

SUDBURY BOARD OF SELECTMEN
AGENDA
TUESDAY, JULY 30, 2013
NOTE EARLY START: 7:15 p.m., Town Hall, 322 Concord Road

- 7:15 Swearing-in ceremony – R. Scott Nix, Police Chief
(Rosemary Harvell, Town Clerk, will administer the oath)
1. 7:30 Opening remarks by Chairman
2. 7:35 Present Proclamation to CPT Kristen Walls (*CPT Walls and family will be present*)
Sign
3. 7:40 Reports from Town Manager
4. 7:45 Reports from Selectmen
5. 7:50 Interview Greg Topham regarding approval of a Town Manager appointment to the Conservation Commission (to fill John Sklenak's term, subject to the Board's approval).
6. 8:00 Update on Route 20 Sewer Project from the Citizens' Advisory Committee and the Steering Committee. (*Craig Blake, Chairman of Route 20 Sewer Citizen's Advisory Committee, Andrew Sullivan, Sewer Steering Committee member, and Jody Kablack, Director of Planning & Community Development, will present*)
7. 8:30 Meet with Town staff to hear presentation on concept planning for the Bruce Freeman Rail Trail
(*Note: meeting with Friends of the BFRT has been scheduled for August 20, 2013*)
8. 9:00 Vote to approve and sign amendment to the 2006 Inter-Municipal Agreement with the
Vote/Sign Lincoln-Sudbury Regional School District to add Softball Field to Agreement.
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Consent Calendar:

9. **Vote** Vote to approve the minutes of July 9, 2013.
10. **Vote/Sign** Vote to appoint Andrew Sullivan as the Finance Committee's representative to the Route 20 Sewer Steering Committee for a term ending June 30, 2014, as requested by Doug Kohen, Finance Committee Chair. This appointment replaces Joan Carlton.
11. **Vote/Sign** Vote to appoint Peter Abair as the Planning Board's representative to the Route 20 Sewer Steering Committee for a term ending June 30, 2014, as requested by Michael Hunter, Planning Board Chair. This appointment replaces Jody Kablack.
12. **Vote/Sign** Vote to grant a one-day Wine & Malt license to Gail Coppola, Parmenter Foundation, 400 Boston Post Road, Suite 1A, to accommodate a fundraiser, "Hoedown for Heartplay," at the Sudbury Valley Trustees, 18 Wolbach Road, Saturday, Sept. 21, 2013 from 7:00 p.m. to 10:00 p.m., subject to use of a TIPS-trained bartender and receipt of a Certificate of Liability.

13. **Vote/Sign** Vote to appoint Scott Nassa to the Route 20 Sewer Citizens' Advisory Committee for a term ending May 31, 2014, replacing Ellen W. Joachim who resigned from the Citizens' Advisory Committee.
14. **Vote** Vote to approve for FY14 the annual or renewal DPW contracts awarded and previously approved for FY13 or to be awarded in FY14 on a Fiscal Year basis or Calendar Year basis by the Town Manager in accordance with procurement requirements and as reviewed by Town Counsel.
15. **Vote** Vote to formally disband the Town Report Committee, established by the Board of Selectmen in 1964, as the Report has been done by the Selectmen's Office staff for the last five years, whereby the reports are received, proofread and compiled into a final document, and available to the public at least 10 days prior to the start of the Annual Town Meeting.
16. **Vote/Sign** Vote to sign a proclamation for U.S. Army SGT Michael MacDonald, acknowledging his safe return home after spending nine months in Afghanistan, and proclaiming Friday, August 9th, 2013 as Michael MacDonald Day in Sudbury.

Miscellaneous (untimed items):

17. **Vote** Vote to approve the award by the Town Manager for the lease-purchase of one Prinoth Model SW45 Multi-Purpose Tractor equipped with snow blower and fixed V-plow to Chadwick-BaRoss at a net purchase price of \$131,496 after trade-in, and one 6-wheel Freightliner Model 114SD with 10' dump body and hydraulic sander to Freightliner at a net purchase price of \$139,998 after trade-in, said purchases to be financed over a five-year period; the Town Manager to execute all documents related thereto inclusive of the Lease-Purchase Agreements as negotiated by Town Counsel's Office.
- Discussion relative to award process for future equipment purchases.
18. **Vote** Vote to appoint Election Officers for a one-year term commencing August 15, 2013 and ending August 14, 2014, as recommended by the Democratic and Republican Town Committee Chairmen and the Town Clerk; and also vote to approve the Town Manager to sign the appointment letters for these election officers.
19. **Vote** Vote to approve the finalized 2013-2014 Sudbury Board of Selectmen Liaison Assignments as discussed at the July 9, 2013 Board of Selectmen meeting.
20. **Vote** Vote to approve the installation of a solar-powered scoreboard at the Cutting Recreational Field, as requested by Paul Griffin, Park & Recreation Commission.
21. **Vote** Vote to approve signing by the Town Manager of a three-year contract expiring June 30, 2016, for Dog Control Services to the lowest eligible bidder.

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.

AGENDA REQUEST - Item #2

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 22, 2013*

Requestor: *Maryanne Bilodeau*

Action requested: *Present Proclamation to CPT Kristen Walls*

Financial impact expected: *None*

Background information: *N/A*

Recommendations/Suggested Motion/Vote: *None*

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

Cpt. Walls and family will be present to accept the proclamation

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 30, 2013*

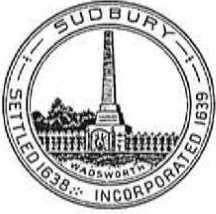
Board's action taken:

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

Office of Selectmen

Proclamation

- WHEREAS:** On behalf of the Town of Sudbury, the Board of Selectmen is pleased to acknowledge the safe return of Captain Kristen E. Walls from eleven and a half months in Kosovo; and
- WHEREAS:** During the course of her deployment, Kristen served with the US Army and NATO forces in support of Operation Joint Guardian/KFOR (Kosovo Force) 16; the 218th Movement Enhancement Brigade as the S2 Analysis and Control Element (ACE), Intelligence Fusion Element Officer in Charge; supervised the planning, fusion, evaluation, analysis, production, and dissemination of all ACE products presented to the Brigade Commander and staff; and
- WHEREAS:** CPT Walls, for her meritorious service, was awarded the Army Commendation Medal, the Kosovo Campaign Medal, NATO Medal, the Armed Forces Reserve Medal, the National Defense Service Medal, and the Overseas Service Ribbon; and
- WHEREAS:** Kristen is a Sudbury resident, the daughter of John and Laura Walls, a 2005 graduate of Lincoln-Sudbury Regional High School, a 2009 graduate of Western New England University and is currently working on a Master's Degree in Public Administration at Framingham State University where she also serves as a Police Officer to the Patrol Unit.
- NOW, THEREFORE, BE IT**
- PROCLAIMED:** That we, the Sudbury Board of Selectmen, on behalf of the community, go on record to proclaim Friday, August 2, 2013, as **CPT KRISTEN E. WALLS DAY** in the Town of Sudbury.

Signed this thirtieth day of July, two thousand and thirteen.

BOARD OF SELECTMEN

John C. Drobinski Chairman

Lawrence W. O'Brien

Robert C. Haarde

Leonard A. Simon

Charles C. Woodard

AGENDA REQUEST - Item #5

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *June 20, 2013*

Requestor(s): *Maureen Valente, Town Manager*

Action requested:

Interview applicant Greg Topham for appointment to the Conservation Commission.

