included in the restriction, including public access, the façade easement on the farmhouse and attached barn, use of the property for agriculture, allowance for Rusty Bent to continue the tree business until his death or sale of the business, preservation of the stone walls, and construction of new buildings to be limited to non-habitable, agricultural structures. I expect fairly significant discussion on the CR until we have a final document, and will continue to update you and the Board on the progress of the document.

I am hoping to be able to answer any questions you or the Board have on the LAND application at the meeting on June 12, so that authorization to proceed can be a consent calendar item on June 26.

Attachments

cc: Conservation Commission

Agenda

**Local Acquisitions for Natural Diversity (LAND) Grant Program
APPLICATION FORM – FY2013**

Please print double-sided

I. APPLICANT INFORMATION

Project name: Pantry Brook Farm

Municipality: Sudbury

Population 2010: 17,659

Population 2000: 16,841

Contact person / project manager:

This is the person who will be the day-to-day manager of the project and who will represent the municipality in communication with DCS. **Attach authorization from the Chief Executive Officer identifying the individual named below.**

Name: Jody Kablack

Affiliation with Municipality: Director of Planning and Community Development

Address at City or Town Hall: 278 Old Sudbury Road

Sudbury, MA 01776

Phone Number: (978) 639-3387

Fax Number: (978) 443-0756

E-mail address: kablackj@sudbury.ma.us

Date Prepared: July 3, 2012

2. COVER LETTER

Summarize the project's importance to the community's natural resource protection and/or passive outdoor recreation needs. Identify any financial or other partnerships formed to advance the project, and summarize the anticipated project timeline.

Proposed Project Budget

Town of Sudbury LAND Grant Application – Pantry Brook Farm July, 2012

The negotiated price of a conservation restriction on 94 acres of the property known as Pantry Brook Farm is \$7.91 million. The cost for the CR has been derived by reviewing property appraisals to determine its value for development. The Town commissioned an appraisal from Prospectus, dated January 20, 2012. The property was evaluated for its market value of the fee simple interest of the property, and as permanently protected with either an Agricultural Preservation Restriction or Conservation Restriction. Development potential was evaluated through review of both a conventional subdivision plan and a cluster subdivision plan which were in substantial conformance with the Town's subdivision regulations. Soil Conservation Service maps were reviewed to determine adequate for soil conditions for septic systems. The parcel is clearly capable of significant development of no less than 34 single family house lots, or greater density under a Comprehensive Permit pursuant to MGL c. 40B. The appraisal reflects present day comparable land values using a Subdivision Development Analysis approach, and include development costs and the time value of the sale of a subdivision over 6-7 years. The appraised value of the fee simple land is \$7,340,000 million. The value of the APR/CR price was estimated at \$5,390,000. An addendum to the Prospectus appraisal dated April 9, 2012 was also submitted varying 2 assumptions included in the original appraisal which increased the fee simple value of the land to \$9,710,000 and the APR/CR value to \$7,760,000.

A review appraisal from The Foster Company was submitted on ___ and confirms the original Prospectus values.

Sudbury's May 8, 2012 Annual Town Meeting approved the appropriation of \$7.76 million from Community Preservation Funds to be bonded for a term of 20 years. Sudbury Valley Trustees, through a grant from the Sudbury Foundation and private fundraising efforts, will contribute \$150,000 towards the purchase price. SVT will continue to raise funds to establish a permanent stewardship endowment and legal defense fund for the property.

