

SUDBURY BOARD OF SELECTMEN
AGENDA - TUESDAY, MAY 20, 2014
7:30 p.m., Lower Town Hall, 322 Concord Road

1. 7:30 Opening remarks by Chairman
2. 7:30 Vote to appoint Maryanne Bilodeau as acting Clerk for the meeting
Vote
3. 7:35 Report from Acting Town Manager Bilodeau
4. 7:40 Reports from Selectmen
5. 7:45 Citizen's comments on items not on agenda
6. 8:00 Question of calling a Special Town Election for Tuesday, June 24, and place the capital
Vote exclusion ballot question on the Warrant regarding purchase of a Fire Department
Ambulance and Fire Engine, pursuant to Article 15 of the 2014 Annual Town Meeting
(*Rosemary B. Harvell, Town Clerk, will attend*)
7. 8:10 Vote to award the Bond Anticipation Notes pertaining to Article 16 of the 2013 Annual
Vote Town Meeting, as outlined in a memorandum from Andrea Terkelsen, Finance Director-
Treasurer/Collector.
8. 8:20 Meet with Town Finance Director Andrea Terkelsen to update Board on tax delinquency
with Sierra's restaurant
9. 8:30 Meet with Park & Recreation Commission regarding proposal to accept a gift from
Sudbury Youth Baseball to make upgrades to Upper Featherland softball area.
10. 8:45 Question of voting to terminate the Intermunicipal Agreement with the Town of
Wayland, effective midnight July 31, 2014 and thank the Town of Wayland for their
participation in this IMA since 2009, as requested by the Town Manager.
11. 9:00 Meet with Police Chief Scott Nix regarding new initiatives of Police Department and
update on departmental activities.

Miscellaneous:

12. **Vote** Vote to approve the Intermunicipal Agreement with the City of Marlborough to continue
the "Marlborough-Sudbury Regional Veteran's District" effective July 1, 2014 through
June 30, 2016 and authorize the Town Manager to sign agreement on behalf of the Town
of Sudbury, contingent upon the Marlborough City Council's approval and that there are
no substantial changes to the attached document, as requested by Maureen G. Valente,
Town Manager.
13. **Vote** Vote to amend the mission statements of three ad hoc committees created by the Board of
Selectmen to have a new expiration date of May 31, 2015.

14. **Vote** Vote to approve the annual re-appointments of those listed (all of which are subject to acceptance), to acknowledge the resignations of those who choose not to be re-appointed, and to send a letter of appreciation to the resigning volunteers for their service to the community.
15. **Vote** Vote to accept a parcel of land as a gift from NSTAR, for conservation purposes, as described in section 4.1 of the Memorandum of Understanding between the Town of Sudbury and NSTAR dated 3/28/14, as requested by Jody Kablack, Director of Planning and Community Development.
16. Question of beginning the process to determine the Board of Selectmen's liaison assignments for FY15
17. Question of changing the meeting date for two Board of Selectmen's meetings due to conflict with Town elections on original Board meeting dates.
18. **Vote** Vote to elect a new chair and vice-chair, and reappoint Town Manager Maureen G. Valente as clerk to the Board of Selectmen

Consent Calendar:

19. **Vote** As the Licensing Authority for the Town of Sudbury, vote to renew a billiards table license for the American Legion Sudbury Post #191, Inc., Spencer R. Goldstein, Manager, 676 Boston Post Road, said license to expire on May 1, 2015.
20. **Vote** Vote to approve the April 29, 2014 regular session meeting minutes.
21. **Vote** Vote to grant a special permit for a charity bike ride, Breakaway, on Sunday, June 8, 2014, starting at 7:30 a.m. and ending approximately 3:00 p.m., 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.
22. **Vote** Vote to approve the award by the Town Manager to Maguire Equipment, Inc., at the bid price of \$88,714.00, for the purchase and installation of two 4 c.y. trash compactors with customized hoppers, including removal of the existing compactors, and the purchase and installation of one 4 c.y. cardboard compactor with user access component for the transfer station, the Town Manager to execute all documents related thereto, as requested by Bill Place, DPW Director.
23. **Vote** Vote to accept a \$100 check into the Sudbury DARE Program account from Haynes School PTO in honor of Officer Rocky Conrado for his dedication to the program, said funds to be expended under the direction of the Town Manager.

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

AGENDA REQUEST – Item #6
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Question of calling a special election and approving the ballot wording*

Date of request: *5.12.14*

Requestor: *Town Manager Valente*

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

To call a special election for Tuesday June 24 and place the capital exclusion ballot question on the Warrant regarding purchase of a fire department ambulance and fire engine, pursuant to article 15 of the Annual Town Meeting

Financial impact expected: *\$685,000 was appropriated under this article, subject to Proposition 2 ½ capital exclusion. Vote needs to be taken by June 30, 2014.*

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

Recommendations/Suggested Motion/Vote:

Move to call a Special Town Election to be held Tuesday June 24, and to place the following capital exclusion Ballot Question on the Warrant for the Special Town Election of June 24, 2014: "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?"; and further to direct Town Counsel to prepare the Argument in Opposition for the Warrant, there being no organized opposition.

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

Maryanne Bilodeau, Assistant Town Manager

Selectmen's Office Section

Date of Selectmen's Meeting: **5/20/14**

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 ()

AGENDA REQUEST – Item #7
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Question of accepting the winning bid for Bond Anticipation Notes*

Date of request: *5.115.14*

Requestor: *Town Manager Valente*

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

To accept the bids for Bond Anticipation Notes sold by Town Finance Director/Treasurer
Andrea Terkelsen

Financial impact expected: *As presented by Ms. Terkelsen*

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

Recommendations/Suggested Motion/Vote:

Please use the motion prepared by Bond Counsel

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

Andrea Terkelsen, Finance Director/Treasurer-Collector

Selectmen's Office Section

Date of Selectmen's Meeting: **5/20/14**

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 ()

MEMORANDUM

To: Board of Selectmen
Maureen Valente, Town Manager

From: Andrea Terkelsen, Finance Director/ Treasurer-Collector

Date: May 15, 2014

Subject: Note Sale

Move to accept the notice of BANs (Bond Anticipation Notes) sold on May 15, 2014 and awarded by the Town Treasurer through the State House Note program.

Background: Earlier today, I took bids on \$627,000 in short-term debt (bond anticipation notes) through the State House Note program. This issue is to provide funding for the start of the Police Station Headquarters project. Proceeds are to be delivered on May 28, 2014.

Sale Amount: \$627,000 Duration: 360 days

We received (3) bids from local banking institutions. The BAN for the entire sum of \$627,000 is to be awarded to Century Bank at 0.45%.

Repayment Source: General funds most likely obtained by another BAN or bond issue near the end of FY15 in accordance with a Town Meeting held in May 2013 and subsequently approved by special election in June 2013.

It should also be noted that proceeds from this BAN issue will be used to retire (payoff) any internal borrowing for the project by June 30, 2014 as prescribed by law as well as pay for ongoing expenditures until the due date next May at which time the final costs for Phase I engineering and design will be added to a new, much larger BAN to pay for construction. Should phase II construction get underway in advance of our next short-term borrowing I will request that the Board authorize internal borrowing during FY15.

Several documents require signatures by the Board of Selectmen, Town Treasurer and Town Clerk.

AGENDA REQUEST – Item #8

BOARD OF SELECTMEN

Requestor's Section

Date of request: *May 13, 2014*

Requestor: *Andrea Terkelsen, Finance Director*

Action requested:

Discussion to update Board on tax delinquency with Sierra's restaurant

Financial impact expected:

Discussion only

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

N/A

Recommendations/Suggested Motion/Vote: *Discussion only; no vote*

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

Selectmen's Office Section

Date of Selectmen's Meeting: *May 20, 2014*

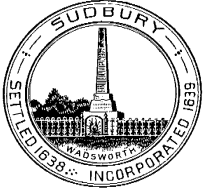
Board's action taken:

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

Future Agenda date (if applicable):

Distribution:

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



TOWN OF SUDBURY
Finance Department

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

MEMORANDUM

DATE: May 14, 2014
TO: Board of Selectmen
RE: Sierra's Restaurant (470 North Road) Tax Payment Plan Status
FROM: Andrea Terkelsen, Finance Director-Treasurer/Collector

For your consideration

To consider whether or not to take any action concerning a conditional 2014 liquor license granted to Sierra's Restaurant located at 470 North Road in Sudbury, in accordance with Town of Sudbury local general bylaw Article 18.

Background

At a meeting on December 3, 2013 the Board voted to grant Sierra's liquor license renewal for 2014 subject to compliance with the terms of a tax payment agreement between myself as the Town Treasurer and the owners of 470 North Road. The Board further instructed me to report back if the owners should fail to comply with the payment agreement.

Notice to Board

The owners of 470 North Road are in default of the payment agreement after making only two of eleven monthly installments against what remains a preexisting tax title balance of more than \$14,000. The owners of the property owe an additional \$12,000 in taxes and interest for FY14.

Below is a current breakdown of all taxes and charges as of today:

Tax Year	Tax/Title Principal	Accrued Interest	Total Due
FY14*	\$ 10,330.15	\$ 577.53	\$ 10,907.68
FY13	\$ 10,598.91	\$ 1,189.41	\$ 11,788.32
FY12	\$ 3,693.97	\$ 127.92	\$ 3,821.89
Totals	\$ 24,623.03	\$ 1,894.86	\$ 26,517.89

*unpaid taxes and charges for the current fiscal year will be automatically added to tax title on or before June 30, 2014.

Please be advised that separate from any decision that the Board may wish to consider as a licensing authority, the Town reserves all rights and remedies afforded under Mass. General Laws to collect delinquent real estate taxes including but not limited to pursuing property foreclosure in Land Court.

AGENDA REQUEST – Item #9
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Discussion with Recreation Commission, at their request, to discuss proposed upgrades to Featherland Park*

Date of request: *5.15.14*

Requestor: *Town Manager Valente*

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

To engage in a continued discussion with the Recreation Commission regarding best options for moving forward with upgrades and changes to the Featherland park softball areas.

Financial impact expected: *Unclear at this time, but Recreation Commission has voted to accept financial support in the amount of \$200,000 from LS Youth Baseball in connection with this project*

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

Recommendations/Suggested Motion/Vote:

No recommendation at this time. Recreation commission is looking for feedback from the Board on the project in general and willingness to accept this gift in specific, when funds are actually presented to the Board.

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:

5/20/14

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 ()

Valente, Maureen

From: McShea, Nancy <nmc Shea@wayland.ma.us>
Sent: Tuesday, May 13, 2014 12:45 PM
To: Valente, Maureen; Bilodeau, Maryanne; Place, Bill; Golden, Patricia
Cc: jim.marotta@marottava.com; Griffin, Paul
Subject: Memo to Board of Selectmen and Chair Woodard from the Park and Recreation Commission

Importance: High

Hi Maureen, Would you kindly pass along the following information to Chair Woodard and the BOS regarding the Park and Recreation Commission's request to be on the BOS agenda on 5/20 relative to Featherland Field, thank you – Nancy McShea

The Park and Recreation Commission vote to accept a gift of \$200,000 from LS Youth Baseball to renovate Upper Featherland Softball field into a turf infield/grass outfield and to meet all applicable ADA requirements (plans as stated in the design presented from Gale associates). The vote included a caveat that spells out that Lincoln – Sudbury girls softball continue to have use of the field as currently arranged and that Men's softball have usage of the field as agreed upon in writing with a start time in May of 6:45 and in June, July and August of 6:30 Monday – Friday. In exchange for this donation to renovate the field LS Youth baseball will be seeking a legal agreement with the Town to use the field for 1.5 hours Monday – Friday for baseball practice and have unlimited use on the weekends with the exception of Sundays mornings when the current Jewish men's softball team plays. The Park and Recreation Commission supports this agreement completely and would encourage the BOS to do so as well and to enter into a legal agreement with LS youth baseball to accomplish this project.

The overall plan for Featherland is that the lower portion will remain the same and that Upper Featherland will have the renovation stated above for the softball field and potentially in the future the current upper 60' diamond may be renovated to a 50'/70' diamond if the interest and demand is there for a program at the 6th grade level. At this time the 50'/70' program will be rolled out on the softball field as the turf infield makes this a multiuse infield, with movable bases, movable mound to accommodate 43' high school softball, 46' men's softball pitching rubber, movable pitcher's mound, and movable bases to accommodate all ages. If the 50/70 is popular and grows and is then expanded to the 6th grade level then the 60' diamond at upper may be turned into a 50/70 field. Additionally the commission will be looking at improving the tennis courts at Featherland or assessing the need for tennis courts at this location, perhaps basketball is better or no courts at all, these are future considerations that the commission will be addressing. It is the intent of the Park and Recreation Commission that all users continue to be accommodated in the manner in which they currently use the fields, it is not the intent of the Commission to prevent usage of this facility by any of the current users.

If the Town accepts the gift for the work then Gale Associates can prepare all the bid documents with the exception of the Town's legal front and back requirements. The Town would need to advertise and open the bid. Nancy McShea could oversee the project and Gale could serve as oversight for the milestone marks along the way.

It is anticipated that the DPW work load will not increase by renovating this field. Replacing the dirt infield with a turf infield will reduce the need to line and rake the infield before games. The turf will require some maintenance on high wear areas and depending on the turf used will come with recommendations from the manufacturer for what that maintenance will need to be. The other change will be the area where the turf will meet the natural grass, care will need to be taken to mow this area so as to limit the grass being thrown from one area to another which may make the mowing a bit more tedious than usual.

The renovations to the existing softball field are not anticipated to impact the neighbors in any way more than the fields already do. There is not anticipated to be any increase in parking or overflow into neighboring areas. At most LS youth baseball has indicated that they may play 1 tournament on this field, that would be it. The Commission does not expect any increase beyond that in usage or traffic flow to the site.

The only impact of current or potential uses of Featherland would be during the 6-8 weeks that it would be under construction for the project. This would involve taking the softball field off line for that period of time. With the renovation we would not expect this to change any past practices such as allowing LS to park at the site for graduation etc.

This project will not have any effect on the tennis courts or the ice skating area at all. The project proposed is limited to the current footprint of the softball field.

The next steps for Featherland would be the potential to develop a 50/70 field at the current upper 60' baseball field. Also the Commission will explore the tennis courts and whether money would be best spent to update those courts, replace those courts with basketball courts or remove courts from the site all together. Yes this project on the softball field would be the first phase of a potential 2 or 3 phase project at Featherland.

Finally, the Park and Recreation Commission would like the BOS to move rather quickly, yet prudently on this project. The LS youth baseball would like to be able to have construction of this field begin in the Fall so that the field will be open in the Spring of 2015 so that it is in use for next season. According to Gale Associates this project will take 6-8 weeks to construct and being that it is an artificial turf infield it can be played on once it is completed, unlike a grass field which needs time to be established before it can be played on.

The Park and Recreation Commission is looking forward to discussing this with the Board of Selectmen and moving this project forward. The Commission has been hard at work identifying areas that could benefit from being renovated to improve usage and groups that need additional facilities to accommodate growing needs. We hope to be able to meet with you on May 20th.

Thank you, -Nancy McShea

DRAFT

Town of Sudbury
Park and Recreation Commission
Meeting Minutes

May 12, 2014

Present: Commissioners- Dick Williamson, Paul Griffin, Jim Marotta, Mike Ensley, Bobby Beagan
Guests: Peter Soule, Carlo Lepordo, Al Fordiani, Mike Walsh, Mike Nobile, Lesley Feldman

Meeting started at 6:30pm.

Minutes from April were approved with corrections.

Nancy informed the Commission that she met with Len Noce and Bill Place regarding improvements at Feeley field. Len is coordinating the American Legion Baseball team and tournament this summer. He was asking for safety improvements at Feeley and help with facilitating a new scoreboard with Middlesex Bank. Nancy informed Len that she and Bill would look at the field safety requests, but other improvements that Len was requesting would be in his area for fundraising. In addition she informed him that the scoreboard would have to be accepted as a donation by the Selectmen. Paul stated he would contact Len to see what need to be done in regard to the scoreboard since he recently went through the process for the scoreboard at Cutting field.

Featherland Field – Nancy distributed an email from Maureen Valente which identified questions she would need answered by 5:00pm on Wednesday, May 14 in regard to the proposed donation from Youth Baseball for renovations at the current softball field at Featherland field. The questions in the email must be answered in order to get on the Board of Selectmen's May 20th agenda. It was agreed that all Commissioners will review the email and answer the questions to the best of their knowledge on the subject and send their answers to Nancy by Wednesday morning so she can compile them and respond to M. Valente.

Mike was presented the plan from Youth baseball that their gift of \$200,000 to renovate the existing softball field at Featherland is contingent on LS Youth Baseball receiving in return 1 ½ hour time slot each weekday, use on the weekend (except here existing men's softball leagues have been scheduled), and access to the field in the summer. The current agreement is that Youth baseball will be off the field by 6:45 during the week, so men's softball can begin their games at 7:00 in May, and off at 6:30 during the week in June, so men's softball will begin their games at 6:45pm. The LSRHS use will only go through May.

Carlo and Peter stated that men's softball was in agreement as long as the timeframes were followed. A memo with stating their agreement was distributed. Mike Walsh stated he had letters of agreement from Girls' softball and the LSRHS athletic director.

Nancy and the Commissioners took the time to ask Mike Walsh some of the questions in the email from Maureen. Mike did not see an increase in tournaments at this time, upper Featherland renovation should be kept in the plan at this time, there would be no change to the parking or tennis courts, and the time frame would be to start in September 2014 and have the field ready to go in spring of 2015.

Jim Marotta motion: To accept the LS Youth Baseball gift of \$200,000 for the renovation of Upper Featherland softball field as proposed in the Gale field plan, subject to the schedule, referenced in the letter from Men's softball, dated May 7th, 2014 and agreed to by Men's softball, Girls' softball, LSRHS, LS Youth Baseball, and all other existing users. The motion seconded by Ensley. Vote 5-0 in favor of motion.

Mike Walsh also indicated LS Youth baseballs interest in building 4 100ft diamonds in Sudbury. He asked the Commission for help in identify a location that would work so LS Youth Baseball could buy it and then develop the fields. He stated both the town and youth baseball have spent a great deal of money on the elementary baseball fields, but due to the use and lack of irrigation the fields look like no work was every done on them. Playgrounds that get used every day are hard to maintain. Dick Williamson mentioned the Melone property has some land that isn't suitable for houses that might be an option.

Pickleball – Lesley Feldman asked to attend the meeting after speaking with Bobby Beagan to make a request of the Commission regarding Pickleball courts. Lesley stated she learned of the sport during her vacation in Florida and thought it would be a great idea to see if she could get some courts in Sudbury all the residents to have the chance to play the game. She described it as a mixture of tennis and table tennis. She is looking to see if the town would paint lines on some of the current tennis courts in town so residents could enjoy this sport.

Nancy said she would contact the Parks and Grounds department to see what their work schedule for the spring looked like and if this was something they could do or if it would have to be done by a vendor. She was also concerned with the condition of our current tennis courts. Another suggestion was to look at the existing basketball courts outside of the Fairbank Community Center and see if they could be lined for Pickleball in addition to basketball. Nancy stated she was not opposed to funding the Pickleball supplies and having it be a self-directed recreation sport similar to the snowshoe program.

Paul suggested that Lesley start a user group to generate more interest in the sport. Bobby Beagan also stated he would investigate the best way to go about getting materials for the sport. He will also check with the senior center to see if they still have the equipment that was used in the past.

New Commission Chairman – Jim Marotta was voted in as the chair for 2014-2015. 4-0

Capital Projects Update – nothing new to report at this time. Paul did state that there was some discussion that Park and Recreation should go to town meeting for an override at some point to fund

the various improvements that might be required. (Field improvements, tennis courts, facilities for example) otherwise they will continue to have to go to CPC. Nancy mentioned that Park Grants might also be available and should be investigated.

Jim Marotta asked for the current status of TI-Sales field. It didn't appear that there had been any movement at this time.

It was suggested to meet in 2-3 weeks so a date of June 2, at 6:30 was agreed upon. Topics for the next agenda include options for Davis field, discuss stabilization fund for future field renovations at Cutting and the Community Field.

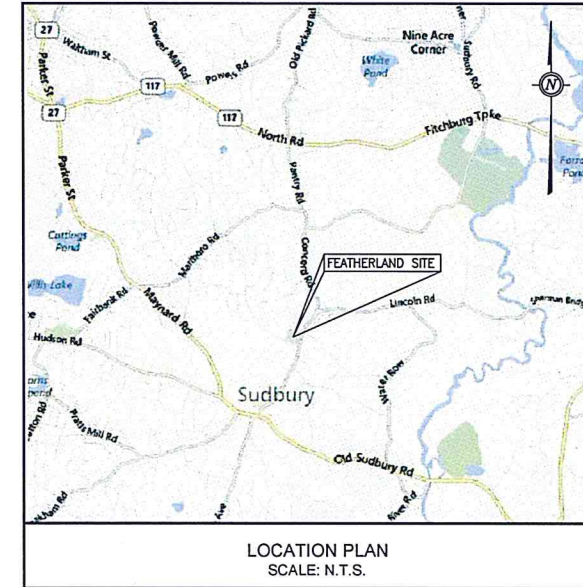
The meeting was adjourned at 8:00pm.

Next meeting is scheduled for June 2, 2014 at 6:30pm.

TOWN OF SUDBURY

UPPER FEATHERLAND FIELD PROJECT

SUDBURY, MASSACHUSETTS



Gale Associates, Inc.
Engineers and Planners
163 LIBBEY PARKWAY | WEYMOUTH, MA 02189
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Boston Baltimore Orlando San Francisco

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PREPARED FOR:

TOWN OF SUDBURY
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

ENGINEER:

GALE ASSOCIATES INC.
163 LIBBEY PARKWAY
WEYMOUTH, MA 02189
P: 781.335.6465

DRAWING NUMBER	DRAWING DESCRIPTION
CIVIL	
G001	COVER SHEET
C001	EXISTING CONDITIONS PLAN
C002	DEMOLITION AND EROSION CONTROL PLAN
C101	LAYOUT AND MATERIALS PLAN
C102	GRADING AND DRAINAGE PLAN
C501	DETAIL SHEET 1 OF 4
C502	DETAIL SHEET 2 OF 4
C503	DETAIL SHEET 3 OF 4
C504	DETAIL SHEET 4 OF 4

PROJECT UPPER FEATHERLAND FIELD IMPROVEMENT PROJECT 491 CONCORD ROAD SUDBURY, MA 01776	OWNER TOWN OF SUDBURY 278 OLD SUDBURY ROAD SUDBURY, MA 01776
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REVISIONS		
NO.	DATE	DESCRIPTION

CADD FILE	716100_G001
DESIGNED BY	STB
DRAWN BY	WAH
CHECKED BY	WJS
DATE	APRIL 22, 2014
DRAWING SCALE	N.T.S.

GRAPHIC SCALE

SHEET TITLE
COVER SHEET

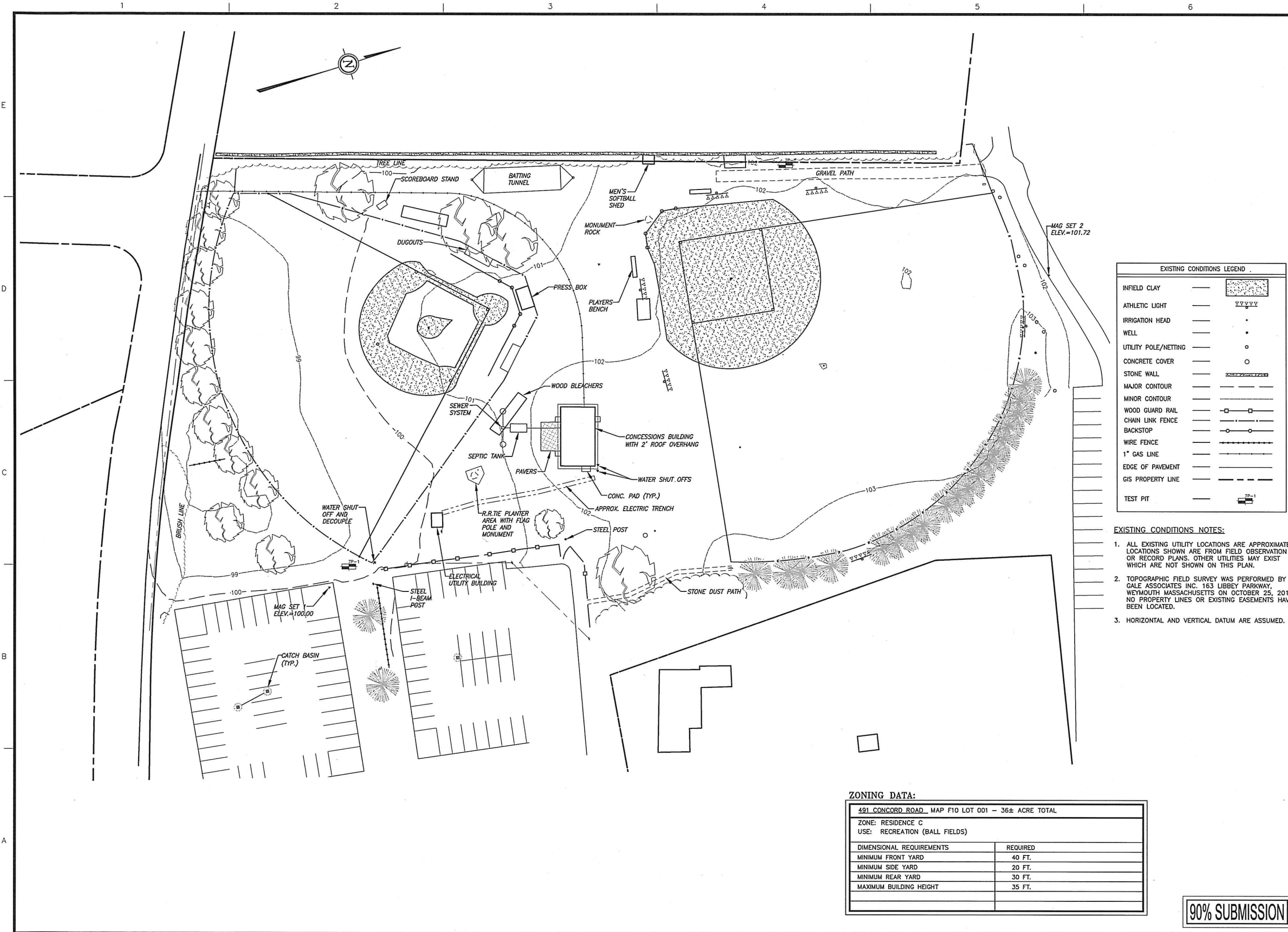
DRAWING NO.	G001
PROJECT NO.	716100

90% SUBMISSION



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EXISTING CONDITIONS LEGEND

INFIELD CLAY	
ATHLETIC LIGHT	
IRRIGATION HEAD	
WELL	
UTILITY POLE/NETTING	
CONCRETE COVER	
STONE WALL	
MAJOR CONTOUR	
MINOR CONTOUR	
WOOD GUARD RAIL	
CHAIN LINK FENCE	
BACKSTOP	
WIRE FENCE	
1" GAS LINE	
EDGE OF PAVEMENT	
GIS PROPERTY LINE	
TEST PIT	

- EXISTING CONDITIONS NOTES:**
- ALL EXISTING UTILITY LOCATIONS ARE APPROXIMATE. LOCATIONS SHOWN ARE FROM FIELD OBSERVATION OR RECORD PLANS. OTHER UTILITIES MAY EXIST WHICH ARE NOT SHOWN ON THIS PLAN.
 - TOPOGRAPHIC FIELD SURVEY WAS PERFORMED BY GALE ASSOCIATES INC. 163 LIBBEY PARKWAY, WEYMOUTH MASSACHUSETTS ON OCTOBER 25, 2013. NO PROPERTY LINES OR EXISTING EASEMENTS HAVE BEEN LOCATED.
 - HORIZONTAL AND VERTICAL DATUM ARE ASSUMED.