Financial impact expected: *None*

Background information: *See attached application*

Recommendations/Suggested Motion/Vote:

Interview applicant Greg Topham, 210 Concord Road, for appointment to the Conservation Commission for a term ending May 31, 2014, replacing John Sklenak.

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

Applicant will be present.

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 30, 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)
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AGENDA REQUEST #6

BOARD OF SELECTMEN

Requestor's Section

Date of request: *July 22, 2013*

Requestor: *Jody Kablack*

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

Route 20 Sewer Citizens' Advisory and Steering Committee members to update the Selectmen on this project

Financial impact expected: *None*

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

Memo from Citizens' Advisory Committee and Steering Committee

Recommendations/Suggested Motion/Vote:

Board could vote to ask Chairman of the Board of Selectmen and Town Manager to meet with Mayor of Marlborough to begin discussion, per the recommendations of the CAC and the Steering Committee.

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

Craig Blake, Chair CAC; Andrew Sullivan, Sewer Steering Committee member; Jody Kablack, Planning Director

Selectmen's Office Section

Date of Selectmen's Meeting: *7/30/13*

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 (X)



Town of Sudbury

Route 20 Sewer Citizens Advisory Committee

scac@sudbury.ma.us

TO: Route 20 Sewer Steering Committee
Route 20 Sewer Citizen's Advisory Committee
FROM: CAC Alternatives Sub-Committee
DATE: June 13, 2013
RE: Marlborough and Framingham Alternatives

A sub-committee of the Route 20 Sewer Citizen's Advisory Committee (CAC) has investigated 2 alternatives to the proposed Sudbury decentralized wastewater system as part of its due diligence in investigating the best option for Sudbury. One is to transport the wastewater collected from the Sudbury service area to Framingham for treatment through the MWRA wastewater treatment plant at Deer Island, and the other is to transport Sudbury's wastewater to Marlborough for treatment at their Easterly Wastewater Treatment Plant. The sub-committee met on October 25, 2012 with representatives from the Massachusetts Water Resource Authority; on February 27, 2013 with the Marlborough Department of Public Works; and on March 26, 2013 with the Framingham Department of Public Works.

Below is an assessment of these alternatives by the sub-committee.

Framingham MWRA Alternative

The sub-committee has investigated transport of Sudbury's wastewater to the Framingham municipal system. Framingham's wastewater system is part of the Massachusetts Water Resources Authority (MWRA) system. Wastewater flow from Framingham is treated at the Deer Island Wastewater Treatment Facility and discharged into the Massachusetts Bay. Framingham has an extensive wastewater transport system which includes over 50 pump stations, gravity sewers and hundreds of miles of pipes. Framingham also purchases all of its drinking water from MWRA.

In order for Sudbury to utilize the MWRA system in Framingham, it will be required to purchase water from MWRA, as the ultimate discharge point for the wastewater - Massachusetts Bay - would be considered an out-of-basin transfer of water by the Department of Environmental Protection and would be prohibited. Without the purchase of MWRA water, the transfer of Sudbury's groundwater to Massachusetts Bay could have serious long term effects on Sudbury's aquifer. The only way to avoid the out-of-basin transfer issue would be to purchase water from MWRA. Water purchase would only be necessary for the properties within the proposed sewer district. A system of water distribution pipes would need to be installed throughout the sewer district area.

The legislative ability to utilize Framingham for wastewater treatment and disposal would be complicated. Sudbury is not included in the MWRA service area, therefore it would require Town Meeting and legislative approval to join. An inter-municipal agreement between the Towns would dictate the terms of provision of services. Given the town meeting form of government in both towns, this could be a time consuming and complex process.

Currently the MWRA sewer system is constrained, which limits its capacity to permit new communities from joining the Authority. MWRA Policy # OP.11 lists the admission criteria for new communities to utilize MWRA services, which includes significant mitigation payments for upgrades to the MWRA infiltration and inflow systems (I/I), and the consideration of all feasible alternatives. MA Department of Environmental Protection approval is also required.

The I/I fee is required for all incoming MWRA member communities to fix existing infiltration issues during rain events when storm water overwhelms the MRWA sewer lines. This fee is based on the community's 3 year average flow (estimated to be 180,000/gpd for Sudbury) multiplied by four. With an estimated cost to 'fix' infiltration issues of \$5-\$8 / gallon, this cost would be \$3,600,000-\$5,760,000 for Sudbury's current flow. These funds are used to decrease storm water from seeping into the MWRA sewer line either in Framingham or in communities down the line.

Additional upfront costs anticipated would be MWRA sewer and water entrance fees, construction costs of installing water and sewer pipes from Sudbury to the appropriate connection in Framingham off Harrington Road (approximately 1.5 miles), and a proportional shared operation and maintenance fee covering recent capital upgrades made to the system in Framingham. On-going costs (typically paid for by users of the system) would include user fees and future capital improvement costs to the system as needed. Capital improvement costs are difficult to predict, but there is significant infrastructure in the Framingham wastewater transport system, and upgrades would be required to accept Sudbury's additional flow. System users would also be responsible for maintaining any pipes and pump stations needed in Sudbury.

The benefits from joining with Framingham/MWRA are the ability to expand the district's flow as redevelopment in Sudbury occurs. Other than receiving pump station capacity (and the inherent costs of upgrading those), there does not appear to be a capacity issue within the Framingham system which would prevent expansion.

Based on the complexity of the legislative approval process, the up-front costs of the I/I mitigation, the need to also purchase water for the sewer district properties, and the uncertainty of future capital improvements to the complex Framingham transport network, this alternative is not recommended for further exploration.

Marlborough Easterly Treatment Plant Alternative

The sub-committee also investigated transport of Sudbury's wastewater to the Marlborough Easterly Wastewater Treatment Plant (WWTP), located at 860 Boston Post Road and within 1 mile of the Sudbury Town line on its western border. This plant has a design flow of 5.5 MGD, of which currently only 3.7 to 3.8 MGD are treated on a daily basis. The plant discharges to an unnamed tributary of Hop Brook, which winds its way through Sudbury and eventually flows into the Sudbury River. Due to the proximity of the Marlborough Easterly WWTP, this option has been more seriously explored.

The Marlborough Easterly WWTP has been ordered by the Environmental Protection Agency to be upgraded at a cost of approximately \$40 million, which began construction in 2012 and is anticipated to be completed in spring of 2015. The cost for the upgrade will be paid for by the users, and a rate increase is anticipated, according to the Marlborough Director of Public Works, Ronald LaFrienere. The plant currently operates at approximately 68% capacity. The sub-committee pursued exploration of this option as it may provide a lower cost option to the decentralized treatment plant option. The costs to construct the proposed sewage treatment plant in Sudbury would be eliminated and could be used to off-set the tie-in fee to gain access to the Marlborough plant. This arrangement would eliminate Sudbury's need to

construct and maintain a wastewater treatment plant, as well as the need to construct the disposal field at the Curtis Middle School.

