

**SUDBURY BOARD OF SELECTMEN**  
**AGENDA - TUESDAY, JUNE 10, 2014**  
**7:30 p.m., Lower Town Hall, 322 Concord Road**

1. 7:30 Opening remarks by Chairman
2. 7:35 Elect a vice-chairman
3. 7:45 Reports from Town Manager
4. 7:50 Reports from Selectmen
5. 8:00 Citizen's comments on items not on agenda
6. 8:15 Interview two candidates to fill open seats on the Council on Aging: Alice Sapienza, 70 Ridge Hill Road, and Elizabeth Ingersoll, 150 North Road, #9, as requested by Deb Galloway, Council on Aging Director.
7. 8:30 **PUBLIC HEARING:** Receive public comments on proposed improvements to Upper Featherland Field located at 491/503 Concord Road, and discussion of proposed agreement between Town of Sudbury and Lincoln-Sudbury Youth Baseball  
**Vote**
8. 9:00 Presentation of Award to the Town of Sudbury from the Massachusetts Association of Councils on Aging (*Jane Colino, President of MCOA, will attend*)

**Miscellaneous:**

9. **Vote** Determine the Board of Selectmen's liaison assignments for FY15
10. Discuss next steps regarding Minuteman Regional Vocational High School
11. **Vote** Vote to approve the Town Manager's annual re-appointments requiring Board of Selectmen's approval of those listed (all of which are subject to acceptance)
12. **Vote** Discussion on whether or not to issue an RFP to lease Town-owned land for a cell tower located at the DPW Facility, 275 Old Lancaster Road, as requested by Jody Kablack, Director of Planning and Community Development.

**Consent Calendar:**

13. **Vote** Vote to approve renewal of the contract between the MetroWest Regional Transit Authority and the Town of Sudbury for FY15 and authorize the Town Manager to sign said contract to provide transportation services to the Council on Aging, effective July 1, 2014, as requested by Deb Galloway, Council on Aging Director.
14. **Vote** Vote to approve the May 20, 2014 regular session meeting minutes.
15. **Vote** Vote to grant a special permit to Joyce Endee Productions to hold an arts and crafts show on Sunday, September 7, 2014, at the Wayside Inn, subject to conditions and permits required by the Fire, Police, Health and Building Departments.

16. **Vote** Vote to grant a special permit for the 6<sup>th</sup> annual Bike MS: Minuteman Ride on Saturday, July 19, 2014, starting at 8:30 a.m. and ending approximately 12 Noon, following a route outlined and submitted, subject to approval of Park and Recreation, Building Dept. and Police Dept. safety requirements, proof of insurance liability coverage and the assurance that all litter will be removed at the end of the race.
17. **Vote/ Sign** As the Licensing Authority for the Town of Sudbury, vote to approve a new Common Victualler License for Subway of Sudbury, 435 Boston Post Road, with new Owner/Manager Ritesh R. Patel, as requested in an application dated May 17, 2014, said license to expire December 31, 2014.
18. **Vote/ Sign** Sign the Special Town Election Warrant for June 24, 2014. The Warrant is scheduled to go to the printer on Wednesday, June 11 (for posting and delivery to residents no later than June 17, 2014) one week prior to the Election.
19. **Vote/ Sign** Vote to appoint Edward B. Houser, Jr., 24 Pelham Island Road, as a member of the Agricultural Commission for a term to expire May 31, 2017, to fill the seat vacated by John Donovan, as requested by Laura B. Abrams, chairman.
20. **Vote/ Sign** Vote to appoint two registered voters: Norina Boyle Zywiak, 35 Maple Avenue, #802, and Joanne M. Bennett, 86 Robbins Road, as Election Officers with terms to expire on August 14, 2014, as requested by Rosemary Harvell, Town Clerk.
21. **Vote** Vote to approve the disbursement of \$1,500 from the George J. Raymond Scholarship Fund to the 2013-14 academic school year recipient Natalie Howard, as requested by Lincoln-Sudbury Regional High School Superintendent/Principal Bella Wong and Co-Trustee Andrea Terkelsen, Finance Director, Treasurer/Collector.
22. **Vote** Vote to approve the placement of six signs announcing the July 4<sup>th</sup> Road Race at the following locations: West side of Concord Road at Featherland Park; Northwest corner of Fairbank and Hudson Road., Southwest corner of Peakham and Old Lancaster Road, Fire Headquarters, 77 Hudson Road (contingent on permission from Fire Dept.) 221 Goodman's Hill Road, 46 Union Ave. (Precourt Stone); and northeast corner of Morse and Ridge Hill Road, from June 20<sup>th</sup> to July 5<sup>th</sup>, 2014, as requested by Graham R. Taylor, 221 Goodman's Hill Road, in a letter dated June 3, 2014.

# AGENDA REQUEST - Item #6

## BOARD OF SELECTMEN

### Requestor's Section:

**Date of request:** *May 23, 2014*

**Requestor(s):** *Debra Galloway, Council on Aging Director  
Maryanne Bilodeau, Asst. Town Manager/HR Director*

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**Action requested:** *Interview two applicants for appointment to Council on Aging*

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**Financial impact expected:** *None*

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**Background information:** *See attached applications and memos*

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**Recommendations/Suggested Motion/Vote:**

*Interview applicant Alice M. Sapienza, 70 Ridge Hill Road, for appointment to the Council on Aging for a term ending May 31, 2017, replacing John Beeler whose term expired; and Elizabeth Ingersoll, 150 North Road, #39, replacing Sam Merra who chose not to be reappointed.*

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

*Both applicants will be present for interviews.*

### Selectmen's Office Section:

**Date of Selectmen's Meeting:** *June 10, 2014*

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**Board's action taken:**

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

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

**Distribution:**

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**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: COA Appointments:  
    Alice Sapienza  
    Elizabeth Ingersoll  
Date: May 23, 2014

The COA voted to accept two new members to fill the open seats they have available. John Beeler and Sam Merra will be leaving the COA. ( Please see Deb Galloway's attached memo.)

After meeting with both Alice Sapienza and Elizabeth Ingersoll to talk about their interest in serving on the COA, I concur with their recommendation and feel they will both be nice additions to the COA, as you can see from their attached applications.

Having been a former member of the Board of Appeals and having worked in our Accounting Office many years ago, along with teaching Special Education in Somerville for 34 years, Elizabeth is familiar with Town Government. She would love to see our Senior Center open more hours in the hopes of bringing in newer seniors who might still be working during the day; however, she is also aware of budget constraints in doing so.

Alice is a Professor Emeritus at Simmons School of Management focusing on health care leadership and management, currently teaching master's students working in Longwood and community hospitals. She has been teaching health management programs for 30 years. Recognizing that Sudbury has a high percent of 75 to 84 year old seniors, she has a desire to help this population age in place and would love to work with the COA and the Senior Center to address these issues.

It would be appreciated by Deb Galloway and the COA if you could schedule them for the Selectmen's June 10<sup>th</sup> agenda.

Thank you.



SUDBURY SENIOR CENTER  
COUNCIL ON AGING  
Town of Sudbury, Massachusetts

40 Fairbank Road • Sudbury, Massachusetts • 01776-1681  
Phone: (978) 443-3055 • Fax: (978) 443-6009 • E-mail: [senior@sudbury.ma.us](mailto:senior@sudbury.ma.us)

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May 6, 2014

Sudbury Board of Selectmen  
Town of Sudbury  
Sudbury, MA 01776

Dear Madam/Gentlemen,

The Board of the Sudbury Council on Aging has interviewed candidates for appointment to the COA Board to replace two excellent Board members, John Beeler and Sam Merra.

Mr. Beeler has served two 3 year terms and is retiring from the COA. He has taken a leadership role on the COA and has been a valuable contributor to the mission of the Sudbury Council on Aging, including leadership on the Nutrition Committee, the Senior Community Work program working group, and planning and advocacy for the future of the Senior Center. For the past two years, Mr. Beeler participated in presentations to the Board of Selectmen and the Town Manager to justify a new position at the Senior Center to support the Director. Mr. Beeler has also been a frequent volunteer at special events at the Senior Center.

Mr. Merra served one 3 year term on the COA and has also taken a leadership role on the COA. In particular, Mr. Merra acted as COA Treasurer for two years, assisted with the Senior Community Work program working group, and the planning and advocacy for the future of the Senior Center. For the past two years, Mr. Merra participated in presentations to the Board of Selectmen and the Town Manager to justify a new position at the Senior Center to support the Director. Mr. Merra worked with seniors and the Assessors office to develop a workable questionnaire for the Senior Tax Relief Program and assisted seniors in filling out financial forms for the new Tax Relief Program.

Both of these gentlemen will be greatly missed!

At their regular meeting Tuesday, May 5, 2014, the Council on Aging unanimously voted to recommend Elizabeth Ingersoll and Alice Sapienza, as new members of the COA with terms to expire on May 31, 2017. Enclosed please find their applications.

The COA members are also pleased to share that current member Robert Diefenbacher whose first term is concluding, has agreed to continue on the Council for another 3 year term, ending May 31, 2017.

Sincerely,

Debra Galloway, Director  
for the Sudbury Council on Aging

Attachments:

COA Applications: Elizabeth Ingersoll, Alice Sapienza



SUDBURY SENIOR CENTER  
COUNCIL ON AGING  
Town of Sudbury, Massachusetts

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Phone: (978) 443-3055 • Fax: (978) 443-6009 • E-mail: [senior@sudbury.ma.us](mailto:senior@sudbury.ma.us)

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May 6, 2014

Sudbury Board of Selectmen  
Town of Sudbury  
Sudbury, MA 01776

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Sincerely,

Debra Galloway, Director  
for the Sudbury Council on Aging

Attachments:

COA Applications: Elizabeth Ingersoll, Alice Sapienza





# Council on Aging

Sudbury, Massachusetts

Subscribe

## Council on Aging

*The duties of the Council on Aging are to:*

1. Identify the total needs of the community's elderly population.
2. Educate the community and enlist the support and participation of all citizens concerning these needs.
3. Design, promote or implement services to fill these needs, or coordinate present existing services in the community.
4. Promote and support any other programs which are designed to assist the elderly in the community.

The council on Aging works with the Commonwealth of Massachusetts Office of Elder Affairs and is cognizant of all State and Federal legislation concerning funding, information exchange and program planning which exists for better community programming for the elder.

The COA gives an annual report in writing, to the Board of Selectmen, with a copy of that report directed to the Commonwealth of Massachusetts Office of Elderly Affairs.

**Related Departments:**

- Commission on Disability
- Health Department
- Senior Center

## Contact

**Hours:** M-F 9-4  
**Email:** [coa@sudbury.ma.us](mailto:coa@sudbury.ma.us)  
**Phone:** 978-443-3055  
**Fax:** 978-443-3055  
 Fairbank Community Center  
 40 Fairbank Road  
 Sudbury, MA 01776  
 Senior Center

## Services

Senior Community Work Program

## Members

Current Members					
Name	Position	Address	Term	End Date	
John J. Ryan, Jr.	Chairman	155 Ford Road	3	05/31/2016	
VACANCY	Member		3	05/31/2015	
Phyllis Bially	Member	30 Nobscot Rd	3	05/31/2015	
Barry S. David	Member	70 Thunder Rd	3	05/31/2015	
Robert H. Diefenbacher	Member	32 Old Framingham Rd	3	05/31/2017	
Carmine Gentile	Member	33 Surrey Ln	3	05/31/2016	
Robert E. May	Member	98 Maynard Farm Rd	3	05/31/2015	
Patricia Tabloski	Member	35 Maple Ave	3	05/31/2016	
Debra Galloway	Staff	40 Fairbank Rd	Indefinite		
VACANCY	Vice-Chairman		3	05/31/2015	

**AGENDA REQUEST – Item #7**  
**BOARD OF SELECTMEN**

**Requestor's Section**

**Item Name:** *Public hearing for continued discussion of the Upper Featherland improvement initiative recommended by the Recreation Commission. If agreement with Lincoln-Sudbury Youth Baseball is ready in time, consideration of the draft agreement and possible vote to approve.*

**Date of request:** 6.6.14

**Requestor:** *Town Manager Valente*

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

*If agreement with Lincoln-Sudbury Youth Baseball is ready in time, consideration of the draft agreement and possible vote to approve.*

**Financial impact expected:** *Intent is for the Youth Baseball to pay all associated costs of these improvements.*

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

**Recommendations/Suggested Motion/Vote:**

No recommendation at this time.

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

*Nancy McShea, Park and Recreation Director, and members of the Recreation Commission*

**Selectmen's Office Section**

**Date of Selectmen's Meeting:** 6/10/14

**Board's action taken:**

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

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

**Distribution:**

<b>Town Counsel approval needed?</b>	<b>Yes (X)</b>	<b>No ( )</b>
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# 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: June 6, 2014  
To: Board of Selectmen  
From: Maureen G. Valente, Town Manager *Maureen*  
Subject: Materials for discussion and potential vote on Featherland  
Cc: Maryanne Bilodeau, Assistant Town Manager

Below is the list of items that Maryanne had noted the Board wanted to see for your next meeting as you continue the discussions on the Upper Featherland improvements project, and the status of each item.

### **For June 10<sup>th</sup> BOS Meeting: Public Discussion Regarding Upgrades to Featherland Park**

1. Develop a finalized agreement with Lincoln-Sudbury Youth Baseball where all parties agree to the terms to present to BOS at their meeting. **See Document A.**
2. Comments from Planning, DPW, public safety (*Nancy McShea has set up a meeting with them*). **Email from Nancy summarizing meeting is included as Document B.**
3. Cost estimate from Gale Associates; (*Nancy McShea*) **See Document C.**
4. Timeline for project; (*Nancy McShea*) **See Document D**
5. Useful life information about field from Gale Associates; (*Nancy McShea*) **See Document E**
6. Amount from Lincoln Sudbury Youth Baseball to go into ongoing maintenance account for field; (*Nancy McShea*) **This number is still being developed at this time. When finalized, it will be included as Document F**
7. Invite all current user groups to next BOS meeting so they can speak on project. (*Nancy McShea*) **See Document G**
8. Invite public to next BOS meeting. (*Jody Kablack*) **See Document H**
9. Comments from Town Counsel. **Paul Kenny worked on the agreement with attorney for Lincoln-Sudbury Youth Baseball. The agreement is included as Document A.**



# 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: June 6, 2014  
To: Board of Selectmen  
From: Maureen G. Valente, Town Manager *Maureen*  
Subject: No draft agreement on Upper Featherland to review  
Cc: Maryanne Bilodeau, Assistant Town Manager

Board members: The attorney for Lincoln-Sudbury Youth Baseball has asked that he be given more time to review the draft agreement Paul developed, and so he can discuss it with his client further. Therefore we do not have it for your packet at this time.

I will keep you advised as to the status of the draft agreement on Monday.

Have a good weekend.

# Document B

**Golden, Patricia**

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**From:** Bilodeau, Maryanne  
**Sent:** Wednesday, May 28, 2014 3:16 PM  
**To:** Golden, Patricia  
**Subject:** FW: Upper Featherland Softball Field follow up information

Here is email #2 for the file.

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**From:** McShea, Nancy  
**Sent:** Wednesday, May 28, 2014 2:56 PM  
**To:** Bilodeau, Maryanne  
**Cc:** Kablack, Jody; Place, Bill; Whalen, John; Sean T. Boyd  
**Subject:** Upper Featherland Softball Field follow up information

Hi Maryanne, can you please pass along this information to Selectman Woodard regarding the Upper Featherland Softball field, thank you.- Nancy

I met today with Bill Place, John Whalen and Jody Kablack to discuss the plans for Upper Featherland Softball field. I received the following feedback from them in regards to the BOS inquiry from the meeting.

Public Safety – John Whalen – liked the idea of the 8’ wide walkway up to the field as he would be able to back the ambulance right up to the field, saw that as a plus and an improvement to the field.

Planning – Jody Kablack said the work does not require site plan review. The walkways will trigger a general storm water permit where mitigation will need to be made for runoff from the walkways. Both Jody and Bill wanted me to note to Gale Associates the need to design the concrete curb between the infield and the outfield in such a way as to ensure that it won’t be heaved up by the frost in the spring.

DPW – Bill Place said that the path between the outfield fence and the trees needs to either be eliminated or be put outside of the tree area as there will not be enough room to build the path in that area. I will discuss with Gale Associates. Bill made reference to the curb heaving up from frost as noted above. Bill noted that there are no conservation restrictions on the site. He would like to have included in the bid specs some specific examples of where the contractor has had proven success in installing artificial infields with natural grass outfields. Bill also wanted to know the wear pattern that occurred on these fields especially in the base paths and at the pitcher’s mound and how that effects the overall life expectancy of the field. I told Bill that we should have more information on the life expectancy of the field from Gale Associates by Thursday afternoon.

Basic feeling of the group was that this was a good project with minimal comments from them as noted above. Thank you. -Nancy



**Nancy McShea CPRE, CPSI**

*Parks and Recreation Director*

Sudbury Parks and Recreation Department

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# Document C

## UPPER FEATHERLAND FIELDS - SUDBURY MA SCHEMATIC COST ESTIMATE - June 5, 2014

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST	TOTAL COST	REMARKS
<b>1</b>	<b>General Conditions</b>					<b>\$ 16,098.06</b>	
a	Bonds and Insurance (2%)	LS	1	\$ 4,098.06	\$ 4,098.06		
b	Mobilization/Demobilization	LS	1	\$ 12,000.00	\$ 12,000.00		
<b>2</b>	<b>Site Preparation / Demolition</b>					<b>\$ 2,000.00</b>	
a	Temporary construction Fence	LS	1	\$ 2,000.00	\$ 2,000.00		Demo completed by volunteers
<b>3</b>	<b>Softball Diamond</b>					<b>\$ 162,291.25</b>	
a	Strip and dispose of existing clay / Subgrade (assume 10")	CY	220	\$ 12.00	\$ 2,645.19		
b	Prepare sub-base, shape and compact	SY	1,984	\$ 2.25	\$ 4,463.75		
c	Synthetic Turf Infield Base Stone (assume 8")	Ton	509	\$ 32.00	\$ 16,290.37		
d	Synthetic Turf Infield	SF	13,745	\$ 4.50	\$ 61,852.50		
e	Concrete Anchor Curb	LF	450	\$ 32.00	\$ 14,400.00		
f	Stone Dust Warning Track	Ton	76	\$ 13.00	\$ 989.44		
g	20' CLF Backstop w/ wind screen	LS	1	\$ 25,000.00	\$ 25,000.00		
h	4' Black Vinyl CLF	LF	300	\$ 30.00	\$ 9,000.00		
i	6' Black Vinyl CLF	LF	170	\$ 45.00	\$ 7,650.00		
j	Dugouts	EA	2	\$ 10,000.00	\$ 20,000.00		Built by volunteers
<b>4</b>	<b>Walkways / Site Access</b>					<b>\$ 27,611.94</b>	
a	Prepare sub-base, shape and compact	SY	814	\$2.25	\$ 1,831.75		
b	Gravel Base (8" base)	Ton	181	\$30.00	\$ 5,427.41		
c	Pavement (1.5" Binder course and 1.5" Wearing Course)	SY	814	\$25.00	\$ 20,352.78		
<b>5</b>	<b>Site Electrical</b>					<b>\$2,500.00</b>	
a	Site Electrical	LS	1	\$2,500.00	\$2,500.00		Conduit Only
<b>6</b>	<b>Site Drainage</b>					<b>\$ 10,500.00</b>	
a	Leaching Catch Basins	EA	3	\$ 3,500.00	\$ 10,500.00		
					<b>Subtotal</b>	<b>\$ 221,001.25</b>	
					<b>Contingency (5%)</b>	<b>\$ 11,050.06</b>	
					<b>Total</b>	<b>\$ 232,051.31</b>	

# Document ~~D~~ D and E

**Golden, Patricia**

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**From:** Bilodeau, Maryanne  
**Sent:** Monday, June 02, 2014 12:30 PM  
**To:** Golden, Patricia; Kenny, Paul; Valente, Maureen  
**Cc:** 'Paul Kenny (home) (mma63@msn.com)'; Jones, Elaine  
**Subject:** FW: Upper Featherland Field information

**Importance:** High

Here is more information for the Featherland Discussion for next week.  
Patty can you add this to the file for Maureen.  
Thanks.  
Maryanne

---

**From:** McShea, Nancy  
**Sent:** Monday, June 02, 2014 12:22 PM  
**To:** Bilodeau, Maryanne  
**Subject:** Upper Featherland Field information  
**Importance:** High

Hi Maryanne,

Please pass along this additional information that was requested from Chairman Woodard for Upper Featherland Field. Thank you, Nancy

**E** Useful life and maintenance

This information is from Gale Associates:

For maintenance of the synthetic infield, it will need to be groomed approximately 6-8 times per year, depending on amount of use. This redistributes the infill to provide a level playing surface. A groomer will be supplied with the installation of the turf and requires a gator or small tractor to pull. Additionally maintenance will also be required to mitigate infill that spills into the natural turf outfield. The cost of to maintain this new infield should be a wash if not less than the current cost for the clay infield maintenance. The outfield maintenance/cost should remain unchanged.