ZONING DATA:

491 CONCORD ROAD - MAP F10 LOT 001 - 36± ACRE TOTAL	
ZONE: RESIDENCE C	
USE: RECREATION (BALL FIELDS)	
DIMENSIONAL REQUIREMENTS	REQUIRED
MINIMUM FRONT YARD	40 FT.
MINIMUM SIDE YARD	20 FT.
MINIMUM REAR YARD	30 FT.
MAXIMUM BUILDING HEIGHT	35 FT.

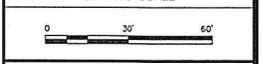
PROJECT
 UPPER FEATHERLAND
 FIELD IMPROVEMENT PROJECT
 491 CONCORD ROAD
 SUDBURY, MA 01776

OWNER
 TOWN OF SUDBURY
 278 OLD SUDBURY ROAD
 SUDBURY, MA 01776

REVISIONS

NO.	DATE	DESCRIPTION

CADD FILE	716100_C001
DESIGNED BY	STB
DRAWN BY	HAM
CHECKED BY	WJS
DATE	APRIL 22, 2014
DRAWING SCALE	1"=30'-0"



SHEET TITLE

**FEATHERLAND
 EXISTING
 CONDITIONS
 PLAN**

DRAWING NO.
C001

PROJECT NO. 716100

90% SUBMISSION



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LEGEND

	LIMIT OF WORK
	STABILIZED CONSTRUCTION ENTRANCE
	REMOVE AND DISPOSE CLAY INFILL
	AREA TO BE PREPARED FOR BITUMINOUS CONCRETE PAVEMENT
	REMOVE AND DISPOSE
	REMAIN AND PROTECT

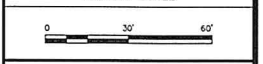
PROJECT
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OWNER
 TOWN OF SUDBURY
 278 OLD SUDBURY ROAD
 SUDBURY, MA 01776

REVISIONS

NO.	DATE	DESCRIPTION

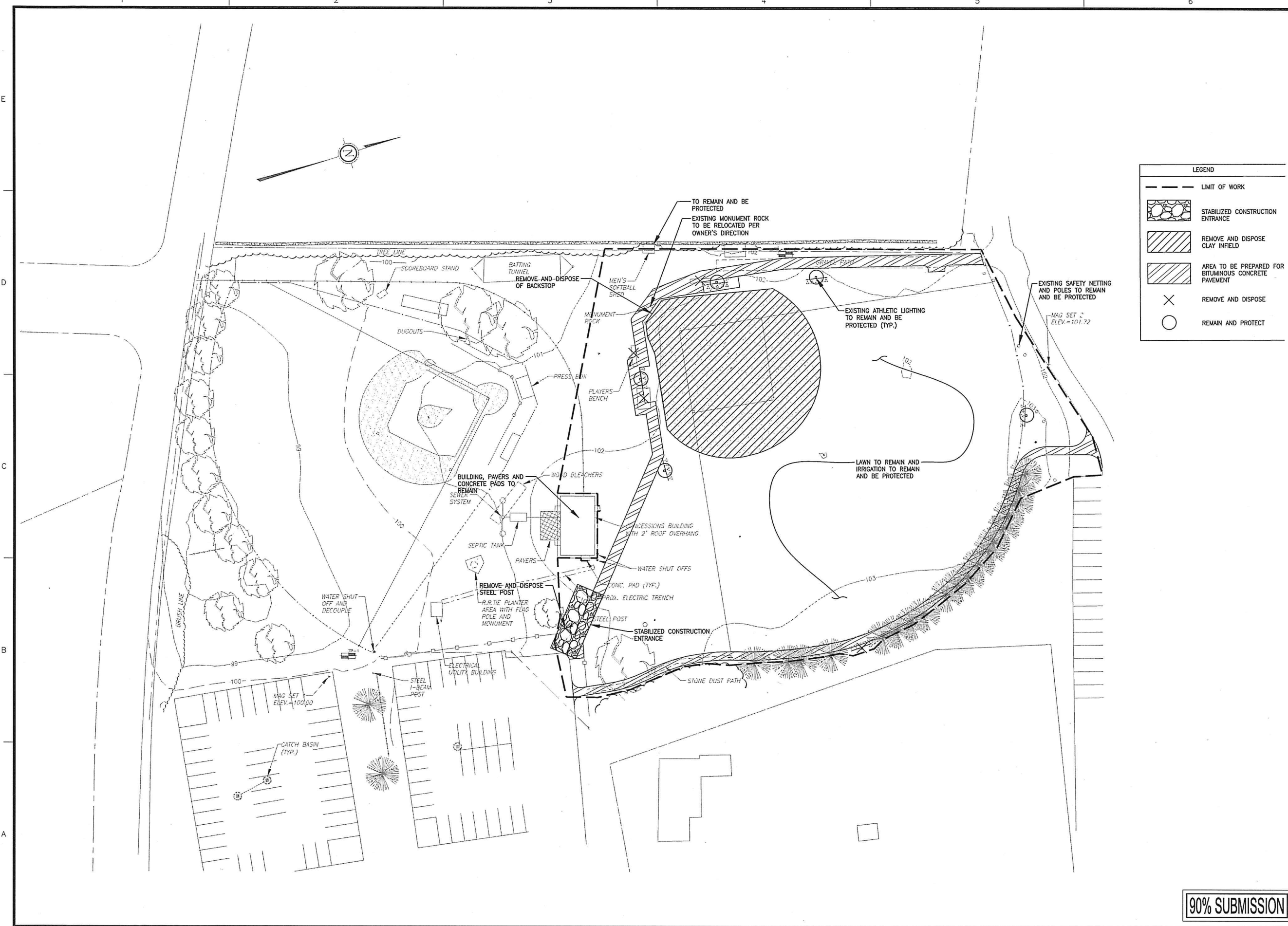
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DESIGNED BY	STB
DRAWN BY	HAM
CHECKED BY	WJS
DATE	APRIL 22, 2014
DRAWING SCALE	1"=30'



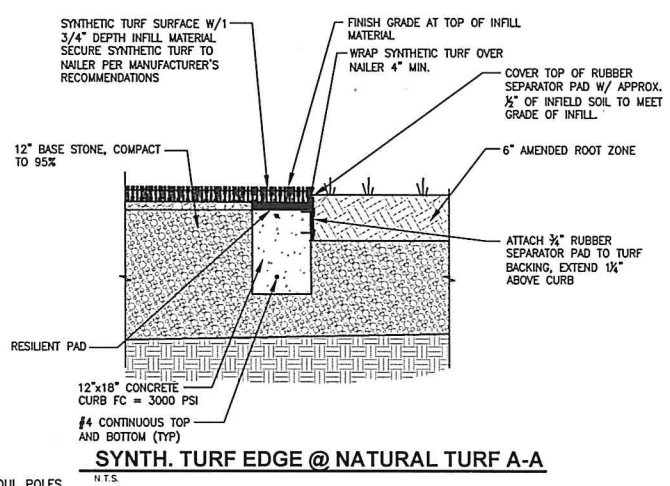
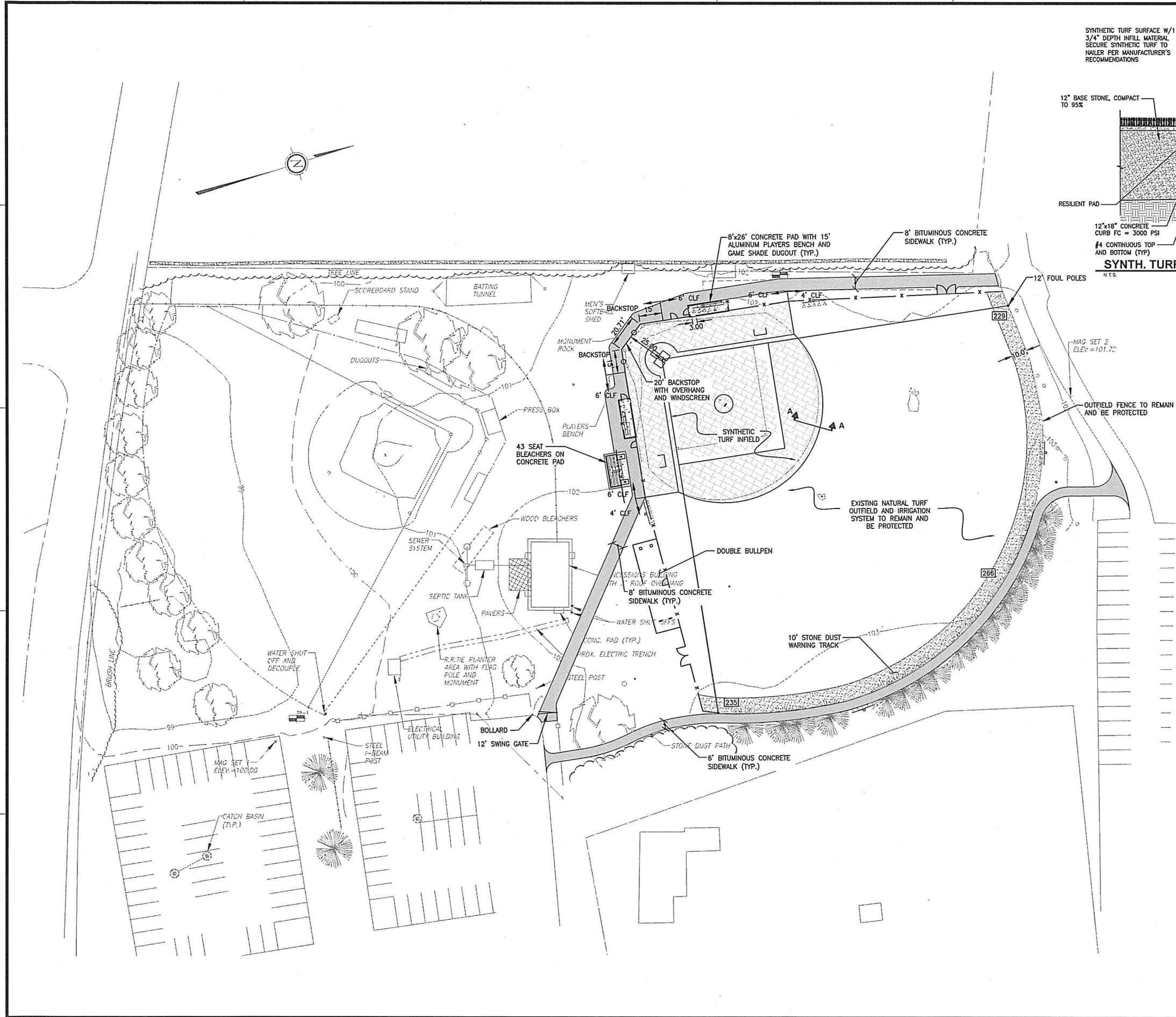
SHEET TITLE
 FEATHERLAND
 DEMOLITION
 AND
 EROSION CONTROL
 PLAN

DRAWING NO.	C002
PROJECT NO.	716100

90% SUBMISSION



F:\716100\PLOTS\90% Submission\FEATHERLAND\716100_FEATHERLAND_C002.dwg, 4/22/2014 11:43:20 PM



LAYOUT AND MATERIALS LEGEND

	20' BACKSTOP
	BLACK VINYL CHAIN LINK FENCE (CLF)
	16' BALL SAFETY NETTING
	BITUMINOUS CONCRETE SIDEWALK
	CONCRETE
	STONE DUST
	SYNTHETIC TURF



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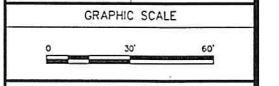
PROJECT
UPPER FEATHERLAND
FIELD IMPROVEMENT PROJECT
491 CONCORD ROAD
SUDBURY, MA 01776

OWNER
TOWN OF SUDBURY
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

REVISIONS

NO.	DATE	DESCRIPTION

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DESIGNED BY	STB
DRAWN BY	HAM
CHECKED BY	WJS
DATE	APRIL 22, 2014
DRAWING SCALE	1"=30'-0"

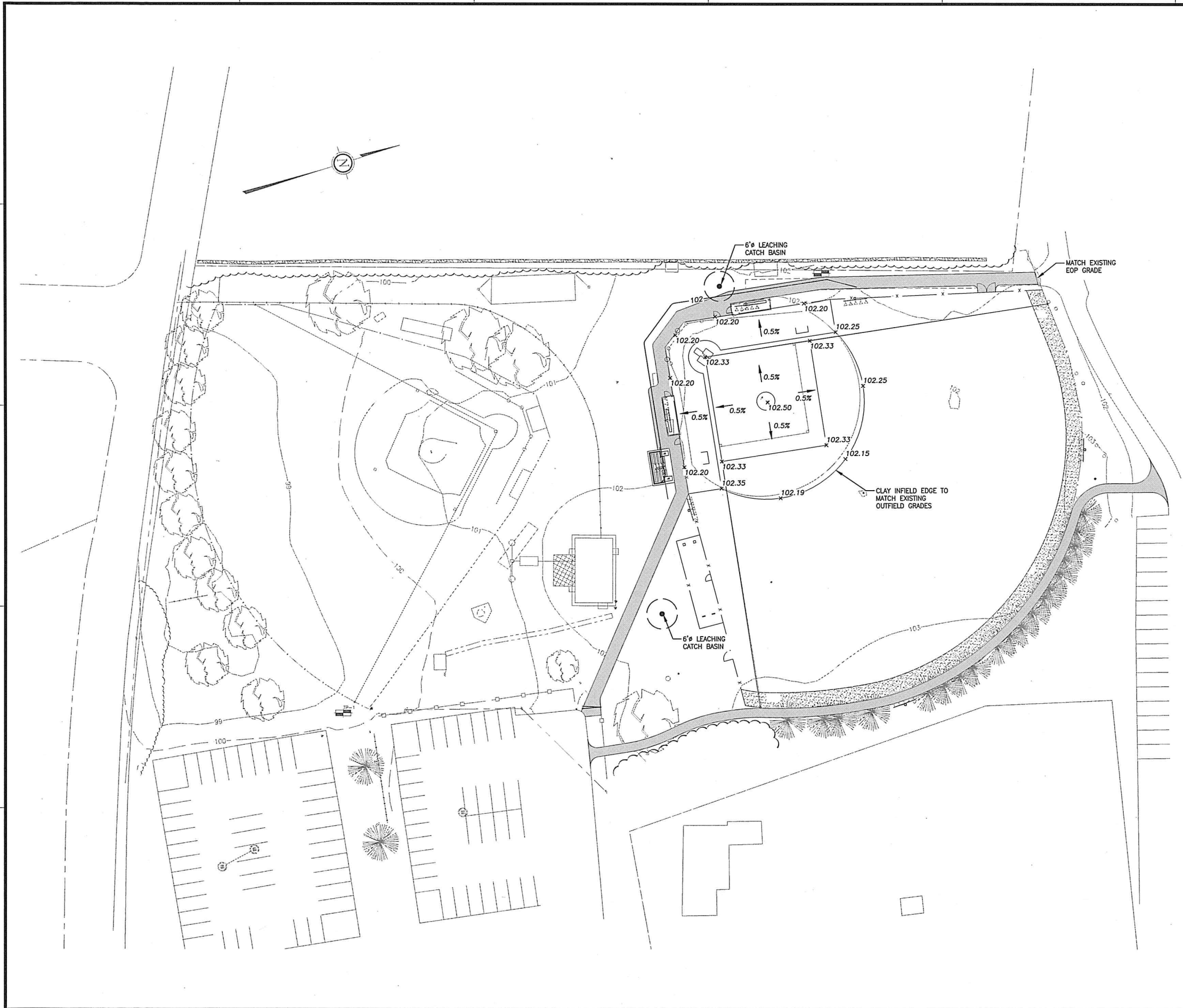


SHEET TITLE
LAYOUT AND MATERIALS PLAN

DRAWING NO.
C101

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716100

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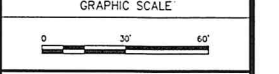
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REVISIONS		
NO.	DATE	DESCRIPTION

CADD FILE	716100_C102
DESIGNED BY	STB
DRAWN BY	WAH
CHECKED BY	WJS
DATE	APRIL 22, 2014
DRAWING SCALE	1"=30'-0"



SHEET TITLE
GRADING AND DRAINAGE PLAN

DRAWING NO.	C102
PROJECT NO.	716100

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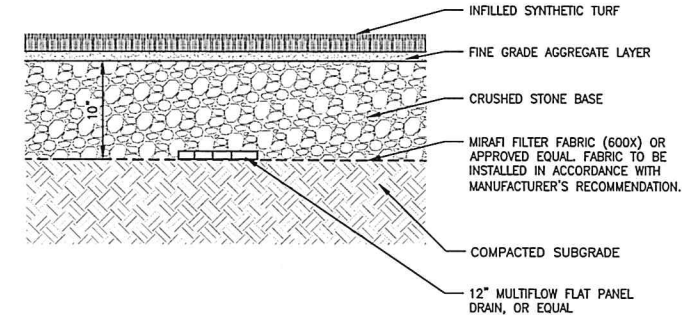
REVISIONS		
NO.	DATE	DESCRIPTION

CADD FILE	716100_C501
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DRAWN BY	HAM
CHECKED BY	WJS
DATE	APRIL 22, 2014
DRAWING SCALE	NTS
GRAPHIC SCALE	

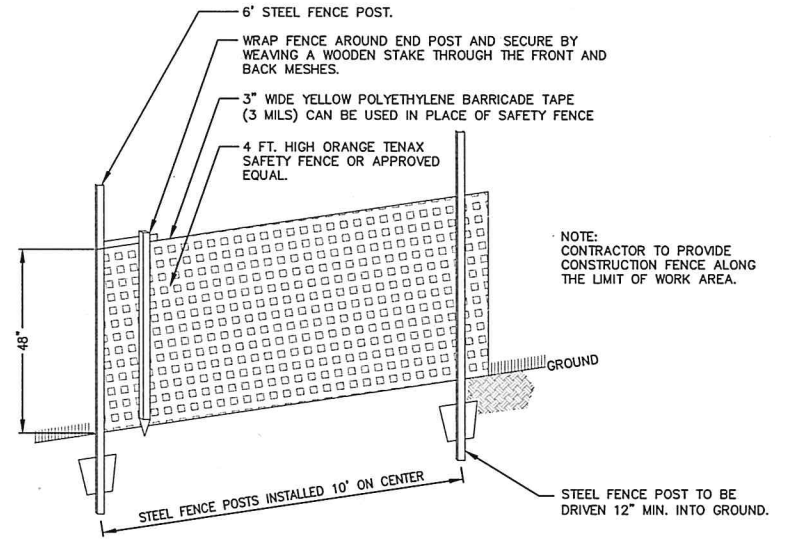
SHEET TITLE
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 1 OF 4

DRAWING NO.	C501
PROJECT NO.	716100

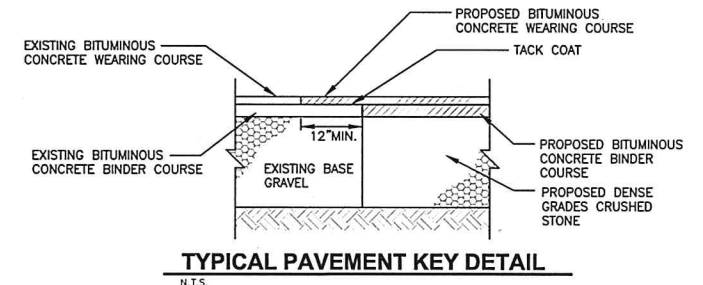
90% SUBMISSION



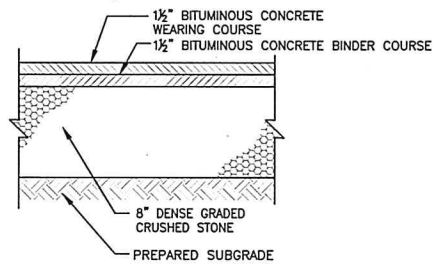
SYNTHETIC TURF SECTION & FIELD UNDERDRAIN DETAIL
 N.T.S.



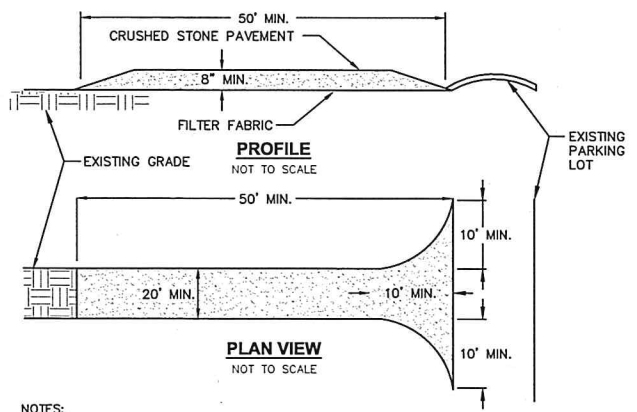
TEMPORARY CONSTRUCTION FENCE DETAIL
 N.T.S.



TYPICAL PAVEMENT KEY DETAIL
 N.T.S.

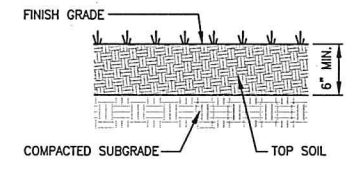


BITUMINOUS CONCRETE SIDEWALK SECTION
 N.T.S.



- NOTES:
1. STONE SIZE - USE 2" STONE, OR RECLAIMED OR RECYCLED CONCRETE EQUIVALENT.
 2. LENGTH - NOT LESS THAN 50 FEET.
 3. THICKNESS - NOT LESS THAN (8) INCHES.
 4. WIDTH - TWENTY (20) MINIMUM, BUT NOT LESS THAN THE FULL WIDTH AT POINTS WHERE INGRESS OR EGRESS OCCURS. TWENTY-FOUR (24) FOOT IF SINGLE ENTRANCE TO SITE.
 5. FILTER CLOTH - WILL BE PLACED OVER THE ENTIRE AREA PRIOR TO PLACING OF STONE.
 6. SURFACE WATER - ALL SURFACE WATER FLOWING OR DIVERTED TOWARD CONSTRUCTION ENTRANCES SHALL BE PIPED ACROSS THE ENTRANCE. IF PIPING IS IMPRACTICAL, A MOUNTABLE BERM WITH 5:1 SLOPES WILL BE PERMITTED.
 7. MAINTENANCE - THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. ALL SEDIMENT SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC RIGHTS-OF-WAY MUST BE REMOVED IMMEDIATELY.
 8. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH STONE AND WHICH DRAINS INTO AN APPROVED SEDIMENT TRAPPING DEVICE.
 9. PERIODIC INSPECTION AND NEEDED MAINTENANCE SHALL BE PROVIDED AFTER EACH RAIN.

STABILIZED CONSTRUCTION ENTRANCE
 N.T.S.



LOAM AND SEED DETAIL (DISTURBED AREAS)
 N.T.S.