In this alternative, Sudbury's primary responsibility would be to install and maintain pipes along Route 20 from the commercial district to the treatment plant in Marlborough, and to pay Marlborough for the cost of treating Sudbury's wastewater. If acceptable to both parties, one option is for Sudbury to pay Marlborough to maintain the infrastructure (pumps and pipes) located in Sudbury as well. Upfront costs anticipated with this alternative would be construction costs of installing approximately 4.1 miles of sewer force main from Sudbury into Marlboro at approximately \$1 million per mile, and a proportional share of the plant upgrade. It is assumed that this would be based on Sudbury's flow volume, which is approximately 7.3% of the total plant capacity (400,000 gpd/ 5,500,000 total volume of the plant). Given the known cost of the upgrade at \$40 million, 7.3% would be approximately \$2,920,000, however this cost has not been negotiated with Marlboro and is only an estimate at this time. On-going costs (typically paid for by users of the system) would include user fees, maintenance of pipes and pump station in Sudbury and capital improvement costs to the system as needed, however all infrastructure in this system would be new and capital costs could be minimal for many years.

In order to create the legal authority for Sudbury and Marlborough to work together, an Inter-Municipal Agreement would need to be created. Any agreement between the Towns would need Mayor/City Council approval in Marlboro, and Town Manager/Board of Selectmen approval in Sudbury. There are models for this type of agreement, as Marlborough treats wastewater from Northborough, Southborough and Berlin at its Westerly Wastewater Treatment Plant, however such agreements are intricate and require careful legal review.

Sudbury's wastewater would be treated in Marlboro, but there would be no need to purchase water from Marlborough. The discharge from the Easterly WWTP is Hop Brook, which would not constitute an out-of-basin transfer according to DEP. With the issuance of the revised EPA permit, and construction of the plant upgrade, it is anticipated that there would be no detrimental impact to Hop Brook as a result of treating the additional Sudbury wastewater. The project will be subject to statewide environmental review to determine and mitigate any impacts.

The CAC sub-committee met with the Marlborough DPW Commissioner, Ronald LaFrienere, and Sewer and Water Division Chief, Michelle Higgins, in February, 2013. The purpose of the meeting was to introduce the idea to Marlborough, and get their initial feedback. Mr. LaFrienere seemed supportive, but also noted that he would be retiring in 2013. Ms. Higgins questioned what would be the incentive for Marlborough to accommodate Sudbury in the Easterly WWTP, and the capacity in the plant was discussed, with Sudbury noting that it would seem economically prudent for Marlborough to sell its excess capacity. Mr. LaFrienere was encouraged that Sudbury had an alternative plan in place, i.e. the decentralized wastewater system, should Sudbury's needs exceed Marlborough's capacity in the future. He noted that the Town of Northborough initially contracted for treatment of a small volume of wastewater, but at present sends nearly 100% of that municipality's sewage to Marlborough.

Mr. LaFrienere noted that the next step would be for Sudbury officials to contact the Mayor and City Council to begin the discussion. The following points would be appropriate for discussion:

- Sudbury's decentralized alternative plan of constructing a plant and discharge field is available if the capacity of the Marlborough plant is reduced or threatened in future years and Marlborough can no longer provide wastewater treatment for Sudbury.
- This plan creates regional solutions to common municipal issues, which is popular at the state level.
- Adding Sudbury's wastewater flow to the plan will not jeopardize Marlboro's growth since the easterly sector of the city is largely built-out.
- This plan may also provide a solution to the wastewater problems at the Wayside Inn, which is an important tourism destination for Marlborough as well as Sudbury.
- Sudbury's tie-in fee would contribute additional funds to defray Marlborough's plant upgrade costs.
- Marlborough can assume responsibility for pipe and pump maintenance, which would spread its fixed operation and maintenance costs over a larger service area, if agreed to.
- Sudbury's wastewater is mainly residential/commercial, with little industrial discharge.
- Any new contract/Inter-Municipal Agreement can be written to avoid the failures/omissions in the old Northborough-Marlborough contract.
- Sudbury is seriously considering adopting growth management zoning controls so that large scale residential development is curtailed once the sewer system is constructed. This will restrict the expansion of the system and minimize increases in the wastewater needs of Sudbury.

The sub-committee recommends continuing to explore this alternative, as it would remove the need to construct a treatment plant and disposal field in Sudbury, and could be a simpler approach to sewerage a small segment of the Town.

Next Steps

The Board of Selectmen is urged to begin discussions with the appropriate Marlborough officials to determine the viability of this alternative, and the potential costs. Members of the Citizen's Advisory Committee are available to attend any meetings scheduled, or to provide further information.

cc: Board of Selectmen

Enclosure (map)

AGENDA REQUEST - Item #7

BOARD OF SELECTMEN

Requestor's Section:

Date of request: 7/26/13

Requestor: Maureen Valente

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

Hear a report from Town Staff Bill Place, Debbie Dineen, and Jody Kablack on their work on developing concepts for development of the Bruce Freeman Rail Trail. At conclusion, provide feedback to the Board and, if appropriate, provide further guidance to staff to continue the work of determining next steps to develop the rail trail in Sudbury.

Financial impact expected: *None at this time. Depending on decisions of the Board, more evaluation of financial impacts can be studied.*

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

Recommendations/Suggested Motion/Vote: *none developed by staff*

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

Town staff will present the report. The RTCAC has been notified of this agenda item.

Selectmen's Office Section:

Date of Selectmen's Meeting: 7/30/13

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 ()



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>

To: Sudbury Board of Selectmen
Maureen Valente, Town Manager
From: Jody Kablack, Planning Director
Bill Place, DPW Director
Debbie Dineen, Conservation Coordinator
Date: July 26, 2013
Re: Bruce Freeman Rail Trail Concept Planning Update

Attached please find a detailed analysis of the pros and cons of 4 different rail trail concepts – (1) Full AASHTO standard construction, (2) Segmented option, (3) Greenway option, and (4) Cross Town Recreational Path. These pros and cons were developed in consultation with the Rail Trail Conversion Advisory Committee at a meeting held on March 5, 2013, and offer more in-depth information regarding permitting, construction, cost and other issues related to the various concept plans. Several members of the public were also in attendance and offered additional comments that evening, both pro and con.

We also offer an update from the MassDOT Rail Unit, who is in charge of the rails along the corridor, as well as the leasing of the corridor. Since this is a DOT property, we have been informed that DOT retains rails on their properties for use at other locations, and that the rails along this corridor have been deemed in excellent condition for reuse. Therefore, the ability to offset the cost by working with companies who remove the rails in exchange for grading and other work is no longer applicable to this project.

Option #1: Building to AASHTO Guidelines

This option contemplates constructing a 10-12 foot wide entire trail within the corridor for its full length of 4.4 miles from the Concord town line to the MBTA crossing at the Union Avenue entrance to Chiswick Park. This option would be available for TIP funding, with the requirement that the Town contribute no less than 10% towards design funds. The Town would need begin the process for placing the project on the TIP for scheduling in the long range transportation plan. It is unclear as to who will be the applicant for this project, which will determine whether the project is permitted under local regulations or not (if the Town is the applicant, local bylaws may apply; if the state is the applicant, local bylaws may not apply).

Major Pros: State funds 90%, "rail trail" supported by Town Meeting/ballot votes

Major Cons: Significant wetland alteration and permitting hurdles

Option #2: Segmenting and Bypassing

This option contemplates constructing a path from the Concord town line to the MBTA crossing at the Union Avenue entrance to Chiswick Park using portions of the railroad ROW and portions of walkways along Sudbury roads or public trails. Inside the corridor the trail would be constructed to AASHTO standards (10-12' wide, paved or unpaved surface). These segments would be Old Lancaster Rd to Morse Rd and Pantry/Haynes Rd to North Rd. These 2 sections of the corridor had fewer environmental impacts identified in the wildlife study completed for the Town. The other segments would be located along new or existing walkways along public roads: Route 20 to Old Lancaster Road along Union Ave; Morse Road to Pantry Road along Concord Road; North Rd to Concord Town Line along Dakin Rd. These sections would be constructed to Town walkway standards (5' wide paved surface).