The useful life of this current generation of synthetic turf is projected to last between 12-14 years. The field would be warranted for eight (8) years with both a third party insurance warranty and a manufactures warranty.

**D** Timeline

Construction duration is approximately 10 weeks for a project of this scope. An example schedule would be:

Bid Period (2 weeks) – July 14-July 28

Project Award – by August 8<sup>th</sup>

Pre- Construction Conference – by August 15<sup>th</sup>

Construction (10 Weeks) – August 18 – October 27<sup>th</sup>

Project Close out – November 14<sup>th</sup>



**Nancy McShea CPRE, CPSI**

*Parks and Recreation Director*

Sudbury Parks and Recreation Department

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**Golden, Patricia**

---

**From:** Bilodeau, Maryanne  
**Sent:** Wednesday, May 28, 2014 3:14 PM  
**To:** Golden, Patricia  
**Subject:** FW: invitation to the BOS meeting on June 10th  
**Importance:** High

Patty,  
Would you start a file for Maureen of all these items related to Featherland so you'll both have it for the BOS Meeting.  
I will be sending you two other emails in a moment to add as well.  
Maryanne

---

**From:** McShea, Nancy  
**Sent:** Wednesday, May 28, 2014 2:58 PM  
**To:** Bilodeau, Maryanne  
**Subject:** FW: invitation to the BOS meeting on June 10th  
**Importance:** High

Also for your records this is what I sent to the specific user groups that currently use Upper Featherland field to invite them to the meeting. Thanks -Nancy



**Nancy McShea CPRE, CPSI**

*Parks and Recreation Director*  
Sudbury Parks and Recreation Department  
Sudbury Parks and Recreation/Atkinson Pool – **A CAPRA Accredited Agency!**  
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[www.recreation.sudbury.ma.us](http://www.recreation.sudbury.ma.us)

Find [Sudbury Park and Recreation/Atkinson Pool](#) on Facebook!

---

**From:** McShea, Nancy  
**Sent:** Wednesday, May 28, 2014 8:55 AM  
**To:** Jerry Kazin; Peter Elenbaas; Nancy Kimble; [seeyah77@yahoo.com](mailto:seeyah77@yahoo.com); Michael Walsh  
**Cc:** James Marotta  
**Subject:** RE: invitation to the BOS meeting on June 10th  
**Importance:** High

Good morning, The Board of Selectmen have put Upper Featherland Softball field on the agenda on June 10<sup>th</sup> for 8:30pm. Thanks, I hope you can all attend and share your thoughts on this project. Thank you -Nancy





## **Nancy McShea CPRE, CPSI**

*Parks and Recreation Director*

Sudbury Parks and Recreation Department

Sudbury Parks and Recreation/Atkinson Pool – **A CAPRA Accredited Agency!**

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Find [Sudbury Park and Recreation/Atkinson Pool](#) on Facebook!

**From:** McShea, Nancy

**Sent:** Thursday, May 22, 2014 4:53 PM

**To:** Jerry Kazin; Peter Elenbaas; Nancy Kimble; [seeyah77@yahoo.com](mailto:seeyah77@yahoo.com); Michael Walsh

**Cc:** James Marotta

**Subject:** invitation to the BOS meeting on June 10th

Good afternoon, as you are likely well aware the Park and Recreation Commission is proposing a renovation of the Upper Featherland softball field to an artificial infield/grass outfield complete with ADA access upgrades, new backstop, dugouts, bleachers etc. We presented to the Board of Selectmen at their meeting this past Tuesday, May 20<sup>th</sup> and they asked that we invite all current users to their next meeting on June 10<sup>th</sup> so that they could hear from each of you about how you feel about this renovation to the field. I am unsure of the time that we will be on the agenda as of now but will let you know that once I am made aware of that. I wanted to inform you of this invitation so that you could plan accordingly to attend or send someone on behalf of your organization. If you have any questions regarding this please let me know. Thanks -Nancy



## **Nancy McShea CPRE, CPSI**

*Parks and Recreation Director*

Sudbury Parks and Recreation Department

Sudbury Parks and Recreation/Atkinson Pool – **A CAPRA Accredited Agency!**

40 Fairbank Road Sudbury, MA 01776

(978) 443-1092 x3259

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

Find [Sudbury Park and Recreation/Atkinson Pool](#) on Facebook!

**LEGAL NOTICE  
PUBLIC HEARING NOTICE  
BOARD OF SELECTMEN**

The Board of Selectmen will hold a public hearing on Tuesday, June 10, 2014 at 8:30 pm at Town Hall, 322 Concord Road, Sudbury, MA to receive public comments on proposed improvements to Upper Featherland Field located at 491/503 Concord Road in Sudbury, including the installation of artificial infield surface to accommodate 50'/70' baseball, 40' softball, 43' softball and 46' softball fields. The proposed renovation provides ADA access and creates multiple use capacity in the field for youth softball, high school softball, men's softball and youth baseball. The footprint of the project will not exceed space currently utilized, and current field lighting is proposed to remain intact.

Copies of the plan showing the proposed improvements can be reviewed at the Park and Recreation Commission office at 40 Fairbank Road during normal business hours. Any person interested or wishing to be heard on this proposal should appear at the time and place designated.

Charles Woodard, Chair  
Sudbury Board of Selectmen

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To be advertised in the Sudbury Town Crier on June 5, 2014.

# AGENDA REQUEST - Item #8

## BOARD OF SELECTMEN

### Requestor's Section

**Date of request:** *June 2, 2014*

**Requestor:** *Patty Golden*

**Action requested:** *Presentation of an award to the Town of Sudbury from the Massachusetts Association of Councils on Aging*

**Financial impact expected:** *None*

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

**Recommendations/Suggested Motion/Vote:** *None*

**Person(s) expected to represent Requestor at Selectmen's Meeting:**  
*Jane Colino, President of MCOA will attend and make the presentation*

### Selectmen's Office Section

**Date of Selectmen's Meeting:** *June 10, 2014*

**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 #9

## BOARD OF SELECTMEN

**Requestor's Section:**

**Date of request:** *June 4, 2014*

**Requestor:** *Patty Golden*

**Action requested:** *Review compiled liaison assignments for 2014-2015, and make assignments for those committees not yet selected.*

**Financial impact expected:** *None*

**Background information:**

*See attached list compiled from all Board members preferred assignments.*

**Recommendations/Suggested Motion/Vote:** *Vote to approve once decisions are finalized*

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

**Selectmen's Office Section:**

**Date of Selectmen's Meeting:** *June 10, 2014*

**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 )**



**SUDBURY BOARD OF SELECTMEN  
DRAFT LIAISON ASSIGNMENTS  
2014 – 2015**

**Chairman Woodard**

Capital Improvement Advisory Comm  
Finance Committee  
Permanent Building Committee  
Town Manager/Town Depts  
Strategic Financial Planning for OPEB Liabilities  
Strategic Financial Planning for Capital Funding

**Selectman Brown**

Agricultural Commission  
Conservation Commission  
Finance Committee  
Capital Improvement Advisory Comm  
Minuteman High School

**Selectman Haarde**

Memorial Day Committee  
Conservation Commission  
Park & Recreation Commission  
Minuteman High School  
Park & Recreation Commission

**Selectman O'Brien**

Board of Appeals/Earth Rem Bd  
Capital Improvement Ad Com  
Council on Aging  
Lincoln-Sudbury RHS  
Permanent Building Committee  
  
Planning Board  
  
Sudbury Housing Authority  
Sudbury Water District

**Selectman Simon**

Board of Health  
Energy and Sustainability Com  
Goodnow Library Trustees  
Council on Aging  
Park & Recreation Commission  
  
Permanent Building Committee  
  
Rail Trail Conversion Advisory Com  
Conservation Commission  
Capital Improvement Advisory Comm  
Sudbury Public Schools

***MEMBER OF:***

Fairbank Community Center  
9/11 Memorial Garden Comm

CPC (requested membership)  
MAGIC (requested membership)  
MMA (requested membership)

Fairbank Community Center  
Rte 20 Sewer Steering Com  
Melone Steering Committee (new)  
Melone Ad Hoc Advisory Comm (new)  
  
Military Support Network

Sudbury Center Improvement Ad Com  
Sudbury Housing Trust

Military Support Network  
Fairbank Community Center  
CPC (requested membership)

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Maureen G. Valente, Town Manager

**NOT ASSIGNED:**

Design Review board  
Historic Districts Commission  
Cultural Council  
Lincoln BOS  
Historical Commission

Town Historian  
Commission on Disability  
Ponds & Waterways Committee  
Sudbury Celebrates 375 Committee

*Yellow, orange green are duplicate requests for same committee*

**AGENDA REQUEST – Item #11**  
**BOARD OF SELECTMEN**

**Requestor's Section**

**Item Name:** *Vote to approve the Town Manager's annual re-appointments requiring Board of Selectmen's approval of those listed (all of which are subject to acceptance)*

**Date of request:** *6.6.14*

**Requestor:** *Town Manager Valente*

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

*Vote to approve the Town Manager's annual re-appointments requiring Board of Selectmen's approval of those listed (all of which are subject to acceptance)*

**Financial impact expected:** *None.*

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

**Recommendations/Suggested Motion/Vote:**

*Vote to approve the Town Manager's annual re-appointments requiring Board of Selectmen's approval of those listed (all of which are subject to acceptance)*

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

*Town Manager Valente*

**Selectmen's Office Section**

**Date of Selectmen's Meeting:**            **6/10/14**

**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: June 4, 2014  
To: Board of Selectmen  
From: Maureen G. Valente, Town Manager *Maureen*  
Subject: Town Manager Appointments

I am responsible for the following appointments, all requiring the consent of the Board of Selectmen.

1. Conservation Commission – Elizabeth Armstrong, Greg Topham
2. Historical Commission – Diana Cebra, Fred Bautze
3. Labor Relations Counsel – Kevin Feeley

All of those currently serving are interested in reappointment, with the exception of Greg Topham, currently on the Conservation Commission. He has plans to move out of Sudbury once his house sells. The Commission is currently engaged in hearings on several projects which will likely wind up by the end of June. My plans are for Mr. Topham to continue to serve in his position until the end of June, when these hearings wrap up and I will begin the process of advertising for a new Commissioner to take his place.

I respectfully request that the Board of Selectmen vote to approve these reappointments, omitting Greg Topham.

Thank you and please let me know if you have any questions about any of those serving in these positions before the meeting so I may look into the responses to your questions.

**AGENDA REQUEST – Item #12**  
**BOARD OF SELECTMEN**

**Requestor's Section**

**Item Name:** RFP Land for Cell Tower – DPW Site, 275 Old Lancaster Road

**Date of request:** *May 29, 2014*

**Requestor:** *Jody Kablack, Director of Planning and Community Development*

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

*Vote to issue RFP to lease Town-owned land for a cell tower.*

**Financial impact expected:** None

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

*Memo attached, including draft RFP*

**Recommendations/Suggested Motion/Vote:**

*Vote to issue RFP to lease a portion of land located at the DPW Facility, 275 Old Lancaster Road, for the construction of a wireless communication facility, subject to the conditions contained in the RFP.*

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

*Jody Kablack*

**Selectmen's Office Section**

**Date of Selectmen's Meeting:** 6/10/14

**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

Planning and Community Development Department

Jody A. Kablack, Director

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

<http://www.sudbury.ma.us/services/planning>  
[kablackj@sudbury.ma.us](mailto:kablackj@sudbury.ma.us)

TO: Maureen Valente, Town Manager  
FROM: *jak* Jody Kablack, Planning Director  
RE: Interest in Leasing Town Property for Cellular Tower  
DATE: June 5, 2014

We have been approached by AT&T who is interested in leasing a small portion of land at the DPW property (275 Old Lancaster Road) to construct a cellular communication facility. This parcel is within the Wireless Services Overlay District, and currently contains no such facility. Town staff have participated in a site visit with the company's representatives, and have located an area on the property which could accommodate a facility without interfering with the current DPW operations or the office building (see attached map, however the location may be revised). The design height of the tower may be greater than what is allowed in the zoning bylaw (135' - 150'), however whoever is awarded the contract to construct the tower would need to go through the typical special permit process with the ZBA, and could apply for a variance from the height limitation. That is not something we need to approve at this time, only be aware of. Balloon tests at a height of 150' have been conducted, and pictures from several vantage points have been provided. There is minimal visual impact from a 150' tower at this location.

This site seems viable, and could provide the town with additional revenue from a long term lease. Additionally, a cell tower at this location would be extremely beneficial to public safety communications at the new Police Station, and installation of specific equipment required by the Police and Fire Departments is included as a requirement in the RFP.

The next step is for the Selectmen to authorize the issuance of an RFP to lease the property for this purpose. The RFP is structured such that the most responsive proposal offering the highest lease payment will be awarded a lease. The pre-RFP work conducted by AT&T was done pro-bono, with no promise of the award.

Please advise if the Selectmen want to proceed.

Attachments – Draft RFP, Ch. 407 of the Acts of 2010, Visual Impact Analysis

cc: Bill Place  
Town Counsel

**TOWN OF SUDBURY – REQUEST FOR PROPOSALS**

The Town of Sudbury, Massachusetts invites sealed proposals relative to the installation of a Wireless Communication Facility, to be located at the DPW Facility at 275 Old Lancaster Road, Sudbury, MA 01776. Proposals will be received by the Selectmen’s Office at 278 Old Sudbury Road, Sudbury, MA 01776, until \_\_\_\_\_, 2014 at 2:00 pm when at such time all proposals shall be opened and publicly read aloud. Requests for Proposals (including instructions, specifications and forms) may be obtained from the Selectmen’s Office, Monday – Friday from 9:00 a.m. to 5:00 p.m.

The Town reserves the right to reject any and all proposals, wholly or in part, and to accept any proposal or part thereof deemed to be in the best interest of the Town.

Date:

\_\_\_\_\_  
Maureen G. Valente  
Town Manager

## REQUEST FOR PROPOSALS

Deadline, \_\_\_\_\_

The Town of Sudbury (Town) acting by and through its Board of Selectmen will accept written proposals by interested Applicants for the leasing of an approximately 1,200 square foot site for the installation and use of a wireless communications facility at the Town of Sudbury DPW Facility at 275 Old Lancaster Road. The purpose of this request for proposals (RFP) is to make a site available on a fair and competitive basis for the location of a wireless communication facility designed in accordance with guidelines established by the Board of Selectmen.

1. Location of Site. The location of the site is described in **Exhibit A**, attached hereto.

2. Procedure for Obtaining RFP and Submitting Proposals.

2.1 Copies of this RFP may be obtained by requesting a copy by telephone, fax, mail or e-mail from the Board of Selectmen's Office at the address given below.

Board of Selectmen  
Town of Sudbury  
278 Old Sudbury Road  
Sudbury, MA 01776

Phone: 978-639-3382  
Fax: 978-443-0756  
E-mail: [goldenp@sudbury.ma.us](mailto:goldenp@sudbury.ma.us)

All persons/firms requesting an RFP shall provide their name, firm name, address, telephone and e-mail contact information.

2.2 All proposals must be submitted to: The Board of Selectmen of the Town of Sudbury at the following address:

Board of Selectmen  
Town of Sudbury  
278 Old Sudbury Road  
Sudbury, MA 01776

**on or before \_\_\_\_\_ 2014 at 2:00 pm**

Proposals should be clearly marked "Wireless Facility Lease Proposal, 275 Old Lancaster Road, Sudbury, MA" on the outside of the envelope. Within the main

envelope, the Applicant must submit two sealed envelopes, one containing the Price Proposal and one containing the Non-Price Proposal.

2.3 Written questions concerning this RFP may be submitted to the Board of Selectmen, at the address given above, no later than 7 days before the deadline for submission of proposals (\_\_\_\_\_, 2014 at 5:00 pm). The Town will endeavor but shall not be required to answer any such request for information. If it does, the answer shall be provided to all persons who have obtained copies of this RFP and filed in the Selectmen's Office.

2.4 Non-Price Proposals will be publicly opened and recorded on \_\_\_\_\_, 2014 at 2:00 pm in the Selectmen's Office. Price Proposals will be publicly opened and recorded on \_\_\_\_\_, 2014 at 2:15 pm in the Selectmen's Office. The Town will evaluate the proposals based on the criteria listed in *Section 3* and will accept one or more proposals on or before \_\_\_\_\_, 2014. Successful Applicants will be required to execute a lease (Lease) for the site in a form acceptable to Town Counsel within thirty days from the date of notice of acceptance of a proposal, or within such further time as the Board of Selectmen agrees.

### 3. Evaluation Criteria.

All proposals must comply with the requirements listed in *Section 4*. Proposals which comply with those requirements will be chosen, based on the maximum sum of rental payments payable to the Town of Sudbury for the first ten years of the Lease, and evaluation of the proposed design of the facility under the criteria in *Section 5*.

