

SUDBURY BOARD OF SELECTMEN
AGENDA
TUESDAY, DECEMBER 3, 2013
7:30 PM, Lower Town Hall, 322 Concord Road

1. 7:30 Opening Remarks by Chairman
2. 7:35 Reports from Town Manager
3. 7:40 Reports from Selectmen
4. 8:00 Accept certificate of acknowledgement from Department of Massachusetts Military Order of the Purple Heart (*Edward Donnelly, Dept. Inspector for Military Order of the Purple Heart, will attend*)
5. 8:15 Interview applicant Amy Lee Schapiro, 34 Pilgrims Path, for appointment to the Commission on
Vote/Sign Disability for a term ending 5/31/2015.
6. 8:30 Citizen's Comments on items not on the agenda
7. 8:40 Question of the Board of Selectmen supporting the request of the Sudbury Historical Society to
Vote study the feasibility of the Town-owned Loring Parsonage becoming a Sudbury Historical Museum.
8. 8:50 Discuss and finalize votes for three Community Preservation requests of the Board of Selectmen
Vote for FY15

Consent Calendar:

9. *Vote/Sign* Vote to enter into Town record and congratulate John Champlin Strahan, 26 Suffolk Road, to be recognized at a future Court of Honor for having achieved the high honor of Eagle Scout.
 10. *Vote* Vote to accept donations totaling \$1,100 to the Halloween Fun Run as requested by Nancy McShea, Park & Recreation Director, said funds to be deposited into the Revolving Funds Account.
 11. *Vote* Vote to accept FEMA Assistance to Firefighters Grant (AFG) in the amount of \$192,168 as requested by William Miles, Fire Chief, said funds to be used to purchase a Self-Contained Breathing Apparatus.
 12. *Vote/Sign* Vote to approve the appointment of Joanne Bennett as the Retiree representative to the Insurance Advisory Committee (IAC) for a term effective 1/3/14 and ending 5/31/15, occasioned by the resignation of Phyllis Fox, as requested by Deb Greeno, Human Resources office.
-

These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Miscellaneous:

13. **Vote** Question of voting to approve a special permit for a Jingle All the Way 5K fundraiser for the Greg Hill Foundation, Saturday, December 14, 2013, from 10:00 AM to 12:00 PM, as requested by Kaitlyn Montagna, subject to approval of Police Department and receipt of a Certificate of Liability.
 14. **Vote/ Sign** Vote, as the Licensing Authority for the Town of Sudbury, to renew the Alcoholic Beverages, Common Victualler and Entertainment licenses to expire December 31, 2014; and Motor Vehicle Classes 1, 2, and 3 licenses to expire January 1, 2015, as shown on the attached lists.
 15. Discussion on Town Forum - finalize date and location
-
16. **Executive Session** - Vote to go into Executive Session to discuss expenditure of Discretionary Funds

AGENDA REQUEST – Item #4

BOARD OF SELECTMEN

Requestor's Section

Date of request: 10/24/13

Requestor: Maryanne Bilodeau, Asst. Town Manager/HR Director

Action requested:

Accept certificate of acknowledgement from the Department of Massachusetts Military Order of the Purple Heart

Financial impact expected: none

Background information (if applicable, please attach if necessary): none

Recommendations/Suggested Motion/Vote: none – presentation only

Person(s) expected to represent Requestor at Selectmen's Meeting:

Edward Donnelly, Dept. Inspector for Military Order of the Purple Heart

Selectmen's Office Section

Date of Selectmen's Meeting: 12/3/13

Board's action taken:

Follow-up actions required by the Board of Selectmen or Requestor:

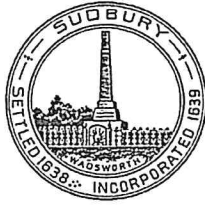
Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?

Yes ()

No ()



TOWN OF SUDBURY

Office of Selectmen
www.sudbury.ma.us

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776-1843
978-639-3381
Fax: 978-443-0756
Email: selectmen@sudbury.ma.us

Proclamation

- WHEREAS:** The people of the Town of Sudbury have great admiration and the utmost gratitude for all the men and women who have selflessly served their country and this community in the Armed Forces; and
- WHEREAS:** Veterans have paid a high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and
- WHEREAS:** Contributions and sacrifices of the men and women from Sudbury who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and
- WHEREAS:** Many men and women in uniform have given their lives while serving in the Armed Forces; and
- WHEREAS:** Our community has a proud tradition of military service and many of our citizens have earned the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service;
- NOW, THEREFORE, BE IT**
- PROCLAIMED:** That we, the Sudbury Board of Selectmen, on behalf of the Sudbury community, go on record to hereby proclaim Sudbury, Massachusetts a **Purple Heart Town**, honoring the service and sacrifice of our nation's men and women in uniform that were wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans.

Signed this twenty-second day of October, two thousand and thirteen.



Board of Selectmen

John C. Drobinski, Chairman

Charles C. Woodard, Vice-Chairman

Lawrence W. O'Brien

Robert C. Haarde

Leonard A. Simon

AGENDA REQUEST - Item #5

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *November 20, 2013*

Requestor: *Maryanne Bilodeau, Asst. Town Manager/HR Director*

Action requested: *Interview Amy Lee Schapiro for possible appointment as a member of the Commission on Disability*

Financial impact expected: *None*

Background information: *See attached material*

Recommendations/Suggested Motion/Vote:

Vote to approve the Town Manager appointment of Amy Lee Schapiro, 34 Pilgrims Path, as a member of the Commission on Disability for a term to expire May 31, 2015.

Person(s) expected to represent Requestor at Selectmen's Meeting:

Amy Lee Schapiro

Selectmen's Office Section:

Date of Selectmen's Meeting: *December 3, 2013*

Board's action taken:

Follow-up actions required by the Board of Selectmen or Requestor:

Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?

Yes ()

No (X)



TOWN OF SUDBURY
Office of the Asst. Town Manager/HR Director

Maryanne Bilodeau
Asst. Town Manager/HR Director

278 Old Sudbury Road
Sudbury, Massachusetts 01776
Tel: (978) 639-3386
Email: bilodeaum@sudbury.ma.us

To: Maureen Valente
From: Maryanne Bilodeau *MB*
Re: Commission on Disability Appointment
Date: November 20, 2013

I met with Amy Schapiro to discuss her interest in becoming a member of the Commission on Disability. Amy has lived in Sudbury her entire life and is a 2011 LS Graduate. She has studied Political Science for two years and plans to return to those studies. During this past summer she was a summer intern for the Boston Public Health Commission concentrating on disability law.

Ms. Schapiro feels her youth would bring a unique perspective to the Commission on Disability. In particular she is interested in providing disabled Sudbury residents with transportation to other communities. She also wants to be a voice for young people with disabilities.

The Commission on Disability voted in favor of supporting her appointment to the Commission. I concur with their recommendation and feel she would be nice addition.

TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT TO

COMMISSION ON DISABILITY

BOARD OF SELECTMEN
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

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

Name: Amy Lee Schapiro

Brief resume of background and experience:

I studied Political Science for 2 years and I was a legal intern for the Boston Public Health Commission for Summer of 2013 focusing on disability law

Address: 34 Pilgrims Path

Home phone: 978-443-3768
Work phone: cell: 978-697-7016

Years lived in Sudbury: 21

E-Mail Address: a.schapiro2@gmail.com

Municipal experience (If applicable):

volunteered at General John Nixon school in past

Educational background: Lincoln Sudbury High graduate 2011
some college

Employment and/or other pertinent experience:

see above

I consider myself disabled: ☒ Yes ☐ No

I am (circle where appropriate) the spouse, sibling, parent, other relative, of a person with disabilities.

Reason for your interest in serving/areas of interest for people with disabilities:

Personally, I really want to see more public transportation & advocacy for other young adults with disabilities like myself

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

to be determined as schedule varies seasonally

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

NO

AS (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

Amy Schapiro

Date

10/31/13

AGENDA REQUEST – Item #7

BOARD OF SELECTMEN

Requestor's Section

Item Name: *Question of supporting the request from the Sudbury Historical Society to study the feasibility of the Town owned Loring Parsonage becoming a Sudbury Historical Museum through a long term lease to the Sudbury Historical Society*

Date of request: *November 25, 2013*

Requestor: *Maureen Valente, Town Manager*

Action requested (Who, what, when, where and why):

A vote of support for the Town Manager's letter indicating that the Board of Selectmen and Town Manager would be willing to allow the Loring Parsonage to be leased long term to the Sudbury Historical Society so that it can be used as a Historical Museum and office space for the Sudbury Historical Society pending positive results from a feasibility study.

Financial impact expected: *Not clear at the time but at some point in the future, the Town will need make decisions about the Parsonage – it will require funding to do renovation and address ADA access and preservation of the building.*

Background information (if applicable, please attach if necessary):

Please see the memo from the Town Manager

Recommendations/Suggested Motion/Vote:

To support the request of the Sudbury Historical Society to study the feasibility of the Town owned Loring Parsonage becoming a Sudbury Historical Museum recognizing that if the building is feasible for this use, the Board of Selectmen would be willing to negotiate a long term lease for the building to be used for this purpose.

Person(s) expected to represent Requestor at Selectmen's Meeting:

Town Manager, Ruth Griesel for the SHS

Selectmen's Office Section

Date of Selectmen's Meeting: **12/3/13**

Board's action taken:

Follow-up actions required by the Board of Selectmen or Requestor:

Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?

Yes (X)

No ()



Town of Sudbury

Town Manager's Office

Townmanager@sudbury.ma.us

278 Old Sudbury Road
Sudbury MA 01776
978-639-3385

Maureen G. Valente, Town Manager

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

Date: November 25, 2013
To: Board of Selectmen
From: Maureen G. Valente, Town Manager *Maureen*
Subject: Loring Parsonage Potential as Sudbury Historical Museum

Issue at Hand

Should the Town of Sudbury, at some time in the future, agree to a long term arrangement with the Sudbury Historical Society (SHS) to use the Town owned Loring Parsonage as a Historical Museum, staffed and operated by the SHS.

Background

The SHS has been looking for some time for a permanent location for the Museum, to show their collection and to provide a working space for their staff. They believe that there is potential for the Parsonage to fill that function and have asked the Sudbury Foundation for funds to conduct a feasibility study. The Foundation needs to know if the Town leaders would be willing to allow the SHS to use the Parsonage for this purpose before they consider if they would invest grant funds for this project.

I met with SHS leaders, along with Jim Kelly and Jody Kablack, last month and indicated I thought this concept would address two questions: where to put the Museum and what to do with the Parsonage over the long term.

As to the second question, I do not have a municipal use for the building space in the Parsonage at this time. It is too small to accommodate more than 3 offices on the first floor and it is not efficient to break up our offices that way. My preferences are for all the staff in the Flynn Building to either stay in this building, or be able to move all together to a renovated Town Hall. I strongly recommend against splitting up key offices as we used to do.

The building is currently occupied by the two employees of the Lincoln-Sudbury Credit Union. They would have to find other office space and Jim Kelly and I have offered to help look at options for them. The charter says that the Town Manager is responsible for the efficient use, maintenance, and repair of all town facilities. So if this was just a request to temporarily use space, I would be able to handle that. But SHS is looking for a long term commitment before they will invest in fund raising, and the Foundation also wants to know our long term interest in this proposal. That will require Board of Selectmen approval and likely Town Meeting as well if a lease extends beyond 10 years.

AGENDA REQUEST – Item #8

BOARD OF SELECTMEN

Requestor's Section

Item Name: *Further discuss and finalize votes for three Community Preservation requests of the Board of Selectmen for FY15*

Date of request: *November 21, 2013*

Requestor: *Maureen Valente, Town Manager*

Action requested (Who, what, when, where and why):

To allow the board to further discuss and if desired finalize their votes on the projects submitted by the Board: funds to study housing options on the Melone gravel pit site, funds to purchase the property at 233 Concord Road, and funds to obtain engineering services for 25% design of the Bruce Freeman Rail Trail.

Financial impact expected: *Unclear at this time*

Background information (if applicable, please attach if necessary):

Board has received documentation previously on this agenda item, and staff and Board members are gathering more information at this time which will be reported verbally at the meeting.

Recommendations/Suggested Motion/Vote:

None at this time

Person(s) expected to represent Requestor at Selectmen's Meeting:

Selectman Chuck Woodard will discuss the housing funds request; Town Manager Valente will address the rail trail design request; Chairman Drobinski will discuss the land purchase request.

Selectmen's Office Section

Date of Selectmen's Meeting: **12/3/13**

Board's action taken:

Follow-up actions required by the Board of Selectmen or Requestor:

Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?	Yes (X)	No ()
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AGENDA REQUEST - Item #9

BOARD OF SELECTMEN

Requestor's Section:

Dates of request: *November 10, 2013*

Requestor: *Melinda Manente, Secretary, Sudbury Boy Scout Troop 60*

Action requested: *Letter of congratulations to one scout, acknowledging his achievement to rank of Eagle Scout.*

Financial impact expected: *None*

Background information: **CONSENT CALENDAR**

Recommendations/Suggested Motion/Vote:

Vote to enter into the Town record and congratulate John Champlin Strahan, 26 Suffolk Road of Troop 60, to be recognized at a future Court of Honor for having achieved the high honor of Eagle Scout.

Person(s) expected to represent Requestor at Selectmen's Meeting: *None*

Selectmen's Office Section:

Date of Selectmen's Meeting: *December 3, 2013*

Board's action taken:

Follow-up actions required by the Board of Selectmen or Requestor:

Distribution:

Town Counsel approval needed?