Major Pros: Less environmental impacts due to use of existing infrastructure, less costly
Major Cons: May not be fundable with state funds, not a consistent "rail trail" experience, need easements from property owners

Option #3: Greenway

This option contemplates construction of a 5-8' wide gravel surface trail along the entire corridor length from the Concord town line to the MBTA crossing at the Union Avenue entrance to Chiswick Park. This option will require removal of the rails and ties, grading of ballast and installation of stone dust surface. Similar trails have recently been constructed in Danvers, Saugus, Rockland, Haverhill, Wenham, and Everett. Greenways are trails with a recreation, rather than a transportation, main purpose, and therefore are not eligible for funding under the TIP. Other funding sources may be available.

Major Pros: Less impervious pavement, easier to permit, least cost to Town, "rail trail" supported by Town Meeting/ballot votes

Major Cons: Town must fund entire project, unpaved surface may limit some uses

Option #4: Cross Town Recreational Path

This option contemplates creating a path from the Concord town line to the MBTA crossing at the Union Avenue entrance to Chiswick Park using existing and new walkways along Sudbury roads. The path would be 5' wide, paved, and located adjacent to the roadway, similar to other walkways in Sudbury. This option would require approximately 2 miles of new walkways. The remaining areas have existing walkways along them. The path would be located along Dakin Road, Pantry Road, Concord Road and Union Avenue.

Major Pros: No wildlife impact, over 50% constructed

Major Cons: Town must fund entire project, need easements from property owners

Based on the analysis provided, it is the staff's opinion that the Greenways option may be the best project for Sudbury. While this option is not without challenges, it may provide the balance between the desire of the Town to complete a "rail trail" project, while mitigating some of the major environmental and funding concerns raised.

We look forward to receiving additional direction from the Selectmen as to the preferred option so that an appropriate timeline can be developed and a work plan developed in order to progress the project towards completion, whichever option is chosen.

Attachment

cc: RTCAC

Option	1 Full Rail Trail built to AASHTO standards	2 Segmented/Bypass	3 Greenway	4 Existing Walkways/Cross Town Recreational Path
Description	10-12 foot wide, paved surface along entire 4.4 mile ROW from MBTA crossing to Concord town line. See Shared Path cross section. Similar rail trail in Concord, Acton, Westford, Chelmsford.	Create a path from MBTA Crossing to Concord town line using portions of the railroad ROW and portions of walkways along Sudbury roads or public trails. Inside corridor to AASHTO standards (10-12' wide, paved or unpaved surface); Old Lancaster Rd to Morse Rd; Pantry/Haynes Rd to North Rd. Outside corridor to Town walkway standards (5' wide paved surface): Route 20 to Old Lancaster Road along Union Ave; Morse to Pantry Road along Concord Road; North Rd to Concord Town Line along Dakin Rd.	Gravel surface along entire corridor length from MBTA crossing to Concord town line. 5-8' wide. Requires removal of rails and ties, grading of ballast and installation of stone dust surface. Similar trail in Danvers, Saugus, Rockland, Haverhill, Wenham, Everett.	Create a path from MBTA crossing to the Concord town line using existing and new walkways along Sudbury roads. Path would be 5' wide and paved.
Environmental Impacts	PRO: Will yield maximum reduction of motorized vehicle travel. Paved surface will cap any contamination. CON: Will be significant and irreversible. Wildlife study indicated irreversible loss of habitat in 2 sections. Significant wetlands, vernal pools and riverfront area within construction area. Issue of presumed contamination may require mitigation.	PRO: Fewer environmental impacts, as will bypass most sensitive areas as identified by Wildlife Study. CON: Extensive wetland, vernal pool and riverfront habitat still present within other sections of the corridor. Still requires crossing of Hop Brook at Codjer Lane. Contamination still an issue along ROW.	PRO: Less environmental impact. No pavement, narrower width. Contamination will be less of an issue. CON: Wetland, vernal pool and riverfront habitat may still be impacted by removal of rails and ties. Introduction of more activity into corridor.	PRO: Will not impact Priority Habitat areas. No contamination issues. CON: Will require Hop Brook crossing at Codjer Lane. Will also encounter wetlands particularly in the Pantry Road/Haynes Road area.
Permitting	PRO: If state is applicant, may not invoke local bylaws. CON: Local Wetland and Stormwater Bylaws will be difficult to meet. BOS indicated need to comply with local bylaws. EPA goals to reduce impervious surfaces. Extremely long and burdensome state approval process.	PRO: No costly stream crossings CON: Local Wetland and Stormwater Bylaws will be difficult to meet. BOS indicated need to comply with local bylaws.	PRO: Permitting will be easier since permeable surface. Will still require local Wetland and Stormwater permits. Contamination issues more easily mitigated by capping surface (no digging involved). CON: Stream crossings (but fewer impacts).	PRO: Permitting will be easier since walkways are adjacent to roads. Will still require local Wetland and Stormwater permits. No costly stream crossings. CON: N/A
Cost	PRO: Town will pay only for design or 10% of construction cost (estimated at ~ \$900,000). CON: Expensive (~\$2 mill/mile) - \$9.3 million total cost, but not paid by Town.	PRO: Cost reduced due to use of existing walkways along 40% of the length. Requires 1.3 miles of new walkway at \$50/foot and 1.5 miles of rail trail at \$375/ft. Total Town cost of this option would be ~ \$640,000 (full cost of walkways + 10% of rail trail for design). CON: Total Cost still ~\$6,000,000, depending on surface within ROW, will still be permitting and construction issues.	PRO: No cost estimates at this time for design or construction. May be the LEAST expensive alternative. Wachusetts Greenways cost \$70,000/mile (~\$300,000 total). CON: MA DOT reuses their rails, so cannot use Iron Horse for this project. Town bears total cost.	PRO: Less costly than a rail trail, but will still have costs of approximately \$685,000 (\$50/foot for 2.6 miles) to construct where walkways do not currently exist. CON: Town bears entire cost.