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OWNER
 TOWN OF SUDBURY
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 SUDBURY, MA 01776

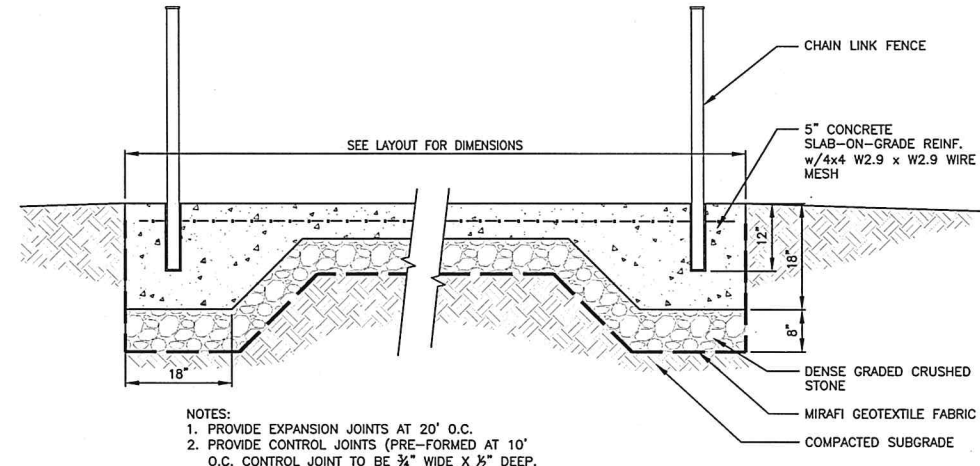
REVISIONS		
NO.	DATE	DESCRIPTION

CADD FILE	716100_C501
DESIGNED BY	STB
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CHECKED BY	WJS
DATE	APRIL 22, 2014
DRAWING SCALE	NTS
GRAPHIC SCALE	

SHEET TITLE
 DETAIL SHEET
 2 OF 4

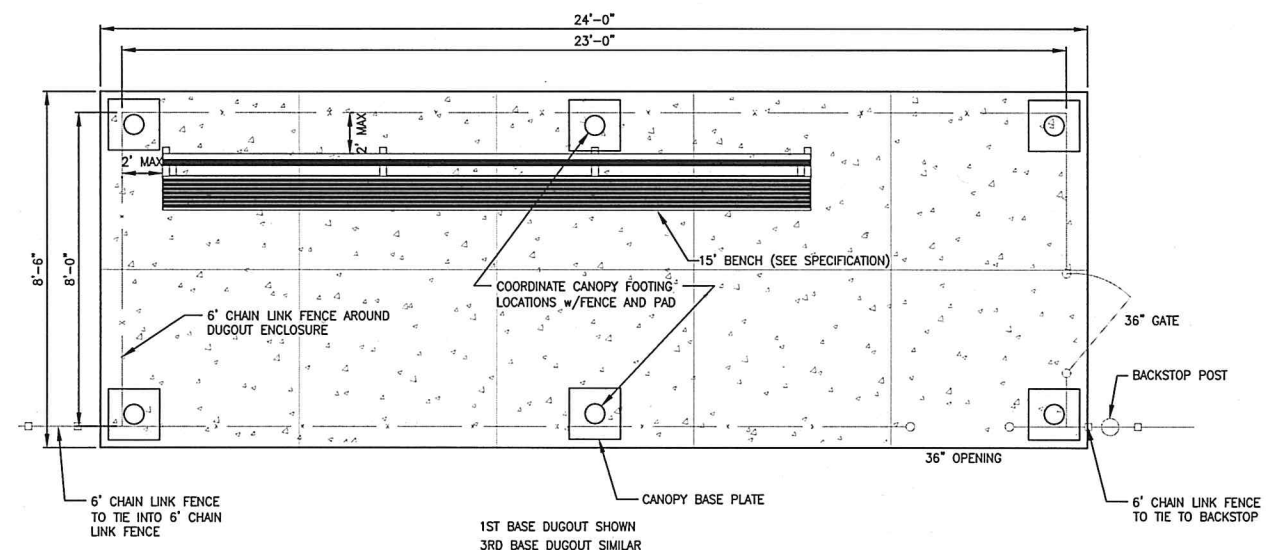
DRAWING NO.
C502
 PROJECT NO. 716100

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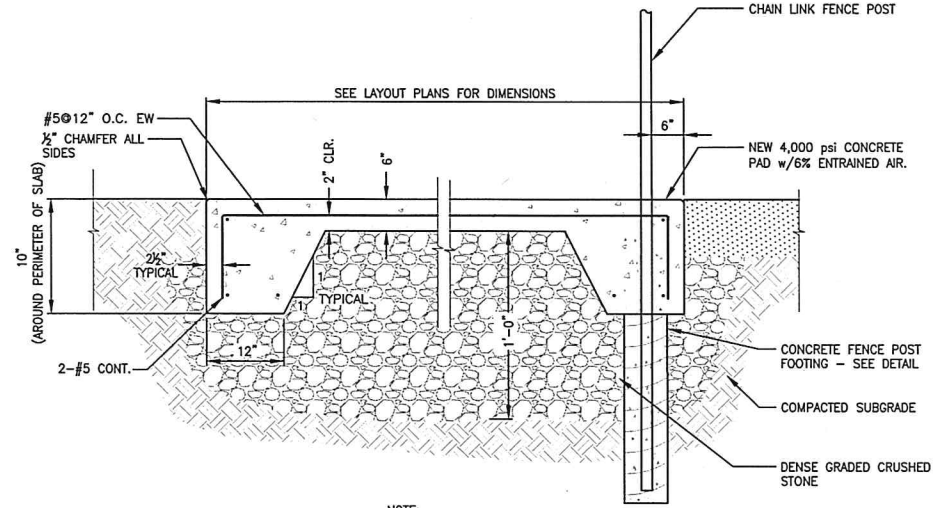


CONCRETE PAD SECTION (DUGOUTS)
 N.T.S.

DUGOUT PAD FOOTING SHALL BE SIZED PER MANUFACTURER'S RECOMMENDATIONS BASED ON APPROVED DUGOUT CANOPY PRODUCT CONTRACTOR SHALL PROVIDE STAMPED STRUCTURAL FOOTING DRAWINGS BASED ON APPROVED MANUFACTURER RECOMMENDATIONS AS PART OF BASE BID.

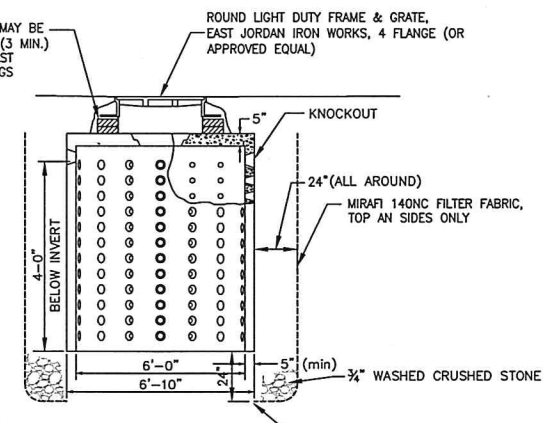


CONCRETE PAD LAYOUT (DUGOUTS)
 N.T.S.



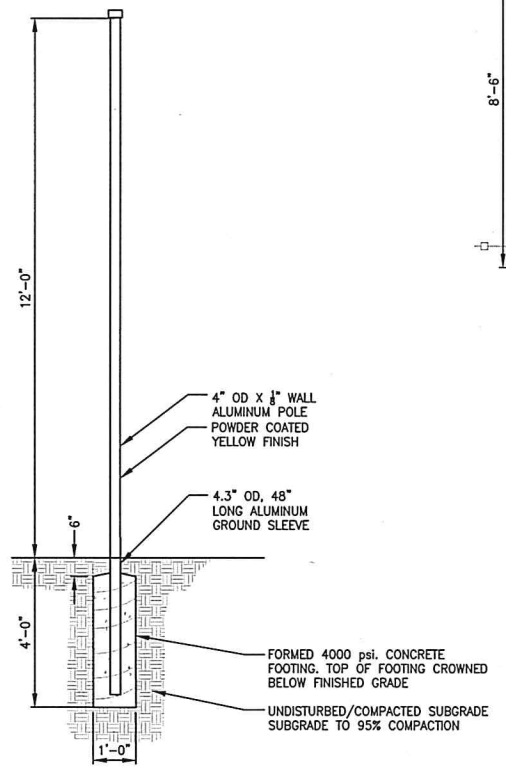
CONCRETE SLAB (BLEACHER PAD)
 N.T.S.

NOTE:
 THE CONTRACTOR SHALL MAINTAIN A DEWATERED AND STABLE SUBGRADE DURING CONSTRUCTION. (TYPICAL)



LEACHING BASIN
 N.T.S.

NOTES
 1. DRYWELL TO BE DESIGNED FOR H-20 LOADING.



FOUL POLE
 N.T.S.

F:\716100\PLOTS\006 Submission\UPPER FEATHERLAND\01\000 FEATHERLAND_C501.dwg, 4/22/2014 11:07 PM



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 SUDBURY, MA 01776

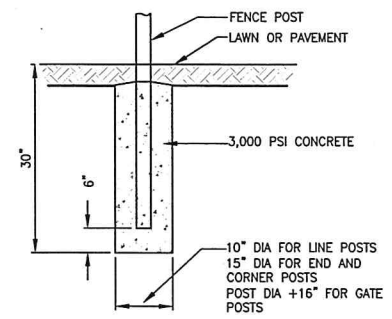
FENCE HEIGHT	END & CORNER POSTS		LINE POSTS	
	NOMINAL HEIGHT	B-1 BAR LENGTH	H-1 HEIGHT ABOVE GRADE	B-2 BAR LENGTH
4'-0"	7'-0"	4'-0 5/8"	6'-8"	3'-8 7/8"
6'-0"	9'-0"	6'-0 5/8"	8'-8"	5'-8 7/8"
8'-0"	11'-0"	8'-0 5/8"	10'-8"	7'-8 7/8"

SINGLE OR DOUBLE LEAF GATES		
NOM HEIGHT (H)	UPRIGHT HT (U)	FRAME HT (F)
4'-0"	3'-10"	3'-8 1/2"
6'-0"	5'-10"	5'-8 1/2"
8'-0"	7'-10"	7'-8 1/2"

SINGLE LEAF GATES		
OPENING	GATE POSTS	HINGE SPACE (S)
FACE TO FACE	SQ & RND SIZES	POST TO UPRIGHT
3'-0" THROUGH 6'-0"	2 1/2" OR 3" OD	FOR SQUARE & ROUND GATE POSTS: 2 1/4" [57MM]

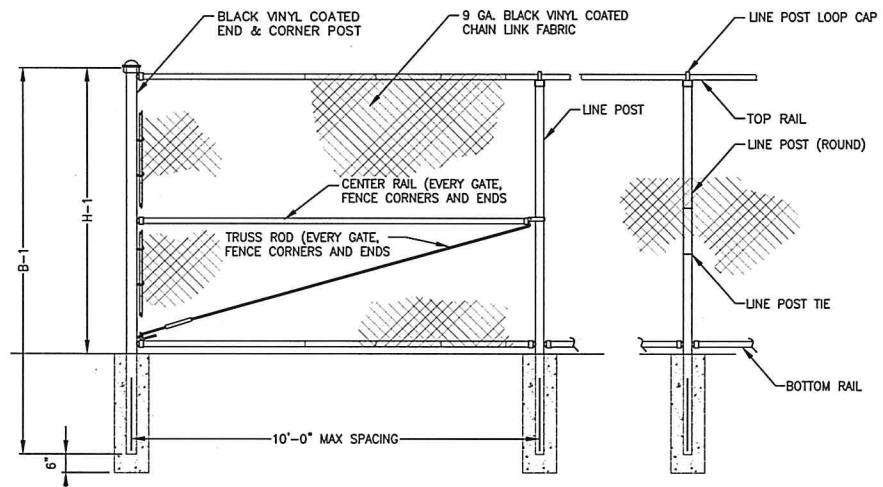
DOUBLE LEAF GATES		
OPENING	GATE POSTS	HINGE SPACE (S)
FACE TO FACE	SQ & RND SIZES	POST TO UPRIGHT
14'-0" THROUGH 24'-0"	3" SQ OR 4" OD	FOR SQUARE & ROUND GATE POSTS: 2 1/4" [57MM]

- NOTES:
- ALL CHAIN LINK FENCE FABRIC SHALL BE KNUCKLED (TOP AND BOTTOM)
 - ALL CHAIN LINK FENCE POSTS, FABRIC, TIES AND MATERIALS SHALL BE BLACK PVC COATED.
 - CENTER UPRIGHT REQUIRED ON GATE LEAVES 8'-0" & WIDER. CENTER RAIL REQUIRED ON GATE LEAVE 6'-0" & HIGHER.
 - CONCRETE FOOTINGS SHALL BE FOUR (4) x THE POST DIAMETER, OR AS DESIGNATED ON INDIVIDUAL DETAILS.
 - FENCE CAP SHALL ON BASEBALL OUTFIELD FENCE SHALL BE PROVIDED FROM FOUL POLE TO FOUL POLE.
 - ALL CHAIN LINK FABRIC SHALL BE INSTALLED ON THE FIELD SIDE OF THE FENCE.

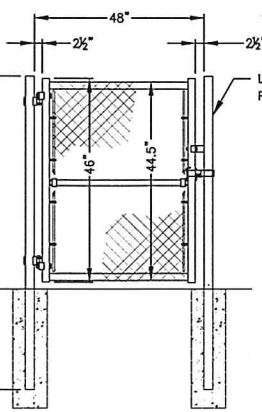


FENCE FOOTING DETAIL
 N.T.S.

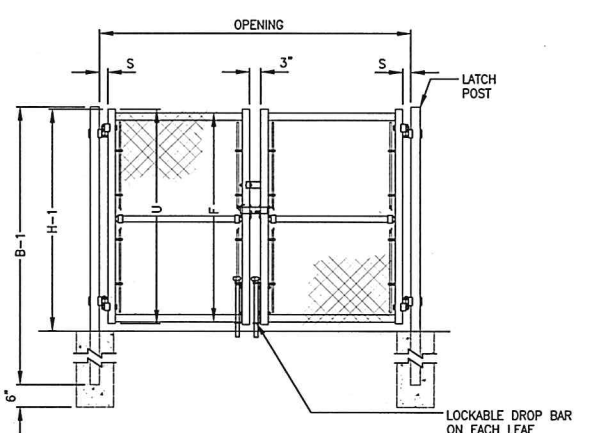
CHAIN LINK FENCE AND GATE NOTES
 N.T.S.



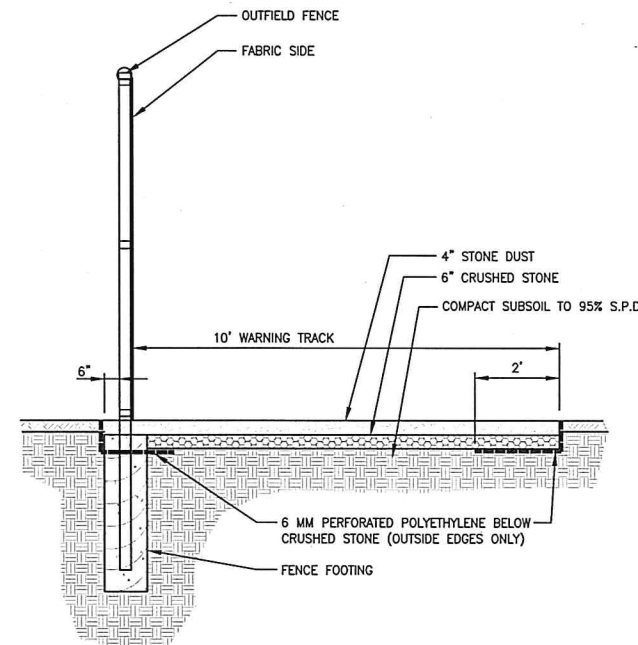
CHAIN LINK FENCE
 N.T.S.



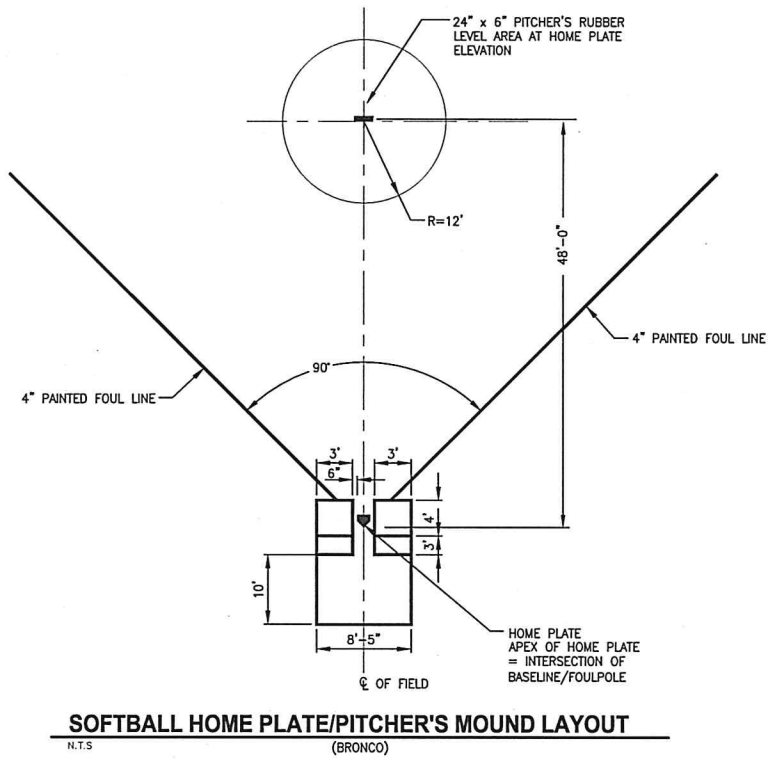
4' WIDE SINGLE LEAF GATE DETAIL
 N.T.S.



DOUBLE GATE DETAIL
 N.T.S.



WARNING TRACK
 N.T.S.



SOFTBALL HOME PLATE/PITCHER'S MOUND LAYOUT
 N.T.S.
 (BRONCO)

REVISIONS		
NO.	DATE	DESCRIPTION

CADD FILE	716100_C501
DESIGNED BY	STB
DRAWN BY	HAM
CHECKED BY	WJS
DATE	APRIL 22, 2014
DRAWING SCALE	NTS
GRAPHIC SCALE	

SHEET TITLE
DETAIL SHEET
 3 OF 4

DRAWING NO.	C503
PROJECT NO.	716100

90% SUBMISSION

AGENDA REQUEST – Item #10
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Question of terminating the Intermunicipal Agreement with the Town of Wayland regarding sharing of Recreation Director Services*

Date of request: 5.15.14

Requestor: *Town Manager Valente*

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

To vote to terminate the IMA with Wayland, effective on July 31, 2014 and thank the Town of Wayland for their participation in this IMA since 2009.

Financial impact expected: *No net increase in costs due to the termination of the IMA*

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

Recommendations/Suggested Motion/Vote:

Move to terminate the Intermunicipal Agreement between the Towns of Wayland and Sudbury to share the services of the Wayland Recreation Director, pursuant to Section VI of the agreement, providing that either Town may terminate the Agreement at any time by written notice of such termination given to the other town at least two months prior to the date of the termination. The termination is to be effective at midnight July 31, 2014.

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

Assistant Town Manager Maryanne Bilodeau

Selectmen's Office Section

Date of Selectmen's Meeting: 5/20/14

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
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

Date: May 12, 2014
From: Maryanne Bilodeau *MB*
To: Maureen Valente
Re: P&R Director Inter-municipal Agreement with Wayland

Maureen,

This memo is a request for your consideration in terminating our Intermunicipal Agreement Between the Towns of Wayland and Sudbury, dated June 5, 2013, for a shared Recreation Director. Either Town may terminate this Agreement at any time provided that written notice of such termination is given to the other town at least two months prior to the date of termination.

Recent personnel changes have made us step back to reassess the structure of our Park and Recreation Department. With our Aquatics Facility Director's recent departure, along with the Recreation Director's unique set of skills, have given us the opportunity to return to a full-time Director.

The needs of the Department have grown over the past 4 years and the demands on the Park and Recreation Director have far exceeded the 20 hours per week devoted to the position. The ability to devote the appropriate amount of time to do the job well and complete are limited and compromised by time, often putting the burden on the department's staff to go the course on their own and make day to day operating decisions without input from the Director. This is not always in the best interest of the Town.

The shared services worked well when we were faced with the need for eliminating many positions due to the recession. But now we have an opportunity to return to a full-time presence overseeing all Recreation programs.

We thank Wayland for working with us since 2009 and hope if a good opportunity arises we can work with them again.

I respectfully request that you ask the Board of Selectmen to terminate the aforementioned Intermunicipal Agreement with Wayland as soon as is feasible.

Thank you.

INTERMUNICIPAL AGREEMENT
BETWEEN THE TOWNS OF WAYLAND, MASSACHUSETTS AND
SUDBURY, MASSACHUSETTS

THIS AGREEMENT made this 5th day of ^{June}~~May~~, 2013 pursuant to the provisions of M.G.L. Chapter 40, § 4A, and every other power which they may have, by and between the TOWN OF SUDBURY, a municipal corporation in Middlesex County, Massachusetts (hereinafter referred to as "SUDBURY"), acting by its Town Manager as authorized by the Board of Selectmen, and the TOWN OF WAYLAND, a municipal corporation in Middlesex County, Massachusetts (hereinafter referred to as "WAYLAND"), acting by its Town Administrator as authorized by the Board of Selectmen,

WITNESSES that :

WHEREAS the Town of Wayland employs a full time Recreation Director; and

WHEREAS the position of Recreation Director in the Town of Sudbury remains vacant; and

WHEREAS the parties believe they can jointly utilize the services of the Wayland Recreation Director to provide services to both communities for the management of their individual recreation programs and facilities; and

WHEREAS this Agreement has been duly authorized by votes of the Boards of Selectmen in SUDBURY and WAYLAND, respectively, copies of which, designated Exhibits A and B, respectively, are annexed hereto and incorporated herein by reference;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

SECTION I

The WAYLAND Recreation Director shall be assigned to devote all his or her efforts to the Town of Wayland recreation department, programs and facilities for 20 hours each week and shall be assigned to devote all his or her efforts to the Town of Sudbury recreation department, programs and facilities for 20 hours each week.

SECTION II

- A. While assigned to Wayland the Recreation Director shall receive all instruction or directions from the Wayland Recreation Commission and the Wayland Town Administrator and devote all his/her efforts to WAYLAND.

- B. While assigned to SUDBURY the Recreation Director shall receive all instruction or directions from the Sudbury Assistant Town Manager and devote all his/her efforts to SUDBURY.

SECTION III

- A. WAYLAND shall pay the salary and provide all benefits for the Recreation Director, who shall be an employee of WAYLAND. The salary for the Recreation Director shall be adjusted annually in accordance with WAYLAND's compensation plan for non-union employees.
- B. WAYLAND shall provide all retirement benefits to the Recreation Director.
- C. WAYLAND will provide all Workers' Compensation and liability insurance as required by law and name SUDBURY as an additional insured on the policy.
- D. SUDBURY shall pay to WAYLAND the sum of \$4,270.25 per month by the last day of the month for the services of the Recreation Director as set forth in this agreement. An itemized cost is attached hereto as Exhibit C.
- E. The Recreation Director may change his/her insurance options in accordance with the provision of open enrollment periods or qualifying events. In the event that the insurance expenses for the Recreation Director change, Exhibit C and the monthly sum that SUDBURY pays WAYLAND shall be adjusted accordingly.
- F. All payments hereunder shall be made to WAYLAND for the specific purpose of defraying the wages, benefits or insurance costs of the Recreation Director.
- G. In order that SUDBURY and WAYLAND each have an equal voice in the costs associated with employment of the Recreation Director, the Towns must agree on any and all salary or benefits. The provisions of this section shall not preclude WAYLAND from providing additional compensation so long as it does not reduce the time and efforts for SUDBURY as provided herein.
- H. WAYLAND shall maintain and annually provide to SUDBURY accurate and comprehensive records of services performed, costs incurred, and reimbursements and contributions received under this agreement. SUDBURY shall have the right to annually perform an audit of such records.

SECTION IV

For the duration of this Agreement, the WAYLAND shall purchase and maintain policies or riders on existing policies of insurance providing for:

1. The payment of compensation and the furnishing of other benefits to all persons employed pursuant to this Agreement in accord with the provisions of M.G.L. chapter 152, and
2. Public liability and property damage insurance covering liability for the WAYLAND, its employees, agents, or contractors for injury to persons,

including death, resulting from the actions or failures to act of the Recreation Director or the persons or programs directed to the amount or limit of at least \$1,000,000 on account of injury or death of any one person, and subject to such limits as respects injury or death of one person, of at least \$3,000,000 on account of any one accident resulting in injury or death of more than one person, as well as coverage for property damage to the amount or limit of at least \$20,000 on account of any one accident resulting in such property damage.

3. The parties further agree that all damages, costs, charges, judgments, expenses, as well as the cost of investigating and defending claims against either or both Towns, including attorneys' fees and expenses, that SUDBURY or WAYLAND may incur by reason of any alleged act, neglect, omission, or default on its part or that of its employees, agents, or contractors in any way arising out of the services provided under this agreement shall be paid by the Towns for whom the services were actually provided at the time to the extent that such expense shall not be covered by insurance.
4. WAYLAND and SUDBURY shall provide to each other a performance bond in the amount of \$1.00 issued by an surety acceptable to the obligee to secure performance of their respective obligations under this agreement.

This Agreement shall become effective upon July 1, 2013 following the execution of this instrument as duly authorized under the provisions of M.G.L. chapter 40, section 4A.

SECTION V

Unless sooner terminated, as provided in M.G.L. chapter 40, section 4A, this Agreement shall expire at the end of three (3) years from the effective date hereof.

SECTION VI

Either town may terminate this Agreement at any time provided that written notice of such termination is given to the other town at least two months prior to the date of termination.

The obligations of one Town to the other under this Agreement shall cease upon its termination, except for any reimbursement or adjustments that may be due for any operating costs up to and including the date of termination.

A copy of this Agreement and all amendments thereto shall be filed with the Town Clerk of each Town as a public document.

SECTION VII

This Agreement is a Massachusetts contract. It shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.

SECTION VIII

In the event that any one or more provisions of this Agreement shall be held to be invalid, illegal or unenforceable in any respect, the remainder of this Agreement shall not be affected.

SECTION IX

This Agreement may only be amended or modified by a written agreement signed by WAYLAND and SUDBURY.

SECTION X

WAYLAND's and SUDBURY's financial obligations under this Agreement are subject to appropriation. WAYLAND and SUDBURY agree to request that their respective town meetings appropriate sufficient funds to met said obligations.

SECTION XI

This agreement supersedes and replaces all prior agreements, regardless of form, between SUDBURY and WAYLAND relative to the joint provisions of recreational services, including the intermunicipal agreements between the parties dated March 10, 2009 and November 17, 2011.

SECTION XII

Any notice, demand, or request required to be given hereunder shall be deemed sufficiently given or served on either of the parties hereto if mailed, postage prepaid, to WAYLAND at 41 Cochituate Rd., Wayland, Massachusetts 01778, and to SUDBURY at the Flynn Building, 278 Old Sudbury Road, Sudbury, Massachusetts 01776, or to such other address as shall be designated by either party in writing for that purpose.

IN WITNESS WHEREOF, the parties have hereto set their hands and seals,
SUDBURY by its Town Manager, and WAYLAND by its Town Administrator, both
thereunto duly authorized, who, however, incur no personal liability by reason of the
execution hereof or anything herein contained, in duplicate, the date and year first above
written.

Town of Sudbury,
By its Town Manager
Duly authorized.

James A. Bell

Town of Wayland,
By its Town Administrator
Duly authorized.

J. S. [Signature]

INTERMUNICIPAL AGREEMENT
BETWEEN THE TOWNS OF WAYLAND AND SUDBURY
RECREATION DIRECTOR SERVICES
EXHIBIT C

NANCY MC SHEA - RECREATION DIRECTOR

<u>Effective July 1, 2013</u>	<u>40 hrs/wk</u>	Hourly Rate
Wages at 40 hours/week	91,662.86	44.0687
Health Insurance	0.00	
Dental Insurance	0.00	
Life Insurance	30.72	
Workers Comp	310.16	
General Liability Insurance	170.67	
Memberships	545.00	
Training & Expenses	6100.00	
Retirement (4% of wages)	<u>3,666.51</u>	
	102,485.92	
Total Annual Charge Per Town	51,242.96	
Total Monthly Charge Per Town	4270.25	

AGENDA REQUEST – Item #11
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Meeting with Police Chief Scott Nix regarding new initiatives of Police Department and update on departmental activities*

Date of request: *5.12.14*

Requestor: *Town Manager Valente*

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

To hear and discuss public safety initiatives and activities with Chief Nix

Financial impact expected:

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

See attached materials

Recommendations/Suggested Motion/Vote:

None

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

Police Chief Scott Nix

Selectmen's Office Section

Date of Selectmen's Meeting: **5/20/14**

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 ()



Sudbury Police Department

Office of the Chief of Police

415 Boston Post Road
Sudbury, MA 01776
Business (978) 443-1042
Fax (978) 443-1045
nixs@sudbury.ma.us

Scott Nix
Chief of Police

April 25, 2014

To: Maureen Valente, Town Manager
From: Scott Nix, Chief of Police
RE: Navigate Prepared

Maureen,

I have been working with Thom Jones from Navigate Prepared on behalf of Sudbury and both school districts. The capabilities of the program are advanced beyond what we currently have in place. Navigate Prepared is a cloud based, secure system providing crisis plans, extensive infrastructure information to include 360° views and the ability to provide real time intelligence to responders during a crisis situation. On behalf of the Gay family, Navigate Prepared is donating in perpetuity all fees associated with their implementation and continuing support for all three entities; Lincoln-Sudbury Regional High School, Sudbury Public Schools and the Town of Sudbury. I have attached several documents for review as well.