### 4. Instructions and Conditions for Applicants.

4.1 Each Applicant shall submit 3 copies of its proposal.

4.2 Each Applicant shall answer all questions contained in **Exhibit B**, shall agree to execute a Lease in a form satisfactory to Town Counsel and similar to that attached hereto as **Exhibit C**, and shall execute the certificates attached hereto as **Exhibits D-1 through D-3**. The Town may waive minor informalities and omissions in the proposal if it decides, in its sole discretion, that such informality or omission is not prejudicial to the interests of the Town or to fair competition.

4.3 The Town reserves the right to interview or to seek additional information from any Applicant after opening of proposals but before entering into a Lease, to reject any proposal if it deems it to be in the best interests of the Town, and to award a Lease to the next qualified Applicant.

4.4 All proposals shall be deemed to be public records with the meaning of G.L. c. 4, § 7(26). If an Applicant believes that the RFP requires the disclosure of technical, proprietary, or trade secret information that the Applicant is not

willing to make public, it may submit such information in a separate envelope clearly marked, which will be returned to the Applicant following the designation of successful Applicants. No part of a proposal involving the amount of rental income the Applicant is willing to pay may be designated as confidential.

4.5 Proposals may be corrected, modified, or withdrawn prior to the deadline for submission of proposals by submitting the required number of copies of such correction, modification, withdrawal or a new submission, clearly marked on the outside envelope with the appropriate heading, by the deadline listed in *Section 2*. Proposals may not be withdrawn or modified for a period of [60] days after the opening of proposals.

## 5. Construction and Installation of Facilities.

5.1 The wireless communications support structure proposed by any Applicant must be designed and constructed in the form of a flagpole or similar monopole structure. All antennas must be mounted within the support structure, except for approved public safety equipment. The structure shall be designed to house two or more arrays of antennae serving two or more users. Any additional structures, including structures to house equipment and utility connections necessary for operation of the facility, shall be designed and located to have minimal visual impact on the surrounding land and to be screened by suitable landscaping or other means to the maximum extent feasible. An Applicant may submit up to two alternative proposals for the proposed wireless communication support structure, provided that each alternative is clearly referenced to the price proposal for that alternative. For example, an Applicant may submit one price for a support structure of height "x" and a different price for a support structure of height "y". The Selectmen reserve the right to reject any proposal, which they deem, in their sole discretion, to be incompatible with the site and/or use of the surrounding land. The Selectmen also reserve the right to incorporate mitigation measures as appropriate at the expense of the Applicant.

5.2 The successful proposal shall include the supply and installation by the Applicant of the equipment listed in **Exhibit E** which is required to facilitate public safety communications in the Town of Sudbury.

5.3 The successful Applicant shall be designated as the Primary Lessee and shall be responsible for the construction of all the support structure and the installation of all equipment necessary to operate the facility, including necessary utility and telecommunications connections. Such facilities shall either be removed by the Applicant at its own expense or become the property of the Town at the termination of the Lease, at the option of the Town.

5.4 The Primary Lessee will be allowed to locate its antennae in such location within the support structure as it selects (with the exception listed in 5.5 below) and shall be responsible for the maintenance of the structure. Any other

Lessee who may be permitted by the Town to locate antennae and other equipment in the support structure or on the site, now or in the future ("secondary or additional Lessees") shall be responsible for installing and maintaining its equipment and any necessary utility connections, which shall not interfere with use of the facility by the Primary Lessee or the Town. All additional Lessees shall pay (a) an annual rental payment to the Town established pursuant to this RFP process for lease of ground space next to the pole, and (b) an annual rental payment to the Primary Lessee for space on the pole. The Primary Lessee shall not unreasonably withhold its consent to collocation of additional Lessees on commercially reasonable terms.

5.5 The public safety equipment described in **Exhibit E** shall be placed at the highest position on the support structure, and an equipment cabinet for the Town's equipment, and access thereto, shall be furnished within the leased area at no additional cost to the Town.

5.6 The Town makes no representations of any kind with respect to the site, its adequacy to support the equipment, or its appropriateness for the intended use. Applicants will be permitted to inspect any plans, and other records relating to the property in the possession of the Town, and will have access to the site to make inspections, perform engineering surveys and tests at its own expense and with the prior approval of the Town, and otherwise to assure itself that the site will be suitable for the proposed use. Each Applicant will be responsible for determining the suitability of the site for its intended purposes, and agrees to indemnify the Town for any damage to the property of the Town or to any person arising out of its inspection or testing of the site.

5.7 The Primary Lessee shall maintain insurance satisfactory to the Town covering the facility as required in *Section 8*, and shall indemnify the Town for any damages arising from construction or use of the facility as permitted by the Lease.

5.8 The Town shall have a right of access to the facility at all times, to inspect the facility, to take necessary actions to protect the property or persons in the Town, to enforce the terms of the Lease, or for any other purpose. Except in cases of emergency, the Town will give the Lessee at least twenty-four hours notice of any request for access to the facility.

5.9 The Lessee shall agree that the installation of its equipment and its use will not interfere with use of the Town's property for any purpose for which the site is being used at the commencement of the Lease. The Lessee shall also agree that its use of the site will not interfere with use of the site for wireless communications by other lessees and will make such changes or modifications to its equipment as may be required by the Town to eliminate or minimize such interference; provided, however, that the Primary Lessee of the site shall be entitled to be reimbursed by a secondary Lessee for any costs incurred in relocating or modifying its equipment to eliminate inference with equipment installed by such secondary Lessee.

5.10 At the end of the Lease period, the Lessee shall remove all its personal property and equipment installed at the site, and shall, at the request of the Town, remove any structure or building erected by it at the site, including any utility connections, and shall restore the site to its pre-existing condition. If the Town does not require removal of any structures or buildings installed by the Lessee, it may require the Lessee to transfer such building, structures and connections to the Town, or its designee, pursuant to Chapter 407 of the Acts of 2010.

5.11 If the Applicant fails to apply for all permits necessary to construct or install its facilities within three (3) months after execution of the Lease, and to proceed to construct or install such facilities within three months after obtaining such permits, the Lease shall terminate and the Town shall be free to lease or otherwise dispose of the site as it may determine. It is the intention of the Town to have the facility operational on or before September 1, 2015.

## 6. Provisions of Lease.

6.1 Lease of the site has been authorized by vote of the Town's Board of Selectmen pursuant to G.L. c. 40, § 43 and Chapter 407 of the Acts of 2010.

6.2 The Applicant shall not be permitted to begin construction or installation of equipment before executing a Lease in a form satisfactory to the Town and obtaining all necessary permits as provided in *Section 7*.

6.3 The initial term of the Lease shall be ten years, commencing on the date of execution of the Lease, with two successive options for renewal after five years.

## 7. Other Permits and Approvals.

The Applicant shall obtain all permits, licenses, and approvals (collectively permits) from the United States, the Commonwealth of Massachusetts, and the Town of Sudbury, necessary for the location and operation of the facility, including but not limited to Site Plan approval from the Board of Selectmen, Special Permit (and possibly Variance) from the Zoning Board of Appeals, Stormwater Management Permit from the Planning Board, Order of Conditions from the Conservation Commission, and shall furnish the Town with copies of such permits before commencing construction or installation of equipment at the site. The Applicant shall comply with all statutes, regulations and by-laws relating to the maintenance and operation of the facility.

## 8. Insurance.

The Lessee shall maintain insurance coverage on the facility as required by the Town with minimum limits of coverage for bodily injury and property damage liability of \$5,000,000, naming the Town as an additional insured on all such policies.

9. Indemnification.

The Lessee shall indemnify the Town against all claims arising from the use of the facility.

10. Form of Lease.

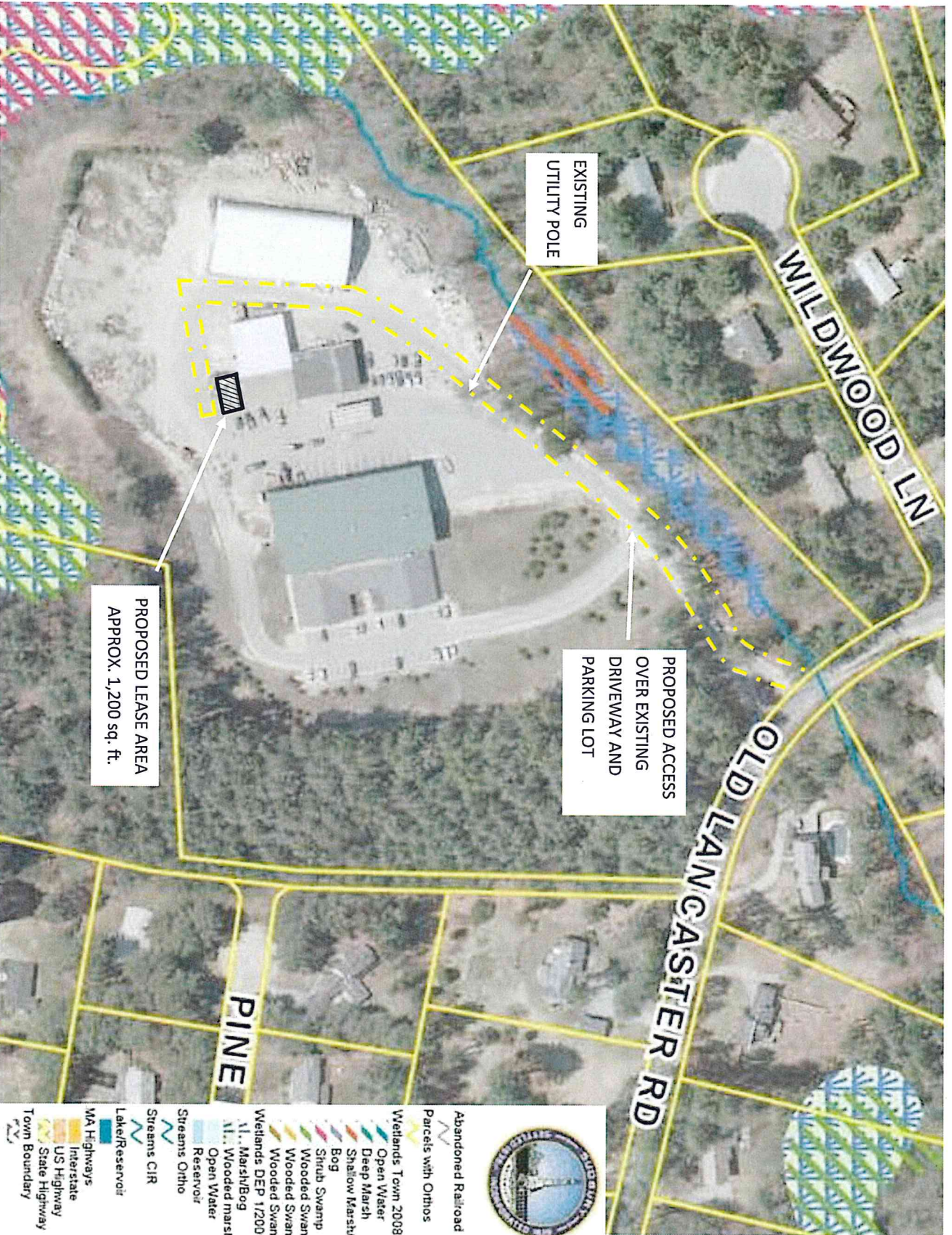
The Lessee shall enter into a Lease with the Town in form satisfactory to the Town. The Town may in its sole discretion request or agree to changes or additions to the Lease.



**EXHIBIT A**

**DESCRIPTION OF AVAILABLE SITE**

Site Plan: Proposed Tower Location – 275 Old Lancaster Road



- Abandoned Railroad
- Parcels with Orthos
- Wetlands Town 2008
  - Open Water
  - Deep Marsh
  - Shallow Marsh/Meadow
- Bog
  - Strub Swamp
  - Wooded Swamp
  - Wooded Swamp - Confiferous
  - Wooded Swamp - Mixed Trees
- Wetlands DEP 1/2009
  - M. Marsh/Bog
  - M. Wooded marsh
  - Reservoir
  - Open Water
- Reservoir
- Streams Ortho
- Streams CIR
- Lake/Reservoir
- MA Highways
  - Interstate
  - US Highway
  - State Highway
- Town Boundary



**EXHIBIT B****QUESTIONNAIRE**

The following questions must be answered in full by each Applicant and the certificate executed by an authorized officer of the Applicant.

1. Provide the full name and address of the Applicant, which shall be the company or other entity that is licensed and will operate the wireless facility, and the name, address, telephone and fax number of the person who is authorized to act for the Applicant and to execute the Lease.

2. Provide the name and address of any other entity owned, controlled by or affiliated with the Applicant, which will be responsible for construction or installation of the proposed facility.

3. Provide the name, address, telephone number, fax number and email address of a person or persons who will (a) be responsible for construction and installation of the facility (hereafter called Project Manager) and (b) is able to answer questions concerning technical aspects of the proposed facility (hereafter called the Technical Representative).

4. List the locations of all flagpole or any other camouflaged style wireless communication facilities the Applicant has installed in Massachusetts over the past three years, and the name, address and telephone number of the owner of the site. If the Applicant has not yet installed facilities in Massachusetts it may provide information about sites of comparable facilities which it has installed in neighboring states.

5. Provide a list of at least 10 towns and public bodies in Massachusetts where you have either sought permission to install a wireless communication facility in the past three years, or are presently engaged in negotiating or have in the last three years negotiated for a lease or permission to use a site for installation of such a facility.

6. List any proceeding by the federal, state, or local government, or any officer, commission, board or instrumentality of such government, to revoke any license or permit or impose any fines or penalties relating to the location or operation

of wireless communication facilities owned or operated by the Applicant.

7. List any litigation involving the Applicant concerning the location or use of a wireless communication facility in Massachusetts over the last three years, giving the names of the parties, the court and case number and the outcome of such litigation.

8. Provide a description of the facility you propose to install, including (1) a plan showing the location of the facility, (2) a plan showing the elevation of all buildings or other structures you propose to construct, (3) a description of all buildings or other structures necessary to support or contain your equipment, including (a) a list of the proposed equipment to be installed, (b) any utility or tele-communication wires or services needed to operate the facility, and (c) landscaping and security structures you propose. Detailed plans and specifications for the proposed facility are not required. However, plans or pictures of similar facilities you have installed in other locations will assist the Town in considering your proposal.

9. Pursuant to Town of Sudbury Bylaw Article IX, Section 4374, you must provide a general description of the build-out plan of other wireless communications facilities that the provider plans to install in Sudbury within the next five (5) years, including locations, approximate tower height, the capacity of the facility and the proposed compensation to the Town.

10. The following certificate must be signed by an authorized officer of the Applicant:

"I represent and agree that the enclosed proposal by [Name of Applicant] will remain subject to acceptance by the Town of Sudbury for 45 days after [date of submission of proposal], and that the [Applicant] will execute a Lease satisfactory with the Town of Sudbury within 30 days from award of the contract, or such further time as the Board of Selectmen agree."

\_\_\_\_\_  
Name of Applicant

By:

\_\_\_\_\_  
Authorized Officer

**EXHIBIT C**

**PROPOSED FORM OF LEASE**

Under review by Town Counsel's office

**EXHIBIT D-1**

**CERTIFICATE AS TO CORPORATE APPLICANT**

I, \_\_\_\_\_ (Name of Officer), certify that I am the  
\_\_\_\_\_ (Title) of the Corporation named as Applicant in the  
within Proposal Form; that \_\_\_\_\_ (Name of Officer signing  
form) who signed said Proposal Form on behalf of the Submitter was then  
\_\_\_\_\_ (Title) of said Corporation; that I know his/her signature  
and that his/her signature is genuine and that said Proposal was duly signed, sealed and  
executed for and on behalf of said Corporation by authority of its governing body.

**AFFIX CORPORATE SEAL**

**Instruction:** This certificate must be completed where Applicant is a Corporation, and should be so completed by its Clerk. In the event that the Clerk is the person signing the Proposal on behalf of the Corporation, this certificate must be completed by another Officer of the Corporation.

**EXHIBIT D-2**

**CERTIFICATE OF VOTE**

I, \_\_\_\_\_, Clerk of \_\_\_\_\_, hereby certify that at a meeting of the Board of Directors of said Corporation duly held on \_\_\_\_\_, 199\_\_\_\_, at which a quorum was present and voting throughout, the following vote was duly passed and is now in full force and effect:

"VOTED: That \_\_\_\_\_ (name of Officer authorized to sign for Corporation) be and he/she is authorized, directed and empowered for, in the name and on behalf of this Corporation, to sign, seal with the corporate seal, execute, acknowledge and deliver all contracts, bonds and other obligations of the Corporation; the execution of any such contract, bond or obligations by said \_\_\_\_\_ (name of Officer) to be valid and binding upon this Corporation for all purposes, and that a certificate of the Clerk of the Corporation for all purposes, and that a certificate of the Clerk of the Corporation setting forth this vote shall be delivered to the Town of Sudbury; and that this vote shall remain in full force and effect unless and until the same has been altered, amended or revoked by a subsequent vote of such Directors and a certificate of such later vote attested by the Clerk of this Corporation is delivered to the Town of Sudbury."

I further certify that \_\_\_\_\_ (Name of Officer) is the duly elected \_\_\_\_\_ (Title) of said Corporation.