Yes ()

No ()

Golden, Patricia

From: Manente Family <manentefamily@gmail.com>
Sent: Sunday, November 10, 2013 10:19 PM
To: Golden, Patricia; Selectmen's Office
Subject: Eagle Scout Letter of Commendation Requested



Boy Scout Troop 60
Sudbury, Massachusetts

November 10, 2013

Dear Patricia,

The Scouts, Leaders, and Members of Sudbury Massachusetts Boy Scout Troop 60, take great pleasure in announcing that:

Having completed the requirements for, and having been reviewed by
an Eagle Scout Board of Review on November 5, 2013

John Champlin Strahan
26 Suffolk Rd, Sudbury, MA

was found worthy of the rank of Eagle Scout

In honor of this achievement, would you be so kind as to send John a letter of greeting or certificate to be presented at an Eagle Scout Court of Honor to be held on December 15, 2013?

Please address your letter or certificate in care of the following address: Melinda Manente, 23 Webster Circle, Sudbury, MA 01776. All letters and recognitions will be compiled, placed in a suitable keepsake, and after they are read, displayed during this special occasion.

Thank you very much for taking the time from your extremely busy schedule to help this community and Sudbury Troop 60 recognize John for achieving the rank of Eagle Scout.

Sincerely,

Melinda Manente
Secretary, Sudbury Boy Scout Troop 60
978-443-7242
manentefamily@gmail.com

AGENDA REQUEST – Item #10

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *November 13, 2013*

Requestor: *Nancy McShea, Park & Recreation Director*

Action requested (Who, what, when, where and why):

CONSENT CALENDAR

Vote to accept donations totaling \$1,100 for deposit into the Park and Recreation Revolving Funds account.

Financial impact expected: *N/A*

Background information (if applicable, please attach if necessary):

Recommendations/Suggested Motion/Vote: *Vote to accept donations totaling \$1,100 to the Halloween Fun Run as requested by Nancy McShea, Park & Recreation Director, said funds to be deposited into the Revolving Funds Account.*

Person(s) expected to represent Requestor at Selectmen's Meeting:

Selectmen's Office Section:

Date of Selectmen's Meeting: *December 3, 2013*

Board's action taken:

Follow-up actions required by the Board of Selectmen or Requestor:

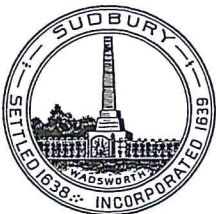
Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?

Yes ()

No ()



Town of Sudbury

Park & Recreation Department

McShean@sudbury.ma.us

Park and Recreation Department
40 Fairbank Road
Sudbury, MA 01776
978-443-1092

12/3
agenda

Memorandum

TO: Maureen Valente
FROM: Nancy McShea
RE: Halloween Fun Run
DATE: November 13, 2013

To the Board of Selectmen:

Please accept the following donations for our 2nd annual Holloween 5k and Fun Run.

Bright Horizons - \$500
Marlborough Savings Bank - \$100
McAuffie & Mello Trust LLC- Crossfit - \$500

These donations will be deposited into the Revolving 53 ½ Account. I have included a copy of the checks.

Thank you,

Nancy McShea
Parks & Recreation Director
40 Fairbank Road
Sudbury, MA 01776-1843
978-639-3259

RECEIVED
BOARD OF SELECTMEN
SUDBURY, MA
2013 NOV 18 A 9:48

AGENDA REQUEST – Item #11

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *November 25, 2013*

Requestor: *Bill Miles, Fire Chief*

Action requested (Who, what, when, where and why):

CONSENT CALENDAR

Vote to accept FEMA Assistance to Firefighters Grant (AFG) in the amount of \$192,168 as requested by William Miles, Fire Chief, said funds to be used to purchase a Self-Contained Breathing Apparatus.

Financial impact expected: *N/A*

Background information (if applicable, please attach if necessary):

Recommendations/Suggested Motion/Vote: *Vote to accept FEMA Assistance to Firefighters Grant (AFG) in the amount of \$192,168 as requested by William Miles, Fire Chief, said funds to be used to purchase a Self-Contained Breathing Apparatus.*

Person(s) expected to represent Requestor at Selectmen's Meeting: *none*

Selectmen's Office Section:

Date of Selectmen's Meeting: *December 3, 2013*

Board's action taken:

Follow-up actions required by the Board of Selectmen or Requestor:

Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?

Yes ()

No ()

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. John Whalen
Sudbury Fire Department
77 Hudson Road
Sudbury, Massachusetts 01776-1666

Re: Grant No.EMW-2012-FO-01847

Dear Mr. Whalen:

On behalf of the Federal Emergency Management Agency (FEMA) and the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2012 Assistance to Firefighters Grant has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to \$202,282.00. The Federal share is 95 percent or \$192,168.00 of the approved amount and your share of the costs is 5 percent or \$10,114.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the Articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you formally receive the award through the AFG online system.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds when you have an immediate cash need.

If you have any questions or concerns regarding the awards process or how to request your grant funds, please call the helpdesk at 1-866-274-0960.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy W. Manning".

Timothy W. Manning
Deputy Administrator for National Preparedness and Protection

UniBank

Government Banking Department
Commonwealth of Massachusetts - Warrant Payment

Advice of Credit

To: Town of Sudbury
Andrea Terkelsen, Treasurer
278 Old Sudbury Road
Sudbury, MA 01776

Fax: 978-443-8450

Transaction Date	Account Number	Originator	Deposit Amount
11/12/13	79XXX0431	DHS TREAS 310	\$192,168.00

ID Number
0470012690009
VC6000191996

DESCRIPTION:

Trace Number: 101036150843571

Seller's Invoice Number: FO1201847FFS001

FEMA - Assistance to
Firefighters Grant (AFG)

\$192,168.00

TOTAL DEPOSIT \$192,168.00

CALL GOVERNMENT BANKING DEPT. AT (800) 678-1635 WITH QUESTIONS

AGENDA REQUEST - Item #12

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *November 25, 2013*

Requestor: *Deb Greeno, HR Office*

Action requested: **CONSENT CALENDAR**

Vote to appoint Joanne Bennett to the Insurance Advisory Committee for a term effective 1/3/14 and ending May 31, 2015.

Financial impact expected: *None*

Background information: *none*

Recommendations/Suggested Motion/Vote:

Vote to approve the appointment of Joanne Bennett as the Retiree representative to the Insurance Advisory Committee (IAC) for a term effective 1/3/14 and ending 5/31/15, occasioned by the resignation of Phyllis Fox, as requested by Deb Greeno, Human Resources office.

Person(s) expected to represent Requestor at Selectmen's Meeting: *None*

Selectmen's Office Section:

Date of Selectmen's Meeting: *November 19, 2013*

Board's action taken:

Follow-up actions required by the Board of Selectmen or Requestor:

Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?

Yes ()

No ()

Golden, Patricia

From: Greeno, Debbie
Sent: Monday, November 25, 2013 3:48 PM
To: Golden, Patricia
Subject: FW: Insurance Advisory Committee Meeting Agenda

Here's Phyllis' resignation...