I apologize for not informing the Board of Selectmen prior but intended to do so when time allowed following Town Meeting preparation. If you would like further information please let me know.

Respectfully submitted,

Scott Nix
Chief of Police



For Our Kids...When Seconds Count

NaviGate Prepared OnSite Implementation Service

Let us help get you started! Our team offers an OnSite service that will help you put all the system's special features together. Many school districts have chosen this assistance to speed the implementation process, keep their personnel focused on existing responsibilities, and to ensure a high-quality implementation of their NaviGate Prepared School Safety Emergency Response System.

NaviGate Prepared OnSite Features

Our Specialist* will:

- Work with your District Champion** to organize the process and gather all details using conference calls and GoToMeetings® prior to coming to your site.
- Upload floor plans provided by your district.
- Color code the floor plans to identify all rooms and spaces in each of the buildings.
- Photograph your selected key facility areas (example: mechanical rooms, labs and chemical storage areas).
- Photograph classrooms and other areas (using 360° images-Flash® Player required).
- Attach icons for your selected shut-off valve locations (example: water, sprinkler, gas, electric, etc.) to floor plans.
- Attach icons for your selected life-safety item locations (example: AEDs, areas of rescue, fire pulls, fire extinguishers) to floor plans.
- Work with your IT staff to attach your IP camera links and icons to the map/floor plans feature.
- Work with local 911 center to create links to your unique NaviGate Prepared system.
- Conduct a post GoToMeeting® status review.

** The OnSite Implementation Specialist (the "Specialist") is not an architect or a structural or mechanical engineer. He or she will only work with those key areas of the buildings – and on the uploaded floor plans, will only attach icons to depict those valves, shut-offs, and life-safety item locations – that District personnel select and specifically point out to the Specialist during the onsite walk-through. It is imperative that the District provide someone knowledgeable about the critical infrastructure, layout, and safety-related details of the building to accompany the Specialist during the onsite visit to each building.*

*** District Champion refers to the person(s) designated as the primary input administrator for the site. This person works directly with NaviGate Prepared Implementation Specialist to ensure success.*

Special Note: *It's critical to have someone knowledgeable about each building accompany the NaviGate Prepared Implementation Specialist during the OnSite visit. They will identify and allow access to the key infrastructure, lab, and chemical storage areas, which will allow for speed and accuracy of the NaviGate Prepared staff.*

District Expectations

- Provide NaviGate Prepared with accurate (signed and approved) digital floor plans of all schools.
- Provide the name and contact information of the District Champion(s).
- Provide access to ALL areas of the school.
- Provide a person (from each location) to accompany the NaviGate Implementation Specialist during the OnSite visit to identify key areas.

District Champion Expectations

- Schedules a Getting Started Implementation Training GoToMeeting® (NOTE: For the Training the District Champion may invite others who will be a part of the implementation).
- Sends all digital floor plans to NaviGate Prepared implementation specialist.
- Electronically organizes all Emergency Operations Plans (safety plans, procedures, etc.) and uploads them into NaviGate Prepared.
- Build all call lists and virtual binders (with assistance from NaviGate Prepared Implementation Specialist).
- Work with NaviGate Prepared to schedule OnSite Implementation Service.
- Notify key building personnel regarding date and time of OnSite visit and presence of NaviGate Implementation Specialist taking photographs.

Fee for OnSite Service

- Elementary Schools: \$2,000 per school
- Middle Schools/Jr. Highs: \$2,500 per school
- High Schools/Tech Centers: \$3,000 per school

Additional Cost: Travel Expenses: \$500 per district

***NOTE:** At the conclusion of the GoToMeeting® status review after completion of the Implementation Services, the District will have ten (10) days to give Lauren Innovations written notice of any problems or concerns regarding the Implementation Services that the District wishes to discuss. Thereafter, and after Lauren addresses any problems or concerns that have been timely raised, the District will be deemed to have accepted Lauren's performance of the Implementation Services and to have released Lauren from any further obligations or liability for such services.*



For Our Kids...When Seconds Count

Fee for Service – Premium

- Elementary Schools: \$1000 per school (Up to 500 students - \$2 per student over 500 students).
- Middle Schools/Jr. Highs: \$1500 per school (Up to 750 students - \$2 per student over 750 students).
- High Schools/Tech Centers: \$2,000 per school (Up to 1,000 students - \$2 per student over 1,000 students).
- **Additional Cost:** Actual Mileage (invoiced at current IRS rate of \$.56) or Airfare to and from the district.

District Expectations

- Provide NaviGate Prepared with accurate digital floor plans of all schools. Must sign and approve accurate floor plans.
- Select a district NaviGate Prepared Champion(s).
- Provide a person (for each school) to escort the NaviGate Implementation Specialist while on site to open all doors and provide access.

Champion Expectations

- Schedules a Getting Started Implementation Training GoToMeeting. (NOTE: For the GTM Training the Champion may invite others who will be a part of the implementation.)
- Sends all digital floor plans to NaviGate Prepared implementation specialist.
- Electronically organizes all Emergency Operations Plans (safety plans, procedures, etc.) and uploads them into NaviGate Prepared.
- Build all call lists and virtual binders (with assistance from NaviGate Implementation Specialist).
- Work with NaviGate Prepared to schedule onsite work.
- Notify key building personnel that we will be on-site taking pictures.

NOTE: All On-Site services shall be deemed accepted ten (10) business days after the post onsite GoToMeeting status review.

NaviGate Prepared Onsite Implementation Service

While it is not necessary to have an Implementation Specialist from NaviGate Prepared come on site for implementation, many school districts choose to have this assistance to speed the implementation process, keep their personnel focused on existing responsibilities, and to ensure a quality implementation.

Premium Service

Prior to on-site visit:

- Conduct one or more conference calls/GoToMeetings prior to coming on site to organize the process and gather all details. Work with district champion one-on-one to gather information and build out all aspects of NaviGate Prepared.
- Upload floor plans provided by the district. District must provide NaviGate Prepared with accurate digital floor plans of all schools.
- Work with district to gather, cleanup, and upload floor plans.
- Color Code the floor plans to identify all rooms and spaces in each of the buildings.
- Work with district champion to upload all documents and show the champion how to create call lists and virtual binders.

During the on-site visit:

- Take pictures of key infrastructure areas (such as all mechanical rooms).
- Take pictures of labs and chemical storage areas.
- Take pictures of rooms (1-2 photos for each room)
- Identify and shut-off valves (water, sprinkler, gas, electric, etc.)
- Identify life safety items (AEDs, Areas of Rescue, Fire Pulls, Fire Department Connections, Alarm Panels)
- Identify live fee video cameras.
- Meet with the local first responders if they are available. (NOTE: District is responsible for arranging.)

**It's critical that someone knowledgeable about each building accompany our onsite personnel to identify the key infrastructure, lab, and chemical storage areas.*

After the on-site visit:

- Add icons to floor plans for each item identified above.
- Attach pictures to floor plans.
- Work with district IT staff to link cameras.
- Work with local 911 center to create link to NaviGate Prepared.
- Conduct a post GoToMeeting status review.

AGENDA REQUEST – Item #12
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Approval of IMA with Marlborough for continuation of Regional Veterans District*

Date of request: *5.12.14*

Requestor: *Town Manager Valente.*

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

Approval of continuation of regional district

Financial impact expected:

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

See attached materials

Recommendations/Suggested Motion/Vote:

Move to approve the Intermunicipal Agreement with the City of Marlborough to continue the "Marlborough-Sudbury Regional Veteran's District" effective July 1, 2014 through June 30, 2016 and authorize the Town Manager to sign agreement on behalf of the Town of Sudbury, contingent upon the Marlborough City Council's approval and that there are no substantial changes to the attached document.

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

Assistant Town Manager Maryanne Bilodeau

Selectmen's Office Section

Date of Selectmen's Meeting: *5/20/14*

Board's action taken:

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

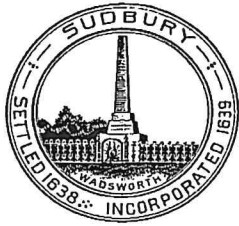
Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?

Yes (X)

No ()



TOWN OF SUDBURY
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

Date: May 12, 2014
To: Board of Selectmen
From: Maryanne Bilodeau *mb*
Re: Veteran's District IMA with Marlborough

I would like to request the Board of Selectmen to approve the extension of our current Veteran's District Intermunicipal Agreement (IMA) with Marlborough, contingent on the Marlborough City Council's approval *and* that there are no substantial changes to the document that is attached.

Attached is a copy of the proposed IMA, which Town Counsel has reviewed. I've taken the liberty of highlighting any changes. The only significant changes are the dates and a 2.5% increase from \$833.50 to \$855.00 per month.

This agreement has worked nicely between the two communities since November of 2012. The State Department of Veteran's Services has approved the extension of this District for two more years through June 30, 2016. I kindly ask that you do the same.

I will be happy to answer any questions that you may have.

Attachment

VETERANS' SERVICES INTERMUNICIPAL AGREEMENT
Between the City of Marlborough and the Town of Sudbury

Pursuant to M.G.L. c. 40, § 4A, this Intermunicipal Agreement, approved by the Marlborough City Council and the Selectmen of the Town of Sudbury (collectively, the "Parties"), establishes the "Marlborough – Sudbury Regional Veterans District" (the "District") and is hereby entered into and is effective from 1st day of July, 2014 by and between the City of Marlborough ("Marlborough") and the Town of Sudbury ("Sudbury") in accordance with the following terms:

1. Purpose and Duties: (A) This Agreement contractually enables the Director of Marlborough's Veterans' Services Department (the "Director") to perform the duties of such office for Sudbury. The Director will maintain separate accurate and comprehensive records of all services performed for Sudbury. (B) Sudbury will provide for a part-time employee ("Agent/Administrative Assistant") to serve as administrative support for the District. Said employee will be an employee of the Town of Sudbury. (C) The Director of Veterans Services and the Agent/Administrative Assistant will develop a schedule of available hours in each community in consultation with the Town Manager of Sudbury and the Mayor of Marlborough. The Director and the Agent/Administrative Assistant will have the ability to serve all qualifying veterans and their dependents in both municipalities during their regular hours of operation regardless of whether they are working in Marlborough or in Sudbury. (D) The Agent/Administrative Assistant will work under the direction of the Director of Veterans Services and assist the office in carrying out relevant duties including but not limited to the coordination of benefits to eligible applicants, the completion of local and state compliance reports, and other duties as needed. (E) The Town of Sudbury recognizes the ability of the Director to utilize his accrued sick/vacation time which may, from time to time, coincide with his scheduled office availability in Sudbury. The Director shall inform Sudbury in advance of such occurrences and ensure adequate office coverage during such absences.
2. Term: The term of this Agreement shall be from July 1, 2014 until June 30, 2016. The Town of Sudbury and the City of Marlborough reserve the right to terminate this agreement at any time upon written notice of at least (45) business days.
3. Location and Time of Services: The Director and the Agent/ Administrative Assistant shall perform their duties in offices to be provided by both Marlborough and Sudbury.
4. Salary and Benefits: The Director shall be an employee of Marlborough, and his salary and benefits will be paid by the City of Marlborough. Sudbury agrees to pay to Marlborough the amount of \$855.00 per month, by check made payable to the City of Marlborough, c/o Comptroller, 140 Main Street, Marlborough, MA 01752, for the duration of this Agreement.
5. Distribution of Benefits to Veterans: It is understood and agreed that the distribution of benefits payments to eligible Veterans in Marlborough and Sudbury under M.G.L. c. 115 shall be paid by the respective municipality in which the eligible Veteran resides.

6. Insurance and Indemnification: The Parties agree that each has a minimum of \$1,000,000 of liability insurance through the Massachusetts Interlocal Insurance Association (MIIA), and that each party is covered by insurance for this joint venture as stated in the General Liability Coverage Form MGP 001.
7. Amendments: This Agreement may be amended or modified only by a written instrument signed by both Parties.
8. Notice: Until changed by notice in the manner specified above the addresses and telephone numbers of the parties to this Agreement for purposes of this Paragraph shall be:

FOR THE CITY OF MARLBOROUGH:

Arthur G. Vigeant, Mayor
City of Marlborough
140 Main Street
Marlborough, MA 01752
Telephone: (508) 460-3770

FOR TOWN OF SUDBURY:

Maureen Valente, Town Manager
Town Of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776
Telephone: (978) 639-3381

9. This District is subject to approval by the Massachusetts Department of Veterans Services.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals this ____ day of _____, 2014.

City of Marlborough:

Arthur G. Vigeant, Mayor

Town of Sudbury:

Maureen Valente, Town Manager

AGENDA REQUEST – Item #13
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Extending the date for continuation of three ad hoc committees to May 2015 and ask each Board and committee which sends a member to these three committees to notify the Board who shall be representing them for FY15.*

Date of request: *5.15.14*

Requestor: *Town Manager Valente*

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

To vote to amend the mission statements of three ad hoc committees created by the Board of Selectmen, which have the expiration date of May 2014.

Financial impact expected: *None to the Town at this time*

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

Recommendations/Suggested Motion/Vote:

Move to amend the mission statements of the following ad hoc committees so that their expiration date will be May 31, 2015 instead of May 31, 2014

1. Strategic Financial Planning Committee for OPEB Liabilities
2. Strategic Financial Planning Committee for Capital Financing
3. Fairbank Community Center Study Task Force

And further to request that each Board and committee which sends a member to be a part of these committee to notify the Board of Selectmen's office who shall be representing them for FY15.

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

No one- for discussion among Board members

Selectmen's Office Section

Date of Selectmen's Meeting: **5/20/14**

Board's action taken:

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

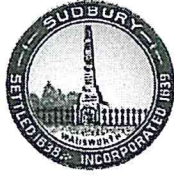
Future Agenda date (if applicable):

Distribution:

Town Counsel approval needed?

Yes (X)

No ()



**Strategic Financial Planning Committee for OPEB¹ Liabilities
Town of Sudbury
Voted to establish October 1, 2013 by the Sudbury Board of Selectmen**

Mission Statement

The Board of Selectmen is creating this committee to generate, evaluate and report on strategies and options, both short and long term, for dealing with the unfunded OPEB liabilities facing the Town of Sudbury, including the Sudbury Public Schools and L-S Regional High School.

These liabilities may require separate strategies for Town/Sudbury Public Schools than Lincoln-Sudbury Regional High School, due to the different historic and current benefit packages offered that caused the different levels of liability. In addition to this, the L-S approach will need the involvement of the Town of Lincoln. Nevertheless, overall “big picture” strategies and fundamental philosophies may be applicable to both entities.

Short-term options might include articles for the 2014 Annual Town Meeting; longer term strategies might need to be developed and implemented over the next few years. The Committee will evaluate and make recommendations to the Board for 2014 Annual Town Meeting articles by December 31, 2013 so that the Board has sufficient time to draft articles before the warrant closing deadline.

The committee shall work to create and submit to the Selectmen a report that the Board, Finance Committee, and School Committees can use to make OPEB related decisions over the next 15 years.

Membership

Members of *Strategic Financial Planning Committee for OPEB Liabilities* shall be appointed by the Selectmen according to the following list. All appointments shall expire on May 31, 2014, but may be extended by the Board of Selectmen.

- Two members of the Board of Selectmen
- Two members of the Finance Committee
- One member of the Sudbury Public Schools School Committee
- One member of the Lincoln-Sudbury Regional School Committee
- Town of Sudbury Town Manager
- Town of Sudbury Assistant Town Manager
- Town of Sudbury Finance Director
- Lincoln-Sudbury Regional High School Director of Finance
- Sudbury Public Schools Director of Finance
- One Citizen at large with specific expertise that will be useful to the committee

The Committee shall elect a Chair, Vice-chair and a Clerk from among its members. The Chair will run meetings, be the designated communications link with the Town Manager or other Town staff, and schedule committee meetings. The Clerk shall insure that full minutes and a list of members in attendance are kept of each

¹ OPEB is defined as Other Post-Employment Benefits (i.e., other than pensions, typically retiree health insurance).

meeting and promptly submitted to the Committee for approval, filing with the Town Clerk, and posting to the Town's website.

Staffing Assistance

The appointed staff members of the committee shall be available to assist in carrying out the work of the committee.

Tasks

It is anticipated that the committee will discuss and develop their own work plan to accomplish the mission of the committee. At a minimum, the Board of Selectmen anticipates that the following tasks will be important to this work:

1. What have other towns done? Using the Strategic Financial Planning Report as a starting point, develop a baseline assessment of other triple A-rated² towns, their approaches and the logic they are using for their decisions.
2. What are funding options? Should the Town and L-S be setting aside a minimum amount each year and if so, what should that amount be? Where should these funds come from?
3. How can these liabilities be best managed? What could the Town/SPS and L-S be doing to keep the liability from growing larger? What could they do to reduce the liability?
4. Is doing nothing an option? What are the implications of the do-nothing or "pay as you go" option?

Compliance with State and Local Laws and Town Policies

The *Strategic Financial Planning Committee for OPEB Liabilities* is responsible for conducting its activities in a manner which is in compliance with all relevant state and local laws and regulations including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law, as well as all Town policies which affect committee membership. In particular, all appointments are subject to the following:

The Code of Conduct for Selectmen Appointed Committee. A resident or employee who accepts appointment to a Town committee by the Board of Selectmen agrees that he/she will follow this code of conduct.

The Town's Email Communication for Committee Members Policy. Anyone appointed to serve on a Town committee appointed by the Board of Selectmen agrees that he/she will use email communication in strict compliance with the Town of Sudbury's email policy, and further understands that any use of email communication outside of this policy can be considered grounds for removal from the committee by the Selectmen.

Use of the Town's Web site. The Committee will keep minutes of all meetings and post them on the Town's web site. The committee will post notice of meetings on the Town's website as well as at the Town Clerk's Office.

² Either AAA credit rating by Standard & Poor's or Aaa credit rating by Moody's

Fairbank Community Center Study Task Force

Town of Sudbury

Voted to establish November 7, 2012 by the Sudbury Board of Selectmen

Amended March 12, 2013

Amended July 9, 2013

Mission:

The Study Task Force is an *ad hoc* entity established by and reporting to the Board of Selectmen in order to provide an assessment of the capacity of the existing building to meet the current and future program and office needs and goals of the Park and Recreation Department, including the Teen Center and the Atkinson Pool, and the Council on Aging, but should also address meeting the current needs of the Sudbury Public Schools Administration as they are current tenants in the building and require office space until another location is available to them. The Task Force shall advise the Board of Selectmen as to the best options for dealing with the failing roof on the non-Pool section of the Fairbank Community Center in conjunction with a facilities master plan. All suggestions and recommendations for space needs and potential financing plans shall be considered for planning purposes only and will need more detailed study and discussion in the future.

Board of Selectmen Amendments:

Board of Selectmen amended and extended the mission of the Task Force to include bringing forth the proposal for a Master Plan at Town Meeting in May 2013, and extends the term of the committee to May 31, 2014. The Mission of the Task Force will continue as research committee for programs and use groups and dissemination of information on behalf of user groups. The task force will also be charged with the task of private fund raising to support the funding for a master plan and a portion of the construction costs. The Task Force will continue working with the Permanent Building Committee with respect to designer selection and development of the Master Plan and Feasibility Study.

Membership:

The Task Force shall be appointed by the Board of Selectmen and shall be comprised of:

1. One member of the Board of Selectmen
2. One member of the Park and Recreation Commission
3. One member of the Council on Aging
4. One member of the Sudbury Public School Committee
5. Two members of the Permanent Building Committee
6. The Combined Facilities Director
7. One member of the Finance Committee
8. Three non-committee citizen members

The Task Force will provide a mechanism for thoughtful and public review of the best alternatives for dealing with the current and future use and space needs at the Fairbank Community Center and will bring forth the proposal for a master plan at Town Meeting and continue development of master plan for Community Center

Responsibilities:

In an attempt to develop a recommendation to the Board of Selectmen on roof replacement and future master plan for a Community Center, the Task Force will concentrate on the following issues:

1. What future space needs might the Recreation and Council on Aging programs and offices need in the future, and how could those needs be accommodated vis-à-vis the current building footprint? What additions to the building might be required and if so, what are options for those additions? What major sections might need to be changed or redeveloped? How would all these potential building changes be related to the proposed roof replacement? Can a reasonable total square footage number be preliminarily generated for cost estimation purposes?
2. What kind of community center facility have other towns constructed? What is the square footage? Do they include an indoor pool (natatorium)? How much did those facilities cost? How were they financed? How long did the project take from initial design to opening?

These questions are starting points in the overall goal of developing a report for the Board of Selectmen and the community on the future plans and needs desired at the Community Center. The committee will be act in an advisory role to the Permanent Building Committee during the procurement process for designer selection, if approved.

Staffing: The Town's Facilities Director will provide some staffing assistance, but Task Force members are expected to conduct the research and gather data as part of their committee service.

Compliance with State and Local Laws:

The Task Force is responsible for conducting its activities in a manner which is in compliance with all relevant State and local laws and regulations including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law. Task Force members must limit their activities and scope to that described in this Mission Statement.

All meetings of the Task Force will be held in public sessions. One member of the Task Force should be designated as Clerk, and shall keep minutes of all meetings.



**Strategic Financial Planning Committee for Capital Funding
Town of Sudbury
Voted to establish October 1, 2013 by the Sudbury Board of Selectmen**

Mission Statement

The Board of Selectmen are creating this committee to generate, evaluate and report on strategies and options, both short and long term, for ensuring adequate funding for the capital needs of the Town, the Sudbury Public Schools and Lincoln-Sudbury Regional High School so as to protect the Town's investment in its capital assets. The capital projects to be considered by this committee have been outlined in the Strategic Financial Planning Report dated April 4, 2013 but they may be added to from time to time by the Board of Selectmen. The committee shall work to create and submit to the Selectmen a report that the Board, Finance Committee, Capital Improvement Advisory Committee and staff can use for scheduling capital projects over the next 15 years.

Membership

Members of *Strategic Financial Planning Committee for Capital Funding* shall be appointed by the Selectmen according to the following list. All appointments shall expire on May 31, 2014, but may be extended by the Board of Selectmen.

- Two members of the Board of Selectmen
- Two members of the Finance Committee
- One member of the Sudbury Public Schools
- One member of the Lincoln-Sudbury Regional School Committee
- Two members of the Capital Improvement Advisory Committee
- Town of Sudbury Town Manager
- Town of Sudbury Assistant Town Manager
- Town of Sudbury Finance Director
- Lincoln-Sudbury Regional High School Director of Finance
- Sudbury Public Schools Director of Finance
- Town/SPS Facilities Director
- One Citizen-at-large with specific expertise that will be useful to the committee

The Committee shall elect a Chair and a Clerk from among its members. The Chair will run meetings, be the designated communications link with the Town Manager or other Town staff, and schedule committee meetings. The Clerk shall insure that full minutes and a list of members in attendance are kept of each meeting and promptly submitted to the Committee for approval, filing with the Town Clerk, and posting to the Town's website.

Staffing Assistance

The appointed staff members of the committee shall be available to assist in carrying out the work of the committee.

Tasks

It is anticipated that the committee will discuss and develop their own work plan to accomplish the mission of the committee. At a minimum, the Board of Selectmen anticipates that the following tasks will be important to this work

1. What have other towns done? What are their policies and guidelines? Are they successful in sticking to them? If so, what is the key to their success?
2. Using the Strategic Financial Planning Report as a starting point, develop a multi-year financing plan for debt issuance and the projects included in Group A: Major Projects/Debt Options.
3. Using the Strategic Financial Planning Report as a starting point, develop a multi-year financing plan for the projects included in Group B: Capital Exclusion options.
4. Using the Strategic Financial Planning Report as a starting point, develop a multi-year financing plan for the projects included in Group C: Rolling Stock.
5. Using the Strategic Financial Planning Report as a starting point, develop a multi-year financing plan for the annual capital budget that is adequate for the costs of items exemplified by Group D: Annual Capital Budget/Within Levy Options.
6. Using the Strategic Financial Planning Report as a starting point, address the other capital issues listed, including replacement of the turf fields, building maintenance costs and other uncertain projects that might require funding in future years.
7. Review the current staff and committee annual process for evaluating Capital Improvement Program projects and develop recommendations for any changes to that process.

Compliance with State and Local Laws and Town Policies

The *Strategic Financial Planning Committee for Capital Funding* is responsible for conducting its activities in a manner which is in compliance with all relevant state and local laws and regulations including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law, as well as all Town policies which affect committee membership. In particular, all appointments are subject to the following:

The Code of Conduct for Selectmen Appointed Committee. A resident or employee who accepts appointment to a Town committee by the Board of Selectmen agrees that he/she will follow this code of conduct.

The Town's Email Communication for Committee Members Policy. Anyone appointed to serve on a Town committee by the Board of Selectmen agrees that he/she will use email communication in strict compliance with the Town of Sudbury's email policy, and further understands that any use of email communication outside of this policy can be considered grounds for removal from the committee by the Selectmen.

Use of the Town's Web site. The Committee will keep minutes of all meetings and post them on the Town's web site. The committee will post notice of meetings on the Town's website as well as at the Town Clerk's Office.