	1 Full Rail Trail built to AASHTO standards	2 Segmented/Bypass	3 Greenway	4 Existing Walkways/Cross Town Recreational Path
Funding	<p>PRO: Would be eligible for state/federal transportation funding for construction. Design funding is CPA eligible.</p> <p>CON: Will not be in funding pool until 25% design is completed. Town must contribute 10% of total price. Total cost to the Town could still be >100% of cost for several of the other options. Very competitive funding.</p>	<p>PRO: May be eligible for state transportation funding.</p> <p>CON: Moving trail outside ROW may decrease fundability by MADOT. Still may need TIP funding.</p>	<p>PRO: Would be eligible for CPA funds and DCR funds.</p> <p>CON: Would not be eligible for state/federal TIP funding.</p>	<p>PRO: Eligible for CPA funds.</p> <p>CON: Few other sources for funding likely.</p>
Abutters	<p>PRO: Many abutters support construction of a rail trail.</p> <p>CON: Impact to residential and commercial property abutters - several of whom are vocal. Significant vegetation loss.</p>	<p>PRO: Impact to abutters is reduced by moving sections off the ROW.</p> <p>CON: Residents may object to walkway along properties. May need easements.</p>	<p>PRO: Preserves more existing vegetative screening than other options.</p> <p>CON: Abutter concerns may be similar to full build trail.</p>	<p>PRO: Removes vocal opposition to ROW abutters.</p> <p>CON: Residents may object to walkway along properties. May need easements</p>
Convenience	<p>PRO: Centrally located in Town. Walkway links at 4 out of 5 road crossings. Provides additional access to 3 recreation fields.</p> <p>CON: Provides direct access to fewer residential properties than other options.</p>	<p>PRO: Provides direct access to more residential properties than trail wholly within ROW. Able to make connection from Concord town line to Route 20.</p> <p>CON: Awkward transitions from rr corridor to walkways. Route may be confusing.</p>	<p>PRO: Centrally located in Town. Walkway links at 4 out of 5 road crossings.</p> <p>CON: Provides direct access to fewer residential properties than other options.</p>	<p>PRO: Provides direct access to significantly more residential properties. Makes path closer to schools, Town buildings.</p> <p>CON: Route may be confusing.</p>
Construction	<p>PRO: State bids project. Town DPW not involved.</p> <p>CON: Difficult due to wetlands and length between road crossings. 2 bridges need rebuilding. Low bid required.</p>	<p>PRO: Uses 6,200 feet of existing walkway. Costly items such as bridges avoided.</p> <p>CON: Construction within ROW will be difficult. Additional road crossings than a trail within the RR corridor. Easements will be needed.</p>	<p>PRO: Specific construction techniques are unknown. Bridge crossings should be less complicated. May make road crossings easier since user traffic will be slower. Could be constructed in-house.</p> <p>CON: Will not match surface at Concord town line. 2 bridges need rebuilding.</p>	<p>PRO: Over 50% is already constructed. In-house construction. No bridges rebuilt.</p> <p>CON: Some areas, particularly Pantry Rd and Haynes Rd area will present construction challenges. More road crossings than a trail within the RR corridor.</p>
Legal	<p>PRO: Initial title search completed and revealed no major impediments within the ROW.</p> <p>CON: Initial title search completed by Town is not sufficient for required Confirmatory Taking.</p>	<p>PRO: Initial title search completed and revealed no major impediments to use of ROW.</p> <p>CON: Bypass segments may require easements.</p>	<p>PRO: Initial title search completed and revealed no major impediments to use of ROW.</p> <p>CON: Requires MADOT Rail Unit approval. Office has been slow to respond.</p>	<p>PRO: No state lease required. Town-owned or easements.</p> <p>CON: Will require many easements from property owners.</p>
General	<p>PRO: Previous Town Meeting and ballot votes indicate support for a rail trail. Both pro and con presentations at Town Meeting made clear that an AASHTO standard trail was being voted on.</p> <p>CON: No public access to southern terminus. Long process for state approval of funds. Will need dedicated staff or consultant to progress funding.</p>	<p>PRO: Lower cost and less environmental impact than full build.</p> <p>CON: Confusing route, not uniform.</p>	<p>PRO: Lower cost and less environmental impact. Width can be varied to avoid sensitive environmental areas. Project could be completed in short time frame with town resources.</p> <p>CON: Non-paved surface will limit some uses, including emergency access.</p>	<p>PRO: Uses existing infrastructure to a large extent.</p> <p>CON: Very different feel from a rail trail.</p>

OTHER ISSUES					
Parking					
Road					
crossings/signals					
Public safety access					
Abutter security					
Maintenance					
Control of motorized vehicles					
Landscaping					
Access at southern terminus					

AGENDA REQUEST - Item #8

BOARD OF SELECTMEN

Requestor's Section:

Date of request: 7/26/13

Requestor: Maureen Valente

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

Vote to approve and sign the draft amendment to the Inter-Municipal Agreement (IMA) between the Town of Sudbury and the Lincoln-Sudbury Regional School District, dated December 19th 2006 for use by the Sudbury Park and recreation Department of the improved softball field at Lincoln-Sudbury Regional High School through a softball field improvement project.

Financial impact expected: *If both the Board of Selectmen and the Lincoln-Sudbury Regional School Committee approve and sign the amendment to the 2006 IMA, the Sudbury Town Treasurer will be able to release the \$256,000 appropriated by the 2013 Sudbury Annual Town Meeting from community preservation funds for this purpose.*

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

Recommendations/Suggested Motion/Vote: *Pursuant to Article 37 of the 2013 Annual Town Meeting for the purpose of completing the improvement of the Lincoln-Sudbury Regional High Schools Softball field, vote to approve and sign the amendment to the 2006 Inter-Municipal Agreement between the Town of Sudbury and the Lincoln-Sudbury Regional School District.*

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

Members of the L-S School Committee are expected to attend the meeting to be available to discuss the draft with the Board members, but the School Committee has not met to discuss or take a vote on this draft amendment as yet.

Selectmen's Office Section:

Date of Selectmen's Meeting: 7/30/13

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 ()

AMENDMENT TO THE INTER-MUNICIPAL AGREEMENT – L-S COMMUNITY FIELDS

This Amendment to the Inter-Municipal Agreement (the "Agreement") is entered into pursuant to M.G.L. c. 40, § 4A, on the last day of execution below (the "Amendment Date"), by and among the **TOWN OF SUDBURY**, a municipal corporation, having its principal office at The Flynn Building, 278 Old Sudbury Road, Sudbury, MA 01776 (the "Town"), and the **LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT**, a regional school district created under M.G.L. c. 71, §§ 15, *et seq.*, having its principal office at 390 Lincoln Road, Sudbury MA 01776 (the "District").

WHEREAS, on December 19, 2006, the Town and the District entered into the Agreement related to the financing, construction, maintenance and use of the field previously known as the L-S football field (the "L-S Community Field"). The Community Field was financed using District funds, private donations, and Community Preservation Act Funds ("CPA Funds") from the town of Sudbury.

WHEREAS, the District and the Town propose to make substantial improvements to the softball field (the "Softball Field") owned by the District and is located on the District's Central Campus adjacent to the Lincoln-Sudbury Regional High School. This field has an uneven playing surface, lacks irrigation, and lacks an electrical source. Such improvements will greatly enhance the functional capacity and longevity of the facility.

WHEREAS, the District and the Town propose to finance the improvements to the Softball Field from privately raised funds and \$256,000 of CPA Funds from the Town.

WHEREAS, the District and the Town desire to amend the Agreement to establish policies and practices under which the Community Field and the Softball Field would be used and shared by the District and the Town.

NOW THEREFORE, for adequate consideration, the receipt and sufficiency of which are hereby acknowledged, the Town and the District agree to amend the Agreement as follows:

12. (new) SOFTBALL FIELD IMPROVEMENT PROJECT

Subject to the terms and conditions of the Agreement, on or before August 31, 2014, the District shall perform all work necessary and appropriate for the design, bidding, permitting, construction, landscaping and other related activities for the completion of the improvements to the Softball Field described in Exhibit 1 (the "Softball Field Improvement Project"). Upon completion of the Softball Field Improvement Project, the Softball Field shall become subject to this Agreement and all references herein to the "Community Field" shall be deemed to include both the Community Field and the Softball Field (the "L-S Community Fields").

The estimated cost of the Softball Field Improvement Project is \$300,000. The District agrees to accept private funds and expend these funds toward the Softball Field Improvement Project. Upon (a) commitment to pay and/or payment to and acceptance by the District of private funds, inclusive of any in-kind contributions, (b) completion of the design, bidding, and (if required) permitting, and (c) issuance by the District of the contracts for the construction of the Softball Field Improvement Project, the Town shall pay to the District CPA Funds of no more than \$256,000 towards the cost of permitting, design and construction of the Softball Field Improvement Project. The District shall accept and expend said CPA Funds solely for the purpose of performing the Softball Field Improvement Project.