Signed: \_\_\_\_\_  
Clerk/Secretary

\_\_\_\_\_  
Place of Business

\_\_\_\_\_  
Date of Contact

**AFFIX CORPORATE SEAL**

**COUNTERSIGNATURE**

\_\_\_\_\_  
Name and Title of Officer

**In the event that the Clerk or Secretary is the same person as the Officer authorized to sign the Contract or other instrument for the Corporation, this certificate must be countersigned by another Officer of the Corporation.**

**EXHIBIT D-3**

**CERTIFICATE OF TAXES/TAX ATTESTATION**

**CERTIFICATE OF TAXES/TAX ATTESTATION**

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under penalties of perjury that \_\_\_\_\_ has/have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

\_\_\_\_\_  
Social Security Number, or  
Federal Identification Number

\_\_\_\_\_  
Signature of Individual, or  
Corporation Name

By: \_\_\_\_\_  
Corporate Officer & Title (if applicable)

**AFFIX CORPORATE SEAL**

**CERTIFICATE OF NON-COLLUSION**

The undersigned certifies under penalties of perjury that this bid, or proposal, has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

\_\_\_\_\_  
Signature of Individual, or  
Corporation Name

By: \_\_\_\_\_  
Corporate Officer & Title (if applicable)

**AFFIX CORPORATE SEAL**



## EXHIBIT E

<b>TOWN OF SUDBURY PUBLIC SAFETY EQUIPMENT NEEDS</b>
--

Quantity	Nomenclature	Description
1	DSDS1F03F36DN	DS1F03F36D-N, 150-164 MHZ DUAL OMNI FIBERGLASS ANT, 2.6 DBD
1	T3000A	MTR 3000 BASE RADIO
1	X216AR	ADD: 4 WIRE WIRELINE
1	X269AC	ENH: SPECTRA TAC
1	X330MT	ADD: VHF 100W POWER (136-174MHZ)
1	X182VM	ADD: DUPLEXER 144-160MHZ
1	X265VH	ADD: PRESELECTOR, VHF (150-174 MHZ)
1	U178AB	ADD: CABINET MOUNT HARDWARE
1	X153BA	ADD: RACK MOUNT HARDWARE
1	T7540A	GPW 8000 RECEIVER
1	CA00855AB	ADD: 700/800 MHZ
1	CA01946AB	ADD: CONV MIXED MODE OPERATION
1	X265AH	ADD: BR PRESELECTOR, 800 MHZ
1	CA00975AA	ADD: BATTERY TEMP SENSOR EXTENSION CABLE
1	X301AR	ADD: QTY 1 GPW 8000 RECEIVER
1	X153AW	ADD: RACK MOUNT HARDWARE
1	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY
1	T7540A	GPW 8000 RECEIVER
1	X640AN	ADD: UHF R2 (435-524 MHZ)
1	CA01946AB	ADD: CONV MIXED MODE OPERATION
1	X265AZ	ADD: NARROW PRESELECTOR 470-512 MHZ
1	CA00975AA	ADD: BATTERY TEMP SENSOR EXTENSION CABLE
1	X301AR	ADD: QTY 1 GPW 8000 RECEIVER
1	X153AW	ADD: RACK MOUNT HARDWARE
1	CA01948AB SVC03SVC0104D	ADD: CONVENTIONAL SOFTWARE INFRASTRUCTURE INSTALL
2.00	343816	Dragon Wave Horizon 23Ghz 10Mb Link
2.00	366650	FCC Frequency Coordination
2.00	348819	Horizon Compact AC Installation Kit
4.00	364728	23GHz 2' Parabolic Antennas
1.00	310387	Meg-Plex Redundant IP Mux Chassis
1.00	351078	Main Link IP Module
1.00	418396	4ch v.24 Data Module
1.00	305090	4 port Voice Module / E&M
1.00	493867	v.24 splitter cables / CBL-HSR/F
4.00	399216	RAD ETX-102 Termination unit
4.00	347045	SFP-6 single mode LC connector

DRAFT

6/4/14

4.00	526599	SC/LC 2 meter single mode fiber jumper
1.00	360021	DB-25 to RJ-45 Adapter
3.00	312621	Managed Layer 2 switch /STP
6.00	454513	Cat 5e patch cables
2.00	318144	Copper Clad Cat 5 Cable
3.00	CLN1185	V.24 wire-line interface
4.00	436188	Rack Mount surge suppression power strip
1.00	labor	Design, Install, Configuration, Integration
1.00	sublet	tower contractor & hardware

End of Document



<b>Acts</b>
<b>2010</b>
<b>Chapter 407</b> AN ACT AUTHORIZING THE TOWN OF SUDBURY TO ENTER INTO AND TO EXTEND WIRELESS FACILITY CONTRACTS OR LEASES FOR PERIODS IN EXCESS OF 20 YEARS.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

SECTION 1. Notwithstanding section 3 of chapter 40 of the General Laws, or any other general or special law to the contrary, the town of Sudbury, by its town manager, with the approval of the board of selectmen, may enter into long-term leases, contracts or interests in real estate with telecommunications or holding companies in excess of 20 years for the purpose of siting, establishing or renewing wireless services facilities on town land.

SECTION 2. Notwithstanding chapter 30B of the General Laws or any other general or special law to the contrary, the town of Sudbury may renew or negotiate renewal terms of existing leases, contracts or interests in real estate with telecommunications or holding companies for periods in excess of 20 years for wireless service facilities initially bid under said chapter 30B, without rebidding under said chapter 30B; provided, however, that the terms of the leases shall allow the town at its sole discretion, to acquire said wireless service facilities at the depreciated cost.

SECTION 3. This act shall take effect upon its passage and without further submission to a town meeting.

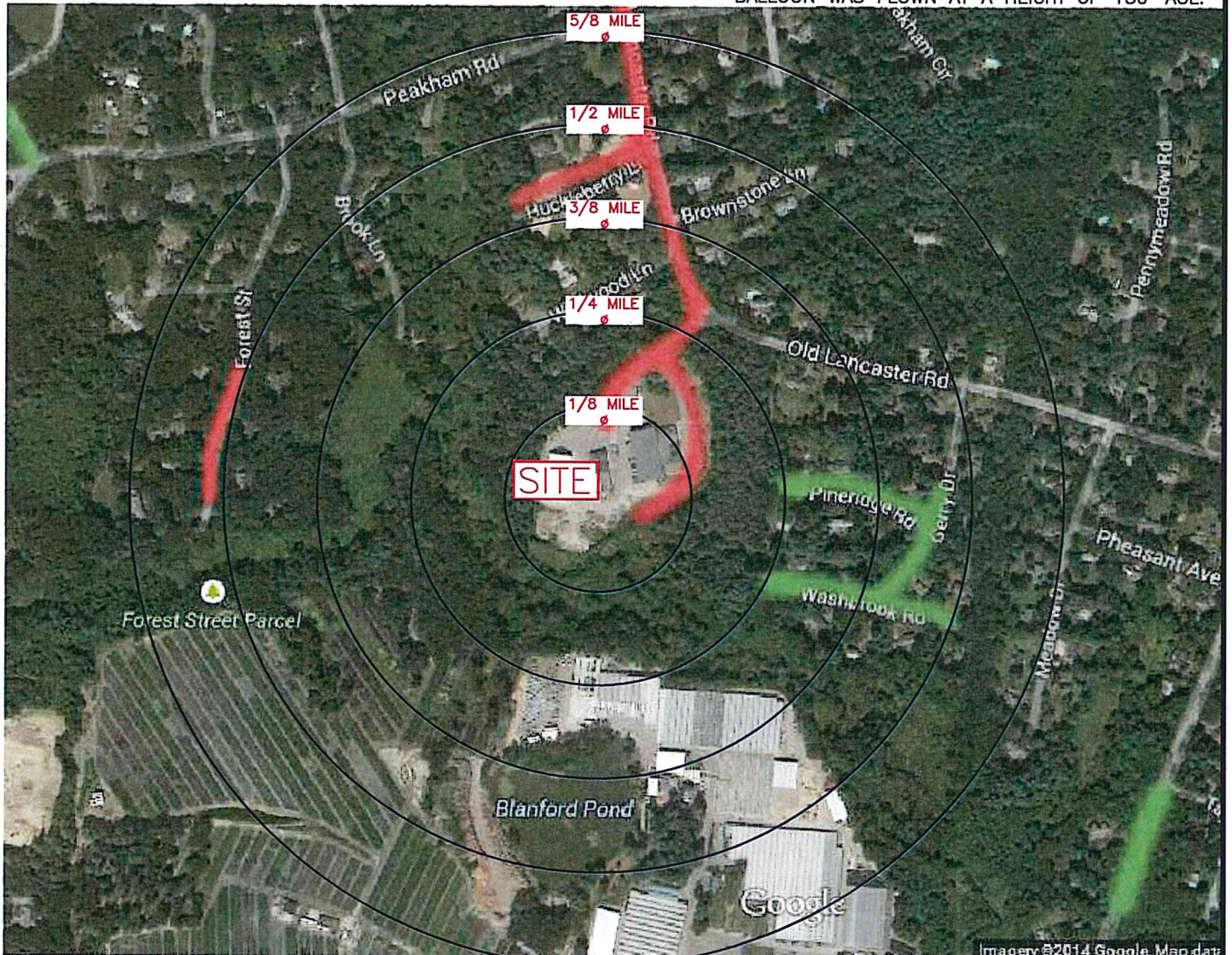
*Approved, December 30, 2010.*

---

# PREDICTED AREA OF VISIBILITY

## GENERAL INFORMATION:

BALLOON TEST FOR THESE SIMULATIONS WAS COMPLETED THURSDAY 5/26/14 BETWEEN THE HOURS OF 9:00 AM AND 1:00 PM. WINDS WERE LIGHT FOR THE DURATION OF THE TEST. BALLOON WAS FLOWN AT A HEIGHT OF 150' AGL.



— TOWER VISIBLE  
— TOWER NOT VISIBLE  
 AREAS HIGHLIGHTED ARE BEST PREDICTIONS OF VISIBILITY OF PROPOSED TOWER. THIS WAS COMPOSED AFTER ANALYZING TOPOGRAPHY AND LINE OF SIGHT TO PROPOSED TOWER. THE VISIBILITY FROM THESE AREAS DEPENDS ON VEGETATION AND WEATHER.

REV 0: 06/03/14

FOR VISUAL REFERENCE ONLY. ACTUAL VISIBILITY IS DEPENDANT UPON WEATHER CONDITIONS, SEASON, SUNLIGHT, AND VIEWER LOCATION



SITE TYPE: FLAGPOLE

DATE: 06/03/14

DRAWN BY: MAP

SCALE: N.T.S.

**SITE NO:** MA1489  
**SITE NAME:** SUDBURY DPW  
**ADDRESS:** 275 OLD LANCASTER ROAD  
 SUDBURY, MA 01776



550 COCHITUATE ROAD  
FRAMINGHAM, MA 01701



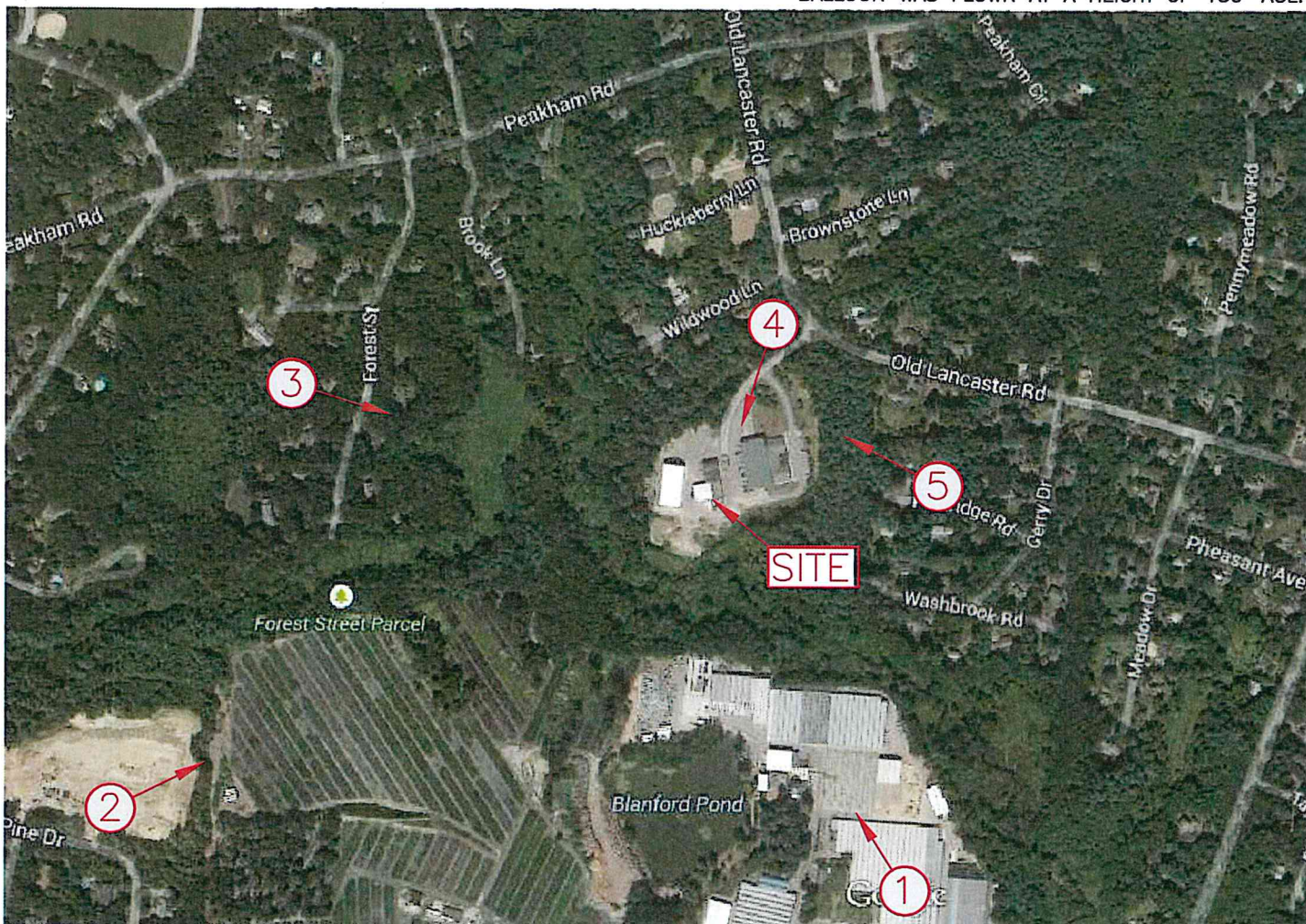
22 KEEWAYDIN DR  
SALEM, NH 03079

**Hudson Design Group LLC**  
 75 SUMMIT STREET  
 PHILMONT, NY 12565  
 1600 OSGOOD STREET  
 BUILDING 20 NORTH, SUITE 3090  
 N. ANDOVER, MA 01845  
 TEL: (978) 557-5553  
 FAX: (978) 336-5586

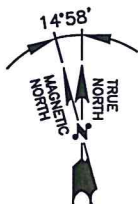
# LOCUS MAP

TAKEN FROM GOOGLE.COM ON 6/2/14

GENERAL INFORMATION:  
 BALLOON TEST FOR THESE SIMULATIONS WAS COMPLETED THURSDAY 5/26/14 BETWEEN THE HOURS OF 9:00 AM AND 1:00 PM. WINDS WERE LIGHT FOR THE DURATION OF THE TEST.  
 BALLOON WAS FLOWN AT A HEIGHT OF 150' AGL.



FOR VISUAL REFERENCE ONLY.  
 ACTUAL VISIBILITY IS DEPENDANT  
 UPON WEATHER CONDITIONS, SEASON,  
 SUNLIGHT, AND VIEWER LOCATION



# PHOTO LOCATION

**PHOTO LOCATIONS**  
 NOT TO SCALE

REV 0: 06/03/14

SITE TYPE: FLAGPOLE

DATE: 06/03/14

DRAWN BY: MAP

SCALE: N.T.S.

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550 COCHITUATE ROAD  
 FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
 SALEM, NH 03079

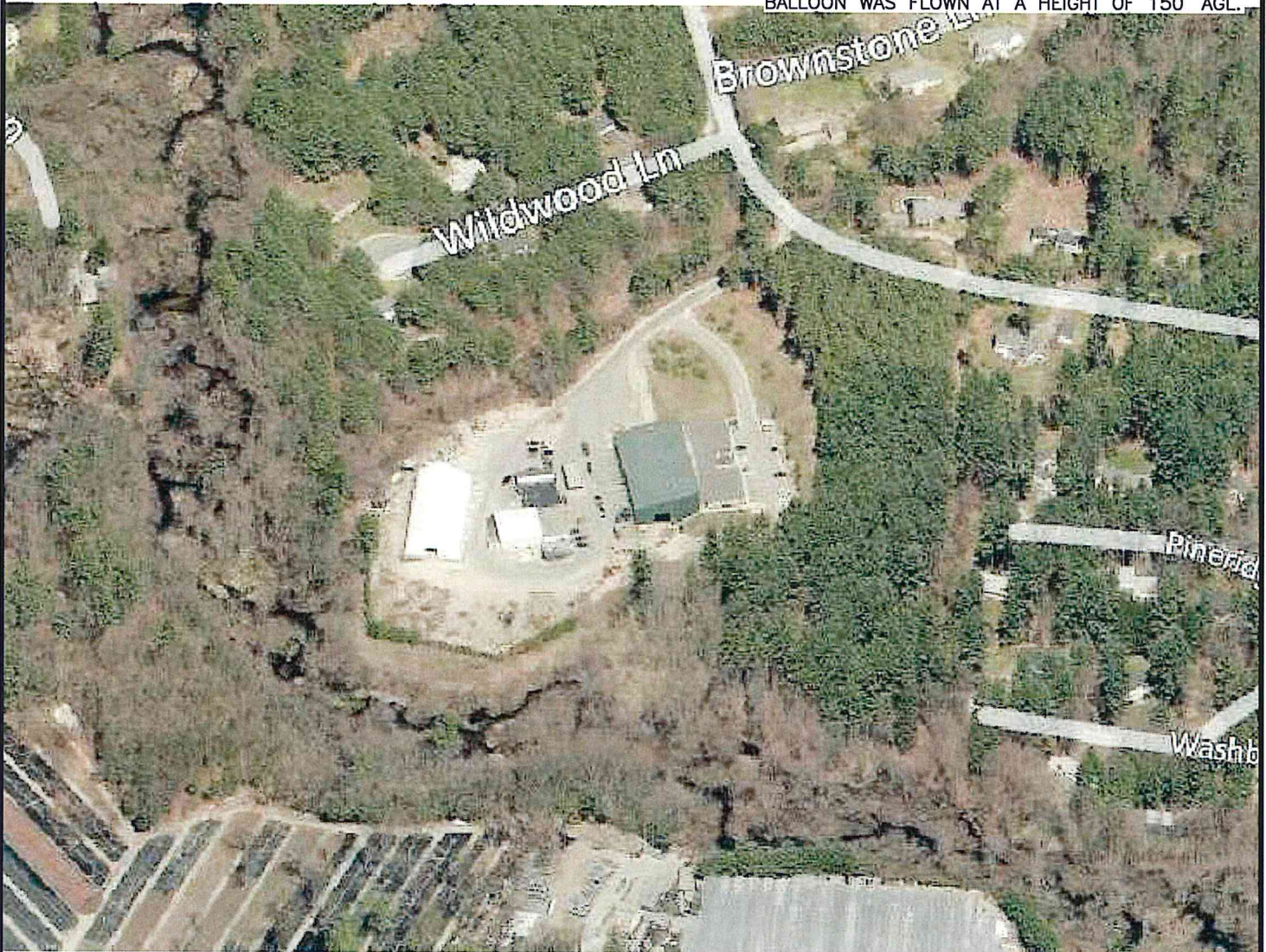


75 SUMMIT STREET  
 PHILMONT, NY 12565  
 1600 OSGOOD STREET  
 BUILDING 20 NORTH, SUITE 3090  
 N. ANDOVER, MA 01845  
 TEL: (978) 557-5553  
 FAX: (978) 336-5586

**BIRD'S EYE VIEW - EXISTING**

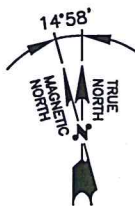
**TAKEN FROM BING.COM ON 06/02/14**

**GENERAL INFORMATION:**  
 BALLOON TEST FOR THESE SIMULATIONS WAS COMPLETED THURSDAY 5/26/14 BETWEEN THE HOURS OF 9:00 AM AND 1:00 PM. WINDS WERE LIGHT FOR THE DURATION OF THE TEST.  
 BALLOON WAS FLOWN AT A HEIGHT OF 150' AGL.