AGENDA REQUEST - Item #14

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *May 16, 2014*

Requestor: *Patty Golden*

Action requested: *Annual Board and Committee re-appointments*

Financial impact expected: *None*

Background information: *See attached list of re-appointments and resignations*

Recommendations/Suggested Motion/Vote: *Vote to approve the annual re-appointments of those listed (all of which are subject to acceptance), to accept the resignations of those who choose not to be re-appointed, and to send a letter of appreciation to the resigning volunteers for their service to the community.*

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

Selectmen's Office Section:

Date of Selectmen's Meeting: *May 20, 2014*

Board's action taken:

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

Distribution:

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

List of Selectman Board Appointments

as of May 15, 2014

Began Expires Term Chairman Comments Member Comments Notes

Aging Council on

John Beeler	2008	2014	3			
Robert H. Diefenbacher	2011	2014	3		Willing	
Sabino Merri	2011	2014	3			

Agricultural Commission

Laura B. Abrams	2005	2014	3		Willing	
John J. Donovan	2005	2014	3			Do not re-appoint per Laura Abrams <i>see attached note</i>

Board of Appeals

Stephen A. Garanin	2002	2014	1		Willing	
Jonathan G. Gossels	2002	2014	5			
Nicholas B. Palmer	2013	2014	1			
Jonathan W. Patch	2010	2014	1			
Nancy G. Rubenstein	2007	2014	1			

Capital Improvement Advisory

Pascal Cleve	2005	2014	3	Reappoint		
Eric Greece	2010	2014	3	Reappoint		

Community Preservation Committee

VACANCY	2004	2014	3			
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Constable

James D. Conboy	1993	2014	3		Willing	
Nelson H. Goldin	1999	2014	3		Willing	

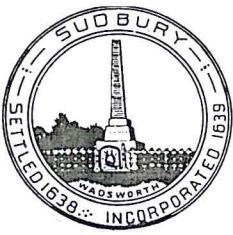
Earth Removal Board

Stephen A. Garanin	2011	2014	1		Willing	
Nicholas B. Palmer	2013	2014	1			
Jonathan W. Patch	2010	2014	1			
Nancy G. Rubenstein	2011	2014	1			

Incumbent	Began	Expires	Term	Chairman Comments	Member Comments	Notes
<u>Energy & Sustainability Committee</u>						
William G. Braun	2009	2014	3			
Edward Lewis	2009	2014	3			
Kurt Reiss	2012	2014	3			
<u>Fairbank Study Committee</u>						
Robert CG. Armour	2012	2014	1			SPS designee
Timothy C. Coyne	4/23/13	2014	1		Resigned	
Gregory George	4/23/13	2014	1			
Robert C. Haarde	2012	2014	1			BOS designee
Rick Johnson	2013	2014	1			
James Kelly	2012	2014	1			
John J. Ryan, Jr.	2012	2014	1			
	2012	2014	1			Fincom designee
Joseph J. Sziabowski	2013	2014	1			
Sarah Troiano	2013	2014	1		Willing	
Maureen G. Valente	2012	2014	1			
Richard C. Williamson	2012	2014	1		<i>Willing</i>	Park & Rec designee
Charles Woodard	7/30/13	2014	1		Willing	
<u>Land Acquisition Review Committee</u>						
Christopher Morely	2009	2014	2			Planning Board rep.
<u>Memorial Day Committee</u>						
Spencer Goldstein	1997	2014	3			
<u>Metropolitan Area Planning Council</u>						
Maureen G. Valente	2002	2014	3			
<u>Permanent Building Committee</u>						
Michael E. Melnick	1981	2014	3	Reappoint		Willing
Gifford Perry	2010	2014	3	Reappoint		Willing
<u>Ponds and Waterways Committee</u>						
Francis T. Lyons	2005	2014	3			Park & Rec designee (replaced Dufault who

Incumbent	Began	Expires	Term	Chairman Comments	Member Comments	Notes
Registrars, Board of						
Greg Bochicchio	2011	2014	3	Reappoint	Willing	
Special Constable						
Joseph D. Bausk	2003	2014	1			Paid constable
Mark E. Herweck	2003	2014	1			Unpaid constable
William L. Miles	2004	2014	1			Unpaid constable
Arthur J. Richard	2003	2014	1			Unpaid constable
Strategic Financial Planning for Capital						
Robert CG. Armour	10/22/13	2014	1			
Jeff Barker	10/22/13	2014	1			CIAC resigned
Maryanne Bilodeau	10/22/13	2014	1			
Glenn Fratto	10/22/13	2014	1			
James Kelly	10/22/13	2014	1			
Kevin J. Matthews	10/22/13	2014	1			Willing
Lawrence W. O'Brien	10/22/13	2014	1			
Andrew R. Sullivan	10/22/13	2014	1			Fin Com Resigned
Andrea Terkelsen	10/22/13	2014	1			
Thomas S. Travers	10/22/13	2014	1			Willing
Maureen G. Valente	10/22/13	2014	1			
Mary Will	10/22/13	2014	1			
Charles Woodard	10/22/13	2014	1			Willing
Strategic Financial Planning for OPEB						
Maryanne Bilodeau	10/22/13	2014	1			
Glenn Fratto	10/22/13	2014	1			
William E. Kneeland, Jr.	10/22/13	2014	1			
Kevin J. Matthews	10/22/13	2014	1			Willing
Mark Minassian	10/22/13	2014	1			Willing
Lawrence W. O'Brien	10/22/13	2014	1			Willing
Lucie S. St George	10/22/13	2014	1			

Incumbent	Began	Expires	Term	Chairman Comments	Member Comments	Notes
Andrea Terkelsen	10/22/13	2014	1			
Maureen G. Valente	10/22/13	2014	1			
Mary Will	10/22/13	2014	1			
Charles Woodard	10/22/201	2014	1			Willing
<u>Sudbury Water Dist. Water Resource</u>						
James F. Occhialini	1994	2014	1			
<u>Surveyor of Lumber & Measurer of</u>						
Russell DiMauro	1991	2014	1			



Town of Sudbury

Office of Selectmen
Sudbury, Massachusetts 01776

978-639-3381

Date: April 25, 2014

To: Laura B. Abrams
Agricultural Commission

From: Board of Selectmen

Subject: Appointment Expirations

As Chairman of Agricultural Commission, we request your comments and recommendation concerning the reappointment of the following member(s) whose term will be expiring this year:

John Donovan

COMMENTS:

SIGNED: _____

Please return to: Email: selectmen@sudbury.ma.us or mail to: Selectmen's Office
Fax: 978-443-0756 278 Old Sudbury Road
Sudbury, MA 01776

P.S. If any vacancies exist or replacements are needed, please forward recommendations from your board for new member(s) by May 2, 2014.
The Talent Search files are in the Selectmen's Office for reference.



Town of Sudbury

Office of Selectmen
Sudbury, Massachusetts 01776

978-639-3381

Date: April 25, 2014

To: Laura B. Abrams
Agricultural Commission

From: Board of Selectmen

Subject: Appointment Expirations

As Chairman of Agricultural Commission, we request your comments and recommendation concerning the reappointment of the following member(s) whose term will be expiring this year:

John Donovan

COMMENTS:

John has been an outstanding member of the AgCom. However, all of us are (except Pam) are original members. I believe boards get stall without change. You have an application for Ed Halsey who is a farmer. I feel at this point he would be a good replacement.

SIGNED:

Please return to: Email: selectmen@sudbury.ma.us or mail to: Selectmen's Office
Fax: 978-443-0756 278 Old Sudbury Road
Sudbury, MA 01776

P.S. If any vacancies exist or replacements are needed, please forward recommendations from your board for new member(s) by May 2, 2014.
The Talent Search files are in the Selectmen's Office for reference.

**TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT**

BOARD OF SELECTMEN
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

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

Board or Committee Name: Agricultural Commission

Name: EDWARD B HOUSER JR

Address: 24 Pelham Island Rd

Email Address: wbh99999verizon.net

Home phone: 978-443-9999

Work or Cell phone: 981-820-9522

Years lived in Sudbury: 7 yrs

Brief resume of background and pertinent experience:

Currently own and operate a farm producing meat, eggs and vegetables. Also our family is very involved and members of the MASS 4-H Program and

Municipal experience (if applicable):

Sudbury Grange
District 8 town meeting member
Winchester MA

Educational background:

N/A

Reason for your interest in serving:

To promote conservation and education in farming and food grown locally.

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

flexible

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

No

EH

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

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

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

Signature

EBH

Date

11/21/14

AGENDA REQUEST – Item #15
BOARD OF SELECTMEN

Requestor's Section

Item Name: Accept Land for Conservation Purposes

Date of request: *May 6, 2014*

Requestor: *Jody Kablack, Planning Director*

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

Vote to accept a parcel of land as a gift from NStar for conservation purposes at 85 Lincoln Lane (also known as 79 Lincoln Lane).

Financial impact expected: None

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

Accept a parcel of land as a gift from NSTAR, for conservation purposes, as described in section 4.1 of the Memorandum of Understanding between the Town of Sudbury and NSTAR dated 3/28/14. Title examination has been performed and title insurance provided. Town Counsel has reviewed all documentation.

Recommendations/Suggested Motion/Vote:

Vote: To accept a deed, dated April 15, 2014, for a 1.44 a. +/- parcel of land shown as Parcel 0008 on Assessors Map F14, with the address of 85 Lincoln Ln., Sudbury, for conservation purposes in perpetuity as a gift from NSTAR pursuant to the Memorandum of Understanding between the Town of Sudbury dated March 28, 2014.

(Board to sign acceptance.)

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

Selectmen's Office Section

Date of Selectmen's Meeting: 5/20/14

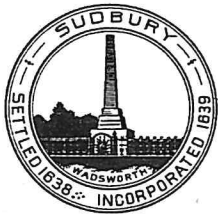
Board's action taken:

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

TO: Maureen Valente, Town Manager
FROM:  Jody Kablack, Director of Planning and Community Development
RE: Gift of Land, 85 (aka 79) Lincoln Lane
DATE: May 16, 2014

Pursuant to the Memorandum of Understanding between NStar and the Town dated March 28, 2014, NStar has purchased the property at 85 Lincoln Lane and has deeded it to the Town of Sudbury for conservation purposes. The final step in this transaction is acceptance of the parcel by the Board of Selectmen.

This is a 1.44 acre buildable parcel of land that the Town has been pursuing for conservation purposes for several years. It is located on the Sudbury River, and is one of only a handful of similar parcels in Sudbury. Due to its Wild and Scenic status, parcels along the Sudbury River have been actively pursued for conservation. The property is a priority parcel in the 2009 Open Space and Recreation Plan, and had received \$25,000 in CPA funding in 2009 for its purchase. Those funds were to be combined with other funding sources which never materialized. This opportunity presented itself, and was reviewed and supported by the Land Acquisition Review Committee in March 2014.

As noted previously, this property has been offered as mitigation for the NStar substation project which received an Order of Conditions from the Sudbury Conservation Commission earlier this year. The parcel was chosen as appropriate mitigation since it is within the Sudbury River corridor where NStar's construction is also taking place.

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into as of March 28, 2014, by and between NSTAR ELECTRIC COMPANY, a Massachusetts corporation and electric company, with an address at One NSTAR Way, Westwood, Massachusetts 02090 ("NSTAR") and THE TOWN OF SUDBURY, a Massachusetts municipal corporation, with an address at 322 Concord Road ("Sudbury" or the "Town"), collectively referred to herein as the "Parties".

Background:

A. NSTAR is proposing to perform certain construction and equipment installation work between March of 2014 and December of 2016 to upgrade and expand an existing NSTAR electrical substation (the "Substation") located at 163 and 183 Boston Post Road (see description in Exhibit A attached) in Sudbury, Massachusetts (the "Project").

B. NSTAR has proposed certain activities as mitigation for the impacts of the Project on the Town, including mitigation required to meet the performance standards of the Sudbury Wetlands Administration Bylaw, and building permits. NSTAR is offering such mitigation to comply with town bylaws, and obtain the required permits for the Project.

NOW, THEREFORE, in consideration of the foregoing, and the mutual agreements set forth herein, the Town and NSTAR agree as follows:

1.0 Purpose. The purpose of this MOU is to describe the undertakings of the Parties with respect to the Project.

2.0 Description of the Project. The Project is NSTAR's response to a determination by the Independent System Operator in New England (ISO-NE) of a need to address thermal overloads and voltage issues within the existing electrical transmission system in the Sudbury area. To resolve these issues and improve the electric transmission system in the area, NSTAR is proposing improvements at the Substation. These improvements involve installing new equipment within the Substation and will result in expansion of the existing footprint of the Substation. Following are the specific components of the Project, described in greater detail in Exhibit B attached hereto and incorporated herein:

- 2.1 Install voltage regulating devices;
- 2.2 Connect an existing overhead transmission line into the substation;
- 2.3 Replace wooden transmission poles with steel poles;

- 2.4 Install new transformers, switching equipment, and control equipment; and
- 2.5 Construct a pressurizing plant for an existing underground transmission line.

3.0 Project Permitting. The components of the Project listed above are combined for environmental permitting purposes, but two (2) separate building permits will be sought from the Town. One building permit will be submitted for the voltage regulating devices (2.1) and the 4 remaining components (2.2. - 2.5) will be combined under a second building permit application. The Town agrees to cooperate with NSTAR in timely processing of the building permit applications. In addition, NSTAR will require and seek a variety of permits from other state and federal agencies, including without limitation, the Army Corps of Engineers, Sudbury Conservation Commission, Massachusetts Department of Environmental Protection, United States Environmental Protection Agency, Massachusetts Natural Heritage and Endangered Species Program, Massachusetts Historical Commission, Massachusetts Environmental Policy Act, and ISO-NE approvals) as may be necessary, in its sole opinion, to construct, install, operate and maintain the Project. MEPA has already issued a decision that an Environmental Impact Report is not required. In addition, Massachusetts Natural Heritage and Endangered Species Program, and the Massachusetts Historical Commission have already issued "no impact" determinations.

4.0 Mitigation. Upon receipt by NSTAR of all required regulatory approvals from all governmental authorities having jurisdiction, including the Town, with all appeal periods with respect thereto having either expired without any appeal having been taken, or if any such appeal has been taken, such appeal having been resolved to the satisfaction of NSTAR, and in each case without conditions or limitations not acceptable to NSTAR in its sole discretion, NSTAR will provide the following mitigation to the Town:

4.1 NSTAR will purchase a parcel of vacant land located at 79 Lincoln Lane, Sudbury, comprising approximately 1.4 acres, for the sum of \$330,500, and will have such land deeded directly to the Town of Sudbury for conservation purposes only. This land is being offered as off-site mitigation which meets and exceeds the requirement for 2:1 mitigation under the Sudbury Wetlands Administration Bylaw.

4.2 NSTAR will create 1:1 wetland replication and habitat improvements at the substation property per the Wetlands Protection Act. The Town will act to remove the existing Sudbury Wetlands By-Law and WPA Superseding Order of Conditions on the 79 Lincoln Lane property.

4.3 NSTAR will install landscape improvements along Boston Post Road per the landscape plan dated December 8, 2013, provided to the Town on December 8, 2013, which the Town hereby approves and accepts.

4.4 NSTAR will donate to the Town the sum of \$15,225.00 to be applied by the Town towards the cost of installation of a sidewalk, including handicapped

access ramps, along NSTAR's frontage on Boston Post Road; which will be accepted as a gift to the Town for this specific purpose. Any funds remaining after completion of the sidewalk construction project will be returned to NSTAR.

5.0 Schedule. NSTAR proposes to commence the Project in March 2014 and achieve substantial completion in December 2016. NSTAR agrees to complete all required mitigation in subsections 4.1 through 4.3 within one (1) year of Project construction start, with the exception of the deeding of the Lincoln Lane property, which deed transferring title shall be recorded at the Registry of Deeds within 30 days of the issuance of the first building permit for the Project.

6.0 Notice. All notices under this MOU shall be in writing and sent to the following contacts designated by the Parties:

To NSTAR:
Beverly Schultz
NSTAR Electric
One NSTAR Way MS SE3041
Westwood, MA 02090

To Sudbury:

Paul L. Kenny, Town Counsel
278 Old Sudbury Road
Sudbury, MA 01776

7.0 General Provisions.

7.1 Assignment. Neither Party shall assign or transfer this MOU without the consent of the other Party.

7.2 Governing Law. This MOU shall be governed by the law of the Commonwealth of Massachusetts and shall bind and inure to the benefit of the Parties hereto and their respective successors and permitted assigns.

7.3 Recording. Neither this MOU nor any notice or memorandum hereof shall be recorded in any public record.

7.4 Counterparts. This MOU may be executed simultaneously in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

7.5 Exhibits. All Exhibits which are referred to herein and which are attached hereto or bound separately and initialed by the Parties are expressly made and constitute a part of this MOU.

7.6 Entire Agreement; Amendments. This MOU and the Exhibits hereto set forth all of the agreements, conditions and undertakings between the Parties hereto with respect to the subject matter hereof, and supersede all prior and contemporaneous agreements and understandings, express or implied, oral or written, except as contained herein, with the exception of conditions contained in the Order of Conditions issued by the Sudbury Conservation Commission for the Project (DEP File #301-1129). This MOU may not be changed orally, but only by an agreement in writing, duly executed by or on behalf of both Parties.

7.7 Further Assurances. The Parties agree to execute and deliver such further instruments, and take such other actions as may be reasonably required or requested and agreed to by respective counsel for the Parties, in order to fully implement the undertakings of the Parties contemplated hereby.

IN WITNESS WHEREOF, the Parties have caused this MOU to be executed under seal by their respective duly authorized representatives, as of the date first written above.

NSTAR ELECTRIC COMPANY

By: Douglas W. Foley
Name: Douglas W. Foley
Title: VP ELECTRIC OPERATIONS

TOWN OF SUDBURY

By: Maureen G. Valente
Name: Maureen G. Valente,
Title: Town Manager

EXHIBIT A

PROPERTY DESCRIPTION

The NSTAR property consists of two parcels of land acquired by NSTAR in ____ and ____, respectively. For title reference, see deeds recorded in the Middlesex South District Registry of Deeds in Book ____, Page ____ ("Parcel A"), and Book ____, Page ____ ("Parcel B"), respectively.

Parcel A at 183 Boston Post Road is just south of Boston Post Road (Route 20) and east of Landham Road. This parcel consists of a retired electrical substation with a utility building, fencing, and forested areas. Access to the existing operational Substation traverses through this parcel. This parcel is bordered on the south by an existing NSTAR transmission line right-of-way (ROW) and abandoned railroad grade. The ROW runs generally east to west and terminates at the Substation. The transmission line itself passes over the Substation and connects to another ROW south of the Substation.

Parcel B at 163 Boston Post Road is south of the existing ROW and consists of a large operational Substation with an associated driveway and power lines. The Substation has been in operation since approximately 1957, and is a typical electrical substation with imported gravel substrate. The Substation is surrounded by a chain-link fence and is accessed by a paved driveway off Boston Post Road (through the parcel north of the ROW). This parcel is bordered on the east, west, and south by the U.S. Fish and Wildlife's Great Meadows National Wildlife Refuge. A natural gas transmission line and easement also border the property to the south, running generally in an east-west direction. A second transmission line ROW originates on the south side of the Substation and continues south toward Wayland.

EXHIBIT B

PROPOSED WORK

Following is a more detailed description the components of the Project:

1. Install a new transformer and associated equipment, including:
 - a. Expand the Substation yard approximately 150 feet south of the existing fence line to accommodate the new equipment;
 - b. Expand the Substation yard approximately 50 feet west of the existing fence line to accommodate a new control house;
 - c. Construct a new gravel access road (approximately 12–18 feet wide) on the north side of the Substation;
 - d. Install two temporary bypass structures on the east side of the Substation for clearance during construction; and
 - e. Connect the Substation equipment to an existing overhead transmission line;
2. Install two new voltage-regulating shunt reactors and associated equipment in the northeast and southwest corners of the Substation (this will require relocation of an existing transmission line on the southwest side);
3. Construct a new dielectric fluid pump plant in the northwest corner of the Substation (within the existing fence line);
4. Maintain the existing transmission lines, including the replacement of two existing 3-pole wood structures with new steel 3-pole structures on the northeast and southeast sides of the Substation (the northeast structure is currently within the substation yard and will be replaced outside the fence line); and
5. Decommission the existing retired electrical substation on Parcel A. Work at this location will entail removing and properly disposing of the existing concrete equipment foundations, control building, and chain link fence. The surface of the retired substation will be restored with gravel.

Golden, Patricia

From: Kablack, Jody
Sent: Tuesday, May 06, 2014 12:59 PM
To: Golden, Patricia; Jones, Elaine
Subject: 85 Lincoln Lane
Attachments: 85 Lincoln Lane.pdf

From the 2009 Open Space and Recreation Plan

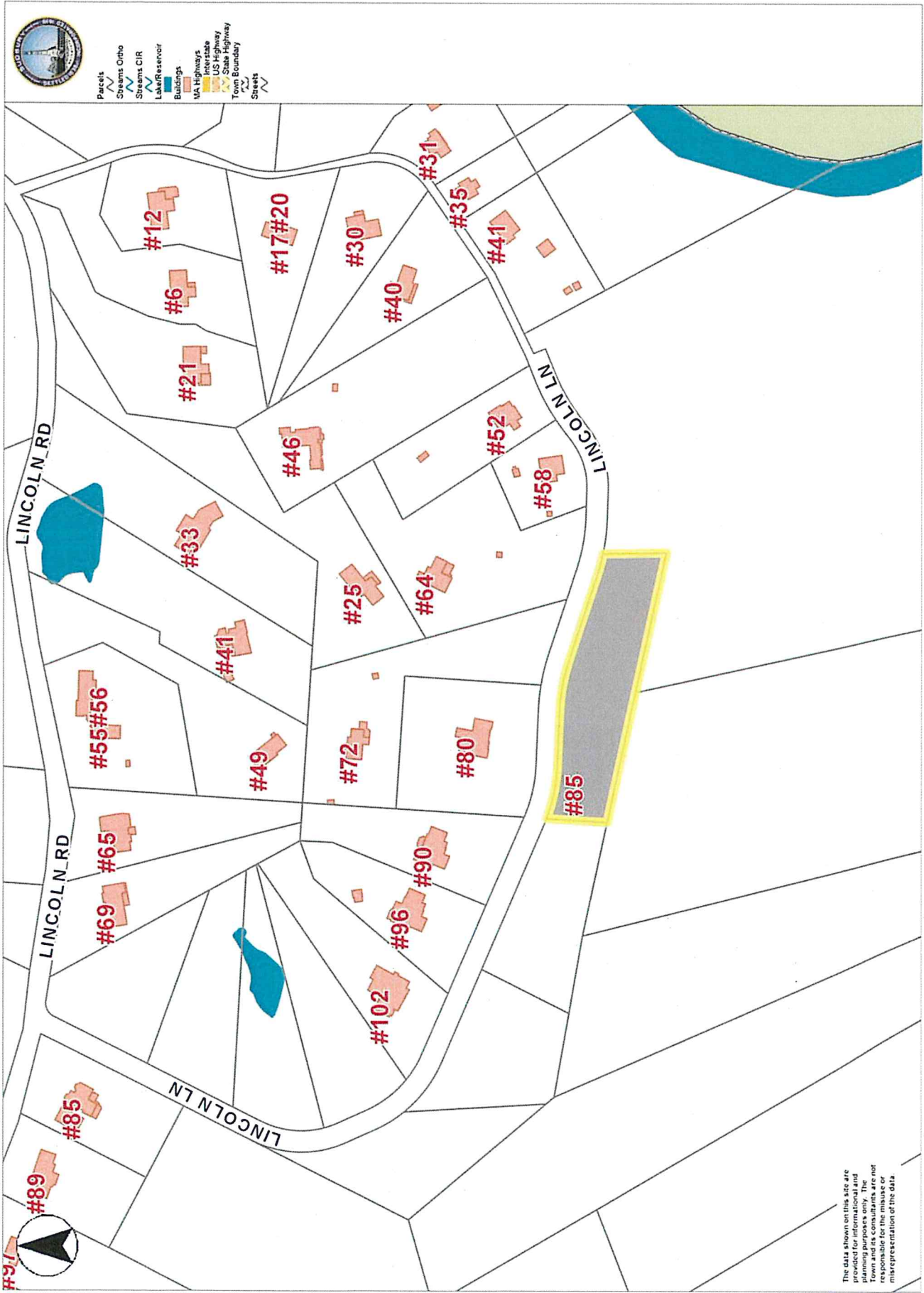
Parcel #21: 79 Lincoln Lane

Acreage: 1.44 acres

Owner: Caroline Diamond

Parcel is within the Sudbury River Corridor Priority Heritage Landscape, and the Wild & Scenic River designation area. It borders the Sudbury River and is adjacent to the Great Meadows National Wildlife Refuge and protected Town of Sudbury conservation land on three sides. The lot is located within a Natural Heritage and Endangered Species Program Estimated Habitat Area for seven state-listed species. It is a wooded lot with floodplain, bordering vegetated wetland and sufficient upland areas and suitable soils on the parcel to permit the construction of a single-family house under current regulations. Development of this lot will fragment a naturally vegetated corridor paralleling the river and introduce residential uses within a pristine natural area.

Jody Kablack
Director of Planning and Community Development
Town of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776
978-639-3387



85 Lincoln Lane



Bk: 83574 Pg: 57 Doc: DEED
Page: 1 of 4 05/05/2014 12:08 PM

79/85 Lincoln Lane Sudbury MA 019
24

QUITCLAIM DEED

(Property Address: 85 Lincoln Lane, Sudbury MA)

CAROLINE S. DIAMOND, being unmarried

of Sudbury, Middlesex County, Massachusetts

in consideration of THREE HUNDRED THIRTY THOUSAND FIVE HUNDRED (\$330,500.00) DOLLARS Paid

grants to

The TOWN OF SUDBURY, a municipal corporation,

with an address of 278 Old Sudbury Road, Sudbury, Massachusetts

with *quitclaim covenants*

A certain parcel of land situated on Lincoln Lane, Sudbury, Middlesex County, Massachusetts, containing 1.44 acres (62,634± square feet) of land, being shown on a plan entitled "PLAN OF LAND IN SUDBURY, MASS (MIDDLESEX COUNTY)," prepared for William Churchill, Property of Harry Vangeenhoven, dated June 12, 2005, and recorded in the Middlesex South Registry of Deeds (the "Registry") in Book 2005 Page 757 (the "Plan"). The parcel is bounded and described as follows:

Beginning at a property corner situated eight and fourteen hundredths (8.14') feet southwesterly and fourteen hundredths (.14') feet easterly of a standard USF&WS concrete monument set and marked as Conc. Brass Cap Fnd. and detailed as "CONC. POST W/BRASS CAP FND, 145 TOWN OF SUDBURY M.P. VANGEEHOVEN TRACT 413 CORNER 6 M.P." as shown on the Plan;

PLEASE RETURN TO:
FIDELITY NATIONAL TITLE INSURANCE COMPANY
133 FEDERAL STREET, 12TH FLOOR
BOSTON, MA 02110

Thence northwesterly by Lincoln Lane, five hundred fourteen and forty-nine hundredths (514.49') feet, more or less, as shown on the Plan;

Thence South 14° 51' 19" West by land now or formerly of the Town of Sudbury, one hundred thirteen and seventy-five hundredths (113.75') feet, more or less, as shown on the Plan;

Thence South 66° 34' 53" East by land now or formerly of the U.S. Fish and Wildlife Service, a distance of three hundred thirty-one and nineteen hundredths (331.19') feet to a 2" iron pipe detailed as 2: I.P. FND. on the Plan and turning South 66° 34' 53" East by said U.S. Fish and Wildlife Service land, one hundred eighty-nine and fourteen hundredths (189.14') feet to a concrete monument set and marked as Conc. Post with Brass Cap Fnd. And detailed as "CONC POST FND. 144 M.P. VANGEEHNOVEN TRACT 413 CORNER 5 M.P." as shown on the Plan;

Thence North 10°11' 07" East, one hundred thirteen and ninety-six (113.96') feet to the point of beginning.