Thanks

Deb Greeno

Benefits Coordinator/HR Assistant

278 Old Sudbury Rd.

Sudbury, MA 01776

Phone: 978-639-3348

email: greenod@sudbury.ma.us

fax: 978-443-0756

~~~~~

**From:** Phyllis and Myron Fox [mailto:mpfox@comcast.net]  
**Sent:** Wednesday, November 13, 2013 1:29 PM  
**To:** Greeno, Debbie  
**Cc:** Bob Mealey  
**Subject:** Re: Insurance Advisory Committee Meeting Agenda

Hi Debbie,

I would like to resign as retired teacher representative to the Insurance Advisory Committee. I have too many afternoon grandmother obligations and can't make the meetings on Tuesdays or Wednesdays.

Phyllis Fox



# **AGENDA REQUEST - Item #13**

## **BOARD OF SELECTMEN**

### **Requestor's Section:**

**Date of request:** *November 11, 2013*

**Requestor:** *Kaitlyn Montagna, the Greg Hill Foundation*

#### **Action requested:**

*To grant a special permit for a Jingle All the Way 5K fundraiser to benefit the Greg Hill Foundation, Saturday, December 14, 2013 from 10:00 AM to 12:00 PM.*

**Financial impact expected:** *None*

**Background information:** *This is a fundraiser to benefit the Greg Hill Foundation. This foundation responds to immediate requests for assistance for families touched by tragedy (see attached).*

#### **Recommendations/Suggested Motion/Vote:**

*Question of voting to approve a special permit for a Jingle All the Way 5K fundraiser for the Greg Hill Foundation, Saturday, December 15, 2013, from 10:00 AM to 12:00 PM, as requested by Kaitlyn Montagna, subject to approval of Police Department and receipt of a Certificate of Liability.*

**Person(s) expected to represent Requestor at Selectmen's Meeting:**

*none*

### **Selectmen's Office Section:**

**Date of Selectmen's Meeting:** *December 3, 2013*

**Board's action taken:**

**Follow-up actions required by the Board of Selectmen or Requestor:**

**Future Agenda date (if applicable):**

**Town Counsel approval needed?**

**Yes ( )**

**No ( X )**



## TOWN OF SUDBURY

Office of Selectmen  
www.sudbury.ma.us

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756

Email: [selectmen@sudbury.ma.us](mailto:selectmen@sudbury.ma.us)

### APPLICATION FOR A CHARITABLE WALK/RELAY PERMIT ON A PUBLIC WAY

Written permission to conduct a fundraising walk or relay race in any public street, public sidewalk or public way within the Town must be obtained from the Board of Selectmen prior to the event. The Chief of Police will determine the appropriate public safety requirements for this event and the cost of such special duty officers, if any required, will be borne by the applicant. The Town of Sudbury requires a Certificate of Insurance of no less than \$1,000,000, naming the Town as an additional insured. All cleanup from the event will be completed by the applicant within 8 hours after the stated ending time or applicant will be billed for the Town's cost to clean up. Application processing can take up to four weeks as approval from the Police, Building and Park & Recreation departments may be required prior to Board of Selectmen approval. Processing begins after all required materials are received, so please plan accordingly.

Organization Name The Greg Hill Foundation  
Event Name Jingle All the Way 5K to benefit The Greg Hill Foundation  
Organization Address P.O. Box 103 Hopkinton, MA 01748  
Name of contact person in charge Kaitlyn Montagna  
Telephone Number(s) of contact 617-413-8481 (cell) 617-413-8481  
Email address kaitlyn@fmpproductions.com  
Date of event 12/14/13 Rain Date none  
Starting time 10:00 AM Ending time 12:00 PM  
Route of the race/relay and portion of the road requested to be used (please indicate on map and attach to this application) Peakham Road to Curtis Middle School and Back  
Anticipated number of participants 200  
Assembly area (enclose written permission of owner if private property to be used for assembly) 29 Sudbury Restaurant  
Organization that proceeds will go to The Greg Hill Foundation  
Any other important information \_\_\_\_\_

*The undersigned applicant agrees that the applicant and event participants will conform to applicable laws, by-laws and regulations as well as any special requirement that may be made as a condition of the granting of permission pursuant to this application. I/we agree to hold the Town of Sudbury harmless from any and all liability and will defend the Town of Sudbury in connection therewith.*

Signature of Applicant Kaitlyn Montagna

Date 11/11/13

12/3  
Agenda





QUAKER SPECIAL RISK (IMA)  
51 Harvard St  
Worcester, MA 01609  
Phone: (508) 755-6210  
Fax: (508) 753-0646

To:

**\* BINDER \***

11/21/2013

Attn:

Renewal Of: NEW

From: Laura Daniels  
ldaniels@quakerma.com

Insured: **The Greg Hill Foundation**

Thank you for your order to bind. We appreciate your business! We have bound the below coverage.  
Policy to Follow Shortly

## POLICY INFORMATION

| COMMERCIAL LIABILITY POLICY                                       |                                           |            |
|-------------------------------------------------------------------|-------------------------------------------|------------|
| Policy Number:                                                    | CL 1631475                                |            |
| Policy Period:                                                    | 12/14/2013 to 12/16/2013                  |            |
| Carrier:                                                          | United States Liability Insurance Company |            |
| Status:                                                           | Non-Admitted                              |            |
| A.M. Best Rating:                                                 | A++ (Superior) - IX                       |            |
| COVERAGE PART                                                     |                                           | PREMIUM    |
| Commercial Liability                                              |                                           | \$425.00   |
| Each Occurrence Limit                                             | \$1,000,000                               |            |
| Personal & Advertising Injury Limit (Any One Person/Organization) | \$1,000,000                               |            |
| Medical Expense Limit (Any One Person)                            | \$1,000                                   |            |
| Damages To Premises Rented To You (Any One Premises)              | \$100,000                                 |            |
| Products/Completed Operations Aggregate Limit                     | Included                                  |            |
| General Aggregate Limit                                           | \$2,000,000                               |            |
| Liquor Liability                                                  |                                           | \$600.00   |
| Each Common Cause Limit                                           | \$1,000,000                               |            |
| Aggregate Limit                                                   | \$2,000,000                               |            |
| POLICY PREMIUM                                                    |                                           | \$1,025.00 |
| ADDITIONAL COSTS                                                  |                                           |            |