The District shall complete the Softball Field Improvement Project using private funds and the CPA Funds referred to in the preceding paragraph.

13. (new) AMENDED TERM

This Amendment commences upon the Amendment Date and shall continue for as long as there continues to be recreational sport activities played on the L-S Community Fields by the District or the Town. Upon payment by the Town of the CPA Funds hereunder, this Agreement shall guarantee the Town's irrevocable right to use the L-S Community Fields in accordance with the Agreement during its Term subject to interruptions in such use as provided herein.

All other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment to the Inter-Municipal Agreement this ____ day of _____, 2013.

TOWN OF SUDBURY, MASSACHUSETTS,

By its Board of Selectmen,

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT

By its Regional School District Committee,

LIST OF EXHIBITS

Exhibit 1 – L-S Community Fields Rules of Priority

Exhibit 2 – L-S Community Fields Reservations: Rules and Regulations

Exhibit 3 – Softball Field Improvement Project

EXHIBIT 1 - L-S COMMUNITY FIELDS RULES OF PRIORITY

The District shall receive priority for use of the L-S Community Fields on LSRHS school days. Community groups are encouraged to use the L-S Community Fields in the evenings and at other times when available.

Unless altered or amended by agreement of the District Superintendent/Principal and the Town Manager of the Town of Sudbury (or their respective designees), the following Rules of Priority shall be used to allocate shared use of the L-S Community Field between the Town and the District throughout the term of this Agreement:

- In allocating time slots between and among the District and the Town, the parties shall be guided by the principle that the L-S Community Fields shall be a shared recreational resource designed to promote and sustain a vibrant and diverse array of intra-scholastic, inter-scholastic, town and community sporting and recreational events to promote the health and well-being of the Town's and the District's students, youth, adults, and families. Accordingly, the Town Manager of Sudbury and the District Superintendent/Principal (or their respective designees) shall agree upon (i) a balanced allocation schedule between the District and the Town that takes into account seasonal sports needs, increased summer flexibility and hours when school is out and days are longer, and (ii) other considerations appropriate to reaching an annual equitable balance between and among the District and the Town.
- In or about each December and May, the Park and Recreation Director of the Town and the Lincoln-Sudbury Athletic Director (or their designees) shall conduct a joint scheduling meeting for Town- and District-controlled fields, including the L-S Community Fields. This will include any evening, holiday and vacation use of the L-S Community Fields. Any conflicts in the use of the L-S Community Fields will be resolved by consensus with priority given to the District for unanticipated District athletic events.
- The Park and Recreation Department shall receive priority in scheduling events throughout the day on Saturdays and Sundays and evenings that have not already been previously scheduled for District use.
- The Park and Recreation Department shall receive priority for use of the L-S Community Fields for ten (10) weeks during each summer, beginning after the close of the school year. Additionally, the District shall receive priority to schedule events beginning two weeks prior to the starting date of school.
- During the school spring vacation (typically scheduled in April), the Park and Recreation Department shall receive priority for use of the L-S Community Fields.
- The District shall receive priority for use of the L-S Community Fields during post-season MIAA Tournament play. These weeks are roughly the first three weeks of November and the first three weeks of June.

- District-sponsored activities will have free access to the L-S Community Fields. Activities approved by the Park and Recreation Department, including but not exclusively youth and adult sports leagues, will pay standard Park and Recreation Department user fees for use of the L-S Community Fields.
- Groups from outside of the Park and Recreation Department and the District will be able to use the L-S Community Fields, on a space available basis, pursuant to the LS Fields Reservation Rules and Regulations, Field Request Form.
- For any of the time specifically reserved for the use of the Park and Recreation Department, the Town reserves its right to waive all or a portion of its time in any year without waiving future years' rights to the same time.

EXHIBIT 2 - L-S COMMUNITY FIELDS RESERVATIONS: RULES AND REGULATIONS

The Lincoln-Sudbury Regional School District and the Town of Sudbury are proud of its ability to offer the community a shared recreational resource in the L-S Community Fields. This resource is designed to promote and sustain a vibrant and diverse array of intra-scholastic, inter-scholastic, Town, and community sporting and recreational events to promote the health and well-being of the Town's and District's students, youth, adults, and families.

As noted earlier, the overall scheduling of the Community Fields will occur in meetings among the Sudbury Park and Recreation Department and the Lincoln-Sudbury Athletic Department. These meetings will be held in or around December and May of each year, and on an as-needed basis beyond that.

When scheduled use of the field by non-District users will require special or additional services, whether they be technical, custodial, or supervisory, appropriate charges may be required of the user to cover the costs of District personnel and utility use.

Rules for Usage, and Revocation of Permits

The following are the rules of usage for the Community Fields, which should be observed and adhered to by all users at all time. Violation of any of these may result in the revocation of a field reservation permit:

- use of alcohol on or around the fields site, or school parking lot, strictly prohibited;
- use of any controlled or illegal substance at the fields or parking lot is likewise strictly prohibited;
- tobacco, and all tobacco products, are prohibited by state law on school grounds at all times, a prohibition which includes the Community Fields;
- groups using the Community Fields must make sure to remove all litter and trash following their use;
- spectators or participants may not drive down to the Community Fields, or park along the access roads or grass areas, except to the extent necessary to unload supplies or equipment, provided such vehicle is then moved to a designated parking area at the high school; and
- dogs, motor vehicles and bicycles are not permitted on the Community Fields or the roads leading to them.
- Foul, obscene; or abusive language is not permitted on or around the field at any time, during any event.

In general, respectful, civil, and responsible behavior is expected at all times and at all events, and field permits may be revoked for violation of the protocols listed above, as well as for any conduct or behavior deemed inappropriate, disruptive, or irresponsible.

EXHIBIT 3 – SOFTBALL FIELD IMPROVEMENT PROJECT

[project description]

Attach bid awarded.



TOWN OF SUDBURY
Office of the Town Counsel

July 26, 2013

Maureen G. Valente, Town Manager
Town of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776

Dear Maureen:

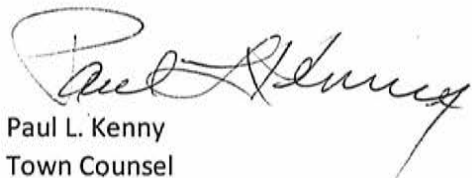
You have requested that I review the Amendment to the 2006 Agreement between the Town of Sudbury and the Lincoln-Sudbury Regional School District.

The 2006 Inter-Municipal Agreement was properly entered into under M.G.L. c.40 §4A as it was duly voted by the Town pursuant to that statute under Article 44 of the 2006 Annual Town Meeting.

Upon review of the Amendment to the 2006 Agreement, I find that to be ready for signature by both parties by virtue its compliance with M.G.L. c.40 §4A and a valid Town Meeting vote under Article 37 of the 2013 Annual Town Meeting authorizing same.

Whenever the Town is entering into an agreement with another governmental unit, it always requires Town Meeting approval. I have always reviewed same and advised same.

Very truly yours,



Paul L. Kenny
Town Counsel

AGENDA REQUEST - Item #10

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 9, 2013*

Requestor: *Doug Kohen, Finance Committee Chair*

Action requested: CONSENT CALENDAR

Vote to appoint Andrew Sullivan to the Route 20 Sewer Steering Committee for a term ending June 30, 2014.