Containing 1.44 acres, more or less, according to the Plan.

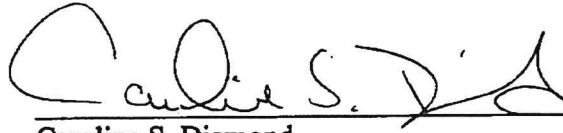
Being the same parcel conveyed to Caroline S. Diamond by deed of William Churchill dated November 6, 2007 and recorded with Middlesex County (S.D.) Registry of Deeds Book 50327 Page 286.

The parcel is also delineated on a map tracing designated MARGUERITE P. VANGEEHNOVEN TRACT (413) bearing date of August 16, 1965, on record in the files of the Department of the Interior and administrated by the United States Fish and Wildlife Service.

All rights of homestead are hereby released.

THE PREMISES CONVEYED HEREIN ARE TO BE USED ONLY FOR CONSERVATION PURPOSES IN PERPETUITY AS THAT TERM IS DEFINED IN M.G.L. CHAPTER 184 SEC 31.

Executed as a sealed instrument this 15th day of April, 2014.

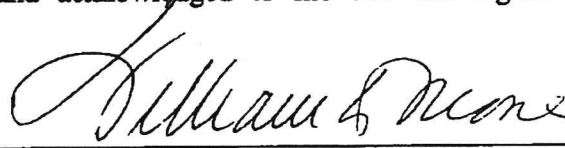


Caroline S. Diamond

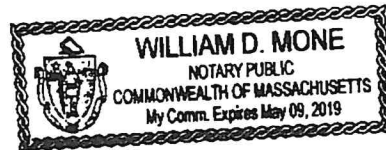
The Commonwealth of Massachusetts

Norfolk, ss

On this 15th day of April, 2014, before me, the undersigned notary public, personally appeared Caroline S. Diamond, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose.



William D. Mone – Notary Public
My commission expires: May 9, 2019



AGENDA REQUEST – Item #16
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Beginning process for determining liaison assignments for FY15.*

Date of request: *5.15.14*

Requestor: *Town Manager Valente*

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

To begin the process for determining liaison assignments.

Financial impact expected: *None to the Town at this time*

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

Recommendations/Suggested Motion/Vote:

None at this time. Acting Chairman Woodard will discuss the suggested process for Board members to indicate their interest in liaison assignments so that a vote can be taken at the June 10, 2014 meeting of the Board.

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

No one- for discussion among Board members

Selectmen's Office Section

Date of Selectmen's Meeting:

5/20/14

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>

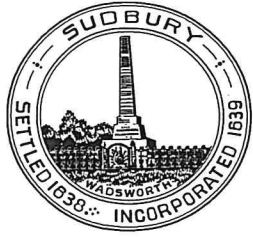
Date: May 16, 2014
To: Board of Selectmen
From: Maureen G. Valente, Town Manager *Maureen G. Valente*
Subject: New liaison assignments for upcoming year
Cc: Maryanne Bilodeau, Assistant Town Manager

I am suggesting that the Board consider and vote your new liaison assignments at your meeting on **June 10**. Attached to this memo is the listing of current liaison assignments, for your review and thinking in preparation for this agenda item.

I am further suggesting that each Selectman review this list, and send to Patty Golden (separately, without copying the other Board members) your list of committees you would prefer to be assigned to for this upcoming year by **Wednesday June 4**, so that she can take a first cut at developing the liaison list. She can advise you where there are more than two Board members interested in liaising to a committee or where there are fewer than two.

Please remember that beginning last July, the Board decided to have two Selectmen assigned to major committees. And traditionally, the Chair has the assignment of being the liaison to the Town Manager and through me the Town departments, and to the Finance Committee.

NOTE: This list also shows where various Board members have been appointed (or volunteered) to serve as a member of a committee. Typically those assignments are determined separately from the liaison discussion, and then staff put those memberships at the bottom of this list.



**SUDBURY BOARD OF SELECTMEN
LIAISON ASSIGNMENTS
2013 – 2014**

Chairman Drobinski

Board of Health
Conservation Commission
Design Review Board
Finance Committee
Goodnow Library Trustees
Town Manager/Town Depts

Vice-Chair Woodard

Capital Improvement Ad Com
Finance Committee
Historic Districts Commission
Historical Commission
Lincoln-Sudbury RHS
Permanent Building Committee
Sudbury Celebrates 375 Com
Sudbury Public Schools

Selectman Haarde

Agricultural Commission
Cultural Council
Lincoln Board of Selectmen
Memorial Day Committee
Minuteman High School
Park & Recreation Commission
Planning Board
Rail Trail Conversion Ad Com
Sudbury Public Schools
Sudbury Water District
Town Historian

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

Commission on Disability
Energy and Sustainability Com
Goodnow Library Trustees
Minuteman High School
Park & Recreation Commission
Ponds & Waterways Committee
Rail Trail Conversion Ad Com
Rte 20 Sewer Citizen's Ad Com

MEMBER OF:

Community Preservation Committee
Military Support Network
Sewer Assessment Technical Ad Com

Fairbank Community Center
9/11 Memorial Garden Ovrst Com
Strategic Financial Planning Comm
for OPEB Liabilities
Strategic Financial Planning Comm
for Capital Funding

Fairbank Community Center
Rte 20 Sewer Steering Com

Sudbury Center Improvement Ad Com
Sudbury Housing Trust
Strategic Financial Planning Comm
for OPEB Liabilities
Strategic Financial Planning Comm
for Capital Funding

Military Support Network
Rte 20 Sewer Citizen's Ad Com

Maureen G. Valente, Town Manager

July 30, 2013

AGENDA REQUEST – Item #17
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Question of changing two Board meeting dates.*

Date of request: *5.15.14*

Requestor: *Town Manager Valente*

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

To vote to change two Board meeting dates due to conflict with Town elections on original Board meeting dates.

Financial impact expected: *None to the Town at this time*

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

Recommendations/Suggested Motion/Vote:

Move to approve changing the Board meeting dates as follows:

Tuesday June 24 to Wednesday June 25

Tuesday September 9 to Wednesday September 10

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

No one- for discussion among Board members

Selectmen's Office Section

Date of Selectmen's Meeting: **5/20/14**

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: May 16, 2014
To: Board of Selectmen
From: Maureen G. Valente, Town Manager
Subject: Rescheduling two Board meetings – 6/24 and 9/9

Due to the timing of two elections, your meetings for June 24 and September 9 need to be rescheduled.

I suggest that Tuesday, June 24 meeting be changed to Wednesday June 25 and Tuesday September 9 be changed to Wednesday, September 10th. That will enable the same spacing of meetings between weeks to remain and enable you to have the meetings in the Lower Town Hall.

We have confirmed that the meeting room is available, and Ellen has stated she is available for recording secretary purposes. There are no other committees which have scheduled meetings for that night that might conflict with this changed schedule.

If you can vote these changes now, we have more lead time to put notice of the change out to the public.

Please advise Maryanne if you have questions on this matter.

AGENDA REQUEST – Item #18
BOARD OF SELECTMEN

Requestor's Section

Item Name: *Reorganize officers of the Board of Selectmen*

Date of request: *5.12.14*

Requestor: *Town Manager Valente*

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

To elect a new chair and vice chair, and reappoint Maureen Valente as clerk to the Board of Selectmen

Financial impact expected:

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

Recommendations/Suggested Motion/Vote:

Move to appoint Town Manager Valente to serve as clerk to the Board of Selectmen.

*Move to elect _____ as chair of the Board of Selectmen and
_____ as vice chair of the Board of Selectmen.*

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

Selectmen's Office Section

Date of Selectmen's Meeting: **5/20/14**

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 ()

AGENDA REQUEST – Item #19

BOARD OF SELECTMEN

Requestor's Section

Date of request: *April 30, 2014*

Requestor: *James Wiegel, Finance Officer, American Legion Post 191*

Action requested: *CONSENT CALENDAR*
Request to renew a Billiards Table license

Financial impact expected: *\$25.00*

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

Recommendations/Suggested Motion/Vote: *As the Licensing Authority for the Town of Sudbury, vote to renew a billiards table license for the American Legion Sudbury Post #191, Inc., Spencer R. Goldstein, Manager, 676 Boston Post Road, said license to expire on May 1, 2015.*

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

Selectmen's Office Section

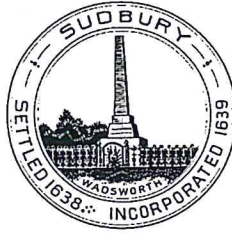
Date of Selectmen's Meeting: *May 20, 2014*

Board's action taken:

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

Future Agenda date (if applicable):

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



**Town of Sudbury
Sudbury, MA 01776**

(978) 639-3381, Fax (978) 443-0756 BOSSadmin@sudbury.ma.us

APPLICATION FOR POOL TABLE LICENSE

(Please Print)

Date: 6 May 14

Applicant name: American Legion Post 191

Address: 676 Boston Post Road Phone: 978.443.9059

Business name: American Legion Post 191

Address: 676 Boston Post Road

Number of pool tables: 1

Location (if different than above) _____

Expiration Date: May 1, 2014

All Pool Table licenses expire May 1st and MUST be renewed annually.

BOARD OF SELECTMEN

John C. Drobinski

Robert C. Haarde

Lawrence W. O'Brien

Leonard A. Simon

Charles C. Woodard

Licensing Authority

Applicant Signature

Golden, Patricia

From: Nix, Scott
Sent: Tuesday, May 13, 2014 3:25 PM
To: Golden, Patricia
Subject: RE: American Legion Pool Table - License expiration 5/1/14

No issues. Thanks

Scott

Scott Nix
Chief of Police
Sudbury Police Department

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: "Golden, Patricia"
Date: 05/13/2014 12:22 (GMT-05:00)
To: "Nix, Scott" ,"Grady, Robert"
Subject: FW: American Legion Pool Table - License expiration 5/1/14

Good afternoon,

The Selectmen will be reviewing this application for renewal at their meeting of 5/20. Do you see any issues with renewing this billiards license?

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

AGENDA REQUEST - Item #20

BOARD OF SELECTMEN

Requestor's Section

Date of request: *April 24, 2014*

Requestor: *Patty Golden*

Action requested: *Vote to approve the April 29, 2014 regular session meeting minutes.*

Financial impact expected: *None*

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

CONSENT CALENDAR

Recommendations/Suggested Motion/Vote:

Vote to approve the April 29, 2014 regular session meeting minutes.

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

Selectmen's Office Section

Date of Selectmen's Meeting: *May 20, 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)

IN BOARD OF SUDBURY SELECTMEN
TUESDAY, APRIL 29, 2014

Present: Chairman John C. Drobinski, Vice-Chairman Charles C. Woodard, Selectman Lawrence W. O'Brien, Selectman Robert C. Haarde, Selectman Leonard A. Simon and Town Manager Maureen G. Valente

The statutory requirements as to notice having been complied with, the meeting was convened at 6:35 p.m. at the Flynn Building.

Town Accountant – Interview

Present: Candidate Christine Nihan and Finance Director Andrea Terkelsen

Finance Director Andrea Terkelsen introduced Christine Nihan as the recommended candidate to fill the vacancy of Town Accountant occasioned by the retirement of Barbara Chisholm.

Ms. Nihan described her experience in her current position with the City of Medford, noting she is a licensed Certified Public Accountant (CPA) in the State, and she is working towards the Certified Government Accountant (CGA) designation.

Vice-Chairman Woodard asked if Ms. Nihan would be comfortable addressing the Board with any concerns, is she deemed it necessary to do so. Ms. Nihan stated she would reach out to the Board, if needed. Selectman Haarde asked who she would approach on the Board. Ms. Nihan stated she would contact the Chairman, followed by the Vice-Chairman, if needed, and finally the entire Board, if the issue was still not addressed.

In response to a question from Selectman O'Brien, Ms. Nihan stated what attracted her to the position, noting she believes Sudbury is a good location for the next step in her career.

Selectman Simon stated he is pleased Ms. Nihan is pursuing continuing education, which will benefit the Town. He asked if Ms. Nihan is familiar with Sudbury's financial software package. Ms. Nihan stated she has not used the MUNIS software, but she anticipates that she will be able to adapt to it easily.

Selectman Haarde asked if Ms. Nihan's CPA license is current, and she responded affirmatively.

It was on motion unanimously

VOTED: To approve the appointment of Christine Nihan as Town Accountant in the words provided in the memorandum provided by Finance Director Andrea Terkelsen dated April 25, 2014.

Executive Session

Chairman Drobinski announced the suspension of the regular meeting and it was on roll call unanimously

VOTED: To go into Executive Session to conduct contract negotiations with nonunion personnel Town Manager Maureen Valente and Town Counsel Paul Kenny, wherein strategy discussion in an open meeting may have a detrimental effect on the bargaining position of the Board, Chairman John C. Drobinski, aye, Vice-Chairman Charles C. Woodard, aye, Selectman Robert C. Haarde, aye, Selectman Lawrence W. O'Brien, aye, and Selectman Leonard A. Simon, aye.

Chairman Drobinski announced regular session would reconvene at Town Hall following Executive Session.

Opening Remarks

At 8:02 p.m., Chairman Drobinski resumed the regular session meeting at Town Hall, and he apologized for the late start to the meeting due to a busy Executive Session held earlier tonight. He thanked residents for participating in the Town's Spring Clean-Up Day last week.

Reports from the Town Manager

Town Manager Valente stated her latest Newsletter has recently been posted on the Town website and is very informative. She informed the Board future agenda items will include the extension of an agreement with Marlborough to share Veterans' Agent services, and to finalize the Intermunicipal Agreement regarding Regional Housing Services which will soon transition to Concord. Ms. Valente distributed copies to the Board of an article from the Boston Globe last week regarding a program helping to make Sudbury's Schools and buildings safer.

Reports from the Board of Selectmen

Vice-Chairman Woodard stated he participated in a two and a half-hour Executive Session with the Board regarding the Johnson Farm development. He also attended the Permanent Building Committee meeting regarding recent cost estimates for a new Police Station. Vice-Chairman Woodard also attended last night's Finance Committee meeting and the D.A.R.E graduation at Loring. He also participated in interviews for a Town Accountant and the negotiation discussions regarding new contracts for the Town Manager and Town Counsel.

Selectman Haarde attended the Johnson Farm Executive Session and the D.A.R.E. graduation ceremony at the Haynes School.

Selectman O'Brien attended the Johnson Farm Executive Session and last night's Finance Committee meeting and the D.A.R.E graduation at Loring. He also participated in Board of Selectmen Office Hours.

Selectman Simon stated he attended the D.A.R.E. graduation at the Noyes School and the Capital Improvement Advisory Committee meeting with the Finance Committee. He also attended a meeting with the Worcester Department of Transportation regarding the Bruce Freeman Rail Trail. Selectman Simon visited the Transfer Station and he noted the Town's extensive recycling efforts. He also attended a Conservation Commission meeting and the Finance Committee meeting last night. Selectman Simon stated he believes the Board liaison roles to other groups have value in helping communication and information to be shared.

Chairman Drobinski stated the Board will vote for new assignments of Chairman and Vice-Chairman at its next regularly scheduled meeting after Town Meeting.

Johnson Farm Chapter 40B Litigation – Board of Selectmen Statement

The Board was previously in receipt of copies of a letter from the Board to the Acting Regional Office Director of the Massachusetts Department of Environmental Protection (DEP) Northeast Region dated April 29, 2014. In addition, copies of a red-line version of a Statement from the Board, noting revisions made by Selectman Haarde were distributed.

Chairman Drobinski read aloud a statement, prepared by Town Counsel on behalf of the Board, regarding the Johnson Farm Chapter 40B litigation. He stated the Selectmen held an Executive Session on April 14, 2014 with the Conservation Commission and the Board of Appeals to discuss strategy. He stated the Board's letter to DEP indicates the Selectmen want to make DEP aware of their concerns regarding certain aspects of the plan and process so as not to restrict the Town from making changes as the development is reviewed by the Zoning Board of Appeals (ZBA). The Selectmen have indicated financial support for hiring Special Counsel to advise the ZBA. Once the application returns to the ZBA, the Board plans to send a letter to MassHousing identifying conditions of the Project Eligibility letter dated January 20, 2011 which will be impacted by the revised plan, and request a new Project Eligibility Letter be issued. He assured the public the Board will remain involved with this issue.

Selectman Haarde stated he submitted recommended edits which he hoped to discuss. Chairman Drobinski stated the suggested edits were not discussed at the Executive Session meeting for inclusion in the letter to be sent to DEP. Selectman Haarde stated he believes the Board needs to inform DEP that it considers the plan changes as substantial and that Sudbury would like the applicant to be directed back to the Town and the Conservation Commission.

Selectman O'Brien suggested that, since the Board is not under any pressing time constraints to send the letter to DEP, the Board could discuss the edits at its meetings prior to Town Meeting next week.

Vice-Chairman Woodard suggested the Board also obtains input from the other parties who were involved in the Executive Session meeting, including Town Counsel and the Conservation Commission.

Selectman Simon noted Selectman Haarde submitted edits to the Statement previously read by Chairman Drobinski and they were not made to the draft letter for DEP. It was noted the draft statement as read by the Chairman tonight would remain as presented.

Citizen's Comments

At 8:28 p.m., Chairman Drobinski recognized Sudbury citizen Pat Brown, 34 Whispering Pine Road. Ms. Brown asked the Board to consider simplifying the Citizens' Comment procedure.

Chairman Drobinski also recognized Sudbury citizen Rick Johnson, 38 Bent Road. Mr. Johnson stated he believes there has been no reconciliation by the Board regarding the varying evaluations received for the Town Manager's performance. Mr. Johnson also asked about the decisions made regarding votes taken at the March 17, 2014 Finance Committee Meeting.

Town Manager Valente summarized the initial conclusion drawn by Town Counsel regarding whether a quorum had existed and the subsequent correction made by Town Counsel for his initial error.

A brief discussion ensued regarding what the documentation was for the first and second opinions given by Town Counsel. Vice-Chairman Woodard stated the incident is over and Town Counsel acknowledged his error, and there is not much to be gained by revisiting this topic.

Town Meeting Petition Article – Discussion

Proponent: Susan Doherty

At 8:35 p.m., Chairman Drobinski welcomed proponent Susan Doherty of petition article #43 for the Annual 2014 Town Meeting to discuss the petition with the Board. The Board was previously in receipt of copies of the petition article as published in the Town Warrant, a memorandum from Director of Planning

and Community Development Jody Kablack dated April 25, 2014, and a memorandum from Town Manager Valente dated April 25, 2014 regarding comments from Town Counsel.

Petitioner Susan Doherty (Article 43, Sale of Land under C61A), 235 Concord Road, explained the petition was submitted to see if the Town will vote to adopt a Chapter 61 Lands' Policy to set forth a clear and timely process by which the Town of Sudbury will review and respond to notices of conversion and sale of lands subject to Chapters 61, 61A and 61B and to determine whether or not to exercise or assign its right of first refusal on these lands.

Selectman Haarde stated he supports the article, noting he believes these types of properties should be discussed at Public Hearings.

Chairman Drobinski noted it is important to be sure that if a Chapter 61A process is challenged in court, that this new local bylaw would not be in conflict with other regulations.

Ms. Doherty stated she just received Ms. Kablack's memorandum tonight, and she will review those comments and consider if amendments are needed prior to Town Meeting.

Construct Police Headquarters – 77 Hudson Road – Project Update

Present: Permanent Building Committee Co-Chair Mike Melnick, Combined Facilities Director Jim Kelly, Police Chief Scott Nix and Construction Monitoring representative Paul Griffin

At 8:42 p.m., Chairman Drobinski opened a discussion regarding the project costs to construct the new Police Headquarters.

Permanent Building Committee Co-Chair Mike Melnick explained that it has recently been determined that last year's design funds of \$127,000 which had been earmarked to be transferred to this project cannot be used at this time. Copies of a Revised Draft dated April 28, 2014 of Total Project Costs were distributed tonight. Mr. Melnick stated the project is now estimated to be approximately \$700,000 more than what was anticipated in February 2014. He stated the increase in costs is primarily due to current market building conditions. However, Mr. Melnick emphasized this change will result in only an \$8 per year increase in the average anticipated taxes for residents than what was previously estimated.

Police Chief Nix explained the Committee has diligently reviewed costs which are in the Town's control, but the construction costs are variable. He stated a second company was contracted to estimate the project costs. Chief Nix stated the new projections will also be presented to the Finance Committee on May 1, 2014.

Vice-Chairman Woodard stated it appears the second professional estimator has identified these changes in costs.

Selectman Simon asked that, if the project is delayed another year, is it likely costs would increase. The consensus was that costs would likely increase by at least 10%, and that every month of delay costs money at this point.

Selectman O'Brien asked when a signed contract with a builder could be finalized if the project is passed at Town Meeting. Mr. Melnick stated it is possible by July 1, 2014.

Construction Monitoring representative Paul Griffin stated the building trades in the Boston area are tapped out because business is booming.

Selectman O'Brien asked if the previously intended funds of \$127,000 could be redirected at a future Town Meeting after 2014. Town Manager Valente stated there are options to pursue to present a future Town Meeting article.

Sudbury resident Bob Stein, 7 Thompson Drive, expressed his concern regarding the significant increase in costs, and whether some residents who voted for the project on the Town Ballot might not have done so at the current estimate. Mr. Stein believes the public deserves another vote on the project based on this new information.

Combined Facilities Director Jim Kelly stated project costs will continue to escalate with every delay. He emphasized the difference to the average taxpayer of the new information results in an \$8 increase per year.

Sudbury resident Rick Johnson, 38 Bent Road, believes the Town owes it to the taxpayers to provide real project costs. He suggested taking the time now to bid the project out for real figures, and then let the public vote again. Mr. Kelly stated he believes the Town will not reap any cost savings from going out to bid at this stage. He also stated the group has consistently tried to be respectful of Sudbury's taxpayers.

Selectman Simon suggested that by adding more procedural steps, even more increases to the project costs might occur.

Selectman O'Brien stated the motion at Town Meeting will have a specific figure noted of \$7.9 million, which will give the public the information it needs, and then the project can go out to bid on this amount, if approved.

Sudbury resident John Baranowsky, 103 Belcher Drive, stated the original project estimator had difficulty providing an estimate. He believes the increased costs are a result of an incomplete first-round estimate, which was identified by the second value-engineer, and escalating market conditions.

At 9:18 p.m., Chairman Drobinski thanked the team for keeping the Board and public abreast of this new information, and he closed the discussion.

Acknowledgment of Service – Chairman Drobinski

On behalf of the Town, Vice-Chairman Woodard thanked Chairman Drobinski for his 27 years of service. He emphasized the professional role model Chairman Drobinski has been for the community, noting he has been a positive example of what good leadership can accomplish.

Public Hearing: Application of Sun Edison for Site Plan Approval to Construct a Photovoltaic System on the Lincoln-Sudbury Regional High School Property

Present: Lincoln-Sudbury Regional High School Committee Chair Radha Gargeya and Director of Planning and Community Development Jody Kablack

At 9:18 p. m., Chairman Drobinski opened the Public Hearing regarding the application of Sun Edison for Site Plan Approval to Construct a Photovoltaic System on the Lincoln-Sudbury Regional High School (L-SRHS) Property. The Board was previously in receipt of copies of the application and accompanying materials, a letter from Sudbury's Building Commissioner Mark Herweck dated April 17, 2014, a letter from Sudbury Police Chief Scott Nix dated April 14, 2014, and a memorandum from Director of Planning and Community Development Jody Kablack dated April 25, 2014. Town Manager Valente read aloud the Public Hearing Notice.

Ms. Kablack explained this is an informal review, since L-SRHS is not subject to the Town's site plan review process. She stated Town staff has reviewed the proposal and did not identify any major issues. Ms. Kablack stated the drainage system will need to be reviewed to ensure proper treatment of the new impervious surfaces.

Lincoln-Sudbury Regional High School Committee Chair Radha Gargeya introduced members of the project team in attendance. Mr. Gargeya stated L-SRHS has been working on the project for two years, and on March 11, 2014, the School Committee voted unanimously to finalize contract negotiations with Sun Edison to install a 1.26918 megawatt ground-mounted photovoltaic system. Over the life of the contract, the cost savings are estimated to be approximately \$2 million.

Vice-Chairman Woodard asked if L-SRHS is liable for a minimum amount of usage. Mr. Gargaya stated it is not.

Selectman Haarde stated this is a good project, which he is pleased has come to fruition. He asked how snow will be removed. The Sun Edison project manager explained how snow would be handled.

Selectman O'Brien asked about the 35 trees proposed to be removed. It was noted as many trees as possible would be relocated to other locations on the property. Selectman O'Brien also asked what the LED canopy lights would look like, noting they have strong illumination. He asked that the lighting impact be tempered appropriately for the neighborhood. Mr. Gargeya stated the plan is to integrate the canopy lighting with the other parking lot lighting system.

Selectman Simon asked if there is a cost to the Town to install this system, and the answer was there is not. He also asked who maintains the solar panels. It was noted Sun Edison will maintain them for 20 years.

Sudbury resident Michael Buoniconti asked what happens if Sun Edison goes out of business. It was noted Sun Edison works with insurers to provide backup services.

Chairman Drobinski stated this is a great green project for the School and he asked whether there will be a learning component for students. Mr. Gargeya summarized the various learning opportunities which the project will provide for the students.

It was on motion unanimously

VOTED: To support the application of Sun Edison for Site Plan Approval to Construct a Photovoltaic System on the Lincoln-Sudbury Regional High School Property.

2014 Annual Town Meeting Community Preservation Act (CPA) Warrant Articles

Present: Community Preservation Committee (CPC) Chairman Chris Morely, Director of Planning and Community Development Jody Kablack and Sudbury Housing Trust Chairman Michael Buoniconti

At 9:40 p.m., Chairman Drobinski stated a presentation would be heard tonight regarding the Community Preservation Committee's (CPC) recommended Town Meeting articles. The Board was previously in receipt of a listing of the Warrant articles recommended for Community Preservation Act (CPA) funding.