AREAS HIGHLIGHTED ARE BEST PREDICTIONS OF VISIBILITY OF PROPOSED TOWER. THIS WAS COMPOSED AFTER ANALYZING TOPOGRAPHY AND LINE OF SIGHT TO PROPOSED TOWER. THE VISIBILITY FROM THESE AREAS DEPENDS ON VEGETATION AND WEATHER.

FOR VISUAL REFERENCE ONLY.  
 ACTUAL VISIBILITY IS DEPENDANT UPON WEATHER CONDITIONS, SEASON, SUNLIGHT, AND VIEWER LOCATION



REV 0: 06/03/14

SITE TYPE: FLAGPOLE
DATE: 06/03/14
DRAWN BY: MAP
SCALE: N.T.S.

**SITE NO:** MA1489  
**SITE NAME:** SUDBURY DPW  
**ADDRESS:** 275 OLD LANCASTER ROAD  
 SUDBURY, MA 01776



550 COCHITUATE ROAD  
 FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
 SALEM, NH 03079

**Hudson Design Group LLC**

75 SUMMIT STREET  
 PHILMONT, NY 12565  
 1600 OSGOOD STREET  
 BUILDING 20 NORTH, SUITE 3090  
 N. ANDOVER, MA 01845

TEL: (978) 557-5553  
 FAX: (978) 336-5586

# BIRD'S EYE VIEW - PROPOSED TAKEN FROM BING.COM ON 06/02/14

GENERAL INFORMATION:  
 BALLOON TEST FOR THESE SIMULATIONS WAS COMPLETED THURSDAY 5/26/14 BETWEEN THE HOURS OF 9:00 AM AND 1:00 PM. WINDS WERE LIGHT FOR THE DURATION OF THE TEST.  
 BALLOON WAS FLOWN AT A HEIGHT OF 150' AGL.



PROPOSED LOCATION OF 150' FLAGPOLE

PROPOSED LOCATION OF SHELTER

AREAS HIGHLIGHTED ARE BEST PREDICTIONS OF VISIBILITY OF PROPOSED TOWER. THIS WAS COMPOSED AFTER ANALYZING TOPOGRAPHY AND LINE OF SIGHT TO PROPOSED TOWER. THE VISIBILITY FROM THESE AREAS DEPENDS ON VEGETATION AND WEATHER.

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REV 0: 06/03/14

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DATE: 06/03/14
DRAWN BY: MAP
SCALE: N.T.S.

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 SALEM, NH 03079

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 1600 OSGOOD STREET  
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 N. ANDOVER, MA 01845

TEL: (978) 557-5553  
 FAX: (978) 336-5586

**EXISTING CONDITIONS**



**VIEW NORTH FROM BLANFORD POND**

**PHOTO LOCATION # 1**

**DATE OF PHOTO: 05/29/14**

REV 0: 06/03/14

SITE TYPE: FLAGPOLE

DATE: 06/03/14

DRAWN BY: MAP

SCALE: N.T.S.

**SITE NO:** MA1489  
**SITE NAME:** SUDBURY DPW  
**ADDRESS:** 275 OLD LANCASTER ROAD  
 SUDBURY, MA 01776



550 COCHITUATE ROAD  
 FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
 SALEM, NH 03079

**Hudson**  
 Design Group LLC

75 SUMMIT STREET  
 PHILMONT, NY 12565  
 1600 OSGOOD STREET  
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 N. ANDOVER, MA 01845

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 FAX: (978) 336-5586



**PROPOSED CONDITIONS**



PROPOSED MUNICIPAL WHIP AND DISH ANTENNAS

PROPOSED LOCATION OF 150' FLAGPOLE

**VIEW NORTH FROM BLANFORD POND**

**PHOTO LOCATION #1**

**DATE OF PHOTO: 05/29/14**

REV 0: 06/03/14

SITE TYPE: FLAGPOLE

DATE: 06/03/14

DRAWN BY: MAP

SCALE: N.T.S.

**SITE NO:** MA1489  
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**ADDRESS:** 275 OLD LANCASTER ROAD  
 SUDBURY, MA 01776



550 COCHITUATE ROAD  
 FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
 SALEM, NH 03079

**Hudson Design Group**  
 75 SUMMIT STREET  
 PHILMONT, NY 12565  
 1600 OSGOOD STREET  
 BUILDING 20 NORTH, SUITE 3090  
 N. ANDOVER, MA 01845  
 TEL: (978) 557-5553  
 FAX: (978) 336-5586

# EXISTING CONDITIONS



**VIEW NORTHEAST FROM PINE DRIVE**

**PHOTO LOCATION # 2**  
**DATE OF PHOTO: 05/29/14**

REV 0: 06/03/14  
SITE TYPE: FLAGPOLE  
DATE: 06/03/14  
DRAWN BY: MAP  
SCALE: N.T.S.

**SITE NO:** MA1489  
**SITE NAME:** SUDBURY DPW  
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SUDBURY, MA 01776



550 COCHITUATE ROAD  
FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
SALEM, NH 03079



**PROPOSED CONDITIONS**



PROPOSED MUNICIPAL WHIP  
AND DISH ANTENNAS

PROPOSED  
LOCATION  
OF 150' FLAGPOLE

**VIEW NORTHEAST FROM PINE DRIVE**

**PHOTO LOCATION # 2**  
**DATE OF PHOTO: 05/29/14**

REV 0: 06/03/14

SITE TYPE: FLAGPOLE

DATE: 06/03/14

DRAWN BY: MAP

SCALE: N.T.S.

**SITE NO:** MA1489  
**SITE NAME:** SUDBURY DPW  
**ADDRESS:** 275 OLD LANCASTER ROAD  
SUDBURY, MA 01776



550 COCHITUATE ROAD  
FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
SALEM, NH 03079

**Hudson**  
Design Group LLC

75 SUMMIT STREET  
PHILMONT, NY 12565

1400 OSGOOD STREET  
BUILDING 20 NORTH, SUITE 3090  
N. ANDOVER, MA 01845

TEL: (978) 557-5553  
FAX: (978) 336-5586

# EXISTING CONDITIONS



VIEW EAST FROM FOREST STREET

PHOTO LOCATION # 3  
DATE OF PHOTO: 05/29/14

REV 0: 06/03/14  
SITE TYPE: FLAGPOLE  
DATE: 06/03/14  
DRAWN BY: MAP  
SCALE: N.T.S.

SITE NO: MA1489  
SITE NAME: SUDBURY DPW  
ADDRESS: 275 OLD LANCASTER ROAD  
SUDBURY, MA 01776



550 COCHITUATE ROAD  
FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
SALEM, NH 03079

Hudson  
Design Group LLC

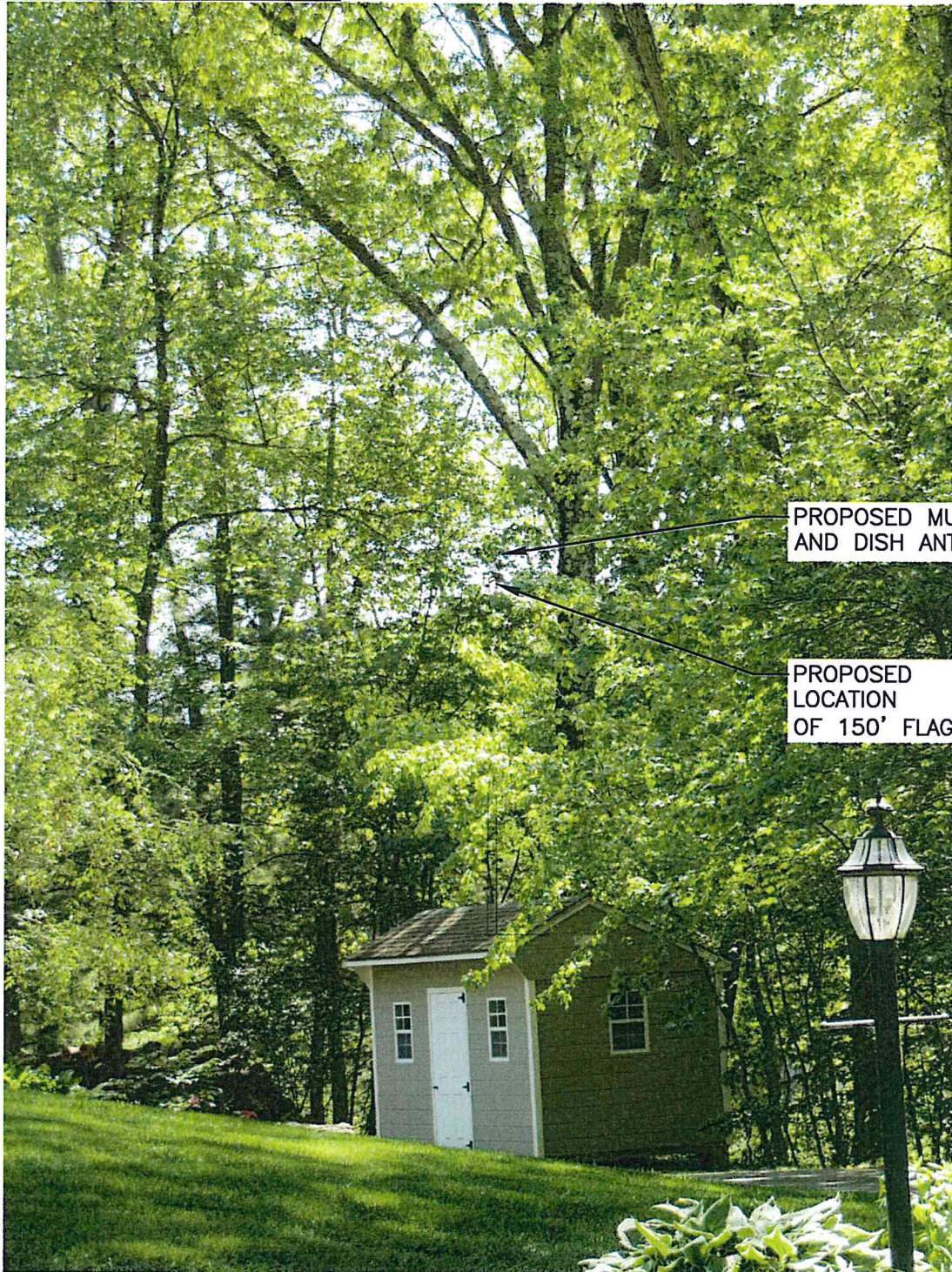
75 SUMMIT STREET  
PHILMONT, NY 12565

1600 OSGOOD STREET  
BUILDING 20 NORTH, SUITE 3090  
N. ANDOVER, MA 01845



TEL: (978) 557-5553  
FAX: (978) 336-5586

**PROPOSED CONDITIONS**



PROPOSED MUNICIPAL WHIP AND DISH ANTENNAS

PROPOSED LOCATION OF 150' FLAGPOLE

**VIEW EAST FROM FOREST STREET  
EQUIPMENT PARTIALLY VISIBLE  
PHOTO LOCATION # 3**

**DATE OF PHOTO: 05/29/14**

REV 0: 06/03/14

SITE TYPE: FLAGPOLE

DATE: 06/03/14

DRAWN BY: MAP

SCALE: N.T.S.

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**SITE NAME:** SUDBURY DPW  
**ADDRESS:** 275 OLD LANCASTER ROAD  
SUDBURY, MA 01776



550 COCHITUATE ROAD  
FRAMINGHAM, MA 01701



22 KEEMAYDIN DR  
SALEM, NH 03079

**Hudson Design Group LLC**

75 SUMMIT STREET  
PHILMONT, NY 12565  
1600 OSGOOD STREET  
BUILDING 20 NORTH, SUITE 3090  
N. ANDOVER, MA 01845  
TEL: (978) 557-5553  
FAX: (978) 336-5586

**EXISTING CONDITIONS**



**VIEW SOUTH FROM ENTRANCE DRIVE**

**PHOTO LOCATION # 4**  
**DATE OF PHOTO: 05/29/14**

REV 0: 06/03/14
SITE TYPE: FLAGPOLE
DATE: 06/03/14
DRAWN BY: MAP
SCALE: N.T.S.

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550 COCHITUATE ROAD  
 FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
 SALEM, NH 03079



75 SUMMIT STREET  
 PHILMONT, NY 12565  
 1400 OSGOOD STREET  
 BUILDING 20 NORTH, SUITE 3090  
 N. ANDOVER, MA 01845  
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 FAX: (978) 336-5586

# PROPOSED CONDITIONS



PROPOSED MUNICIPAL WHIP AND DISH ANTENNAS

PROPOSED LOCATION OF 150' FLAGPOLE

VIEW SOUTH FROM ENTRANCE DRIVE

PHOTO LOCATION # 4  
 DATE OF PHOTO: 05/29/14

REV 0: 06/03/14

SITE TYPE: FLAGPOLE

DATE: 06/03/14

DRAWN BY: MAP

SCALE: N.T.S.

**SITE NO:** MA1489  
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 SUDBURY, MA 01776



550 COCHITUATE ROAD  
 FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
 SALEM, NH 03079

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 N. ANDOVER, MA 01845

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 FAX: (978) 336-5586

**EXISTING/PROPOSED CONDITIONS**



**VIEW WEST FROM PINERIDGE ROAD  
EQUIPMENT NOT VISIBLE  
PHOTO LOCATION # 4  
DATE OF PHOTO: 05/29/14**

REV 0: 06/03/14
SITE TYPE: FLAGPOLE
DATE: 06/03/14
DRAWN BY: MAP
SCALE: N.T.S.

**SITE NO:** MA1489  
**SITE NAME:** SUDBURY DPW  
**ADDRESS:** 275 OLD LANCASTER ROAD  
SUDBURY, MA 01776



550 COCHITUATE ROAD  
FRAMINGHAM, MA 01701



22 KEEWAYDIN DR  
SALEM, NH 03079

**Hudson**  
Design Group LLC

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PHILMONT, NY 12565  
1600 OSGOOD STREET  
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N. ANDOVER, MA 01845

TEL: (978) 557-5553  
FAX: (978) 336-5586



**AGENDA REQUEST- Item #13**  
**BOARD OF SELECTMEN**

**Requestor's Section:**

**Date of request:** 5/27/14

**Requestor:** Debra Galloway, Council on Aging Director

---

**Action requested (Who, what, when, where and why):** *See vote*  
**CONSENT CALENDAR**

---

**Financial impact expected:** \$85,000 (not to exceed) payment by Metrowest Regional Transit Authority (RTA) to Town

---

**Background information (if applicable, please attach if necessary):**  
This contract continues services provided under previous agreements for transportation for the elderly and disabled.

---

**Recommendations/Suggested Motion/Vote:**

Vote to approve renewal of the contract between the MetroWest Regional Transit Authority and the Town of Sudbury for FY15 and authorize the Town Manager to sign said contract to provide transportation services to the Council on Aging effective July 1, 2014, as requested by Deb Galloway, Council on Aging Director.

---

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

---

**Selectmen's Office Section:**

---

**Date of Selectmen's Meeting:** 6/10/14

---

**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 )**



**METROWEST REGIONAL TRANSIT AUTHORITY**  
Public Transportation System

37 Waverly St, Framingham, MA 01702

Ph. (508) 935 2222 ▪ Fax (508) 935 2225 ▪ Toll Free (888)996 9782 ▪ [www.mwrta.com](http://www.mwrta.com)

May 19, 2014

John C. Drobinski, Chair  
Sudbury Board of Selectmen  
278 Old Sudbury Road  
Sudbury, MA 01776

Dear Mr. Drobinski,

Please find enclosed the 2014-2015 contract extension for the elderly and disabled transportation services between the MWRTA and the Town of Sudbury, provided by the Sudbury Council on Aging.

Please sign all three (3) copies and return for MWRTA signature. One (1) original copy will be returned for your records once all signatures are obtained.

Please do not hesitate to contact me if there are any questions.

Thank you,

Linda Murtagh,  
Administrative Assistant

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
2014 MAY 20 P 12: 21



**METROWEST REGIONAL TRANSIT AUTHORITY**  
**Public Transportation System**

37 Waverly St, Framingham, MA 01702  
Ph. (508) 935 2222 ▪ Fax (508) 935 2225 ▪ Toll Free (888)996 9782 ▪ www.mwrta.com

CONTRACT EXTENSION  
BY AND BETWEEN  
THE TOWN OF SUDBURY  
AND  
THE METROWEST REGIONAL TRANSIT AUTHORITY

THIS AGREEMENT is made this 1st day of July 2014 by and between the TOWN OF SUDBURY, MA, a municipal corporation hereinafter referred to as the "TOWN" and the METROWEST REGIONAL TRANSIT AUTHORITY ("MWRTA"), a body politic and corporate and political subdivision of the Commonwealth of Massachusetts, hereinafter referred to as the "RTA."

The TOWN and the MWRTA agree to extend the contract for elderly and disabled transportation services, between the parties dated June 12, 2013, amended October 1, 2013, for one additional year through June 30, 2015.

The terms and conditions of said contract are hereby ratified and affirmed.

IN WITNESS WHEREOF the parties hereto have caused this extension to be executed by their duly authorized officers on the day and year first written above.

MetroWest Regional Transit Authority  
By:

Town of SUDBURY  
By:

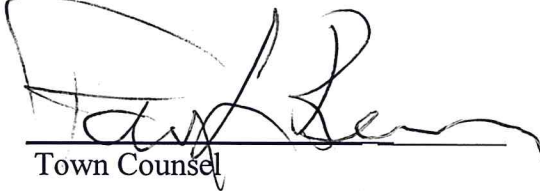
\_\_\_\_\_  
Edward J. Carr, Administrator

\_\_\_\_\_

Approved as to form:

Approved as to form:

\_\_\_\_\_  
General Counsel

  
\_\_\_\_\_  
Town Counsel

# AGENDA REQUEST - Item #15

## BOARD OF SELECTMEN

### Requestor's Section:

**Date of request:** *February 15, 2014*

**Requestor:** *Joyce Endee*

**Action requested:** *To grant a special permit for an Arts & Crafts Show to be held Sunday, Sept. 7, 2014, on the Wayside Inn grounds*

**Financial impact expected:** *None*

**Background information:** *See attachments*

### CONSENT CALENDAR

**Recommendations/Suggested Motion/Vote:** *To grant a special permit to Joyce Endee Productions to hold an Arts and Crafts Show on Sunday, September 7, 2014, at the Wayside Inn, subject to conditions and permits required by the Fire, Police, Health and Building Departments.*

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

### Selectmen's Office Section:

**Date of Selectmen's Meeting:** *June 10, 2014*

**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 )

Joyce Endee  
1 OxBow Lane  
Gilford, NH 03249  
Tel. (603)528-4014

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA

2014 FEB 20 A 11: 56

6/10

February 15, 2014

Board of Selectmen  
Town Offices  
288 Old Sudbury Road  
Sudbury, MA 01776

Dear Selectmen:

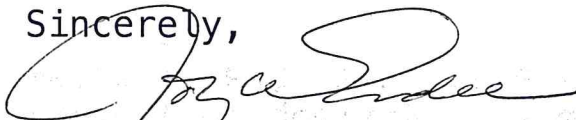
RE: Approval for Arts & Crafts Fair at Wayside Inn on  
Sunday, Sept. 7, 2014

With the permission of the Wayside Inn, we are planning an arts & crafts fair to be held on Sunday, September 7, 2014. As in the past, exhibitors will display a variety of quality arts & crafts such as glass art, wearable art, fine jewelry, New England photography, tole painting, pottery, watercolors/acrylic paintings, folk art, metal sculpture, etc.