Financial impact expected: *None*

Background information: *None*

Recommendations/Suggested Motion/Vote:

Vote to appoint Andrew Sullivan as the Finance Committee's representative to the Route 20 Sewer Steering Committee for a term ending June 30, 2014, as requested by Doug Kohen, Planning Board Chair. This appointment replaces Joan Carlton.

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 30, 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 ()

AGENDA REQUEST - Item #11

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 18, 2013*

Requestor: *Michael Hunter, Planning Board Chair*

Action requested: CONSENT CALENDAR

Vote to appoint Peter Abair to the Route 20 Sewer Steering Committee for a term ending June 30, 2014.

Financial impact expected: *None*

Background information: *None*

Recommendations/Suggested Motion/Vote:

Vote to appoint Peter Abair as the Planning Board's representative to the Route 20 Sewer Steering Committee for a term ending June 30, 2014, as requested by Michael Hunter, Planning Board Chair. This appointment replaces Jody Kablack.

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 30, 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 ()

AGENDA REQUEST - Item #12

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *June 27, 2013*

Requestor: *Gail Coppola, Office Coordinator, Parmenter Foundation*

Action requested: CONSENT CALENDAR
Approval of a one-day Wine and Malt Beverages License

Financial impact expected: *\$25 to General Fund*

Background information: *All requested information provided. The bartender has been TIPS- trained. Building Inspector, Police Dept, Fire Dept, and Board of Health expressed no issues.*

Recommendations/Suggested Motion/Vote:

Vote to grant a one-day Wine and Malt License to Gail Coppola, Parmenter Foundation, 400 Boston Post Road, Suite 1A, to accommodate a fundraiser, "Hoedown for Heartplay," at The Sudbury Valley Trustees, 18 Wolbach Road, Saturday, Sept. 21, 2013, from 7:00 p.m. to 10:00 p.m., subject to use of a TIPS-trained bartender 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: *July 30, 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)

AGENDA REQUEST - Item #13

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 8, 2013*

Requestor: *Jody Kablack, Director of Planning & Community Devpt.*

Action requested: CONSENT CALENDAR

Vote to appoint Scott Nassa to the Route 20 Sewer Citizens' Advisory Committee for a term ending May 31, 2014.

Financial impact expected: *None*

Background information: *None*

Recommendations/Suggested Motion/Vote:

Vote to appoint Scott Nassa to the Route 20 Sewer Citizens' Advisory Committee for a term ending May 31, 2014, replacing Ellen W. Joachim who resigned from the Citizens' Advisory Committee.

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 30, 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 ()

AGENDA REQUEST- Item #14

BOARD OF SELECTMEN

Requestor's Section:

Date of request: 7-18-13

Requestor: DPW Director

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

CONSENT CALENDAR

Financial impact expected: Budgeted

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

Recommendations/Suggested Motion/Vote:

Vote to approve for FY14 the annual or renewal DPW contracts awarded and previously approved for FY13 or to be awarded in FY14 on a Fiscal Year basis or Calendar Year basis by the Town Manager in accordance with procurement requirements and as reviewed by Town Counsel.

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

Selectmen's Office Section:

Date of Selectmen's Meeting: 7-30-13

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)
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AGENDA REQUEST – Item #15

BOARD OF SELECTMEN

Requestor's Section

Date of request: *July 24, 2013*

Requestor: *Mary McCormack*

Action requested: CONSENT CALENDAR: *Approve disbanding the Town Report Committee established in 1964*

Financial impact expected: *None*

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

At this time, this is a "housekeeping" issue since the actual Committee has - on its own- been disbanded thru attrition. See attached memo.

Recommendations/Suggested Motion/Vote: *Vote to formally disband the Town Report Committee, established by the Board of Selectmen in 1964, as the Report has been done by the Selectmen's Office staff for the last five years, whereby the reports are received, proofread and compiled into a final document and available to the public at least 10 days prior to the start of the Annual Town Meeting.*

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

Selectmen's Office Section

Date of Selectmen's Meeting: *July 30, 2013*

Board's action taken:

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

Distribution:

Town Counsel approval needed? Yes () No (X)

To: Board

Fr: Mary

Date: July 25, 2013


RE: BACKGROUND - DISBANDMENT OF TOWN REPORT COM.

The requirement to produce an annual report is covered in the Town Bylaws, Art. III, sec. 2, which states that the report must be available at least ten days before the Annual Meeting.

On November 30, 1964, the Board of Selectmen established a Town Report Committee with a proposed membership of 9, who would be appointed annually. The Committee concept worked well for a number of years. Starting about 10 years ago, it became more and more difficult to find qualified volunteers to work on the Report. Advertising in local media and by word of mouth produced very little response.

Until perhaps 2006, we had a dedicated core group of three residents who worked on the Committee as proofreaders and producers of the final document before it went to an outside printer. The Office staff coordinated handling the reports going out and coming back from the volunteers and made room for them to work here on the Office computers; for the past five years, this has all been handled strictly in house. The volunteers have either moved away or become involved with jobs outside the home that precluded their availability to work on the Town Report. As there is no budget for it to be printed outside, all facets of production are now handled as part of the Selectmen's Office.

This is the reason we recommend formally disbanding the Town Report Committee.



AGENDA REQUEST - Item #16

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 2013*

Requestor: *Maryanne Bilodeau*

Action requested: CONSENT CALENDAR

Sign a proclamation for U.S. Army Sgt. Michael MacDonald who has arrived home after spending nine months in Afghanistan.

Financial impact expected: *None*

Background information:

Recommendations/Suggested Motion/Vote: *Vote to sign a proclamation for U.S. Army Sgt. Michael MacDonald, acknowledging his safe return home after spending nine months in Afghanistan, and proclaiming Friday, August 9th, 2013 as Michael MacDonald Day in Sudbury.*

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 30, 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)

AGENDA REQUEST #17

BOARD OF SELECTMEN

Requestor's Section:

Date of request: 7-11-13

Requestor: DPW Director

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

Financial impact expected: Lease Purchases Budgeted, ATM13 Art. 4 – FY14
Public Works

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

The DPW has completed bidding for the purchase of a Pinoth Model No. SW45 multi-purpose tractor with snow blower and fixed V-plow. The \$141,496 purchase will be offset by the \$10,000 trade-in of 1984 and 1988 Bombadiers. Quotations have been solicited for lease-purchasing and the L-P Agreement is in the process of negotiation by Town Counsel with SunTrust, the lender offering the lowest base interest rate (2.23%).

Additionally, the DPW is ordering via the State Contract through the Greater Boston Police Council one 6-wheel Freightliner Model 114SD with 10' dump body and hydraulic sander. This \$153,498 purchase will be offset by the \$13,500 trade-in of a 1991 Mack Sander. Town Counsel will be obtaining quotations for lease-purchasing and will negotiate the L-P with the lender offering the lowest base interest rate. Delivery is expected in November.

Recommendations/Suggested Motion/Vote:

A. Vote to approve the award by the Town Manager for the lease-purchase of one Prinoth Model SW45 Multi-Purpose Tractor equipped with snow blower and fixed V-plow to Chadwick-BaRoss at a net purchase price of \$131,496 after trade-in, and one 6-wheel Freightliner Model 114SD with 10' dump body and hydraulic sander to Freightliner at a net purchase price of \$139,998 after trade-in, said purchases to be financed over a five-year period; the Town Manager to execute all documents related thereto inclusive of the Lease-Purchase Agreements as negotiated by Town Counsel's Office.