CPC Chairman Chris Morely distributed copies of a handout to the Board summarizing his presentation. Mr. Morely explained the CPC has tried this year to build-up savings by staying within its budget. To do this, some of this year's project requests were reduced. Mr. Morely summarized the following article appropriation requests:

#29 - Community Preservation Fund - Town-wide Walkways— requesting \$50,000 for engineering, design and construction of priority walkways.

#30 - Community Preservation Fund - Sudbury Housing Trust (SHT) – Allocation - to appropriate an amount not to exceed \$100,000 of Community Preservation Act Funds from FY15 Revenue, as recommended by the Community Preservation Committee, for the purpose of providing funds to the Sudbury Housing Trust in support of its efforts to provide for the preservation and creation of affordable housing, or act on anything relative thereto. All appropriations will be allocated to the Community Housing category and funded from FY15 Revenue.

#31 - Community Preservation Fund - Historic Projects - the request to appropriate an amount not to exceed \$162,500 from the Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of completing the following projects as proposed and recommended by the Sudbury Historical Commission: restoration of approximately 150 gravestones in Sudbury cemeteries and restoration and preservation of the historic war monuments in Sudbury, or act on anything relative thereto. All appropriations will be allocated to the Historic category and funded from Historic Reserves or FY15 Revenue.

#32 - Community Preservation Fund – Bruce Freeman Rail Trail Design – submitted by the Board of Selectmen, requesting \$175,000 of a total project cost of \$250,000 for design funds to complete the 25% design plan for the full 4.4 mile rail trail in Sudbury to Massachusetts Department of Transportation (DOT) standards. The balance of \$75,000 will be \$58,000 donated by the Friends of the Bruce Freeman Rail Trail (FBFRT), and \$17,000 of previously appropriated CPA funds.

#33 - Community Preservation Fund – Melone Property Engineering - a revised proposal submitted by the Board of Selectmen, requesting \$150,000 for development of high-density residential housing which counts towards the Town’s 10% affordable housing goal, as well as complementary and/or accessory open space and recreational uses.

#34 - Community Preservation Fund – Sudbury Housing Authority Preservation Project - to appropriate an amount not to exceed \$200,000 of Community Preservation Act funds from FY15 Revenue, as recommended by the Community Preservation Committee, for the purpose of replacing the ceramic tile tub surrounds in 62 units of housing at Musketahquid Village which is necessary to preserve the structural integrity of the building, or act on anything relative thereto. All appropriations will be allocated to the Community Housing category and funded from FY15 Revenue.

#35 - Community Preservation Fund – Amend Article 43 of the 2006 Annual Town Meeting, Sudbury Housing Authority Unit Buy-Down - the request to amend Article 43 of the 2006 Annual Town Meeting by removing the deadline for completion of the project, as recommended by the Community Preservation Committee, or act on anything relative thereto.

#36 - Community Preservation Fund – Reversion of Funds - regarding the request to return the unused balances from prior article authorizations voted at prior Town Meetings, which projects have been completed, or otherwise, into the CPA unrestricted reserves account:

2006 ATM Article 41	Hearse House Relocation and Restoration	\$2,213.57
2008 ATM Article 27	Hosmer Painting Appraisal	\$2,800.00
2008 ATM Article 34	Nobscot Preservation Phase 2	\$ 3,224.83
2009 ATM Article 22	Land Preservation, 79 Lincoln Lane	\$25,000.00

2009 ATM Article 25	Historic Preservation Projects	\$390.00
2010 ATM Article 30	Tomb Door Restoration	\$21,125.00
Total =		\$54,753.40

#37 - Community Preservation Fund – General Budget and Appropriations - Mr. Morely further noted the CPC submits an article each year of the CPA General Budget and Appropriations. He also explained there is a bill pending at the State House which would allow for a bonus matching payment to towns from the State's surplus of funds as was received last year.

Selectman Simon stated he attended several CPC meetings and he found their deliberation process to be careful and prudent. Chairman Drobinski stated he is a member of the CPC, and its work is done carefully, especially this year, when the budget was so tight for the requests received.

Sudbury resident Bryan Semple, 15 Revere Street, stated he does not understand why the SHT is being recommended for additional funds, when it has approximately \$800,000 in its bank account, which could be used for affordable housing.

SHT Chairman Michael Buoniconti explained the majority of those funds are earmarked for the Maynard Road project. He also stated this project may resume in May. Mr. Buoniconti noted the original proposal was for six units, but the neighborhood suggested reducing the number of units to three.

Mr. Semple stated he does not believe the Maynard Road project should proceed to build three units which would be subsidized at approximately \$250,000 each. He believes this is too expensive a proposition for minimal affordable housing results.

Vice-Chairman Woodard asked what the Maynard Road land is worth. Mr. Buoniconti stated approximately \$375,000.

Mr. Semple stated he believes the Town should divest itself of the Maynard Road property because its proposed plan is flawed by only seeking three units.

Mr. Semple expressed concern regarding the Melone property article, stating he does not know how building affordable units on the property will help Sudbury reach its 10% goal.

Vice Chairman Woodard explained the number of units needed by the Town to reach its 10% quota is 184 units. He emphasized the Board is trying to determine the number of units which the Melone property can accommodate, and the proposed soil testing will help in this determination. Vice-Chairman Woodard stated the funds are needed to help determine how several factors will be impacted and whether there is a market for the eventual number of units.

Mr. Semple stated he thought the maximum number of units was 92 without a septic system. Vice-Chairman Woodard stated water treatment and other issues will have an impact on the eventual number of units to be built.

Selectman Haarde stated the article language does not state how many units are expected to be built and how the Town's affordable housing goal will be reached.

Mr. Morely stated the property's soils are good, since it previously functioned as a gravel pit. He emphasized the septic system issue can always be solved, it is just a question of whether it can be done at the right cost and whether the economics can work.

Selectman Haarde stated it is important to know if the Town is actually going to solve its Chapter 40B problems, otherwise it might be wise to use one of the Town's last remaining large properties for other purposes. He believes the plan should be to achieve the goal and not just to get close to it.

Selectman O'Brien stated it needs to be determined how many units can be built and then the residents at Town Meeting will need to decide whether to proceed.

Vice-Chairman Woodard stated that, until the Town proceeds with the necessary engineering studies, it will not know what is possible.

Mr. Semple believes the article would be better by stating a goal for the number of units to be constructed.

Selectman Haarde stated he does not have confidence that everyone wants to achieve the 10% goal. Vice-Chairman Woodard and Mr. Morely stated they have never encountered anyone in Town who did not want to solve the Chapter 40B issue.

Sudbury resident Siobhan Hullinger, 55 Washington Drive, questioned the wording of the Melone property article and why soil testing was not proposed to be done first before asking for \$150,000.

Director of Planning and Community Development Jody Kablack stated the proposed master plan for the Melone property has a lot of components, and she referenced the basic process outlined in Vice-Chairman Woodard's original memo dated December 5, 2013 and submitted to the Selectmen.

Sudbury resident Pat Brown stated that, if any amendments are proposed to the article, it would be helpful to post them to the Town website in advance of Town Meeting.

At 10:18 p.m., Chairman Drobinski thanked Mr. Morely for his report.

Sudbury Planning Board - Town Meeting Zoning Articles 38-41 Review

Present: Planning Board members Chris Morely, Peter Abair, and Pat Brown and Director of Planning and Community Development Jody Kablack

At 10:19 p.m., Planning Board members summarized the zoning-related articles proposed for the Annual 2014 Town Meeting.

#39 - Amend Zoning Bylaw, Art. IX, sec. 2326, Accessory Structures (sheds)

Planning Board member Peter Abair explained this article was put forth by the Building Inspector Mark Herweck to mirror the State's regulations to allow sheds to be 16 feet long on any side within five feet from a property line.

#38 - Amend Zoning Bylaw – Art. IX –Medical Marijuana Treatment Centers

Planning Board member Pat Brown stated this bylaw regulates the location of permitting of medical marijuana treatment centers. She stated that, without establishing restrictions, the Town could be vulnerable for a center to be established anywhere. The purpose of the bylaw is to minimize impacts of centers on

abutting properties, residential neighborhoods, schools, playgrounds and other locations where minors congregate. The Planning Board has proposed four specific zoning districts which may be appropriate: Industrial District 2 along Union Avenue north of Station Road; Industrial District 4, south of Boston Post Road from the NStar substation property to the Wayland Town line; Industrial District #6, the Richey and Clapper property at 33 Boston Post Road and Limited Industrial District #1, Chiswick Park and Raytheon. Ms. Brown emphasized banning these facilities is not an option according to the Mass. Attorney General's Office. The bylaw also requires a 500-foot setback from many uses where youth congregate and that the hours of operation, security measures, length of permit be coordinated with the Sudbury Police department. A proactive approach to zoning is warranted, even though Sudbury has not been pursued as a potential location and no licenses have been proposed in Town.

Selectman O'Brien asked if the bylaw language was adapted from something else. Ms. Brown stated it has been adapted for Sudbury from a model bylaw recommended by Kopelman and Paige, P.C..

Selectman Haarde asked if the 500-foot setback is adequate. Ms. Kablack stated the Town could adopt a larger distance, but the State regulations require 500 feet. Selectman Haarde stated he would be pleased to have the Town challenge applicants with a distance greater than 500 feet.

#40 - Amend Zoning Bylaw, Art. IX, sec.4100, Flood Plain Overlay District

Mr. Abair explained FEMA is currently updating Flood Insurance Rate maps, and this article proposes amendments to reflect the updated maps. Sudbury is a participating community in the National Flood Insurance Program, and to protect residents' properties, we must adopt and abide by a floodplain district bylaw. The newest maps will go into effect July 7, 2014.

#41 - Amend Zoning Bylaw Art. IX – Section 4500 – Wastewater Facilities Bylaw – Deletion

Mr. Abair stated the Planning Board recommends the Wastewater Facilities Bylaw be deleted. He stated there is no longer a need for the bylaw, since its original intentions are now covered and are within the jurisdiction of the State's Department of Environmental Protection (DEP). Mr. Abair stated the bylaw was adopted in 1989 before the DEP established its regulations, and a Special Permit has never been issued under this bylaw.

Selectman Haarde stated he is wary to delete a bylaw which might be effective, even if it has never been used. He would want to be sure Sudbury would not be losing protections in this bylaw which exceed the DEP requirements.

Mr. Morely stated the bylaw was well intended in 1989 by volunteers who did not have other resources at the time. He stated now DEP does this work more effectively.

Selectman O'Brien stated it might be helpful to prepare a side-by-side comparison for Town Meeting to provide comfort that there are no gaps in protection.

Ms. Kablack noted the Board of Health, Sudbury Water District and the Sudbury Conservation Commission support deletion of the bylaw.

Minuteman Regional Vocational High School – Articles #4 and #27 – Proposed Regional Agreement Changes

Present: Sudbury's Minuteman Regional Vocational High School District Committee Liaison David Manjarrez, Minuteman Assistant Superintendent Kevin Mahoney and Minuteman District School Committee member Jeffrey Stulin

The Board was previously in receipt of copies of a memorandum from Town Manager Valente dated April 25, 2014, a memorandum from Needham Board of Selectmen Chairman and member of the Minuteman Regional Agreement Task Force Dan Matthews dated April 4, 2014, an email from Mr. Matthews to Ms. Valente dated April 9, 2014, an email from Jeffrey Wulfson to Ed Bouquillon dated April 7, 2014, and an email from Sudbury's appointee to the Minuteman School Committee David Manjarrez dated April 21, 2014 and three relevant open letters written by Mr. Manjarrez to the Sudbury Town Crier dated March 31, 2014, April 7, 2014, and April 11, 2014. In addition, copies of a letter from the Minuteman Out-of-District Student Cost Task Force and accompanying materials dated November 2, 2012 and copies of Mr. Manjarrez's PowerPoint slides for tonight's presentation were distributed.

Sudbury's Minuteman Regional Vocational High School District Committee Liaison David Manjarrez stated a similar presentation will be provided to the Finance Committee on May 1, 2014. Mr. Manjarrez explained the motion he has proposed for Article 4 to reduce the Minuteman assessment payment by \$1 as a symbolic message to the School. He further explained the School would be paid in full when a sustainable financial plan based on right-sizing non-member enrollment is presented to members.

In response to a question from the Board as to whether a larger message could be given, Town Manager Valente stated Town Counsel has advised the Town has a contractual obligation to pay if two-thirds of member towns approve the budget.

Selectman O'Brien suggested Mr. Manjarrez shares his motion with the Town Moderator Myron Fox in advance of Town Meeting to see if it should be presented as a motion to amend the article.

Minuteman Assistant Superintendent Kevin Mahoney stated the School is aware of the issues perceived regarding unfunded tuition. He stated the message he would like to convey tonight is that the School is reaching out to member towns and will be inviting them to participate in a special meeting to be coordinated after the Town Meeting season by the School's finance subcommittee.

Vice-Chairman Woodard stated the first step is for Sudbury to decide what to do for its students. He further stated Minuteman needs to determine how big a school it wants to build, because the economics are not attractive for member towns for an 800-student school. Vice-Chairman Woodard suggested the School looks at other options. He further suggested Sudbury indefinitely postpones Article 27.

Selectman Haarde stated many issues would need to be resolved regarding the students, including negotiating a Memorandum of Understanding for students to attend the school as non-member students.

Mr. Manjarrez stated he believes the proposed new Regional Agreement is premature.

Minuteman District School Committee member Jeffrey Stulin stated he believes Mr. Manjarrez has provided some misinformation which should be corrected. He suggested Sudbury establishes a committee to develop a better relationship with Minuteman similar to what Needham did a few years ago.

Vice-Chairman Woodard reiterated that, until the School determines the number of students for which the school will be built, and until the economics make sense, meetings will not make a difference in his position.

Selectman Haarde stated Sudbury is well aware and focused on what the key and important issues are.

Selectman Simon noted Wayland has already voted in opposition at its Town Meeting, so Article 27 seems to be a moot point. He further stated that, even if Minuteman fixes the capital costs problem, the tuition imbalance remains.

Mr. Manjarrez clarified that the Massachusetts School Building Authority suggested the Regional Agreement be reviewed not changed.

The consensus of the Board was that no action was required at this time regarding the so-called Needham Resolution.

At 11:05 p.m., the discussion was concluded.

Town Meeting Articles – Updated Information Discussion

Town Manager Valente stated the Finance Committee met last night and will meet again on May 1, 2014 to continue votes on all financial articles. She had hoped to have updated information from the Finance Committee regarding Articles 4, 13, 15, 16, 17, 19, 21, 22 and 24 for the Board, but the Committee has not finalized many of its positions.

Ms. Valente noted the Board might want to consider amending Article 4 to restore funds if not approved by the Finance Committee. She also noted Article 15 has been submitted as a capital exclusion. Ms. Valente stated she is concerned the Finance Committee might not support Article 16, and she urged the Board to consider the consequences.

Lincoln-Sudbury Regional High School Committee Chair Radha Gargeya stated L-SRHS is in the process of getting a revised bid regarding Article 17.

Combined Facilities Director Jim Kelly stated the Finance Committee may not support Article 19, and he asked if then a capital exclusion could be considered. Town Manager Valente urged the Board to “weigh-in” on these articles.

Vice-Chairman Woodard stated the Town is behind in some of the requested areas because it has always been hesitant to request funds which would raise residents’ taxes. However, the needs do not go away.

Selectman O’Brien suggested the Board take positions tonight to convey to the Finance Committee on some of these articles.

Selectman Haarde stated he did not believe the Board conveyed anything to the Finance Committee last night since it was not a joint meeting, and he does not think the Board should try to influence the decisions of the Finance Committee. Vice-Chairman Woodard concurred with Selectman Haarde that the Board should let the normal process proceed with the Finance Committee.

Mr. Kelly stated there is a suggestion to transfer \$100,000 of funds into last year’s article to continue repairs of the most heavily damaged portion of the Fairbank Community Center roof. In response to a question from Selectman O’Brien, Mr. Kelly stated this could “buy” possibly three to five years of roof life.

Mr. Kelly stated Article 13 will be passed over because the Massachusetts School Building Authority will not meet regarding the project until June.

Regarding Articles 24 and 25, Ms. Valente and Mr. Kelly will work to establish what the proper amounts are to publish in the motions.

Successor Employment Agreement – Town Manager - Ratification

Vice-Chairman Woodard reviewed highlights of the new contract negotiated with the Town Manager. He also provided some comparable data from peer communities which was reviewed as part of the process.

Selectman Haarde stated it can be challenging to select comparable peer communities for evaluation purposes. He stated he provided an evaluation for the Town Manager in January 2014, and he did not expect the Board to move so quickly towards a new contract, especially not when he was unable to attend a meeting in March. Selectman Haarde stated he had asked the Chairman to reschedule the Town Manager evaluation agenda item to a meeting he could attend, but the issue was not rescheduled. He believes there was no need to rush to have the topic discussed at the meeting in March, since he believes the Board had another three months to deliberate its position. Selectman Haarde also questioned whether Vice-Chairman Woodard and Chairman Drobinski were the two best Board members to negotiate the Town Manager and Town Counsel contracts, and the fact that this decision was also made at a meeting he was unable to attend. He stated the new contract was presented as a strategy discussion in Executive Session tonight. However, Selectman Haarde does not believe it qualified as a strategy discussion because a final red-line contract was presented for review. He believes this entire topic could have been handled better by the Board.

Vice-Chairman Woodard addressed several of Selectman Haarde's concerns, noting the decision was made by the Board for Chairman Drobinski and him to negotiate the contracts, he is well qualified to do so, and he has a different perspective on the need for the discussion to be held by the Board in March 2014 because it was the Board's last opportunity to do so under the conditions of the current contract.

Selectman Haarde referred to language in the current contract which he believes allowed the Board more time to discuss the Town Manager's contract. He believes the discussion was held when he specifically could not attend the meeting. Selectman Haarde also believes his evaluation of the Town Manager was excluded from the super majority process. Chairman Drobinski emphatically stated the Board did not exclude Selectman Haarde's perspective from its report.

Selectman Simon stated the meeting minutes and audio/video tapes were available to Selectman Haarde as a resource, and that he could have made any of his concerns known to the Chairman. Selectman Haarde interrupt Selectman Simon several times to say he asked for the meeting to be rescheduled but his request was denied. Selectman Simon stated that, during his tenure on the Board, he has never observed anyone more rude to fellow colleagues on the Board than Selectman Haarde. Selectman Haarde stated it is because he believes he is treated differently and that meetings are rescheduled to accommodate the schedules of others to have all Board members present.

It was on motion

VOTED: To substitute the existing agreement with the Town Manager with a new agreement dated April 29, 2014, for a period commencing July 1, 2014 and ending June 30, 2017; to appoint Maureen Valente to the position of Town Manager in accordance with the terms of the agreement for a period of three years; to have terms of the existing agreement remain in full effect until June 30, 2014; and to have the new agreement be attached to the minutes of this meeting.

Selectman Haarde voted in opposition to the motion.

Successor Memorandum of Understanding – Town Counsel - Ratification

Vice-Chairman Woodard reviewed highlights of the new contract negotiated with Town Counsel.

Selectman Simon stated he was disappointed to learn in an email today that information intended for tonight's Executive Session had been released publicly and not held in confidence. He believes this raises a question of integrity for the Board and whomever leaked the information.

Selectman Haarde asked if Selectman Simon is accusing someone of something. Selectman Simon stated he has not accused anyone of anything at this point.

Selectman Haarde stated it is a "slap in the face" to some in the community who believe Town Counsel should not be given a three-year contract at this time.

Vice-Chairman Woodard and Selectman Simon stated the contract is essentially a 14-day contract. Selectman Haarde disagreed, stating he believes it is a three-year contract.

It was on motion

VOTED: To appoint Paul Kenny as Town Counsel for a period of three years commencing July 1, 2014 and ending June 30, 2017; to execute a new agreement dated April 29, 2014 and in accordance with the terms of the agreement for a period of three years through June 30, 2017; to have the terms of the existing agreement remain in full effect until June 30, 2014, to have the new agreement be attached to the minutes of this meeting.

Selectman Haarde voted in opposition to the motion.

Town Accountant – Appointment

The Board was previously in receipt of a memorandum from Sudbury's Finance Director Andrea Terkelsen dated April 25, 2014.

It was on motion unanimously

VOTED: To appoint Christine Nihan to the position of Town Accountant for the Town of Sudbury effective May 19, 2014, as recommended by Andrea Terkelsen, Finance Director, in a memo dated April 24, 2014.

Acting Town Accountant – Appointment

The Board was previously in receipt of a memorandum from Sudbury's Finance Director Andrea Terkelsen dated April 25, 2014.

It was on motion unanimously

VOTED: To appoint Robin Porcella, Assistant Town Accountant, to serve as Acting Town Accountant, from the period May 1 until May 18, 2014.

Senior Veteran Tax Work-off Guidelines – Discussion/Vote

The Board was previously in receipt of copies of an email from Senior Center Director Debra Galloway to Town Counsel Paul Kenny dated April 16, 2014 and the draft Town of Sudbury Property Tax Work-Off Program Guidelines Seniors and Veterans revised April 11, 2014.

It was on motion unanimously

VOTED: To approve the senior veteran tax work-off guidelines as requested by Senior Center Director Debra Galloway.

MAPC Executive Committee – Nomination of Candidates

The Board was previously in receipt of copies of a memorandum from Patty Golden dated April 25, 2014 and a letter from the Metropolitan Area Planning Council (MAPC) dated March 31, 2014.

The consensus of the Board was to not nominate any candidates and that no action was required at this time.

Minutes

Vice-Chairman Woodard provided a few revisions he recommended to the minutes.

It was on motion unanimously

VOTED: To approve the Regular Session Minutes of April 8, 2014, as revised by Vice-Chairman Woodard.

Boy Scout Troop 61 – Eagle Scouts

It was on motion unanimously

VOTED: To enter into the Town record and congratulate John Patrick Mannherz, 33 Cudworth Lane; Charles Vernon Keighley IV, 10 Boston Post Road; Austin Todd Heisey, 60 Blackmer Road; and Christian Helgeson, 4 King Philip Road; all of Troop 61, to be recognized at a Court of Honor at 3:00 p.m. on May 31, 2014, at Memorial Congregational Church, for achieving the high honor of Eagle Scout.

Boy Scout Troop 63 – Eagle Scouts

It was on motion unanimously

VOTED: To enter into the Town record and congratulate Alexander Benton, 7 Forest Street; Joseph Malcolm Mooney, 27 Powers Road; Frederick John Rust, 177 Haynes Road; and Andrew James Wilkins, 34 Meadow Drive; all of Troop 63, to be recognized at a Court of Honor at 3:00 p.m. on May 26, 2014, at Our Lady of Fatima Parish, for having achieved the high honor of Eagle Scout.

Sudbury Housing Authority – Approve Appointment

It was on motion unanimously

VOTED: To recommend the State re-appointment of Judith Deutsch, 41 Concord Road, to the Sudbury Housing Authority, as requested by Jo-Ann Howe, for Sheila Cusolito, Sudbury Housing Authority Executive Director.

There being no further business, the meeting adjourned at 12:13 a.m.

Attest: _____
Maureen G. Valente
Town Manager-Clerk

AGENDA REQUEST - Item #21

BOARD OF SELECTMEN

Requestor's Section:

Date of request: *April 29, 2014*

Requestor: *Catherine Rucci, Special Events & Grant Manager
CYCLE Kids, Inc.*

Action requested: *To grant a special permit for a charity bike ride,
Breakaway, to be held on Sunday, June 8, 2014.*

Financial impact expected: *None*

Background information: CONSENT CALENDAR

Police Dept, Park & Rec, Building Depts have no issues with this event

Recommendations/Suggested Motion/Vote:

Vote to grant a special permit for a charity bike ride, Breakaway, on Sunday, June 8, 2014, starting at 7:30 a.m. and ending approximately 3:00 p.m., 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: *May 20, 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 ()

Golden, Patricia

From: catherinerucci@gmail.com on behalf of Catherine Rucci <crucci@cyclekids.org>
Sent: Tuesday, April 29, 2014 3:09 PM
To: gradyr@sudbury.ma
Cc: Golden, Patricia
Subject: Charity Bike Ride- Sunday, June 8th
Attachments: Breakaway 2014.pdf

Hi Lt. Grady,

Thank you for taking the time to speak with me today regarding our charity bike ride, Breakaway, taking place on Sunday, June 8th. For your context, it starts and ends at the deCordova Sculpture Park and Museum in Lincoln, MA. There will be approximately 200 riders departing the deCordova starting at staggering times between 7:30 am to 11:00 am. Depending on speed, I approximate most riders will be coming through Sudbury between 10 am and noon. Riders will be riding with ride leaders, our volunteers who are experienced cyclists. They will remain on the ride side of the road, following all traffic laws, and will not disrupt the normal flow of traffic. The ride benefits the organization CYCLE Kids, a Cambridge-based non-profit dedicated to educating kids about active and healthy lifestyles by discovering the joy of riding a bike.

Below you can find the links to our routes. I've also attached our flyer for your information. If you have any questions, or require any further information, please let me know. I've cc'ed Patty Golden on this email, as I understand this needs to be passed through the Selectman's office as well. Please let me know if there's any additional steps that need to be taken. Thank you!

[63 Mile Route](#)
[36 Mile Route](#)
[19 mile Route](#)

Best,

Catherine

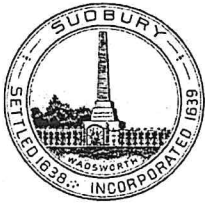
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Catherine Rucci
Special Events & Grant Manager

CYCLE Kids, Inc.
5 JFK Street
Cambridge, MA 02138

o: 617.661.0908
www.cyclekids.org

The vital, simple, and captivating skill of riding a bike changes lives.
The CYCLE Kids program integrates bike riding skills and safety education with literacy, nutrition education, and mentoring; instilling in children positive, safe, and active lifelong habits.



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

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

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

Organization Name CYCLE kids

Event Name Breakaway

Organization Address 5 JFK St.