We will obtain the necessary policemen and food permit. The fair will carry its own liability insurance and be subject to the rules and regulations of the Wayside Inn.

We look forward to hearing from you. Thank you so much.

Sincerely,



Joyce Endee  
Coordinator



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/6/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Foy Insurance Group - Nashua 350 Main St  Nashua NH 03060		<b>CONTACT NAME:</b> Teri Davis, AAI, ACSR <b>PHONE (A/C, No, Ext):</b> (603) 883-1587 <b>FAX (A/C, No):</b> (603) 883-0997 <b>E-MAIL ADDRESS:</b> teri.davis@foyinsurance.com	
<b>INSURED</b> Joyce Endee, DBA: Joyce Endee Productions 1 Oxbow Lane  Gilford NH 03249		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Harleysville Insurance Co <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER** Master 2/2014 - 2015                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	GENERAL LIABILITY			GL00000025005E	2/19/2014	2/19/2015	EACH OCCURRENCE	\$ 1,000,00	
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,00	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 5,00	
	GEN'L AGGREGATE LIMIT APPLIES PER:							PERSONAL & ADV INJURY	\$ 1,000,00
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 2,000,00	
	AUTOMOBILE LIABILITY						PRODUCTS - COMP/OP AGG	\$ Exclude	
	ANY AUTO ALL OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$	
	HIRED AUTOS						BODILY INJURY (Per person)	\$	
	SCHEDULED AUTOS NON-OWNED AUTOS						BODILY INJURY (Per accident)	\$	
	UMBRELLA LIAB						PROPERTY DAMAGE (Per accident)	\$	
	EXCESS LIAB							\$	
	DED						EACH OCCURRENCE	\$	
	RETENTION \$						AGGREGATE	\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS	OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A				E.L. EACH ACCIDENT	\$	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Event Date: September 7th, 2014.

Any Person or Organization including Certificate Holder is additional insured if written signed contract, agreement, or permit to such exists prior to loss subject to form indicated above in General Liability section.

<b>CERTIFICATE HOLDER</b>  Longfellow's Wayside Inn 72 Wayside Inn Rd Sudbury, MA 01776	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Teri Davis, AAI, ACSR

## Golden, Patricia

---

**From:** Leupold, Bob  
**Sent:** Friday, May 30, 2014 3:05 PM  
**To:** Golden, Patricia  
**Subject:** RE: Request for Special Permit at Wayside Inn Fair - 9/7/14

This annual event has always obtained a food permit from the Board of Health. Approval recommended. Bob Leupold, Health Director

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

**From:** Golden, Patricia  
**Sent:** Friday, May 30, 2014 2:29 PM  
**To:** Miles, William; Nix, Scott; Leupold, Bob; Herweck, Mark  
**Subject:** FW: Request for Special Permit at Wayside Inn Fair - 9/7/14

Good afternoon,

The attached letter from Joyce Endee is requesting permission to hold an Arts & Crafts Fair at the Wayside Inn on Sept. 7, 2014.

As this item is tentatively scheduled for the June 10 Selectmen's meeting, would you kindly respond with your comments no later than Wednesday, June 4.

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](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

## Golden, Patricia

---

**From:** Nix, Scott  
**Sent:** Tuesday, June 03, 2014 2:53 PM  
**To:** Golden, Patricia  
**Subject:** RE: Request for Special Permit at Wayside Inn Fair - 9/7/14

Patty,

This is an annual event that typically has no issues. I would request they remain consistent with necessary traffic posts. 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, May 30, 2014 2:29 PM  
**To:** Miles, William; Nix, Scott; Leupold, Bob; Herweck, Mark  
**Subject:** FW: Request for Special Permit at Wayside Inn Fair - 9/7/14

Good afternoon,

The attached letter from Joyce Endee is requesting permission to hold an Arts & Crafts Fair at the Wayside Inn on Sept. 7, 2014.

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www.sudbury.ma.us

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## Golden, Patricia

---

**From:** Miles, William  
**Sent:** Thursday, June 05, 2014 4:23 PM  
**To:** Golden, Patricia  
**Subject:** Re: Request for Special Permit at Wayside Inn Fair - 9/7/14

Hi Patty ,

The Fire Department has no issues with this event .

Bill Miles

Sent from my iPhone

> On Jun 5, 2014, at 4:19 PM, "Golden, Patricia" <GoldenP@sudbury.ma.us> wrote:

>

> Hi Bill,

> I know you're on vacation, but can you please provide your input on this event?

> It's on the next Selectmen's agenda.

>

> Thank you!

>

> Patty Golden

> Senior Admin Asst to the Town Manager

> Town of Sudbury

> Ph: 978-639-3382

> Fax: 978-443-0756

> www.sudbury.ma.us

>

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>

>

>

>

>

>

> -----Original Message-----

> From: Golden, Patricia

> Sent: Friday, May 30, 2014 2:29 PM

> To: Miles, William; Nix, Scott; Leupold, Bob; Herweck, Mark

> Subject: FW: Request for Special Permit at Wayside Inn Fair - 9/7/14

>

> Good afternoon,

> The attached letter from Joyce Endee is requesting permission to hold an Arts & Crafts Fair at the Wayside Inn on Sept. 7, 2014.

> As this item is tentatively scheduled for the June 10 Selectmen's meeting, would you kindly respond with your comments no later than Wednesday, June 4.

>

> Thank you very much.

>

> Patty Golden

> Senior Admin Asst to the Town Manager

> Town of Sudbury

FW Request for Special Permit at Wayside Inn Fair - 9714

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

From: Herweck, Mark  
Sent: Friday, June 06, 2014 7:31 AM  
To: Golden, Patricia  
Cc: Whalen, John  
Subject: RE: Request for Special Permit at Wayside Inn Fair - 9/7/14

Hi Patty ;  
The Building Dept. has no issues. Thanks

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

From: Golden, Patricia  
Sent: Thursday, June 05, 2014 4:28 PM  
To: Herweck, Mark  
Subject: FW: Request for Special Permit at Wayside Inn Fair - 9/7/14  
Importance: High

Hi Mark,  
Does the Building Dept have any issues with this request?

Thank you.

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, May 30, 2014 2:29 PM  
To: Miles, William; Nix, Scott; Leupold, Bob; Herweck, Mark  
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As this item is tentatively scheduled for the June 10 Selectmen's meeting, would you kindly respond with your comments no later than Wednesday, June 4.

Thank you very much.

Patty Golden  
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Town of Sudbury  
Ph: 978-639-3382  
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www.sudbury.ma.us

# AGENDA REQUEST - Item #16

## BOARD OF SELECTMEN

### Requestor's Section:

**Date of request:** *May 15, 2014*

**Requestor:** *Liz Strawn, National MS Society*

---

**Action requested:** *To grant a special permit for Bike MS: Minuteman Ride to be held on Saturday, July 19, 2014.*

---

**Financial impact expected:** *None*

---

**Background information:** CONSENT CALENDAR

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

*Vote to grant a special permit for the 6<sup>th</sup> annual Bike MS: Minuteman Ride on Saturday, July 19, 2014, starting at 8:30 a.m. and ending approximately 12 Noon, following a route outlined and submitted, subject to approval of Park and Recreation, Building Dept. and Police Dept. safety requirements, proof of insurance liability coverage and the assurance that all litter will be removed at the end of the race.*

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

### Selectmen's Office Section:

**Date of Selectmen's Meeting:** *June 10, 2014*

---

**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 )



National  
Multiple Sclerosis  
Society  
Greater  
New England  
Chapter

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA

2014 MAY 19 P 12:08

May 15, 2014

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

Dear Town Manager:

The National Multiple Sclerosis Society, Greater New England Chapter is excited to host the 6th annual Bike MS: Minuteman Ride on July 19, 2014. Bike MS is a fundraising campaign that raises vital dollars to move the National MS Society closer to a world free of MS. With these dollars, the Greater New England Chapter supports 19,000 people in Maine, Massachusetts, New Hampshire and Vermont living with multiple sclerosis.

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

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

If you could complete the enclosed form and mail or fax it back to me at 508-759-0379, that would be great. If you have any questions regarding this event please feel free to contact me at (508)759-0405.

Sincerely,

Liz Strawn  
Associate Director of Development



2014 Bike MS Minuteman Bike Ride - 25 mile

Net Control: 978 888-3363

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

L=Left, R=Right, X=Cross, S=Straight, B=Bear, @=at

## 2014 Bike MS Minuteman Bike Ride - 60 mile

Net Control: 978 888-3363

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

L=Left, R=Right, X=Cross, S=Straight, B=Bear, @=at

2014 Bike MS Minuteman Bike Ride - 60 mile

Net Control: 978 888-3363

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

L=Left, R=Right, X=Cross, S=Straight, B=Bear, @=at



## Golden, Patricia

---

**From:** McShea, Nancy  
**Sent:** Friday, May 30, 2014 3:45 PM  
**To:** Golden, Patricia  
**Cc:** Nix, Scott; Herweck, Mark  
**Subject:** Re: Minuteman Bike Ride - 7/19/14

The park and recreation department is fine with this as well

Nancy McShea, CPRE, CPSI

> On May 30, 2014, at 2:36 PM, "Golden, Patricia" <GoldenP@sudbury.ma.us> wrote:

>

> Good afternoon,

> The attached application is for a special permit for the 6th Annual Bike MS: Minuteman Ride to be held on Saturday, July 19, 2014.

> This is tentatively scheduled for the June 10 Selectmen's agenda, therefore, could you please review and provide your comments/issues no later than Wed, June 4.

>

> 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

>

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>

>

> <doc03183920140530131522.pdf>

## Golden, Patricia

---

**From:** Herweck, Mark  
**Sent:** Friday, May 30, 2014 2:58 PM  
**To:** Golden, Patricia; McShea, Nancy; Nix, Scott  
**Subject:** RE: Minuteman Bike Ride - 7/19/14

Hi Everyone; The building dept. has no comments.

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

**From:** Golden, Patricia  
**Sent:** Friday, May 30, 2014 2:36 PM  
**To:** McShea, Nancy; Nix, Scott; Herweck, Mark  
**Subject:** FW: Minuteman Bike Ride - 7/19/14

Good afternoon,

The attached application is for a special permit for the 6th Annual Bike MS: Minuteman Ride to be held on Saturday, July 19, 2014.

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Patty Golden  
Senior Admin Asst to the Town Manager  
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## Golden, Patricia

---

**From:** Nix, Scott  
**Sent:** Tuesday, June 03, 2014 3:02 PM  
**To:** Golden, Patricia  
**Subject:** RE: Minuteman Bike Ride - 7/19/14

Patty,

As this is consistent with past events with have no issues with the event.

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, May 30, 2014 2:36 PM  
**To:** McShea, Nancy; Nix, Scott; Herweck, Mark  
**Subject:** FW: Minuteman Bike Ride - 7/19/14

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Thank you very much.

Patty Golden  
Senior Admin Asst to the Town Manager  
Town of Sudbury  
Ph: 978-639-3382  
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# AGENDA REQUEST – Item #17

## BOARD OF SELECTMEN

### Requestor's Section

**Date of request:** *June, 2014*

**Requestor:** *Dimple Desai, Owner/Manager, Subway of Sudbury*

---

**Action requested:** *Approval of a new Common Victualler License*

### CONSENT CALENDAR

---

**Financial impact expected:** *\$50 Common Victualler*

---

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

*See attached application. No changes to floor plan. No issues with Building Dept or Fire Dept. BOH director will respond with any issues by June 9<sup>th</sup>.*

---

**Recommendations/Suggested Motion/Vote:** *As the Licensing Authority for the Town of Sudbury, vote to approve a new Common Victualler License for Subway of Sudbury, 435 Boston Post Road, with new Owner/Manager Ritesh R. Patel, as requested in an application dated May 17, 2014, said license to expire December 31, 2014.*

---

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

### Selectmen's Office Section

---

**Date of Selectmen's Meeting:** *June 10, 2014*

---

**Board's action taken:**

---

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

---

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

**Distribution:**

## Golden, Patricia

---

**From:** Frank, Leila  
**Sent:** Thursday, June 05, 2014 4:24 PM  
**To:** Golden, Patricia  
**Subject:** FW: Common Victualler Transfer Application

Please see below Chief Miles' response.

Thank you,  
Leila

Leila S. Frank  
Town of Sudbury, Office of Town Manager/Board of Selectmen Office Supervisor  
278 Old Sudbury Road  
Sudbury, MA 01776  
978-639-3380  
Fax) 978-443-0756

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:** Miles, William  
**Sent:** Thursday, June 05, 2014 4:23 PM  
**To:** Frank, Leila  
**Subject:** Re: Common Victualler Transfer Application

The Fire Department has no issues with this transfer.

Sent from my iPhone

> On Jun 5, 2014, at 4:20 PM, "Frank, Leila" <FrankL@sudbury.ma.us> wrote:

>

> Could you please provide input on this application at your earliest convenience?

>

> Thank you,

> Leila

>

> Leila S. Frank

> Town of Sudbury, Office of Town Manager/Board of Selectmen Office

> Supervisor

> 278 Old Sudbury Road

> Sudbury, MA 01776

> 978-639-3380

> Fax) 978-443-0756

>

> 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: Frank, Leila

> Sent: Friday, May 30, 2014 3:19 PM

> To: Leupold, Bob; Herweck, Mark; Miles, William

> Cc: Golden, Patricia

**Golden, Patricia**

---

**From:** Frank, Leila  
**Sent:** Friday, June 06, 2014 8:06 AM  
**To:** Golden, Patricia  
**Subject:** FW: Common Victualler Transfer Application

Hi Patty,

Please see below the response from the Building department.

Thank you,  
Leila

**Leila S. Frank**  
**Town of Sudbury, Office of Town Manager/Board of Selectmen**  
**Office Supervisor**  
**278 Old Sudbury Road**  
**Sudbury, MA 01776**  
**978-639-3380**  
**Fax) 978-443-0756**

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:** Herweck, Mark  
**Sent:** Friday, June 06, 2014 7:17 AM  
**To:** Frank, Leila  
**Subject:** RE: Common Victualler Transfer Application

Hi Leila; Building Department has no issues.

---

**From:** Frank, Leila  
**Sent:** Thursday, June 05, 2014 4:21 PM  
**To:** Leupold, Bob; Herweck, Mark; Miles, William  
**Cc:** Golden, Patricia  
**Subject:** RE: Common Victualler Transfer Application  
**Importance:** High

Could you please provide input on this application at your earliest convenience?

Thank you,  
Leila

**Leila S. Frank**  
**Town of Sudbury, Office of Town Manager/Board of Selectmen**  
**Office Supervisor**  
**278 Old Sudbury Road**  
**Sudbury, MA 01776**  
**978-639-3380**  
**Fax) 978-443-0756**

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

Town of Sudbury  
Massachusetts

May 19<sup>th</sup> 2014

TO WHOM IT MAY CONCERN

Dear Sir/Madam,

This is to confirm I am in process of selling my Subway restaurant at Sudbury crossing, Sudbury, MA to Ritesh Patel. Currently we are working with Subway to transfer the ownership of said location. The planned change of ownership date is June 10<sup>th</sup> 2014. If you need any further information please contact me at 508-982-5035.

Regards,



Dimple Desai

Subway of Sudbury

May 19<sup>th</sup> 2014

**From:** Ritesh Patel [mailto:ritesh90@hotmail.com]

**Sent:** Tuesday, May 20, 2014 10:59 AM

**To:** Frank, Leila

**Subject:** RE: Om Soham Om, Inc, WC008152979

Hi Leila: I am not doing any changes to the premises in terms of structure, expansion etc.

Thanks

RITESH PATEL





# 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 LICENSE

### COMMON VICTUALLER

TO THE LICENSING AUTHORITY  
SUDBURY, MASSACHUSETTS

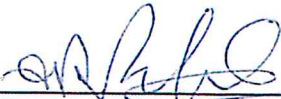
Name of applicant Ritesh R. Patel Date 5/17/14  
Address of applicant 453 Olivia DR., Northbridge MA, 01534  
Phone 508-612-5620 Email ritesh90@hotmail.com  
Address where license is to be exercised 435 Boston Post RD.,  
Sudbury, MA, 01702

In accordance with M.G.L. c.140, I hereby request a Common Victualler license,  
to be presented within the premises herein described.

Signature of authorized person

## TAX ATTESTATION

I certify under the penalties of perjury that, to the best of my knowledge and belief, I have filed all state tax returns and paid all state taxes as required under law.

  
\_\_\_\_\_  
\* Signature of Individual

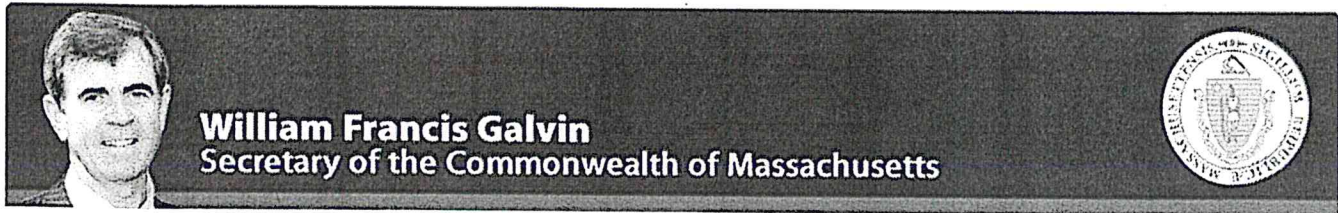
  
\_\_\_\_\_  
By: Corporate Officer

46-5649738  
\*\* Social Security # Voluntary  
or Federal Identification Number

5/17/14  
\_\_\_\_\_  
Date

\* This license will not be issued unless this certification is signed by the applicant.

\*\* Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filings or tax payment obligations. Licensees who fail to correct their non-filing or delinquency **will be subject to license suspension or revocation.** This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.