<u>Budget:</u>	
\$7,760,000	Town/CPA
\$150,000	SVT
<hr/>	
\$7,910,000	Total



Town of Sudbury

Planning and Community Development Department

Jody A. Kablack, Director

<http://www.sudbury.ma.us/services/planning>
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978-639-3387
Fax: 978-443-0756

TO: Maureen Valente, Town Manager
FROM: *JAK* Jody Kablack, Director of Planning and Community Development
RE: Melone Highest and Best Use Study
DATE: June 6, 2012

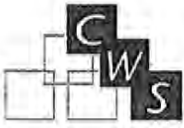
Pursuant to the budget adjustment article at the 2012 Town Meeting, I have solicited quotations from vendors to complete a Highest and Best Use Study of the Melone property. A Request for Quotations (RFQ) was advertised on the Town's website on May 25, 2012, and was also sent to various land planning and appraisal firms with expertise in this field. The RFQ was also advertised on the MassPlanner's Listserve. We received 5 proposals for review (attached).

It is recommended that a Selection Committee be formed in order to review the proposals and chose an appropriate consultant. I think the committee should be comprised of one member from the Board of Selectmen, Park and Recreation Commission and Planning Board, as well as the DPW Director, Recreation Director and Planning Director.

Please let me know how you would like to proceed, given that a contract for the work and a carry forward request to the Accounting Dept. must be executed prior to June 29, 2012.

Enclosures

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CWS Consulting Group LLC
1005 Boylston St, #243
Newton Highlands, MA 02461
Phone: (617) 314-6527
Fax: (617) 507-8560
www.cwsgroup.com

June 6, 2012

Ms. Jody Kablack
Director of Planning and Community Development
Town of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776

RE: REQUEST FOR QUOTATIONS, Land Planning/Land Valuation Services

Dear Ms. Kablack:

CWS Consulting Group LLC, TBA Architects, Inc. and Archiart Associates are pleased to submit our quotation, suggested scope, and qualifications to the Town of Sudbury in response to the RFQ for land planning and valuation services.

We have assembled a team which understands the Town's goals, the market feasibility and the reality of its design and construction how to convert this into design reality.

The CWS team of professionals has decades of experience in working with both private corporations and communities of all sizes to help bridge the needs of business and community. We help communities understand the pressures businesses face and show them how this information can be used to both attract business and meet other community goals.

TBA Architects, Inc. and Archiart Associates have a proven track record of converting market opportunity into physical design. The firm's experts provide developers, underwriters and investors with a targeted review of the critical design to facilitate investment decisions.

This combination of talents will provide the Town of Sudbury with the information, insight, and decision support needed to move forward with a sound plan for the Melone property.

Our Understanding

The Melone property is an approximately 46 acre parcel of land located on North Road (Rt. 117) owned by the Town of Sudbury directly adjacent to the Town's border with Concord. The property has previously been examined for recreational, housing, and related uses for the site. The Town now wishes to understand the feasibility for other possible development scenarios which may bring additional financial and community benefit to the area.

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TEN POST OFFICE SQUARE, BOSTON, MASSACHUSETTS 02109

LandVest[®]

REGIONAL OFFICES

One City Center, 11th Floor
Portland, ME 04101
Telephone 207 774-8518
Fax 207 774-5845

22 Bayview Street
P.O. Box 1262
Camden, ME 04843
Telephone 207 236-3543
Fax 207 236-2172

4A Tracy Road
P.O. Box 1068
Northeast Harbor, ME 04662
Telephone 207 276-3840
Fax 207 276-3837

186 College Street
Burlington, VT 05401
Telephone 802 660-2900
Fax 802 660-2543

One The Green
Woodstock, VT 05091
Telephone 802 457-4977
Fax 802 457-9021

19 South Summer Street
P.O. Box 1056
Martha's Vineyard
Edgartown, MA 02539
Telephone 508 627-3757
Fax 508 627-8617

16 Centre Street, First Floor
Concord, NH 03301
Telephone 603 228-2020
Fax 603 226-4391

May 30, 2012

Jody Kablack, Director
Town of Sudbury Planning and Community Development Office
278 Old Sudbury Road
Sudbury, MA 01776

RE: Response to RFO – North Road Property (Map C12, Parcel 100)

Dear Jody,

Thank you for sending us your Request for Quotations (RFQ) regarding the 46± acre parcel of land owned by the Town of Sudbury off North Road (Route 117). We understand this is currently an active sand and gravel pit that has nearly reached its limit in terms of capacity for material excavation and that the Town of Sudbury is considering whether it should be sold to a third party or re-developed by the Town.