| Surplus Lines Tax                                                 |                                           | \$41.00    |
| TOTAL                                                             |                                           | \$1,066.00 |

## Location of All Covered Special Event(s)

1 - 29 Hudson Street, Sudbury, MA 01776

## APPLICABLE FORMS & ENDORSEMENTS



|                 |                                                                 |              |                                                                                                                             |
|-----------------|-----------------------------------------------------------------|--------------|-----------------------------------------------------------------------------------------------------------------------------|
| IL0010 09/10    | Service Of Suit                                                 | IL0017 11/98 | Common Policy Conditions                                                                                                    |
| IL0021 09/08    | Nuclear Energy Liability Exclusion Endorsement                  | L-206 02/11  | Fully Earned Premium Endorsement                                                                                            |
| L-224 07/08     | Punitive Or Exemplary Damages Exclusion                         | L-381 09/08  | Warranty Endorsement - Equal Or Greater General Liability Limit                                                             |
| L-535 09/02     | Exclusion - Products- Completed Operations Hazard               | L-607 02/11  | Exclusion For Climbing, Rebounding And Interactive Games And Devices                                                        |
| L-608 02/11     | Exclusion For Firearms, Fireworks And Other Pyrotechnic Devices | L-609 02/11  | Animal Exclusion                                                                                                            |
| L-610 11/04     | Expanded Definition Of Bodily Injury                            | L-656 02/06  | Extension Of Coverage - Committee Members                                                                                   |
| L-657 01/11     | Absolute Pollution Exclusion - Liability                        | L-729 08/09  | Exclusion - Violation Of Statutes That Govern E-Mails, Fax, Phone Calls Or Other Methods Of Sending Material Or Information |
| LLQ100 07/06    | Amendatory Endorsement                                          | LLQ101 08/06 | Expanded Definition Of Employee                                                                                             |
| LLQ102 08/06    | Event Vendor/Exhibitor & Contractor- Exclusion                  | LLQ368 08/10 | Separation Of Insureds Clarification Endorsement                                                                            |
| SPE 300 05/09   | Special Events Property Damage Amendment                        | TRIADN 01/08 | Disclosure Notice Of Terrorism Insurance Coverage                                                                           |
| ME Jacket 09/10 | The Main Event Special Event Commercial Liability Policy Jacket |              |                                                                                                                             |

**The following forms apply to the Commercial Liability coverage part**

|               |                                                                                                             |              |                                                                                                                             |
|---------------|-------------------------------------------------------------------------------------------------------------|--------------|-----------------------------------------------------------------------------------------------------------------------------|
| CG0001 12/07  | Commercial General Liability Coverage Form                                                                  | CG2026 04/13 | Additional Insured-Designated Person or Organization                                                                        |
| CG2136 03/05  | Exclusion - New Entities                                                                                    | CG2139 10/93 | Contractual Liability Limitation                                                                                            |
| CG2144 07/98  | Limitation Of Coverage To Designated Premises Or Project                                                    | CG2147 12/07 | Employment-Related Practices Exclusion                                                                                      |
| L-387 03/06   | Exclusion - Mechanical Rides                                                                                | L-423 02/11  | Exclusion For Structure Collapse                                                                                            |
| L-461 12/11   | Assault Or Battery Exclusion                                                                                | L-472 07/08  | Exclusion - Injury To Performers Or Entertainers                                                                            |
| L-526 06/06   | Absolute War Or Terrorism Exclusion                                                                         | L-536 09/09  | Exclusion - Participation In Athletic Activity, Physical Activity Or Sports                                                 |
| L-599 10/12   | Absolute Exclusion for Pollution, Organic Pathogen, Silica, Asbestos and Lead with a Hostile Fire Exception | L-657 01/11  | Absolute Pollution Exclusion - Liability                                                                                    |
| L-686 10/12   | Absolute Exclusion for Liquor and Other Related Liability                                                   | L-729 08/09  | Exclusion - Violation Of Statutes That Govern E-Mails, Fax, Phone Calls Or Other Methods Of Sending Material Or Information |
| SPE 300 05/09 | Special Events Property Damage Amendment                                                                    |              |                                                                                                                             |

**The following forms apply to the Liquor Liability coverage part**

|              |                                            |              |                                                        |
|--------------|--------------------------------------------|--------------|--------------------------------------------------------|
| CG0033 12/07 | Liquor Liability Coverage Form             | L-560 11/10  | Additional Insured - Designated Person Or Organization |
| LQ-352 09/08 | Event Vendor - Other Insurance             | LQ-353 01/09 | Punitive Or Exemplary Damages Exclusion                |
| LQ-354 10/09 | Limitation Of Coverage To Insured Premises |              |                                                        |



## TOWN OF SUDBURY

Office of Selectmen  
[www.sudbury.ma.us](http://www.sudbury.ma.us)

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756  
Email: [selectmen@sudbury.ma.us](mailto:selectmen@sudbury.ma.us)

### CONTINUED: APPLICATION FOR A CHARITABLE WALK/RELAY PERMIT...

#### Application Checklist:

- ☒ Application Form
- ☒ Map of Route
- ☒ Evidence of Certificate of Insurance (please see details above)