## Corporations Division

### Business Entity Summary

ID Number: 465649738

[Request certificate](#)

[New search](#)

Summary for: OM SOHAM OM INC

<b>The exact name of the Domestic Profit Corporation:</b> OM SOHAM OM INC		
<b>Entity type:</b> Domestic Profit Corporation		
<b>Identification Number:</b> 465649738		
<b>Date of Organization in Massachusetts:</b> 05-13-2014		
<b>Last date certain:</b>		
<b>Current Fiscal Month/Day:</b> 12/31		
<b>The location of the Principal Office:</b>		
Address: 453 OLIVIA DRIVE		
City or town, State, Zip code, NORTHBRIDGE, MA 01534 USA		
Country:		
<b>The name and address of the Registered Agent:</b>		
Name: RITESH R PATEL		
Address: 453 OLIVIA DRIVE		
City or town, State, Zip code, NORTHBRIDGE, MA 01534 USA		
Country:		
<b>The Officers and Directors of the Corporation:</b>		
Title	Individual Name	Address
PRESIDENT	RITESH R PATEL	453 OLIVIA DRIVE NORTHBRIDGE, MA 01534 USA
TREASURER	RITESH R PATEL	453 OLIVIA DRIVE NORTHBRIDGE, MA 01534 USA
SECRETARY	TANVI PATEL	453 OLIVIA DRIVE NORTHBRIDGE, MA 01534 USA
DIRECTOR	RITESH R PATEL	453 OLIVIA DRIVE NORTHBRIDGE, MA 01534 USA
DIRECTOR	TANVI PATEL	453 OLIVIA DRIVE NORTHBRIDGE, MA 01534 USA
<b>Business entity stock is publicly traded:</b> <input type="checkbox"/>		

**The total number of shares and the par value, if any, of each class of stock which this business entity is authorized to issue:**

Class of Stock	Par value per share	Total Authorized		Total issued and outstanding
		No. of shares	Total par value	No. of shares
CNP	\$ 0.00	200,000	\$ 0.00	0

Consent     
  Confidential Data     
  Merger Allowed     
  Manufacturing

**View filings for this business entity:**

- ALL FILINGS
- Administrative Dissolution ^
- Annual Report ■
- Application For Revival v
- Articles of Amendment
- Articles of Chapter Certificate

[View filings](#)

**Comments or notes associated with this business entity:**

[New search](#)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/19/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>L H Brenner Inc (Subway)</b> <b>1412 Whalley Avenue</b>  <b>New Haven CT 06515-1131</b>		<b>CONTACT NAME:</b> Pascale Hamouche <b>PHONE (A/C No. Ext):</b> (800) 487-2443 <b>FAX (A/C No):</b> (800) 894-1758 <b>E-MAIL ADDRESS:</b> phamouche@lhbrennerins.com	
<b>INSURED</b> <b>Om Soham Om Inc</b> <b>453 Olivia Dr</b> <b>DBA Subway 53020</b> <b>Northbridge MA 01534</b>		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Ohio Security Insurance Company <b>24082</b> <b>INSURER B:</b> Foremost Insurance Co <b>11185</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	<b>NAIC #</b>

**COVERAGES**                      **CERTIFICATE NUMBER** Master 13-14                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			BZS55746634	06/03/2014	9/17/2014	EACH OCCURRENCE \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 15,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY			BZS55746634	06/03/2014	9/17/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/>	<input type="checkbox"/>				BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC008152979	06/03/2014	9/10/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
A	435 Boston Post Road Sudbury, MA			BZS55746634	06/03/2014	9/17/2014	Personal Property Includes 110,000 Betterments & Improvements

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Additional Insured: Doctor's Associates Inc & Affiliates, Additional Insured: Sudbury Crossings Limited Partnership, Additional Insured & Loss Payee: Millbury Savings Bank, Additional Insured: Subway Franchise Development of Boston LLC Church, Brook/Hurley, Robert/Deso, Mark/Jarensky, Larry Store #53020

**CERTIFICATE HOLDER**                      **CANCELLATION**

<b>Subway Franchise Development of Boston LL</b> <b>Church, Brooks/Hurley, Robert/Deso, Mark/Jarenski, Lar</b> <b>434 Old Connecticut Path</b> <b>Suite 3A</b> <b>Framingham, MA 01701</b>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b>  Richard Epstein/PASC
--	--

DATE: 11/11/03  
BY: JLD

PROJECT: NEW STORE  
LOCATION: 432 BOSTON POST RD  
SUBURB, MA 01776  
SCALE: 1/4" = 1'-0"

DESIGNED BY: JLD  
CHECKED BY: JLD  
DATE: 11/11/03

**WORLD HEADQUARTERS**  
100 BOSTON POST RD  
SUBURB, MA 01776  
USA

STORE #53020  
432 BOSTON POST RD  
SUBURB, MA 01776  
USA

DESIGNED BY:  
CHURCH/DESOL  
HURLEY/JASENSKI

SCALE: 1/4" = 1'-0"

SHEET #  
**1 OF 3**

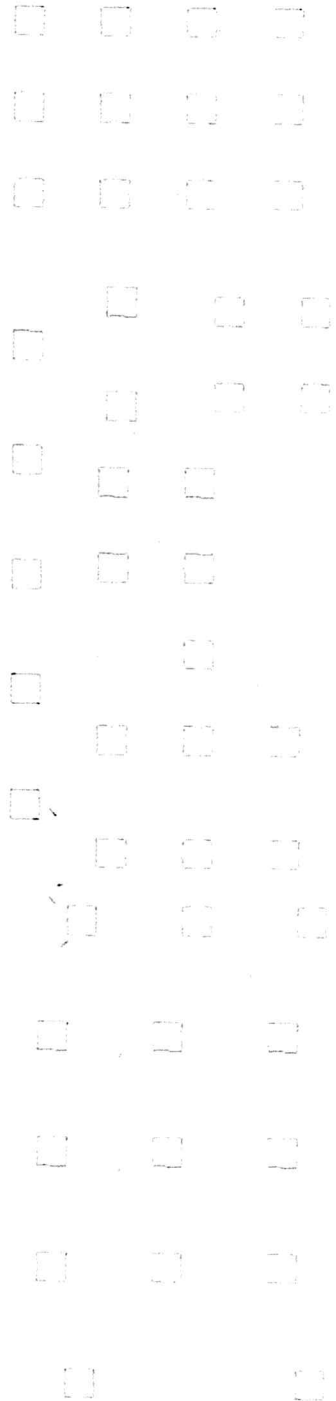
**NEW LOCATION**

JAMES J. JOHNSON  
DIRECTOR OF STORES  
100 BOSTON POST RD  
SUBURB, MA 01776  
USA  
TEL: (508) 326-1000  
FAX: (508) 326-1001  
WWW.WORLDHEADQUARTERS.COM

**1 FURNITURE AND EQUIPMENT PLAN**

**NEW LOCATION**

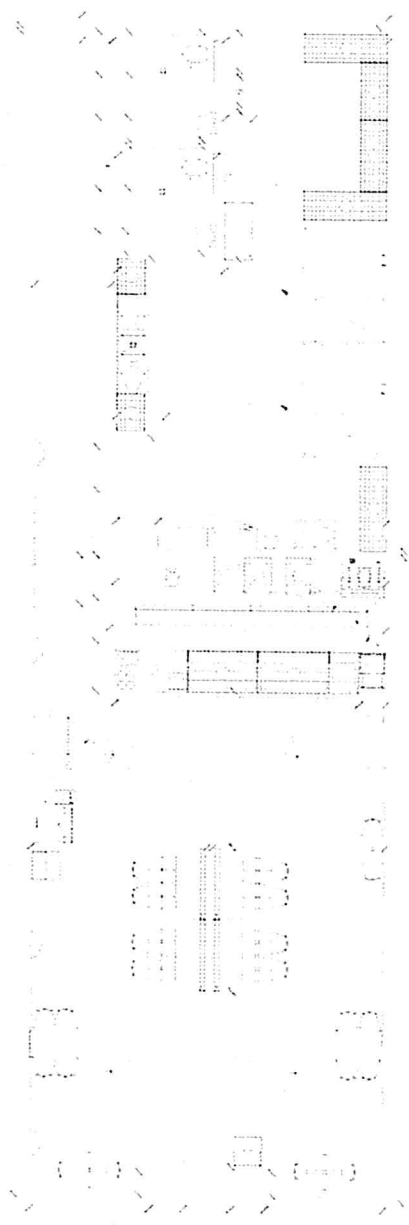
DAMPEN ROOMS



**CEILING & LIGHTING LEGEND**  
 2 X 4 LINER CLINGS WITH 4" HUNG DOWN  
 CENTRAL HANGERS AND 12" HUNG DOWN  
 GLOWE PAINT CANOPY WALLS WITH 22" TALL TOWER AREA ONLY  
 LINEAR BRASS PANT SWIRLY WALLS WITH 22" TALL TOWER AREA ONLY

- 27
- 19
- 3
- 2
- 1
- 5
- 1

**2 REFLECTED CEILING AND LIGHTING PLAN**



**3 ELECTRIC AND DIMENSION PLAN**

**WORLD HEADQUARTERS**  
 432 BOSTON POST RD  
 SUDBURY, MA 01776  
 USA

**DATE:** 8 AUGUST 2012  
**DESIGNER:** DANIEL J. HURLEY  
**PROJECT:** MONTWELLWOOD  
**VP:** DANIEL J. HURLEY

**SCALE:** 1/4" = 1'-0"

**PROJECT:** COMPLETE  
**CLIENT:** CHURCH/JENSEN/HURLEY/JENSEN

**PROJECT:** STORE #53020  
**ADDRESS:** 432 BOSTON POST RD  
 SUDBURY, MA 01776  
 USA

**PROJECT:** COMPLETE  
**CLIENT:** CHURCH/JENSEN/HURLEY/JENSEN

DATE: 12/12/12  
 DRAWN BY: J. J. J.

THIS DRAWING IS THE PROPERTY OF DWYRE DESAI ARCHITECTS AND ENGINEERS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OR MODIFICATION OF THIS DRAWING WITHOUT THE WRITTEN CONSENT OF DWYRE DESAI ARCHITECTS AND ENGINEERS IS STRICTLY PROHIBITED.

PROJECT: NEW LOCATION  
 SHEET: 3 OF 3  
 SCALE: 1/4" = 1'-0"

**WORLD HEADQUARTERS**  
 125 HEDDEN  
 WILMINGTON, CT 06097  
 (860) 455-1818

STORE #53020  
 432 BOSTON POST RD  
 SUBURRY, MA 01776  
 USA

DWYRE DESAI  
 ARCHITECTS AND ENGINEERS  
 100 WASHINGTON ST  
 SUITE 200  
 BOSTON, MA 02108  
 (617) 552-1234

SCALE: 1/4" = 1'-0"

SHEET  
**3 OF 3**

**NEW LOCATION**

PROPOSED ADDED



- 1. FINISH FLOOR
- 2. FINISH WALL
- 3. FINISH CEILING
- 4. FINISH DOOR
- 5. FINISH WINDOW
- 6. FINISH STAIR
- 7. FINISH ELEVATOR
- 8. FINISH MECHANICAL
- 9. FINISH ELECTRICAL
- 10. FINISH PLUMBING
- 11. FINISH PAINT
- 12. FINISH GLASS
- 13. FINISH METAL
- 14. FINISH WOOD
- 15. FINISH FABRIC
- 16. FINISH CERAMIC
- 17. FINISH TILE
- 18. FINISH CARPET
- 19. FINISH LINOLEUM
- 20. FINISH RUBBER
- 21. FINISH VINYL
- 22. FINISH CONCRETE
- 23. FINISH GYPSUM
- 24. FINISH PLASTER
- 25. FINISH STUCCO
- 26. FINISH BRICK
- 27. FINISH BLOCK
- 28. FINISH CMU
- 29. FINISH CMU
- 30. FINISH CMU

**4 FLOOR AND WALL FINISH PLAN**



DocuSign Envelope ID: FA514A70-851C-48A7-8A83-BEE6FA27CF8C

**SUBLEASE # 53020 "A"**

This Sublease is made by and between Subway Real Estate, LLC ("Sublessor") and Dimple A Desai ("Sublessee") dated 10/18/2012

(1) The Sublessor is the Tenant under a certain Master Lease made between it and Sudbury Crossing Limited Partnership as Landlord, dated the 18<sup>th</sup> day of July, 2012 and covers premises known as Sudbury Crossing, 421-437 Boston Post Rd (Rt 20), Sudbury, MA 01776 (the Master Lease"). A copy of the Master Lease is annexed hereto.

(2) The Sublessee has inspected the premises and accepts same as is.

(3) The Sublessor hereby subleases the premises to the Sublessee for the full term of the Master Lease (including renewal options, if any), minus one (1) day, commencing September 1, 2012 at the rental called for in the Master Lease, plus all charges such as common area charges, maintenance, insurance, tax and rental escalations. In the event the Master Lease contains a right of first refusal, the Sublessee understands and agrees that the Sublessor is not including with this Sublease the Sublessor's ability to exercise this right to purchase the property; any right of first refusal to purchase the property shall remain with the Sublessor. In the event the Master Lease contains renewal options, Sublessee agrees to notify Sublessor, by certified mail or a mail service which uses a tracking system such as Federal Express or Airborne Express, of its desire to exercise its option at least one hundred eighty days (180) prior to the date on which Sublessor must notify the Landlord of its intention to exercise its option to extend the lease. The Sublessor's address for notice is 325 Bic Drive, Milford, CT 06461. The Sublessee agrees that the Sublessor may elect not to extend the Master Lease if the Sublessee fails to give the Sublessor notice as provided in this Subparagraph. Furthermore, the Sublessor may not elect to extend the Master Lease if the Sublessee shall be in default in the performance of any of the terms of the Master Lease or the Franchise Agreements referred to in Paragraph 6 during the period one hundred eighty (180) days prior to the date the Sublessor must give notice to the Landlord.

(4) The Sublessee agrees to perform and observe all of the obligations of the Sublessor under the Master Lease and make all rental payments directly to the Landlord in the manner set forth in the Master Lease. In addition to any indemnity and insurance provisions contained in the Master Lease, the Sublessee agrees at all times during the term of this Sublease and for such prior or further term as a Sublessee occupies or has possession of the premises, and thereafter relating to such period of occupancy, to indemnify, defend, and hold harmless the Sublessor and its affiliates, and the shareholders, officers, directors, employees, and agents of the Sublessor and its affiliates, from and against all liability, injury, loss, cost (including attorneys' fees), damage and expense in respect of any injury or death of any persons and/or damage to any property while in or around the premises and to obtain and maintain insurance in accordance with the Master Lease and the Franchise Agreements naming all such indemnified persons as additional insureds which shall be primary and non-contributory.

(5) The Sublessor acknowledges receipt from the Sublessee of the sum of \$3,500.00 DOLLARS, which has or shall be paid to the Landlord as the security deposit referred to in the Master Lease. In accordance with the terms of the Master Lease, the Sublessee shall be entitled to the rights of the Sublessor to the security deposit. In addition, the Sublessor acknowledges receipt from the Sublessee the sum of -00-DOLLARS which has or shall be paid to the Landlord as initial advance rent as required by the Master Lease. The Sublessor acknowledges receipt from the Sublessee the sum of \$3,500.00 DOLLARS which shall be held in a non-interest bearing escrow account and shall be returned to the Sublessee, without interest, upon the opening of this location for business. The Sublessor also acknowledges receipt from the Sublessee of the sum of FIFTY DOLLARS (\$50.00) which the Sublessee agrees is not refundable, and represents a reasonable fee the Sublessor's administrative costs of recording the Master Lease. In addition to this fee, Sublessee shall be responsible for all other necessary costs Sublessor incurs in recording the Master Lease, including but not limited to recording fees, recording taxes, conveyancing fees and conveyancing taxes.

(6) The purpose of this Sublease is so that the Sublessee can operate a SUBWAY<sup>®</sup> restaurant under the terms of a Franchise Agreement(s) with Doctor's Associates Inc. dated June 15, 2011 under the franchise number provided above ("Franchise Agreement"). If at any time during the term of this Sublease, Sublessee shall default in the performance of any of the terms of the Master Lease or the Franchise Agreement, Sublessor may terminate this Sublease on ten (10) days written notice to Sublessee, and upon such termination, Sublessee shall quit and surrender the leased premises to Sublessor but Sublessee shall remain liable for the balance of the rent due as provided in this

Sublease. The Sublessee agrees that upon such default the Landlord may demand, receive and collect any monies due or thereafter falling due without in any manner affecting such default or any notice of suit, action, order or judgment related to the default. Upon termination of this Sublease, any payment made by the Sublessee to the Sublessor, Landlord or any court shall not: a) reinstate, continue or extend the term of the Sublease; b) affect any notice previously given to the Sublessee; or c) operate as a waiver of the right of the Sublessor to recover possession of the demised premises by proper suit, action, proceeding or remedy. All monies collected shall be deemed to be payments made in accordance with the terms of this Sublease or applied toward any outstanding balances owed by the Sublessee. The parties agree that trial by jury shall be waived in the event of litigation.

The Sublessee agrees to pay to the Sublessor upon demand, as additional rent, any fees, costs or charges, including attorneys' fees and legal costs, incurred by the Sublessor in enforcing any of the terms or provisions of this Sublease, including without limitation for collecting any unpaid or late rental amounts or eviction proceedings. The Sublessor may charge interest on all past due amounts at the maximum legal rate in the jurisdiction in which the SUBWAY<sup>®</sup> restaurant.

(7) The Sublessee may sublease the premises only to a franchisee of Doctor's Associates Inc. for use as a SUBWAY<sup>®</sup> restaurant provided that the prior written consent to the subletting is obtained from the Sublessor, which consent shall not be unreasonably withheld. If Sublessor consents to the subletting of the premises, this consent shall not operate to release the Sublessee from their obligations under the Sublease.

(8) The parties agree that if the Sublessee has received the necessary approvals from the Sublessor, the Sublessee may operate on the premises a SUBWAY<sup>®</sup> restaurant and a restaurant for an approved concept franchised by a third party franchisor. Throughout this Sublease, the term "Franchise Agreement", shall refer to the franchise agreement with Doctor's Associates Inc. referenced in Paragraph 6 of this Sublease, and any franchise agreement between the Sublessee and an approved third party franchisor, if the Sublessee is operating their SUBWAY<sup>®</sup> restaurant in conjunction with an approved third party franchisor concept on the premises. The Sublessee agrees to comply with the terms and conditions contained in the Disclosure Document, Operations Manual, and Franchise Agreement, of the third party franchisor and Doctor's Associates Inc. The Sublessor may terminate this Sublease on ten (10) days written notice in accordance with Paragraph 11 of this Sublease and the Sublessor may offer this location to another franchisee if the Sublessee fails to complete the build-out of the portion of the premises where the approved concept will operate within forty-five (45) days after occupancy from the Landlord. The Sublessee understands that the success, if any, of a SUBWAY<sup>®</sup> restaurant operating in conjunction with an approved concept franchised by a third party franchisor, is the responsibility of the franchisee and the Sublessee also acknowledge that representations of sales or earnings have not been made to them by the employees or agents of the third party franchisor, as to this or any other location. If at any time during the term of this Sublease, the Sublessee's franchise agreement with the third party franchisor is terminated, the Sublessor may authorize the Sublessee to operate on the premises an approved concept franchised by another third party franchisor.