To assist the Town in this effort, you have requested a proposal for both land planning and appraisal services aimed at determining the property's Highest and Best Use (including likely buyer profile) as well as an opinion of its current market value under the Highest and Best Use Plans considered. While the RFQ mentions the Town would like to consider no less than five Highest and Best Use plans, as we discussed, we expect that practically (and to be efficient) we would develop a fewer number of plans (perhaps no more than three) as a starting point and could consider alternative plans in a subsequent phase after reviewing our plans with the Board of Selectmen.

The RFQ also mentions the possibility of considering real estate tax revenue from each of the studied uses. As we mentioned, this extends somewhat beyond our areas of expertise and we would expect to need some assistance from the Town Assessor's Office. However, we would be willing to help draw some preliminary conclusions as best as possible in this regard but would like to make sure any conclusions are qualified as such.

As you know, LandVest has the ability to provide both land planning and appraisal services, and we would be glad to work with the Town in both capacities, or just one or the other. Therefore, we have broken out cost estimates separately for each service.

TELEPHONE: 617 723-1800
FAX: 617 482-7957
WER



Nitsch Engineering

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www.nitscheng.com
186 Lincoln Street, Suite 200
Boston, MA 02111-2403
T: 617-338-0063
F: 617-338-6472

June 6, 2012

FILE COPY

Ms. Jody Kablack
Director of Planning and Community Development
Town of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776

RE: Nitsch Proposal # 9288.P
Melone Property Study
Land Planning Services
Sudbury, MA

Dear Ms. Kablack:

Nitsch Engineering is pleased to submit this proposal to you (the Client) for professional Land Planning Services associated with the redevelopment of the Melone Property located off North Road (Route 117) in Sudbury and Concord, Massachusetts.

We understand that the Melone Property consists of approximately 47 acres and is currently utilized as a gravel pit. Approximately 30 acres are located in the Town of Sudbury with the remaining area located in the Town of Concord. The Town of Sudbury recently commissioned an Engineering and Development Feasibility Study Report, which included a preliminary assessment of the parcel's constraints including zoning, wetlands resources, soils conditions, etc. This study provided six development options including various housing, recreation, and mixed-use options. The report also described sewer alternatives for the Town to consider.

Nitsch Engineering, along with our partners McCabe Enterprises and Coleman & Sons Appraisal Group, LLC, will work with the Town to develop additional development alternatives for the property and provide economic consulting services, including a recommendation regarding the highest and best use of the property. Nitsch Engineering, as the prime consultant, will provide overall project oversight and will develop additional alternatives for the use of the property. McCabe Enterprises will provide economic development services including potential tax revenue generated by the different alternatives. Coleman & Sons Appraisal Group, LLC, will work collaboratively with both Nitsch Engineering and McCabe Enterprises during the development of these alternatives and will utilize the information to develop a highest and best use recommendation and ultimately determine the fair market value of the property. The Nitsch Team will work collaboratively with the Town of Sudbury during this process to assure that appropriate alternatives are being developed and evaluated. We will summarize our findings in a summary report and PowerPoint presentation, and present our findings to the Sudbury Board of Selectman.

Information on the qualifications of the Nitsch Team are included as an attachment to this letter proposal.

SCOPE OF SERVICES

The Nitsch Engineering team will provide the following specific services related to the Land Planning Study for the Melone property:

1. Attend an initial project kick-off meeting with representatives from the Town of Sudbury to discuss the project's goals and objectives, as well as discuss the different development alternatives;
2. Perform a site visit to become familiar with the property;
3. Review existing documents, including the recently completed Engineering and Development Feasibility Study Report;
4. Review the Town of Sudbury Zoning Bylaw;

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BEALS ASSOCIATES INC.