Name of contact person in charge Catherine Rucci

Telephone Number(s) of contact 617-661-0908 (cell) 860-287-3622

Email address CRucci@cyclekids.org

Date of event 6/8/14 Rain Date -

Starting time 7:30 am Ending time 3:00 pm

Route of the race/relay and portion of the road requested to be used (please indicate on map and attach to this application) _____

Anticipated number of participants 200

Assembly area (enclose written permission of owner if private property to be used for assembly) _____

de Cordova Sculpture Park + Museum, Lincoln, MA

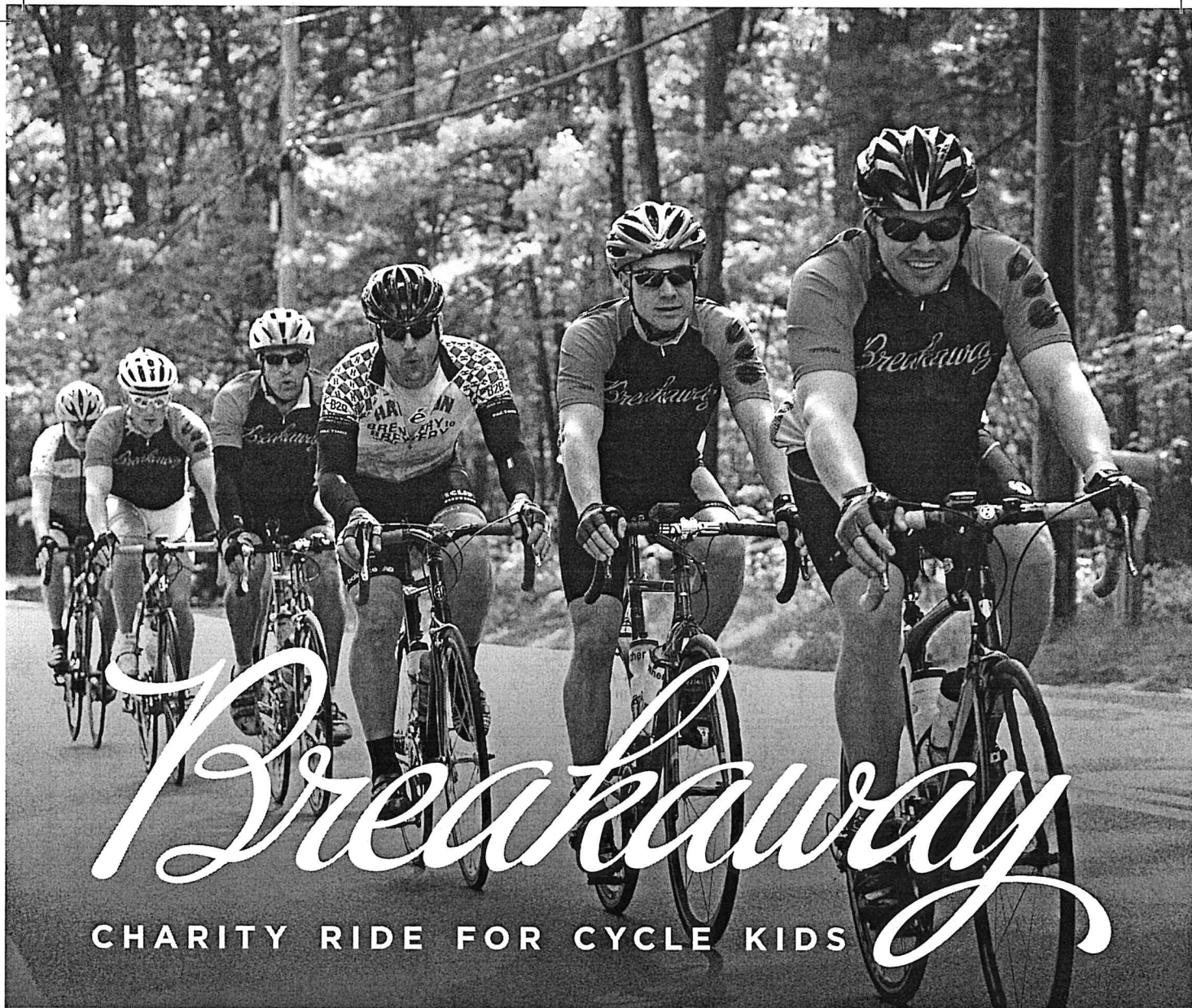
Organization that proceeds will go to CYCLE kids

Any other important information Riders will be going through Sudbury at staggering times between 9am and 12pm

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

Signature of Applicant [Signature]

Date 5/6/14



Sunday, June 8

63 MI | 36 MI | 19 MI | 5 MI KIDS RIDE

RIDE

HELP US TEACH KIDS THE IMPORTANCE OF HEALTHY LIFESTYLES

CYCLEKIDS.ORG/EVENTS

617.661.0908

DE CORDOVA SCULPTURE PARK & MUSEUM
LINCOLN, MASSACHUSETTS

SPONSORED BY *Specialized, Bicycling Magazine, Weymouth Design, Thule*



ADDITIONAL REMARKS SCHEDULE

AGENCY Willis of Texas, Inc.		NAMED INSURED USA Cycling, Inc. 210 USA Cycling Point Colorado Springs, CO 80919	
POLICY NUMBER 79960314		EFFECTIVE DATE: 12/31/2013	
CARRIER Federal Insurance Company	NAIC CODE 20281-001		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Event #2014-643
 Event Name: CYCLE Kids
 Event Location: Lincoln, MA
 Event Date: 06/08/2014

Certificate Holder is an Additional Insured with respects to Event #2014-643, CYCLE Kids, in Lincoln, MA on 06/08/2014, but only with respect to the liability arising out of the Named Insured's Operations.

Breakaway 19 2013 CYCLE Kids

18.6 miles

Leg	Dir	Type	Notes	Total
	→	Right	Turn right onto Sandy Pond Rd	0.1
0.2	←	Left	Turn left onto Baker Bridge Rd	0.3
1.2	←	Left	Turn left on MA-126/Concord Rd	1.4
1.2	→	Right	Turn right on MA-117/S Great Rd	2.6
1.7	←	Left	Turn left onto Sudbury Rd >> Concord Rd	4.3
2.4	→	Right	Turn right onto Pantry Rd	6.7
0.2	←	Left	Turn left onto Haynes Rd	6.8
0.3	←	Left	Turn left onto Marlboro Rd	7.1
0.5	←	Left	Turn left onto Morse Rd	7.6
1.3	→	Right	Turn right onto Concord Rd	9.0
0.2	←	Left	Turn left onto Plympton Rd	9.1
1.0	←	Left	Turn left onto Water Row	10.1
1.3	→	Right	Turn right onto Lincoln Rd >> Sherman's Bridge Rd	11.5
1.6	←	Left	Turn left onto Oxbow Rd	13.1
0.7	→	Right	Turn right onto Campbell Rd	13.8
0.4	→	Right	Turn right onto York Rd	14.2
0.5	→	Right	Turn right onto Oxbow Rd	14.7
0.3	→	Right	Turn right on MA-126/Concord Rd	15.0
0.1	←	Left	QUICK left onto Waltham Rd	15.1
0.2	←	Left	Turn left onto Lincoln Rd	15.3
0.8	↑	Straight	Cross MA-117/ So Great Rd at stop to stay on Lincoln Rd	16.0
1.9	←	Left	Turn left onto Sandy Pond Rd	18.0
0.5	→	Right	Turn right into deCordova Museum	18.5

Breakaway 36 2013 CYCLE Kids

35.4 miles

Leg	Dir	Type	Notes	Total
	→	Right	Turn right onto Sandy Pond Rd	0.1
0.2	←	Left	Turn left onto Baker Bridge Rd	0.3
1.2	←	Left	Turn left on MA-126/Concord Rd	1.4
1.2	→	Right	Turn right on MA-117/S Great Rd	2.7
1.7	←	Left	Turn left onto Sudbury Rd >> Concord Rd	4.3
2.4	→	Right	Turn right onto Pantry Rd	6.7
0.1	←	Left	Turn left onto Haynes Rd	6.8
0.3	←	Left	Turn left onto Marlboro Rd	7.1
0.5	→	Right	Slight right to stay on Marlboro Rd & continue outbound; inbound crosses right to left	7.6
1.0	→	Right	Slight right onto MA-27/Maynard Rd	8.6
0.1	←	Left	QUICK left onto Fairbank Rd	8.7
0.8	→	Right	Turn right onto Hudson Rd >> Sudbury Rd	9.5
1.9	→	Right	Slight right to stay on Sudbury Rd	11.4
2.1	→	Right	Turn right onto Whitman St; 63 SPLITS straight; REST STOP Honey Pot Hill ahead, left into drive	13.6
0.9	→	Right	Slight right onto MA-62/Gleasondale Rd	14.4
1.1	↑	Straight	Cross MA 117/ Great Rd onto Hartley Rd	15.5
0.0	→	Right	Turn right onto Crescent St	15.6
0.2	↑	Straight	Go straight onto W Acton Rd	15.8
0.2	→	Right	Turn right onto S Acton Rd >> Stow St	16.0
2.3	←	Left	Turn left onto Martin St	18.3
0.4	→	Right	Turn right onto Central St; 63 REJOINS from left	18.7
0.3	↑	Food	Rest stop on right at South Acton Train Station	19.0
0.0	→	Right	!!! Slight right onto MA-27/Main St. Move to left turn lane	19.0
0.1	←	Left	Turn left onto School St	19.1
0.1	→	Right	Slight right onto River St	19.2
1.0	→	Right	Turn right onto Parker St	20.2
0.7	←	Left	Turn left onto High St	20.9
0.7	→	Right	Turn right onto MA-62/Powder Mill Rd	21.5
0.2	←	Left	Turn left onto Sudbury Rd >> Powder Mill Rd	21.7
1.2	↑	Straight	Cross MA-117 onto Mossman Rd	22.9
1.5	→	Right	Turn right onto Marlboro Rd	24.4
0.0	←	Left	IMMEDIATE slight left onto Morse Rd inbound; outbound route bears right	24.4
1.3	→	Right	Turn right onto Concord Rd	25.8
0.2	←	Left	Turn left onto Plympton Rd	26.0
1.0	←	Left	Turn left onto Water Row	27.0
1.3	→	Right	Turn right onto Lincoln Rd >> Sherman's Bridge Rd	28.3
1.6	←	Left	Turn left onto Oxbow Rd	29.9
0.7	→	Right	Turn right onto Campbell Rd	30.6
0.4	→	Right	Turn right onto York Rd	31.0
0.5	→	Right	Turn right onto Oxbow Rd	31.5
0.3	→	Right	Turn right onto MA-126/Concord Rd	31.8
0.1	←	Left	QUICK left onto Waltham Rd	31.9

Leg	Dir	Type	Notes	Total
0.2	←	Left	Turn left onto Lincoln Rd	32.1
0.8	↑	Straight	Cross MA-117/ S Great Rd at stop to stay on Lincoln Rd	32.9
1.9	←	Left	Turn left onto Sandy Pond Rd	34.8
0.5	→	Right	Turn right into deCordova Museum	35.3

Ride With GPS · <http://ridewithgps.com>

Breakaway 63 2013 CYCLE Kids

63.0 miles

Leg	Dir	Type	Notes	Total
	→	Right	Turn right onto Sandy Pond Rd	0.1
0.2	←	Left	Turn left onto Baker Bridge Rd	0.3
1.2	←	Left	Turn left on MA-126/Concord Rd	1.4
1.2	→	Right	Turn right on MA-117/S Great Rd	2.6
1.7	←	Left	Turn left onto Sudbury Rd >> Concord Rd	4.3
2.4	→	Right	Turn right onto Pantry Rd	6.7
0.1	←	Left	Turn left onto Haynes Rd	6.8
0.3	←	Left	Turn left onto Marlboro Rd	7.1
0.5	→	Right	Slight right to stay on Marlboro Rd, continue outbound; inbound rte crosses right to left	7.6
1.0	→	Right	Turn right on MA-27/Maynard Rd	8.6
0.1	←	Left	QUICK left onto Fairbank Rd	8.7
0.8	→	Right	Turn right onto Hudson Rd >> Sudbury Rd	9.5
1.9	→	Right	Slight right to stay on Sudbury Rd	11.4
2.1	↑	Straight	Continue onto Boon Rd; 36 mile ride SPLITS right; REST STOP Honey Pot Hill ahead, left into drive	13.6
0.6	↑	Straight	!!! Continue on Boon Rd at stop	14.2
0.1	←	Left	Slight right onto Randall Rd at stop. NO SIGN	14.3
0.1	←	Left	Slight left to stay on Randall Rd	14.3
0.4	←	Left	Slight left to stay on Randall Rd	14.7
0.4	←	Left	Angle left to Walcott Rd after stop at Hudson Rd	15.2
1.0	→	Right	Turn right onto Old Bolton Rd >> Woobly Rd	16.2
1.0	↑	Straight	Go straight on Long Hill Rd	17.1
1.5	←	Left	Turn left on MA-117/Main St	18.6
0.2	←	Left	!!! Turn left on MA-85/Hudson Rd	18.8
1.0	→	Right	!!! Turn right onto Century Mill Rd	19.8
1.0	↑	Straight	Go straight on S Bolton Rd	20.8
0.7	←	Left	Slight left onto Farm Rd	21.5
0.3	←	Left	Slight left onto Berlin Rd	21.8
0.1	→	Right	Slight right onto Randall Rd	21.8
0.2	→	Right	Turn right onto Old Bay Rd. IMMEDIATE HILL	22.0
0.8	↑	Straight	Continue on Old Bay Rd after stop at Wattaquaddock Hill Rd	22.8
1.0	→	Right	Sharp right onto Ballville Rd	23.8
0.1	→	Right	Slight right onto Wilder Rd	23.9
0.7	←	Left	Turn left onto Sampson Rd NO SIGN	24.6
0.3	←	Left	!!! Cross MA-117/Main St at stop.	24.9
0.3	→	Right	Slight right onto Green Rd	25.2
0.0	←	Left	Slight left onto Vaughn Hill Rd	25.2
1.5	→	Right	Slight right onto MA-110/Still River Rd	26.8
1.7	←	Left	Turn left onto Prospect Hill Rd	28.5
1.9	→	Right	Slight right onto Depot Rd	30.4
0.8	→	Right	Slight right onto Under Pin Hill Rd	31.2
0.5	←	Left	Turn left onto Lovers Ln	31.7
0.5	→	Right	Turn right onto Elm St	32.2
0.0	←	Left		32.2

Leg	Dir	Type	Notes	Total
			Turn left on MA-110/Still River Rd; REST STOP to the right Harvard General Store	
0.1	↑	Straight	Straight on Old Littleton Rd crossing Fairbank at stop	32.3
1.8	←	Left	Slight left to stay on Old Littleton Rd >> Oak Hill Rd	34.1
2.8	←	Left	Slight left onto Sanderson Rd	36.9
0.1	→	Right	Turn right onto Taylor St	37.0
1.9	→	Right	Slight right onto Hill Rd	38.9
1.7	←	Left	Turn left onto Middle Rd	40.7
0.6	←	Left	Turn left onto Depot Rd	41.3
0.8	→	Right	Turn right onto Emanuel Dr	42.0
0.3	←	Left	Turn left onto Joseph Rd NO SIGN	42.3
0.7	→	Right	Turn right onto Liberty Square Rd	43.0
0.9	←	Left	Turn left on MA-111/Mass Ave	43.9
0.0	→	Right	QUICK right onto Summer Rd	43.9
1.4	→	Right	Slight right onto Central St	45.3
1.0	↑	Straight	36 mile ride REJOINS from the right	46.3
0.3	↑	Food	REST STOP to right at South Acton Train Station	46.6
0.1	→	Right	!!! Slight right on MA-27/Main St. Move to left turn lane	46.6
0.1	←	Left	Turn left onto School St	46.7
0.1	→	Right	Slight right onto River St	46.8
1.0	→	Right	Turn right onto Parker St	47.8
0.7	←	Left	Turn left onto High St	48.5
0.7	→	Right	Turn right on MA-62/Powder Mill Rd	49.1
0.2	←	Left	Turn left onto Sudbury Rd >> Powder Mill Rd	49.3
1.2	↑	Straight	Cross MA-117 onto Mossman Rd	50.5
1.5	→	Right	Turn right onto Marlboro Rd	52.0
0.0	←	Left	IMMEDIATE slight left onto Morse Rd inbound; outbound rte bears right	52.0
1.3	→	Right	Turn right onto Concord Rd	53.4
0.2	←	Left	Turn left onto Plympton Rd	53.6
1.0	←	Left	Turn left onto Water Row	54.6
1.3	→	Right	Turn right onto Lincoln Rd >> Sherman's Bridge Rd	55.9
1.6	←	Left	Turn left onto Oxbow Rd	57.5
0.7	→	Right	Turn right onto Campbell Rd	58.2
0.4	→	Right	Turn right onto York Rd	58.6
0.5	→	Right	Turn right onto Oxbow Rd	59.1
0.3	→	Right	Turn right on MA-126/Concord Rd	59.4
0.1	←	Left	QUICK left onto Waltham Rd	59.5
0.2	←	Left	Turn left onto Lincoln Rd	59.7
0.8	↑	Straight	Cross MA-117/ S Great Rd at stop to stay on Lincoln Rd	60.5
1.9	←	Left	Turn left onto Sandy Pond Rd	62.4
0.5	↑	Straight	Turn right into Decordova Museum	62.9

Golden, Patricia

From: McShea, Nancy
Sent: Friday, May 09, 2014 5:50 PM
To: Golden, Patricia
Cc: Nix, Scott; Grady, Robert; Herweck, Mark
Subject: Re: Request for Charity Bike Ride - Sunday, June 8th

I do not anticipate any issues with this from a Park and Recreation perspective. Thanks - Nancy

Nancy McShea, CPRE, CPSI

> On May 9, 2014, at 5:17 PM, "Golden, Patricia" <GoldenP@sudbury.ma.us> wrote:

>

> Good afternoon,

>

> Attached is an application for a charity bike ride, Breakaway, sponsored by Cycle Kids of Cambridge. This ride is planned to pass through Sudbury as well as other neighboring towns.

>

> This request is scheduled for the next Selectmen's meeting. Could you please respond with your input no later than Wed, May 14th?

>

> Thank you and have a good weekend.

>

> 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

>

>

> <20140509171112986.pdf>

Golden, Patricia

From: Grady, Robert
Sent: Thursday, May 15, 2014 3:18 PM
To: Golden, Patricia
Subject: RE: Request for Charity Bike Ride - Sunday, June 8th

Patty

I don't see a problem with the ride.

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

From: Golden, Patricia
Sent: Thursday, May 15, 2014 3:03 PM
To: Nix, Scott; Grady, Robert; Herweck, Mark
Subject: FW: Request for Charity Bike Ride - Sunday, June 8th

Good afternoon,
Just following up on this request since we haven't heard from you.
Could you please provide your input on this request by 10AM tomorrow, Friday.

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 09, 2014 5:17 PM
To: Nix, Scott; Grady, Robert; McShea, Nancy; Herweck, Mark
Subject: FW: Request for Charity Bike Ride - Sunday, June 8th

Good afternoon,

Attached is an application for a charity bike ride, Breakaway, sponsored by Cycle Kids of Cambridge. This ride is planned to pass through Sudbury as well as other neighboring towns.

This request is scheduled for the next Selectmen's meeting. Could you please respond with your input no later than Wed, May 14th?

Thank you and have a good weekend.

Patty Golden

Golden, Patricia

From: Herweck, Mark
Sent: Thursday, May 15, 2014 3:20 PM
To: Golden, Patricia; Nix, Scott; Grady, Robert
Subject: RE: Request for Charity Bike Ride - Sunday, June 8th

Hi Everyone; Building Department has no issues.

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

From: Golden, Patricia
Sent: Thursday, May 15, 2014 3:03 PM
To: Nix, Scott; Grady, Robert; Herweck, Mark
Subject: FW: Request for Charity Bike Ride - Sunday, June 8th

Good afternoon,
Just following up on this request since we haven't heard from you.
Could you please provide your input on this request by 10AM tomorrow, Friday.

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 09, 2014 5:17 PM
To: Nix, Scott; Grady, Robert; McShea, Nancy; Herweck, Mark
Subject: FW: Request for Charity Bike Ride - Sunday, June 8th

Good afternoon,

Attached is an application for a charity bike ride, Breakaway, sponsored by Cycle Kids of Cambridge. This ride is planned to pass through Sudbury as well as other neighboring towns.

This request is scheduled for the next Selectmen's meeting. Could you please respond with your input no later than Wed, May 14th?

Thank you and have a good weekend.

Patty Golden
Senior Admin Asst to the Town Manager
Town of Sudbury

AGENDA REQUEST – Item #22
BOARD OF SELECTMEN

Requestor's Section:

Date of request: 5-6-14

Requestor: DPW Director

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

CONSENT CALENDAR

Financial impact expected: Retained earnings – Transfer Station Enterprise Fund

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

The DPW has completed bidding for the purchase and installation of two 4-c.y. trash compactors with customized hoppers including removal of the existing compactors and the purchase and installation of one 4 c.y. cardboard compactor with user access component for the transfer station. The RFP was developed in conjunction with Town Counsel's Office and the bid has been reviewed.

Recommendations/Suggested Motion/Vote:

Vote to approve the award by the Town Manager to Maguire Equipment, Inc., at the bid price of \$88,714.00, for the purchase and installation of two 4 c.y. trash compactors with customized hoppers, including removal of the existing compactors, and the purchase and installation of one 4 c.y. cardboard compactor with user access component for the transfer station, the Town Manager to execute all documents related thereto.

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

None

Selectmen's Office Section:

Date of Selectmen's Meeting: 5/20/14

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)

**TOWN OF SUBURY
INVITATION FOR BID**

The Town of Sudbury, Massachusetts, by its Town Manager, the awarding authority, invites sealed bids for the furnishing of two (2) 4-cu. yd. stationary trash compactors with hoppers and one (1) 4-cu. yd. stationary cardboard compactor with doghouse user access, all new manufacturer's current models electrically/hydraulically powered as specified and complete to operate. Bid includes installation and electrical connection of the compactors as equipped at the Town of Sudbury Transfer Station, 20 Boston Post Rd., Sudbury, and removal and disposal of the two existing 3 cu. yd. trash compactors with hoppers. Prevailing wage rates apply where applicable. (Site visit is mandatory – refer to General Requirements Item 2)

Information, specifications, and bid forms may be obtained at the Office of the Department of Public Works, 275 Old Lancaster Road, Sudbury, Massachusetts, 978-440-5422 between the hours of 9:00 AM and 3:00 PM or may be requested by email at azzaritin@sudbury.ma.us. Bids must be plainly marked "Bid for Compactors" and submitted in a sealed envelope and addressed to the Director of Public Works, 275 Old Lancaster Road, Sudbury, Massachusetts 01776, and must be received before 10:00 a.m. local time, on Thursday May 1, 2014 at which time all bids will be publicly opened and read aloud.

Bids shall remain in effect for a period of thirty (30) days after bid opening. Award, if any, shall be made to the lowest responsible and responsive bidder.

The Town of Sudbury reserves the right to waive any informalities, reject any or all bids, or to accept any total bid which is deemed to be in the best interest of the Town of Sudbury.

TOWN OF SUDBURY
Maureen G. Valente, Town Manager

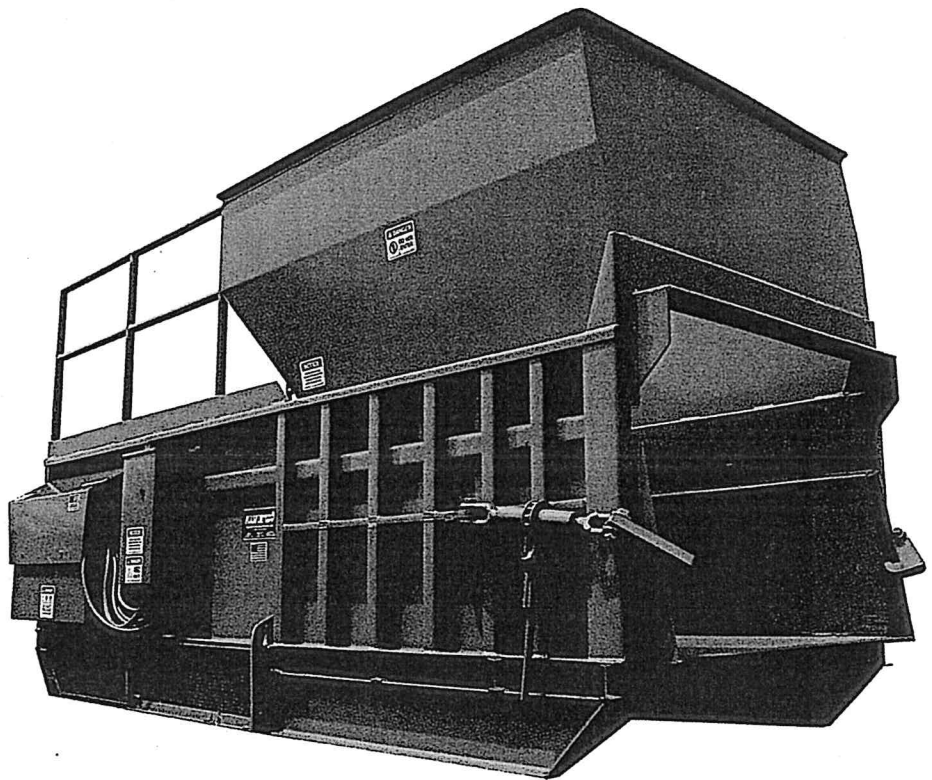
RJ-450 4 Cubic Yard Stationary Compactor



MSW and light
G&D waste
streams

*Ideal for
small transfer
stations or
municipal
drop-off centers*

*Heavy-duty
design and
high-compaction
force yield
excellent volume
reduction with
MSW and light
G&D waste
streams*



RAMJET 

Stationary and self-contained compactors.



**Environmental
Solutions Group**

A DOVER COMPANY

AGENDA REQUEST – Item #23

BOARD OF SELECTMEN

Requestor's Section

Date of request: *May 13, 2014*

Requestor: *Police Chief Scott Nix*

Action requested: *Accept \$100 donation into the DARE Program account*

Financial impact expected:
Additional funds for DARE program

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

Attached letter from Haynes PTO

Recommendations/Suggested Motion/Vote: CONSENT CALENDAR
Vote to accept a \$100 check into the Sudbury DARE Program account from Haynes School PTO in honor of Officer Rocky Conrado for his dedication to the program, said funds to be expended under the direction of the Town Manager.

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

Selectmen's Office Section

Date of Selectmen's Meeting: *May 20, 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)

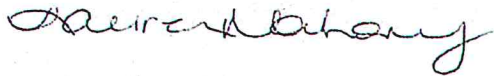
May 13, 2014

Chief Scott Nix
Sudbury Police Department
415 Boston Post Road
Sudbury, MA 01776

Dear Chief Nix,

Enclosed please find a check addressed to the Town of Sudbury for \$100. This check is a donation from the Josiah Haynes School 5th Grade class to go to the Sudbury DARE Program. The donation is made in honor of Officer Rocky for his dedication to the program.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lauren Mahoney".

Lauren Mahoney, Kendra Stowell, and Julie Whitehead
Haynes School PTO 5th Grade Coordinators