Please submit completed application and materials to:  
Board of Selectmen  
278 Old Sudbury Rd.  
Sudbury, MA 01776  
Fax: 978-443-0756  
Email: [selectmensoffice@sudbury.ma.us](mailto:selectmensoffice@sudbury.ma.us)

#### -----FOR INTERNAL USE ONLY-----

Application received in Selectmen's office by Patty Golden Date 11/22/13

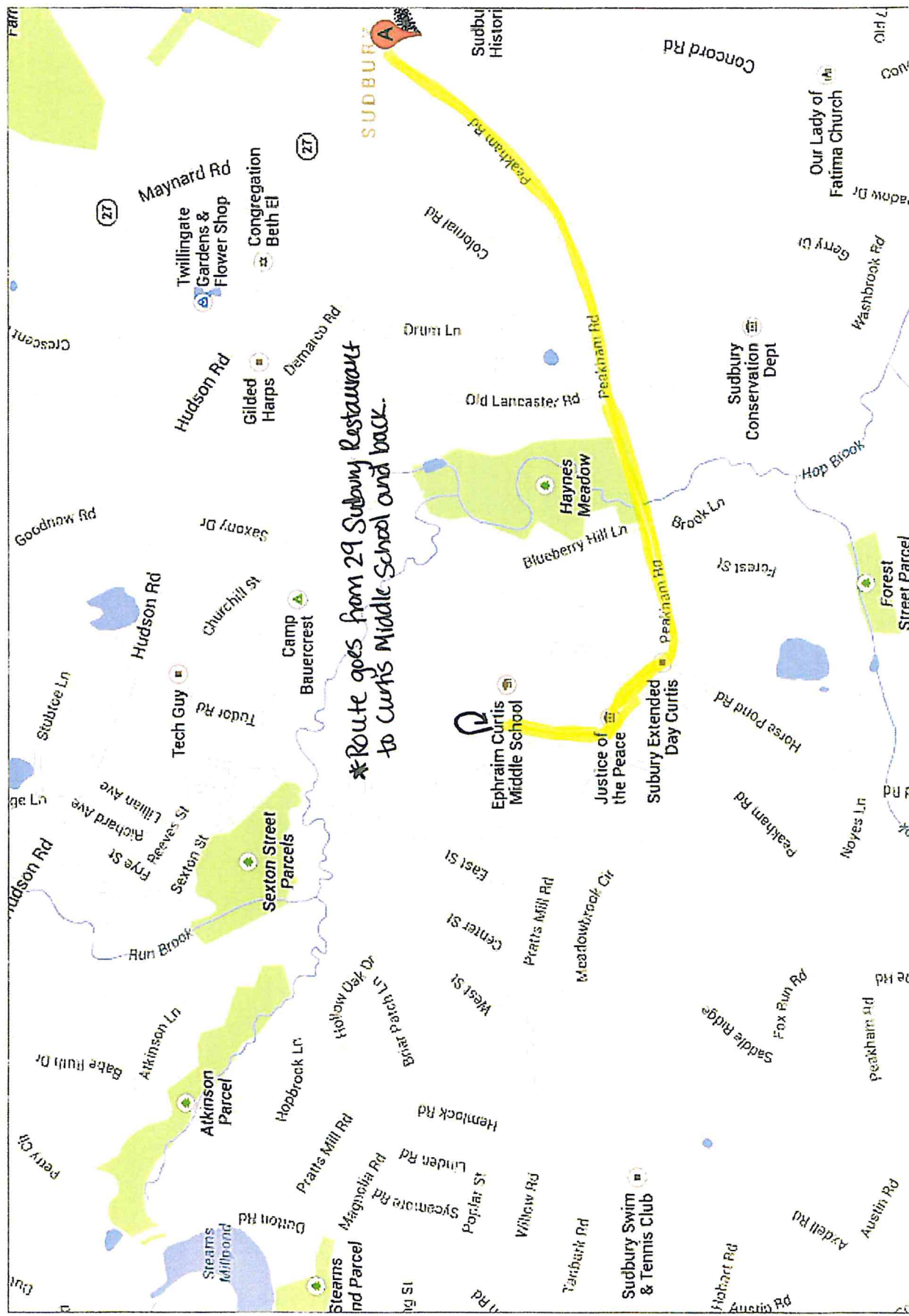
Recommendation and requirements of Sudbury Chief of Police: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature of Police Chief \_\_\_\_\_ Date \_\_\_\_\_



\*Route goes from 29 Subway Restaurant to Curtis Middle School and back.





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## About Us

### Mission:

The Greg Hill Foundation responds to immediate requests for assistance, to improve the lives of local families touched by tragedy, through matching the charitable donation of Greg's media audience.

"To celebrate 20 years on the air at WAAF in Boston, Greg Hill formed a foundation in June of 2010 that would respond to the immediate needs of families that had been touched by tragedy. Feeling a strong obligation to communities that had supported his radio show, he wanted to create a foundation that would be able to harness his incredibly generous media audience and that would be able to assist in a tragic time at a moments notice."

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- [f](#)
- [Follow us on Facebook](#)

## Golden, Patricia

---

**From:** Wood, Anna  
**Sent:** Tuesday, November 26, 2013 3:32 PM  
**To:** Golden, Patricia; Haberstroh, Patricia; McShea, Nancy  
**Subject:** RE: Application for 5K - Dec. 14 (comments requested)

I do not anticipate any issues with the event being held at Curtis on 12/14.

Thank you,  
Anna

-----Original Message-----

**From:** Golden, Patricia  
**Sent:** Tuesday, November 26, 2013 3:27 PM  
**To:** Wood, Anna; Haberstroh, Patricia  
**Subject:** FW: Application for 5K - Dec. 14 (comments requested)

Hello,  
I'm following up since I didn't receive a response from Park & Rec. I assume there are no issues? Could you please confirm?

Thank you very much.

Patty Golden  
Senior Admin Asst to the Town Manager  
Town of Sudbury  
Ph: 978-639-3382  
Fax: 978-443-0756  
www.sudbury.ma.us

When writing or responding, please be aware the Secretary of State has determined that e-mail is a public record and thus not confidential

-----Original Message-----

**From:** Golden, Patricia  
**Sent:** Friday, November 22, 2013 11:09 AM  
**To:** Nix, Scott; Herweck, Mark; Wood, Anna  
**Cc:** Grady, Robert; Haberstroh, Patricia  
**Subject:** FW: Application for 5K - Dec. 14 (comments requested)

Good morning,  
The attached is an application for a "Jingle all the way 5K" to benefit the Greg Hill Foundation. This is scheduled for Saturday, Dec. 14th.

Could you please review the attached and reply with any issues. This is scheduled for the Dec. 3rd Board of Selectmen's meeting, so if you can respond no later than Tuesday, Nov. 26th it would be appreciated.

Thank you very much.

Patty Golden

## Golden, Patricia

---

**From:** Nix, Scott  
**Sent:** Friday, November 22, 2013 11:54 AM  
**To:** Golden, Patricia; Herweck, Mark; Wood, Anna  
**Cc:** Grady, Robert; Haberstroh, Patricia  
**Subject:** RE: Application for 5K - Dec. 14 (comments requested)

Patty,

Lieutenant Grady I have worked with the Foundation in assessing a safe appropriate route for their first event, which is the route proposed, given they want to begin/finish at their establishment. The intent is to close Peakham Road from Hudson Road to Old Lancaster for a minimal amount of time to allow the runners to thin out. They have been made aware that the police department does not have the authority to do so and they must gain that permission from the DPW director. According to our conversations they will be hiring two detail officers to assist with the event. I also expressed concerns over parking if the event overflows their lot. Mr. Hill indicated he would inquire with Ti-Sales across the street and possibly a shuttle service if necessary. Detail offices can assist with safe crossing of Hudson Road if permission is gained from Ti-Sales. From the Police Department's perspective they have been receptive to any concerns we proposed and respectfully worked with us to get the event rolling. Considering the aforementioned, the police department does not have any issues with the event proceeding. Thank you!

Scott

Respectfully,

Scott Nix  
Chief of Police  
Sudbury Police Department  
415 Boston Post Road  
Sudbury, MA 01776  
(978) 443-1042  
nixs@sudbury.ma.us

-----Original Message-----

**From:** Golden, Patricia  
**Sent:** Friday, November 22, 2013 11:10 AM  
**To:** Nix, Scott; Herweck, Mark; Wood, Anna  
**Cc:** Grady, Robert; Haberstroh, Patricia  
**Subject:** FW: Application for 5K - Dec. 14 (comments requested)

Good morning,

The attached is an application for a "Jingle all the way 5K" to benefit the Greg Hill Foundation. This is scheduled for Saturday, Dec. 14th.

Could you please review the attached and reply with any issues. This is scheduled for the Dec. 3rd Board of Selectmen's meeting, so if you can respond no later than Tuesday, Nov. 26th it would be appreciated.

Thank you very much.

Patty Golden  
Senior Admin Asst to the Town Manager  
Town of Sudbury  
Ph: 978-639-3382



# AGENDA REQUEST – Item #14

## BOARD OF SELECTMEN

### **Requestor's Section**

**Date of request:** *November 25, 2013*

**Requestor:** *Patty Golden and Leila Frank*

**Action requested:** *Approve and sign renewal licenses for 2014*

**Financial impact expected:** *increase to the general fund*

**Background information (if applicable, please attach if necessary):**  
*See attached materials*

### **Recommendations/Suggested Motion/Vote:**

*Vote, as the Licensing Authority for the Town of Sudbury, to renew the Alcoholic Beverages, Common Victualler and Entertainment licenses to expire December 31, 2014; and Motor Vehicle - Classes 1, 2, and 3 licenses to expire January 1, 2015, as shown on the "Licensee List 2014," attached and incorporated herein; and to forward the appropriate renewal forms to the Alcoholic Beverages Control Commission where applicable; said licenses to be held subject to payment of the required license fees, compliance with the Selectmen's Alcohol Training Policy, correction of any/all outstanding health, safety or zoning violations, receipt of verification of Workers' Compensation Insurance for the licensing period, and the payment of all outstanding personal property taxes, real estate taxes and state taxes; said licenses shall also be subject to all previous restrictions.*

**Person(s) expected to represent Requestor at Selectmen's Meeting:** *None*

### **Selectmen's Office Section**

**Date of Selectmen's Meeting:** *December 3, 2013*

**Board's action taken:**

**Follow-up actions required by the Board of Selectmen or Requestor:**

**Future Agenda date (if applicable):**

**Distribution:**

**Town Counsel approval needed?**

**Yes ( )**

**No ( X )**



## 2014 Licensing Renewal Applicants

| D/B/A                                    | ADDRESS                            | LICENSE(S)                      |
|------------------------------------------|------------------------------------|---------------------------------|
| Kappy's Distributors                     | 474 Boston Post Road               | AA Package                      |