2 THIRTEENTH STREET CHARLESTOWN, MA 02129
PHONE: 617-242-1120 FAX: 617-242-1190

June 6, 2012

Maureen G. Valente, Town Manager
C/o Planning and Community Development Office
278 Old Sudbury Road
Sudbury, Massachusetts 01776

**Reference: Proposal for Services
Land Planning/Land Valuation Services
North Road, Sudbury, MA**

Dear Ms. Valente:

We are submitting this proposal in response to a Request for Quotations for Land Planning/Land Valuation Services dated May 25, 2012. In order to provide the comprehensive services requested by the Town of Sudbury, Beals Associates, Inc. is collaborating with Avison Young, as we have on many other similar and successful assignments. With regard to the scope of services, Beals Associates will be primarily responsible for preparing the Land Planning and based on those studies, Avison Young will prepare the Land Valuation.

Individually and as a team with Avison Young, Beals Associates has completed literally hundreds of similar assignments throughout the Commonwealth and the New England region. We have evaluated land for municipalities, corporations, individuals, developers, and appraisers. We have also appeared in court numerous times as expert witnesses rendering professional opinions regarding the development potential and value of a myriad of properties and markets. At any given time, our office is engaged in a half dozen assignments similar to the work requested by the Town of Sudbury.

In preparation of this proposal, we have performed some initial data collection and viewed the property so that we have an initial understanding of the property and its context in the community. Our work will encompass the 46 acre property as well as the surrounding environs. The property is located on North Road and is shown on Town Assessor Map C12, parcel 100, zoned Research District. Of particular interest is the fact that the property is bisected by the town line with 30 acres in Sudbury and 16 acres in the Town of Concord. Therefore, the study will necessitate a regulatory analysis for two different communities.

If our team is selected to advise the Town of Sudbury, we would proceed with a step-by-step analysis to prepare defensible conclusions regarding the development potential and value of the property. As with all land planning and land valuations studies, the first step begins with a comprehensive data collection effort. As outlined in our scope of services below, information is available from a number of diverse sources and it is important to collect all of the available information pertinent to the property and to assess its accuracy. It is this data base from which the land planning studies will be prepared and because of this, it is essential to develop the best possible data base including both plans and documents.



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Exhibit A

Avison Young Valuation Proposal

Prepared by:

John T. Kerrigan, Jr. & Stephen R. Cook

We understand that the Town of Sudbury is interested in understanding the highest and best use for the site and the potential value of the land.

We have been asked to provide a proposal to the Town of Sudbury to provide our cost of valuing the land once Beals Associates work is complete. We would do this initial valuation free of charge.

Our hope would be that the Town of Sudbury would hire Avison Young to sell the property once the highest and best use and preliminary valuation is determined. Avison Young would then be paid by the Town of Sudbury a standard sale commission out of the proceeds of the sale. This fee would be paid at closing. Alternatively, in the event there is not a sale, we be pleased to provide consulting services at a flat rate to be mutually agreed upon once the scope of services is determined.

One of the key aspects of coming to a final valuation for the site is marketing the property correctly.

Our team is currently in the process of selling a parcel of land in Concord (the Concord Elks property) and also sold the 30 acre land parcel in the Town of Concord. We have a deep understanding of how town governments operate. We understand these types of projects require careful planning, community input and broad marketing to obtain multiple buyers. Broad marketing ensures multiple buyers and development scenarios which provides the community the opportunity to review and select the project that best meets the town's desired use for the property.

We look forward to working with the Town on this exciting sale project.

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PROPOSAL

Land Planning/Valuation Study and Analysis

for the

Town of Sudbury

June 5, 2012

Larry Koff & Associates

With

The Bluestone Planning Group

GPR

Avery Associates



Civil Engineering • Land Planning • Land Surveying

CORPORATE RESUME

Goldsmith, Prest & Ringwall, Inc.