(9) The Sublessor is hereby conveying to the Sublessee, subject to the terms and conditions of the Sublease, only those rights to the aforesaid premises which it acquired by virtue of the Master Lease. The Master Lease describes the Landlord's duties which the Sublessor is not obligated to perform. If the Landlord fails to perform its duties under the Master Lease, the Sublessee must send Sublessor a notice by certified mail or a mail service which uses a tracking system such as Federal Express or Airborne Express, describing the Landlord's default in detail. Upon receipt of the notice, the Sublessor shall then promptly notify the Landlord and demand performance of the agreement contained in the Master Lease. In the event Sublessee wishes to engage the services of an attorney to settle any disputes arising out of the Master Lease agreement, all fees and costs shall be borne by the Sublessee, it being understood that Sublessor is under no obligation to bring or defend any action brought by or against the Sublessee, the Sublessor or the Landlord.

(10) The Sublessee shall not make any agreement with the Landlord which could modify, cancel or terminate the Master Lease.

(11) The Sublessor may terminate this Sublease on ten (10) days written notice and Sublessor may offer this location to another franchisee if: a) the Sublessee does not commence construction of the premises within seven (7) days after obtaining occupancy from the Landlord by expeditiously ordering their equipment, submitting all necessary

funds, making application for required permits and licenses; and b) the Sublessee does not complete the build-out of the store and then open the store within forty-five (45) days after occupancy from the Landlord. In such an event, the Sublessee understands that the security deposit referred to in Paragraph 5 will not be refunded.

(12) The Sublessee acknowledges that they have read the Disclosure Document, Operations Manual, and Franchise Agreement of Doctor's Associates Inc., and the Master Lease. The Sublessee agrees, to build and operate the franchise in compliance with these agreements. The Sublessee understands that the success, if any, of any given SUBWAY® restaurant, is the responsibility of the franchisee and the Sublessee also acknowledge that representations of sales or earnings have not been made to them by the employees or agents of Doctor's Associates Inc., as to this or any other location.

(13) The Sublessee understands that the building or the premises contained within the building (the "Building") must comply with the requirements of the Americans with Disabilities Act of 1990 (ADA) and other applicable codes or ordinances. The Sublessee acknowledges that under certain circumstances the Tenant under the Master Lease may have the responsibility and obligation to ensure that the Building complies with the ADA and other applicable codes or ordinances. Under these circumstances, the Sublessee understands and acknowledges that it will be the Sublessee's responsibility for said compliance and the Sublessee shall bear all costs associated therein. The Landlord may also have certain responsibilities and obligations to ensure that the Building is in compliance with the ADA or other applicable codes. In consideration of the Sublessor executing this Sublease, the Sublessee further agrees to indemnify the Sublessor for any legal fees, other expenses and damages ensuing from any lawsuit, government investigation or government enforcement action brought by an individual, group of individuals or any government agency for violation of the ADA or other applicable codes or ordinances.

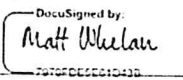
(14) This Sublease must be signed by each individual who signed the Franchise Agreement as franchisee, each of whom shall be jointly and severally liable under this Sublease. This Sublease contains the entire agreement between the Sublessor and the Sublessee with respect to the premises. This Sublease may only be amended or provisions hereof waived or modified, only in writing.

(15) This Sublease may be executed in one or more counterparts, any one of which need not contain the signature of more than one party and all of which taken together will constitute one and the same agreement. This Sublease will become effective when fully executed and delivered to by all parties whether in one or more counterparts. Except for execution and delivery of this Sublease by all parties, there are no conditions precedent to this Sublease becoming effective.

IN WITNESS WHEREOF, the parties have executed this Sublease as of the date first written above.

SUBLESSOR: Subway Real Estate, LLC

Dated: 10/18/2012

Signature: 

Name (please print): Manager

Title (please print): \_\_\_\_\_

SUBLESSEE

Dated: 7/27/2012

BY: 

DIMPLE A DESAI

DAI Sublease 05/11 as

# AGENDA REQUEST – Item #18

## BOARD OF SELECTMEN

### Requestor's Section:

**Date of request:** June 5, 2014

**Requestor:** Patty Golden

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

### CONSENT CALENDAR

Review and sign the Special Town Election Warrant for June 24, 2014

**Financial impact expected:** N/A

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

The Warrant is scheduled to go to the printer on Wednesday, June 11 -- for posting and delivery to residents no later than June 17, 2014 – one week prior to the Election.

**Recommendations/Suggested Motion/Vote:** Vote to sign the Special Town Election Warrant for June 24, 2014.

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

### Selectmen's Office Section:

**Date of Selectmen's Meeting:** June 10, 2014

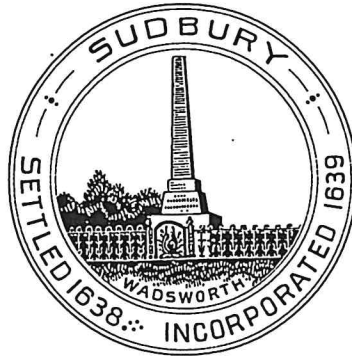
**Board's action taken:**

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

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

**TOWN OF SUDBURY  
MASSACHUSETTS**

**OFFICAL WARRANT**



**SPECIAL TOWN ELECTION**

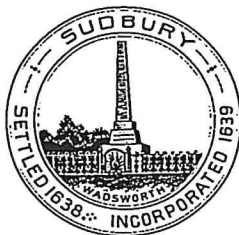
**June 24, 2014**

Polls Open 7:00 A.M. to 8:00 P.M.

**Precincts 1, 1A, 2 & 5**  
Fairbank Community Center, Fairbank Road

**Precincts 3 & 4**  
Sudbury Town Hall, Concord Road

**TOWN OF SUDBURY  
SPECIAL TOWN ELECTION  
WARRANT**



Commonwealth of Massachusetts  
Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town Elections, that voters residing in Precincts 1, 1A, 2 and 5 should meet at the Fairbank Community Center and voters residing in Precincts 3 and 4 should meet at the Town Hall in said Town on Tuesday, June 24, at seven o'clock in the forenoon; then and there to vote on the following ballot question:

**BALLOT QUESTION**

*Shall the Town of Sudbury be allowed to assess an additional \$685,000 in real estate and personal property taxes for the purpose of purchasing an ambulance and a fire engine including the payment of all costs incidental or related thereto for the fiscal year beginning July First 2014?*

YES \_\_\_\_\_ NO \_\_\_\_\_

SUMMARY: Under Article 15 of the 2014 Annual Town Meeting, voters passed an article funding the Fiscal Year 2015 purchase of an ambulance and one Fire Engine, both inclusive of associated equipment, in the amount of \$685,000, contingent upon submitting a capital exclusion question to the voters at a subsequent Special Town Election.

This ballot question seeks to increase the amount of property tax revenue the Town may raise in Fiscal 15 (July 1, 2014 – June 30, 2015) for a one year period only for the stated purpose. It does not increase the Town's levy limit nor does it become part of the base for calculating future years' levy limits.

The estimated impact of increasing the FY15 taxes an additional \$685,000 is \$0.17 per \$1,000 assessed value. For example, the tax impact on the 2014 average home value of \$640,277 is estimated at \$108 in FY15.

A "yes" vote on this question will authorize the Town to increase FY15 taxes in order to pay for the purchase of an ambulance and fire engine; and a "no" vote will mean the purchase cannot go forward.

**ARGUMENT FOR PASSAGE:** The Fire Chief is requesting funds to replace a 1987 Ford Fire Engine and a 2003 Ford Ambulance.

Fire engines are normally kept in front line service for fifteen years, then for five years as reserve apparatus. The 1987 Ford Fire Engine is 27 years old and needs extensive repair. The Fire Chief deemed the repairs to be beyond the worth of the vehicle and took it out of service. These funds will allow the Department to replace the 1987 Ford with a new fire engine.

Ambulances are normally kept in front line service for five years, then for five years in reserve service. The Fire Department presently has two ambulances, a 2008 ambulance in front line service and a 2003 in backup service. The funds requested will allow the Department to trade in the 2003 ambulance for a new one. The new ambulance will become the front line ambulance; the 2008 ambulance will be moved to backup service.

A new fire engine and ambulance are vital pieces of equipment to help the Fire Department continue our mission to provide prompt emergency medical services and fire suppression throughout the Town. Delays in purchasing this equipment could result in increased response times and increased costs for repairs and maintenance.

**ARGUMENT IN OPPOSITION:** Passage of this capital exclusion would increase the tax levy above the amount already required for the FY15 operating budget. This extra tax is concentrated in one year and as such will present an additional hardship for those already struggling.

Polls will open at seven o'clock in the forenoon and will be closed at eight o'clock in the evening.

And you are required to serve this Warrant by posting an attested copy thereof at the Town Hall at least seven days before the time appointed for such election.

Hereof fail not and make due return of the Warrant by your doing thereon to the Town Clerk, at or before the time of election aforesaid.

Given under our hands this 10<sup>th</sup> day of June, 2014.

SELECTMEN OF SUDBURY:

Charles C. Woodard

Lawrence W. O'Brien

Robert C. Haarde

Leonard A. Simon

Patricia A. Brown

# AGENDA REQUEST - Item #19

## BOARD OF SELECTMEN

### Requestor's Section:

**Date of request:** *June 3, 2014*

**Requestor(s):** *Laura Abrams, Agricultural Commission chair*

**Action requested:** *Appoint Edward B. Houser to the Agricultural Commission for a term to expire May 31, 2017*

**Financial impact expected:** *None*

**Background information:** *See attached*

### CONSENT CALENDAR

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

*Vote to appoint Edward B. Houser, Jr., 24 Pelham Island Road, as a member of the Agricultural Commission for a term to expire May 31, 2017, to fill the seat vacated by John Donovan, as requested by Laura B. Abrams, chairman.*

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

### Selectmen's Office Section:

**Date of Selectmen's Meeting:** *June 10, 2014*

**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 )**



**From:** Laura Abrams [mailto:mcbala3@gmail.com]  
**Sent:** Tuesday, June 03, 2014 9:34 AM  
**To:** Frank, Leila  
**Subject:** Re: Reappointment to Agricultural Comm.

Yes - please appoint Ed Houser.

Thank you

On Tue, Jun 3, 2014 at 9:24 AM, Frank, Leila <[FrankL@sudbury.ma.us](mailto:FrankL@sudbury.ma.us)> wrote:

Hi Laura,

Per your recommendation, you were re-appointed to the Agricultural Commission. John Donovan was not re-appointed. Do you still wish to move forward with the appointment of Edward Houser, Jr? If so, he can be appointed at the June 10 meeting. Please confirm when you have a chance.

Thank you,  
Leila

**Leila S. Frank**  
**Town of Sudbury, Office of Town Manager/Board of Selectmen**  
**Office Supervisor**  
**278 Old Sudbury Road**  
**Sudbury, MA 01776**  
**[978-639-3380](tel:978-639-3380)**  
**Fax) [978-443-0756](tel:978-443-0756)**

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



# Agricultural Commission

Sudbury, Massachusetts

Subscribe

## Agricultural Commission

The Agricultural Commission is an advisory commission only. However, it provides a voice for the farming community and improve the visibility of agriculture in Sudbury. It provides a network for farmers to assist them with resources that are available as far as business, estate, and conservation planning; as well as financial assistance, state and federal grants, plus educational opportunities.

The Agricultural Commission is a valuable source of input for farming issues that arise. It also provides an agricultural perspective to assure the rich agricultural tradition of Sudbury is not inadvertently disadvantaged. It is an advocate for current and future regulations and benefit existing and future farms in Sudbury, as well as develop a working relation with State and Federal legislators.

The Commission will open lines of communication with Sudbury's Board of Selectmen, Conservation Commission, Board of Health, Planning and Zoning Boards by providing input on agricultural issues brought before the boards; therefore, allowing it to serve as an advocate, mediator, or negotiator with respect to farming complaints, issues, and regulations.

Preserving the farmland resource is the basic first step to keeping agriculture healthy and active in our local economy. If agriculture is to prosper and be sustainable in Sudbury, it must be able to apply generally acceptable agricultural practices, market its production, and live in harmony with neighbors. The Commission encourages the pursuit of agriculture as a career opportunity and lifestyle by supporting Massachusetts Agriculture in the Classroom, a statewide program.

## Contact

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

## Members

Current Members				
Name	Position	Address	Term	End Date
Laura B. Abrams	Chairman	48 Horse Pond Rd	3	05/31/2017
VACANCY	Member		3	
Nicholas Clayton	Member	8 Pine Ridge Rd	3	05/31/2015
Pamela Duggan	Member	999 Concord Rd	3	05/31/2016
Karen Hodder	Member	136 Hudson Road	3	05/31/2016

# AGENDA REQUEST - Item #20

## BOARD OF SELECTMEN

### Requestor's Section:

**Date of request:** *June 3, 2014*

**Requestor:** *Rosemary Harvell, Town Clerk*

**Action requested:** CONSENT CALENDAR -

*Vote the appointment of two Election Officers: Norina Boyle Zywiak and Joanne M. Bennett, for terms to expire on August 14, 2014*

**Financial impact expected:** *None*

**Background information:** *Additional election workers are needed due to the upcoming Special Town Election June 24.*

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

*Vote to appoint two registered voters: Norina Boyle Zywiak, 35 Maple Avenue, #802, and Joanne M. Bennett, 86 Robbins Road, as Election Officers with terms to expire on August 14, 2014, as requested by Rosemary Harvell, Town Clerk.*

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

### Selectmen's Office Section:

**Date of Selectmen's Meeting:** *June 10, 2014*

**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 #21

## BOARD OF SELECTMEN

### Requestor's Section:

**Date of request:** *May 19, 2014*

**Requestor:** *Bella Wong and Andrea Terkelsen*

---

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

*CONSENT CALENDAR As co-trustees of Town donations, approve a disbursement from the George J. Raymond Scholarship Fund*

---

**Financial impact expected:** *\$1,500 from the fund*

---

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

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**Recommendations/Suggested Motion/Vote:** *Vote to approve the disbursement of \$1,500 from the George J. Raymond Scholarship Fund to the 2013-14 academic school year recipient Natalie Howard, as requested by Lincoln-Sudbury Regional High School Superintendent/Principal, Bella Wong, and Co-Trustee Andrea Terkelsen, Finance Director, Treasurer/Collector.*

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

### Selectmen's Office Section:

**Date of Selectmen's Meeting:** *June 10, 2014*

---

**Board's action taken:**

---

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

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RECEIVED  
TAX COLLECTOR'S OFFICE  
LINCOLN-SADBURY REGIONAL SCHOOL DISTRICT  
390 LINCOLN ROAD

SADBURY, MASSACHUSETTS 01776-1409

2014 MAY 21 P 2:33

BELLA T. WONG

SUPERINTENDENT/PRINCIPAL  
SADBURY, MA



CONTACT:

BELLA\_WONG@LSRHS.NET

978-443-9961 - EXT 2373

FAX 978-443-8824

May 19, 2014

Board of Selectmen  
Town of Sudbury  
Flynn Building  
Sudbury, MA 01776

Dear Gentlemen:

Lincoln-Sudbury Regional High School recommends that the Board of Selectmen award the Raymond Scholarship for 2014 to Natalie Howard, a 2013 graduate of Lincoln-Sudbury. Natalie was a top student at L-S and has just finished her freshman year at Washington University in St. Louis.

This year at Washington University, Natalie enjoyed the study of linguistics and finds herself gravitating toward international studies. She joined the Women's Crew Team and was nominated Captain for school year 2014-2015.

Natalie is an exceptional student with a sincere and deep love of learning and a strong desire to be challenged yet maintains a refreshing humility and down-to-earth nature that draws people to her. She is a perfect candidate to receive the Raymond Scholarship for 2014.

Thank you for your consideration of this recommendation.

Sincerely,

Bella Wong  
Superintendent/Principal

## Golden, Patricia

---

**From:** Terkelsen, Andrea  
**Sent:** Wednesday, June 04, 2014 5:40 PM  
**To:** Golden, Patricia  
**Subject:** RE: Raymond Scholarship Acceptance

Patty,

This is to confirm that we will be awarding \$1,500 to the Raymond Scholarship recipient this year.

Andrea

---

**Andrea L. Terkelsen**  
**Finance Director**  
**Town of Sudbury**  
278 Old Sudbury Road  
Sudbury, MA 01776  
phone 978-639-3376  
fax 978-443-8450  
[terkelsena@sudbury.ma.us](mailto:terkelsena@sudbury.ma.us)  
[www.sudbury.ma.us](http://www.sudbury.ma.us)

All general finance questions or inquiries may be sent to [finance@sudbury.ma.us](mailto:finance@sudbury.ma.us). All general treasurer or tax related inquiries may be sent to [treasurer@sudbury.ma.us](mailto:treasurer@sudbury.ma.us). All inquiries done in this manner will also be answered in the order they are received and as quickly as possible.

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:** Golden, Patricia  
**Sent:** Tuesday, June 03, 2014 5:10 PM  
**To:** Terkelsen, Andrea  
**Subject:** RE: Raymond Scholarship Acceptance

Hi Andrea,  
Do we need to mention the amount of the award? Last year it was \$1500.

Thanks.

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

# AGENDA REQUEST - Item #22

## BOARD OF SELECTMEN

### Requestor's Section:

**Date of request:** *June 3, 2014*

**Requestor:** *Graham R. Taylor*

**Action requested:** CONSENT CALENDAR

*Vote to approve the placement of signs announcing the July 4<sup>th</sup> Road Race, from June 20<sup>th</sup> to July 5<sup>th</sup>, 2014, as requested by Graham R. Taylor, 221 Goodman's Hill Road, in a letter dated June 3, 2014.*

**Financial impact expected:** *None*

### Background information:

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

*Vote to approve the placement of signs announcing the July 4<sup>th</sup> Road Race at the following locations: West side of Concord Road at Featherland Park; Northwest corner of Fairbank and Hudson Road., Southwest corner of Peakham and Old Lancaster Road, Fire Headquarters, 77 Hudson Road (contingent on permission from Fire Dept.), 221 Goodman's Hill Road, 46 Union Ave. (Precourt Stone); and northeast corner of Morse and Ridge Hill Road, from June 20<sup>th</sup> to July 5<sup>th</sup>, 2014, as requested by Graham R. Taylor, 221 Goodman's Hill Road, in a letter dated June 3, 2014.*

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

### Selectmen's Office Section:

**Date of Selectmen's Meeting:** *June 10, 2014*

**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 )

**Graham Taylor**

---

To: Sudbury Selectmen  
Cc: taylor1776@gmail.com  
Subject: July 4th Road Race Signs

Board of Selectmen:

June 3, 2014

On behalf of the July 4th Road Race Committee, I request permission to place road race signs at the following locations:

- West side of Concord Road at Featherland Park
- Northwest corner of Hudson and Fairbank Roads
- Southwest corner of Peakham and Old Lancaster Roads
- Hudson Road at Fire Station. Will get permission from Fire Chief.
- 221 Goodman's Hill Road, my residence
- Precourt Stone Co., 46 Union Ave.

\* *NE corner Morse + Ridge Hill Sts Ridge Hill*

These signs will go up on June 20 and come down on July 5.

Graham Taylor, for the July 4th Road Race Committee.  
978 443-5024

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
2014 JUN - 5 P 3:29

*\* Northeast Corner Morse and Ridge Hill*