| Stony Brook Market                       | 29 Hudson Road                     | AA Package                      |
| Sudbury Farms                            | 439 Boston Post Road               | W&M Package                     |
| Sudbury Wine, Spirits and Provisions     | 410 Boston Post Road               | AA Package                      |
| Acapulcos                                | 694 Boston Post Road               | AA Restrnt; CV; Ent             |
| American Legion Post #191                | 676 Boston Post Road               | AA Club; CV; Ent; Pool Table    |
| Bistro 20                                | 120 Boston Post Road               | AA Restrnt; CV; Ent             |
| Bosse Sports & Health Club               | 141 Boston Post Road               | AA Restrnt; CV; Ent             |
| Bullfinch's                              | 730 Boston Post Road               | AA Restrnt; CV; Ent             |
| Chili Basil                              | 385 Boston Post Road               | AA Restrnt; CV; Ent             |
| Franco's Trattoria                       | 365 Boston Post Road               | Wine & Malt w/Cordials; CV; Ent |
| Fugakyu Café                             | 621 Boston Post Road               | AA Restrnt; CV; Ent             |
| Lavender Asian Cuisine                   | 519A Boston Post Road              | AA Restrnt; CV; Ent             |
| Longfellow's Wayside Inn                 | 72 Wayside Inn Road                | AA Restrnt; CV/Innkeeper; Ent   |
| Lotus Blossom                            | 394 Boston Post Road               | AA Restrnt; CV; Ent             |
| No. 29 Sudbury                           | 29 Hudson Rd, Suite 150            | AA Restrnt; CV; Ent; Sunday Ent |
| Oishii Too Sushi Bar                     | 365 Boston Post Road               | W&M Restrnt; CV; Ent            |
| Paani-Pure Indian Cuisine                | 621A Boston Post Road              | Wine & Malt w/Cordials; CV; Ent |
| Rossini's                                | 418 Boston Post Road               | W&M Restrnt; CV; Ent            |
| Sierra's                                 | 470 North Road                     | AA Restrnt; CV; Ent             |
| Soul of India                            | 103 Boston Post Road               | AA Restrnt; CV; Ent             |
| Victory Cigar Bar                        | 615 Boston Post Road, Store A, 102 | AA Restrnt; CV; Ent             |
| Classic Pizza                            | 730 Boston Post Road               | CV                              |
| Dunkin' Donuts                           | 378 Boston Post Road               | CV; Ent                         |
| Fairfield Inn by Marriott Boston/Sudbury | 738 Boston Post Road               | CV/ Innkeeper                   |
| Friendly's                               | 457 Boston Post Road               | CV; Ent                         |
| Impact Functional & Sports Training      | 505 Boston Post Road               | CV                              |
| Karma Coffee                             | 100 Boston Post Road               | CV; Ent                         |
| Papa Gino's                              | 104 Boston Post Road               | CV; Ent                         |
| Shaw's                                   | 509 Boston Post Rd.                | CV                              |
| Starbucks                                | 509 Boston Post Road               | CV; Ent                         |
| Sudbury Coffee Works                     | 15 Union Ave                       | CV                              |
| Sudbury Pizza                            | 426 Boston Post Road               | CV                              |
| T-Wisted Frozen Yogurt                   | 410 Boston Post Road, Ste 11       | CV; Ent                         |
| BMW of Sudbury                           | 68 Old County Road                 | New/Used Car Class 1            |
| Jaguar Sudbury                           | 83 Boston Post Road                | New/Used Car Class 1            |
| Land Rover Sudbury                       | 83 Boston Post Road                | New/Used Car Class 1            |
| Mosher Auto Body                         | 34 Station Road                    | Junk Car Class 3                |
| Sales Approach, Inc.                     | 49 Brimstone Lane                  | Used Car Class 2                |
| Station Road Auto Body                   | 40 Station Road                    | Used Car Class 2                |
| Sudbury Sundries, Inc.                   | 100 Boston Post Road               | Used Car Class 2                |

## 2014 Licensing Paperwork Not Yet Received

11/26/2013

| Business Name                       | License Type            | Documentation Needed                                                             | Status                             |
|-------------------------------------|-------------------------|----------------------------------------------------------------------------------|------------------------------------|
| Paani-Pure Indian Cuisine           | Wine & Malt w/ Cordials | Proof of Workers' Comp Insurance, Liquor Liability Insurance and Server Training | Will be hand delivered on 11/27/13 |
| Impact Functional & Sports Training | Common Victualler       | Proof of Workers' Comp Insurance                                                 | Will be emailed by 11/29/13        |
| Sudbury Coffee Works                | Common Victualler       | Licensing Fee                                                                    | Mailed on 11/25/13                 |
| T-Wisted Frozen Yogurt              | Common Victualler       | Licensing Fee                                                                    | Mailed on 11/26/13                 |





**TOWN OF SUDBURY**  
**Finance Department**

278 Old Sudbury Road  
Sudbury, Massachusetts 01776  
Tel: (978) 639-3376

**MEMORANDUM**

DATE: November 22, 2013  
TO: Selectmen's Office  
RE: Tax Balances in Arrears for Licensees  
FROM: Andrea Terkelsen, Finance Director-Treasurer/Collector

I am reporting to you in accordance with Town of Sudbury local general bylaw Article 18 Section 1 with a listing of business parties that have neglected or refused to pay any local taxes for not less than a twelve month period. Amounts due reflect all taxes, interest and other fees as of November 20, 2013.

Personal Property Taxes:

| D/B/A            | Tax Years | Amount Due  |
|------------------|-----------|-------------|
| Rossini's        | 2009-2011 | \$ 550.65   |
| Clarion Inn      | 2009      | \$ 285.03   |
| Auto Diagnostics | 2008-2009 | \$ 2,858.04 |
|                  |           |             |

We have had very limited success in the past collecting on delinquent personal property taxes even after receiving a favorable ruling in small claims court. I would therefore ask the Board to consider requiring payment in full all delinquent personal property tax bills prior to issuing 2014 licenses. In as much as some or all of the above businesses may not be seeking license renewal or have been sold/transferred and doing business under new ownership, you may disregard the information provided to you at this time. Please be advised that personal property tax amounts deemed uncollectible must be reported to the Board of Assessors and asked to be written off by formal request to the MA Department of Revenue.

Real Estate Taxes:

| D/B/A    | Tax Years | Amount Due   |
|----------|-----------|--------------|
| Sierra's | 2012-2013 | \$ 23,170.09 |
|          |           |              |

Sierra's has had several payment plans with my office during the last five years. During that timeframe we would classify the proprietor(s) as a very slow, sometimes sporadic payer until the end of FY2012 when all payments stopped.

Earlier in 2013, the restaurant at 470 North Road was closed due to serious financial difficulties. In May 2013, our automatic lien on Sierra's property for unpaid taxes was secured by the Town in tax title for FY2012 and subsequently all of FY2013, as well. Since recently reopening a restaurant at that location (under the same name and ownership) we have not received any payments towards either the significant tax title balance or installments for current tax year 2014.

I am pleased to report to you that on November 21, 2013, a tentative agreement for payment of all back taxes and charges was reached between my office and the proprietor(s) of Sierra's restaurant. Sierra's delivered certified funds in the amount of \$5,000 to be applied to 2012 taxes and charges. This reduces the tax title balance to \$ 18,179.37 as of November 22, 2013. Assuming that we are able to secure a suitable written agreement prior to the Board's meeting of December 3<sup>rd</sup>, I will recommend to the Board that Sierra's be granted a provisional license for 2014 (as may be allowed under Article 18 Section 3), subject to terms and conditions to be discussed.

Given the proprietor(s) direct ties to/as owner of the property located at 470 North Road and the evident financial difficulties connected to this establishment I would/will not recommend that the Board issue a license for 2014 without proper assurance that all the prior years' taxes and charges be paid in full in advance of issuance or at the proprietor(s) request no later than December 1, 2014.



## ARTICLE XVIII

### LICENSES AND PERMITS SUBJECT TO UNPAID TAXES AND FEES

SECTION 1. The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the Tax Collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the Licensing Authority, that issue licenses or permits including renewals and transfers, a list of any person, corporation or business enterprise, hereinafter referred to as the Party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such Party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.

SECTION 2. The Licensing Authority may deny, revoke or suspend any license or permit, including renewals and transfers of any Party whose name appears on said list furnished to the Licensing Authority from the Tax Collector; provided, however, that written notice is given to the Party and the Tax Collector, as required by applicable provisions of law and the Party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any Party. The Tax Collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the Licensing Authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the Licensing Authority receives a certificate issued by the Tax Collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the Municipality as of the date of issuance of said certificate.

SECTION 3. Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

SECTION 4. The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate family, as defined in section one of Chapter two hundred and sixty-eight in the business or activity conducted in or on said property.

SECTION 5. This article shall not apply to the following licenses and permits: Open Burning, section thirteen of Chapter Forty-eight; Bicycle Permits, section Eleven A. of Chapter Eighty-five; Sales of Articles for Charitable Purposes, section Thirty-three of Chapter One Hundred and One; Children Work Permits, section Sixty-nine of Chapter One Hundred and Forty-nine; Clubs, Associations dispensing food or beverage licenses, section Twenty-one E of Chapter One Hundred and Forty; Dog Licenses, section One Hundred and Thirty-seven of Chapter One hundred and Forty; Fishing, Hunting, Trapping Licenses, section Twelve of Chapter One Hundred and Thirty-one; Marriage Licenses, section Twenty-eight of Chapter Two Hundred and Seven;



Theatrical Events, Public Exhibition Permits, section One Hundred and Eighty-one of Chapter One Hundred and Forty; and Special Permits granted by the Board of Appeals, Chapter 40A.

# **AGENDA REQUEST - Item #15**

## **BOARD OF SELECTMEN**

### **Requestor's Section:**

**Date of request:** *November 26, 2013*

**Requestor:** *Chuck Woodard, Vice-Chairman*

---

**Action requested:** *Discussion on plans for a State of the Town Forum. Finalize date and location.*

---

**Financial impact expected:** **none**

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**Background information:** *see attached*

---

**Recommendations/Suggested Motion/Vote:** *Discussion on plans for a State of the Town Forum. Finalize date and location.*

---

**Person(s) expected to represent Requestor at Selectmen's Meeting:**

### **Selectmen's Office Section:**

**Date of Selectmen's Meeting:** *December 3, 2013*

---

**Board's action taken:**

---

**Follow-up actions required by the Board of Selectmen or Requestor:**

**Future Agenda date (if applicable):**

**Distribution:**

**Town Counsel approval needed?**

**Yes ( )**

**No ( )**

## Golden, Patricia

---

**From:** Chuck Woodard <woodardcc@gmail.com>  
**Sent:** Monday, November 25, 2013 6:49 PM  
**To:** Golden, Patricia  
**Subject:** Re: FW: Town Forum

Thank you

On Mon, Nov 25, 2013 at 11:31 AM, Golden, Patricia <[GoldenP@sudbury.ma.us](mailto:GoldenP@sudbury.ma.us)> wrote:

Hi Chuck,

As requested, I have identified the following possible dates which meet your criteria for the Town Forum.

Town Hall is available:

Thursdays, January 9, 16, 23

Monday, January 27<sup>th</sup>.

Patty Golden

Senior Admin Asst to the Town Manager

Town of Sudbury

Ph: [978-639-3382](tel:978-639-3382)

Fax: [978-443-0756](tel:978-443-0756)

[www.sudbury.ma.us](http://www.sudbury.ma.us)

*When writing or responding, please be aware the Secretary of State has determined that e-mail is a public record and thus not confidential*



**From:** Valente, Maureen  
**Sent:** Friday, November 22, 2013 4:00 PM  
**To:** Golden, Patricia; Frank, Leila  
**Subject:** FW: FW: Town Forum

Patty and Leila could you look at what Chuck suggests and see if you can find a date that matches this criteria?

Thanks Maureen

**From:** Chuck Woodard [<mailto:woodardcc@gmail.com>]  
**Sent:** Friday, November 22, 2013 12:40 PM  
**To:** Valente, Maureen  
**Cc:** Drobinski, John  
**Subject:** Re: FW: Town Forum

I think it can be any Monday, Tuesday, Wednesday or Thursday evening that does not conflict with a regularly scheduled meeting of a major town board or committee and for which Town Hall is available. My list of "major" would include both school committees, FinCom, Planning Board, Permanent Building Committee, CPC, CIAC, Park & Rec, and Conservation Commission.

If someone could provide us with a list (hopefully it is longer than 1) of dates that meet those criteria we could then go ahead and set a date.

Setting the date should probably be on the December 3 BOS agenda so that we can start publicizing this.

Chuck

On Fri, Nov 22, 2013 at 12:28 PM, Valente, Maureen <[ValenteM@sudbury.ma.us](mailto:ValenteM@sudbury.ma.us)> wrote:

See below. Anne Wilson asked me about it as well.