B. Discussion relative to award process for future equipment purchases.

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

None

Selectmen's Office Section:

Date of Selectmen's Meeting: 7/30/13

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)

Lessor: SunTrust Eq. Finance

Date	Payment	Principal	2.23% Interest	Principal Balance
8/6/2013				131,596.00
8/6/2013	27,492.75	27,492.75	0.00	104,103.25
8/6/2014	27,492.75	25,171.25	2,321.50	78,932.00
8/6/2015	27,492.75	25,732.57	1,760.18	53,199.44
8/6/2016	27,492.75	26,306.40	1,186.35	26,893.03
8/6/2017	27,492.75	26,893.03	599.72	0.00
Totals	137,463.75	131,596.00	5,867.75	

AGENDA REQUEST - Item #18

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 25, 2013*

Requestors:

Town Clerk, and Democratic and Republican Town Committee Chairmen

Action requested: *Annual Election Officers re-appointments*

Financial impact expected: *None*

Background information: *See attached list*

Recommendations/Suggested Motion/Vote: *Vote to appoint Election Offers for a one-year term commencing August 15, 2013 and ending August 14, 2014, as recommended by the Democratic and Republican Town Committee Chairman and the Town Clerk; and also vote to approve the Town Manager to sign the appointment letters for these Election Officers.*

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 9, 2013*

Board's action taken:

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

Distribution:

Town Counsel approval needed? Yes () No (X)

AGENDA REQUEST - Item #19

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 26, 2013*

Requestor: *Patty Golden*

Action requested: *Review finalized liaison assignments for 2013-2014*

Financial impact expected: *None*

Background information: *See attached list*

Recommendations/Suggested Motion/Vote: *Vote to approve the finalized 2013-2014 Sudbury Board of Selectmen Liaison Assignments as discussed at the July 9, 2013 Board of Selectmen's meeting.*

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 30, 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 (☒)



SUDBURY BOARD OF SELECTMEN LIAISON ASSIGNMENTS 2013 – 2014

Chairman Drobinski	Vice-Chair Woodward	Selectman O'Brien	Selectman Haarde	Selectman Simon
Town Manager/Town Depts	Finance Committee	Lincoln-Sudbury RHS	Planning Board	Park & Recreation Commission
Finance Committee	Sudbury Public Schools	Planning Board	Sudbury Public Schools	Goodnow Library Trustees
Goodnow Library Trustees	Lincoln-Sudbury RHS	Sudbury Water District	Minuteman High School	Rail Trail Conversion Advisory Committee
Board of Health	Capital Improvement Advisory Committee	Capital Improvement Advisory Committee	Memorial Day Committee	Rte 20 Sewer Citizen's Advisory Committee
Conservation Commission	Historical Commission	Council on Aging	Cultural Council	Energy and Sustainability Committee
Design Review Board	Historic Districts Commission	Board of Appeals/ Earth Removal Board	Agricultural Commission	Minuteman High School
	Permanent Building Committee	Sudbury Housing Authority	Town Historian	Ponds & Waterways Committee
	Sudbury Celebrates 375 Committee	Permanent Building Committee	Rail Trail Conversion Advisory Committee	Commission on Disability
			Lincoln Board of Selectmen	
			Park & Recreation Commission	
			Sudbury Water District	

MEMBERS OF THESE COMMITTEES:

Community Preservation Committee	Fairbank Community Center	Sudbury Center Improvement Advisory Committee	Fairbank Community Center	Military Support Network
Sewer Assessment Technical Advisory Committee	9/11 Memorial Garden Oversight Committee	Sudbury Housing Trust	Rte 20 Sewer Steering Committee	
Military Support Network				

Maureen G. Valente, Town Manager
July 30, 2013

AGENDA REQUEST – Item #20

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 23, 2013*

Requestor: *Paul Griffin, Park & Recreation Commission*

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

Approve installation of a solar-powered scoreboard at the Cutting Recreation Field

Financial impact expected: *None, all funds to be donated*

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

See photo and plan attached

Recommendations/Suggested Motion/Vote: *Vote to approve the installation of a solar-powered scoreboard at the Cutting Field, to be donated by Middlesex Savings Bank and Sudbury Girls Lacrosse.*

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *July 30, 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 ()
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Kablack, Jody

Subject:

FW: Cover memo for BOS

TO: Board of Selectmen
FROM: Paul Griffin, Park & Recreation Commission
RE: Cutting Field Scoreboard Project
July 23, 2013

Approximately 2 years ago I approached the marketing department of Middlesex Bank with the idea of installing a scoreboard at Cutting Field that would add utility to the field, while providing the bank with increased awareness in our community, all at no cost to the town. After a few site visits, we're ready to present the idea to the BOS. The scoreboard is solar powered and will be located on the sideline furthest from Maynard Road. Estimated cost (to be paid by Middlesex Bank) is approximately \$20,000. In exchange for this funding, the scoreboard will be tastefully branded with the Middlesex Bank name and logo. The maintenance for the scoreboard will be funded by Sudbury Girls Lacrosse. An amount to be determined by the town will be paid by SGL and held in escrow by the town. Operation is via a wireless console and will be available to user groups from the Sudbury Park and Recreation department.

Scoreboard Dimensions

7' high

12' long

6-8' poles

Location will be
~10' to the right
of what is pictured.





E06-0503

E06-0509

E06-0508

E06-0300

#402

27

E06-0502

#429

E06-0500

Approximate
location of
scoreboard

E06-0542

E06-0544

E06-0010-A

ARBORETUM WAY



- Town Boundary
- Parade
- Parade With Obstacles
- Parade With Obstacles
- Parade
- Cuts
- Abandoned Railroad
- Drainage
- Culverts
- Dams
- Drainage Ditches
- Headwaters
- Buildings
- Roads
- Paved
- Unpaved
- Highways
- Driveways
- Streams
- Open Water
- Adjoining Towns

The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.

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AGENDA REQUEST - Item #21

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *July 26, 2013*

Requestor: *Mary McCormack*

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

Vote to approve 3-year contract for Dog Control Services

Financial impact expected:

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

Recommendations/Suggested Motion/Vote:

Vote to approve signing by the Town Manager of a three-year contract expiring June 30, 2016, for Dog Control Services to the lowest eligible bidder.

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *7/30/13*

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 ()

**TOWN OF SUDBURY
REQUEST FOR PROPOSALS
DOG CONTROL SERVICES**

The Town of Sudbury seeks proposals from qualified contractors for the provision of contracted Dog Control Services for the Town for a 3-yr. period. The RFP containing the Scope of Services is available by contacting the Office of the Town Manager, 278 Old Sudbury Road, Sudbury, MA 01776, at 978-639-3382, or by e-mail to McCormackM@sudbury.ma.us.

Separate sealed Price and Non-Price Proposals are due on or before 12 noon, July 8, 2013, addressed to the Town Manager at the address above, labeled "Dog Control Services".

Award, if any, is expected to be made promptly by the Town Manager after evaluation, and upon contract signing, work is expected to commence immediately. The Town reserves the right to reject any and all proposals and to accept the most advantageous proposal in the best interest of the Town of Sudbury.

Maureen G. Valente
Town Manager

June 19, 2013

Advertised: *Sudbury Town Crier 6/27/13*